



City of
Joondalup

DRAFT AGENDA FOR BRIEFING SESSION

to be held on
TUESDAY, 10 MAY 2005
in Conference Room 1,
Joondalup Civic Centre, Boas Avenue, Joondalup
commencing at 6.30 pm

GARRY HUNT
Chief Executive Officer
6 May 2005

BRIEFING SESSIONS

The following procedures relating to the conduct of Briefing Sessions were adopted at the Council meeting held on 31 August 2004.

PURPOSE OF BRIEFING SESSIONS

For the most effective decision-making, elected members/Commissioners must have the opportunity to gain maximum knowledge and understanding of any issue presented to the Council on which they must vote. It is reasonable for elected members/Commissioners to expect that they will be provided with all the relevant information they need to understand issues listed on the agenda for the next or following ordinary Council meetings. The complexity of many items means that elected members/commissioners may need to be given information additional to that in a staff report and/or they may need an opportunity to ask questions of relevant staff members. This is achieved by the elected members/commissioners meeting as a body to receive a briefing on issues listed for Council decision. It is considered Briefing Sessions are much more efficient and effective than elected members/Commissioners meeting staff on an individual basis for such a purpose, with the added benefit that all elected members/Commissioners hear the same questions and answers.

Briefing Sessions conducted by the City are open to the public with the exception of confidential items that are to be considered by Council behind closed doors. In addition to having the opportunity to receive detailed presentations from staff and consultants about matters that are to be on the Council Meeting Agenda for decision, Briefing Sessions are the forum used by the City to receive deputations from the public, ratepayer and other community groups, about matters of interest and due for consideration and decision of Council.

To protect the integrity of the decision-making process it is essential that Briefing Sessions be conducted in keeping with agreed procedures that are consistently applied.

PROCEDURES FOR BRIEFING SESSIONS

- 1 Dates and times for sessions should be set well in advance where practical.
- 2 The CEO will ensure timely written notice and the agenda for each session is provided to all members.
- 3 Session papers should be distributed to members at least three days prior to the meeting. This does not preclude submission of late items where considered appropriate by the CEO.
- 4 The Mayor/Chairman of Commissioners or other designated member is to be the presiding member at all sessions.
- 5 Elected members/Commissioners, employees and consultants shall disclose their financial and conflicts of interest in matters to be discussed.
- 6 Interests are to be disclosed in accordance with the provisions of the Act as they apply to ordinary Council meetings. Persons disclosing a financial interest will not participate in that part of a session relating to their interest and shall leave the meeting room.

- 7 There is to be no opportunity for a person with an interest to request that they continue in the session.
- 8 A record should be kept of all sessions. As no decisions will be made, the record need only be a general record of items covered but should record disclosures of interest with appropriate departures/returns.
- 9 Elected members/Commissioners have the opportunity to request matters be included on the agenda for consideration at future Strategy or Briefing Sessions by:
 - (a) Request to the Mayor/Chairman;
 - (b) Request to the Chief Executive Officer; or
 - (c) Submitting a Notice of Motion to a Council meeting in keeping with Standing Orders.
- 10 An exception to point 7 above would be a situation where a consultant who has/declares a financial interest in the matter, is asked to attend a Strategy or Briefing Session to provide information only, on that matter being considered at the Session.
- 11 Briefing Sessions will be open to the public unless the session is being briefed on a matter for which a formal Council meeting may be closed.
- 12 Briefing Sessions will be the forum that ratepayer, community and other groups and members of the public can make a deputation on Council meeting agenda matters before the Council. Persons wanting to arrange deputations must do so in keeping with the procedures then applicable.
- 13 Items to be addressed will be limited to matters listed on the forthcoming agenda.
- 14 Briefings will only be given by staff or staff and consultants, for the purpose of ensuring that elected members and the public are more fully informed.
- 15 All questions and discussions will be directed through the chair. There will be no debate style discussion, as this needs to take place in the ordinary meeting of Council when the issue is set for decision.
- 16 A period for Public Questions be held at the commencement of Briefing Sessions that relate only to items on the agenda.

PUBLIC QUESTION TIME

Public question time is provided at meetings of Council or briefing sessions that are open to the public.

Public question time is not a public forum for debate or making public statements. The time is limited to asking of questions and receiving responses. This procedure is designed to assist the conduct of public question time and provide a fair and equitable opportunity for members of the public who wish to ask a question. Public question time is not to be used by elected members. Members of the Council are encouraged to use other opportunities to obtain information.

Questions raised at the Briefing Session must relate only to items on the agenda.

Prior to the Meeting/Briefing Session

To enable prompt and detailed responses to questions, members of the public are encouraged to lodge questions in writing to the Committee Clerk by close of business on the Friday prior to the Council meeting or Briefing Session at which the answer is required. Answers to those questions received within that time frame, where practicable, will be provided in hard copy form at that meeting.

At the Meeting/Briefing Session

A register will be provided for those persons wanting to ask questions to enter their name, and the order of registration will be the order in which persons will be invited to ask their questions.

Public question time will be limited to the legislative minimum of fifteen (15) minutes and may be extended by resolution of the Council, but the extension of time is not to exceed ten (10) minutes in total. Public question time will be limited to two (2) questions per member of the public. When all people who wish to do so have asked their two (2) questions, the presiding member may, if time permits, provide an opportunity for those who have already asked their two (2) questions to ask further questions.

During public question time at the meeting, each member of the public wanting to ask questions will be required to provide a written form of their question(s) to a Council employee.

Where the number of required questions exceeds the number able to be asked, the member of the public may submit the unasked questions to the Council, where they would be 'taken on notice' and a written response provided.

The procedure to ask a public question during the meeting is as follows:

- persons are requested to come forward in the order they registered;
- give their name and address;
- read out their question;
- before or during the meeting each person is requested to provide a written form of their question to a designated Council employee;
- the person having used up their allowed number of questions or time is asked by the presiding member if they have more questions; if they do then the presiding member notes the request and places them at the end of the queue; the person resumes their seat in the gallery;
- the next person on the registration list is called;
- the original registration list is worked through until exhausted; after that the presiding member calls upon any other persons who did not register if they have a question (people may have arrived after the meeting opened);
- when such people have asked their questions the presiding member may, if time permits, provide an opportunity for those who have already asked a question to ask further questions;
- public question time is declared closed following the expiration of the allocated time period or where there are no further questions.

The Mayor or presiding member shall decide to:

- Accept or reject the question and his/her decision is final;
- Nominate a member of the Council and/or Council employee to respond to the question;
- Due to the complexity of the question, it be taken on notice with a written response provided as soon as possible, and included in the agenda of the next briefing session or Council meeting, whichever applicable.

The following rules apply to public question time:

- *question time is not to be used by a member of the public to make a statement or express a personal opinion;*
- *questions should properly relate to Council business;*
- *question time shall not be used to require an Elected Member or an officer to make a personal explanation;*
- *questions should be asked politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or Council employee;*
- *where a response has been provided to a question asked by a member of the public, and where that response, in the opinion of the presiding person, adequately deals with the question, there is no obligation to further justify the response;*
- *where an elected member is of the opinion that the question is not relevant to the business of the City of Joondalup or that a member of the public is making a statement, they may bring it to the attention of the meeting.*

It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the Local Government Act 1995 or the Freedom of Information (FOI) Act 1992. Where the response to a question(s) would require a substantial commitment of the City's resources, the Chief Executive Officer (CEO) will determine that it is an unreasonable impost upon the City and refuse to provide it. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

Disclaimer

Responses to questions not put in writing are provided in good faith and as such, should not be relied upon as being either complete or comprehensive.

DEPUTATION SESSIONS

Council will conduct an informal session on the same day as the Briefing Session in Conference Room 1, Joondalup Civic Centre, Boas Avenue, Joondalup, commencing at 6.30 pm where members of the public may present deputations by appointment only. (Please note that deputation requests are to be received by no later than 4.00 pm on the Monday prior to a Briefing Session.)

A time period of fifteen (15) minutes is set-aside for each deputation, with five (5) minutes for Commissioners' questions. Deputation sessions are open to the public.

* *Any queries on the agenda, please contact Council Support Services on 9400 4369*

CITY OF JOONDALUP – BRIEFING SESSION

to be held in Conference Room 1, Joondalup Civic Centre, Boas Avenue, Joondalup on **TUESDAY, 10 MAY 2005** commencing at **6.30 pm**

ORDER OF BUSINESS

1 OPEN AND WELCOME

2 DEPUTATIONS

3 PUBLIC QUESTION TIME

Questions on Notice

Questions from the following persons were submitted to the Briefing Session held on 19 April 2005, and responses have been included in the minutes of the Council meeting held on 26 April 2005:

Ms M Moon
Mr D Davies
Ms M Macdonald

The following questions were submitted by Mr M Sideris, Mullaloo to the Briefing Session held on 19 April 2005:

Q1 Item 1 – Policy Review: Will this committee be established in accordance with the provisions of Section 5.8 of the Local Government Act 1995?

A1 Yes.

Q2 Can I be a member of this committee?

A2 This is for Council to determine.

4 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence previously approved

Comr Smith 7 and 28 June 2005

5 DECLARATIONS OF FINANCIAL INTEREST/INTEREST THAT MAY AFFECT IMPARTIALITY

Manager, Approvals Planning & Environmental Services stated his intention to declare an interest that may affect his impartiality in Confidential Item 17 – State Administrative Tribunal Appeal No 67 of 2005: Lewis Timms vs City of Joondalup – Medical Centre Extension: Lot 715 (110) Flinders Avenue, Hillarys as one of the Doctors at the practice is a personal acquaintance.

6 REPORTS

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- 11 REPORTS/PRESENTATIONS REQUESTED BY COMMISSIONERS**

ITEM 1 SCHEDULE OF DOCUMENTS EXECUTED BY MEANS OF AFFIXING THE COMMON SEAL [15876]

WARD: All

RESPONSIBLE DIRECTOR: Mr Garry Hunt
Chief Executive Officer

PURPOSE

To provide a listing of those documents executed by means of affixing the Common Seal for noting by the Council for the period 9 March 2005 to 19 April 2005.

EXECUTIVE SUMMARY

The City of Joondalup enters various agreements by affixing its Common Seal. The Local Government Act 1995 states that the City is a body corporate with perpetual succession and a common seal. Those documents that are executed by affixing the Common Seal are reported to the Council for information on a regular basis.

BACKGROUND

Not Applicable

DETAILS

Document: S70A
Parties: City of Joondalup and James and William Motherway
Description: S70A Application for Ancillary Accommodation, Lot 765 (176) Camberwarra Drive, Craigie
Date: 09.03.05

Document: Amendment
Parties: City of Joondalup and WA Planning Commission
Description: Final Adoption of Amendment 27 to DPS 2 – Lots 1, 7, 8, 9 and 10 Whitfords Avenue, Woodvale
Date: 09.03.05

Document: Deed
Parties: City of Joondalup and State of Western Australia
Description: Deed of Indemnity to utilise part of the Joondalup Court House for the City's Festival 2005
Date: 17.03.05

Document: Caveat
Parties: City of Joondalup and Poklen Investments
Description: Withdrawal of Caveat – cash-in-lieu of parking – 167 Grand Boulevard, Joondalup
Date: 30.03.05

Document: Deed
Parties: City of Joondalup and Corner Crews
Description: Deed of Agreement to satisfy outstanding WAPC Conditions of subdivision over 17 Parker Avenue, Sorrento
Date: 30.03.05

Document:	Transfer
Parties:	City of Joondalup and R and P Hannan
Description:	Transfer of Land document for Lot 5 (10) Pomeina Mews, Kingsley
Date:	30.03.05
Document:	Caveat
Parties:	City of Joondalup and Edith Cowan University (ECU)
Description:	Withdrawal of Caveat – 38 Collier Pass, Joondalup to allow for registration of easement
Date:	19.04.05
Document:	Contract
Parties:	City of Joondalup and Glenbourne Nominees P/L
Description:	Execution of Contract 029-04/05 – Library alterations at Whitfords, Duncraig, Woodvale and Joondalup
Date:	19.04.05
Document:	Amendment
Parties:	City of Joondalup
Description:	Final approval of Scheme Amendment No 28 – 16 Fernwood Square, Padbury
Date:	19.04.05
Document:	Lease
Parties:	City of Joondalup and Vodafone Network
Description:	Extension of Lease – 15 Burlos Court, Joondalup (for telecommunication facility)
Date:	19.04.05

Issues and options considered:

Not Applicable

Link to Strategic Plan:

Some of the documents executed by affixing the common seal may have a link to the Strategic Plan on an individual basis.

Legislation – Statutory Provisions:

Sub-sections (2) and (3) of section 2.5 of the Local Government Act 1995 states:

- (2) The local government is a body corporate with perpetual succession and a common seal.
- (3) The local government has the legal capacity of a natural person.

Risk Management considerations:

Not Applicable.

Financial/Budget Implications:

Some of the documents executed by the City may have financial and budget implications.

Policy implications:

Policy 2.3.3 titled Use of Common Seal and the Signatories for Contract Execution has the following objective:

To provide a policy for the use of the common seal and signatories for the execution of agreements.

Sustainability implications:

Not Applicable

Consultation:

Not Applicable

COMMENT

The various documents have been executed by affixing the Common Seal of the City of Joondalup and are submitted to the Council for information.

ATTACHMENTS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the schedule of documents executed by means of affixing the Common Seal for the period 9 March 2005 to 19 April 2005 be NOTED.

ITEM 2 REVIEW OF WARD BOUNDARIES AND ELECTED MEMBER REPRESENTATION – [16878]

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Garry Hunt Chief Executive Officer

PURPOSE

To brief the Council on the process involved for the review of ward boundaries and elected member representation.

EXECUTIVE SUMMARY

The Local Government Act 1995 requires every local government to review its ward boundaries and elected member representation every eight years.

With the City of Joondalup being established on 1 July 1998 and adopting its preferred ward structure and elected member representation model on 27 August 1999, the Council is required to undertake its review by 26 August 2007. The review could take the City six to twelve months to complete and submit it to the Local Government Advisory Board for consideration. Initial comment from the Board is that it would take six to eight weeks to assess the submission. It is suggested that the review commence early-mid 2005.

The review involves the preparation of a discussion paper and consultation with the community prior to the Council agreeing on a preferred option and submitting it to the Local Government Advisory Board.

The intent of this report is to make the Council aware of the pending review and agree to the preparation of a discussion paper.

BACKGROUND

The City of Joondalup was established by virtue of the Joondalup and Wanneroo Order 1998 which came into operation as of 1 July 1998. The Order created two new local governments, the City of Joondalup and the Shire (now) City of Wanneroo.

The Local Government Act 1995 came into operation on 1 July 1996 and places a legislative requirement of all local governments to review its ward boundaries and elected member representation every eight (8) years.

At the creation of the City of Joondalup, there was a requirement to establish its ward boundaries and elected member representation. This review was carried out in accordance with the legislation and on 27 August 1999 the District of Joondalup (Ward Boundaries, Representations and Elections) 1999 was gazetted.

Following this Order, the City of Joondalup is required to complete its review by 26 August 2007. Given the process to be followed it is anticipated that the review may take some time to complete prior to submitting it to the Local Government Advisory Board for consideration. It is suggested that the review commence early to mid 2005.

DETAILS

Issues and options considered:

There are no options canvassed at this stage. Any options will be included as part of the discussion paper to be prepared and through consultation further options and issues will probably be raised.

Link to Strategic Plan:

Objective 1.3 To continue to provide services that meet changing needs of a diverse and growing community.

Objective 3.3 To continue to meet changing demographic needs.

Objective 4.3 To ensure the City responds to and communicates with the community.

Strategy 4.3.3

Provide fair and transparent decision-making processes

Legislation – Statutory Provisions:

Schedule 2.2 Clause 6 of the Local Government Act 1995 requires a local government to carry out a review of its ward boundaries and number of offices of Councillor for each ward at least once every eight (8) years:

“Schedule 2.2

6 A local government the district of which is divided into wards is to carry out reviews of:

- (a) its ward boundaries; and*
- (b) the number of offices of councillor for each ward,*

from time to time so that not more than 8 years elapse between successive reviews.”

Section 2.10 of the Local Government Act 1995 states the role of a councillor is:

“A councillor:

- (a) represents the interests of electors, ratepayers and residents of the district;*
- (b) provides leadership and guidance to the community in the district;*
- (c) facilitates communication between the community and the council;*
- (d) participates in the local government’s decision-making processes at council and committee meetings; and*
- (e) performs such functions as are given to a councillor by this Act or any other written law.”*

Risk Management considerations:

The associated risk with not undertaking the review of ward boundaries and elected member representation is that the Council would not be complying with its legislative requirements. Recent amendments to the Local Government Act 1995 allows the Local Government Advisory Board to request a local government to carry out a review of its representation at anytime.

Financial/Budget Implications:

There are no specific funds available to undertake the review but it will be absorbed as part of normal operations.

Policy implications:

Not Applicable.

Sustainability implications:

The review of ward boundaries and elected member representation across the City of Joondalup will:

- Attempt to provide a fair and equitable representation for the electors of the district;
- Ensure that the correct level of representation will assist individual members performing their role under section 2.10 of the Local Government Act, and;
- Aid in the ability of the Council to provide good government to the people of its district.

Consultation:

The level of community consultation for the review has not been developed but the Local Government Act 1995 and the Local Government Advisory Board detail the required minimum. The level of community consultation will be determined at the time the Council considers a discussion paper relating to the conduct of the review.

The review process involves a number of steps: -

- Council resolves to undertake the review
- Public submission period opens
- Information provided to the community for discussion
- Public submission period closes
- The Council considers all submissions and relevant factors and makes a decision
- The Council submits a report to the Local Government Advisory Board (the Board) for its consideration; and
- (If any change is proposed) the Board submits a recommendation to the Minister for Local Government and Regional Development (the Minister).

Any changes approved by the Minister, where possible, will be in place for the next ordinary election.

The advice from the Local Government Advisory Board is not to contain any preferred option of the Council in the discussion paper that is circulated for public feedback.

COMMENT

The purpose of the review is to evaluate the current arrangements and consider other options to find the system of representation that best reflects the characteristics of the district and its people. Any of the following may be considered:

- Creating new wards in a district already divided into wards;
- Changing the boundaries of a ward;
- Abolishing any or all the wards into which the district is divided;
- Changing the name of a district or ward;
- Changing the number of offices of councillor on a council; and
- Specifying or changing the number of offices of councillor for a ward.

The Board considers that the ratio of councillors to electors is always significant. It is expected that each local government will have similar ratios of councillors to electors across the wards of the district.

The Minister for Local Government and Regional Development has indicated that he will not consider changes to ward boundaries and representation that result in councillor/elector ratios that are greater than plus/minus 10% of the average councillor/elector ratio for the local government. Given that guideline, the current average ratio of Councillors to Electors across the wards is one Councillor to every 7290 Electors. Only the Lakeside and Whitfords Wards fall within the plus/minus 10% guideline. Based on the current ward structure and population projections to 2011 only the North Coastal Ward would satisfy that guideline.

ATTACHMENTS

Attachment 1	Processes associated with reviewing ward boundaries and representation – Local Government Advisory Board;
Attachment 2	Information relating to current ward structure and future projections.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

- 1 AGREES to undertake a review of the City of Joondalup ward boundaries and representation in accordance with Schedule 2.2 of the Local Government Act 1995;**
- 2 REQUESTS the Chief Executive Officer to prepare a discussion paper regarding the review of ward boundaries and elected member representation to be presented to the Council for further consideration.**

Appendix 1 refers.

To access this attachment on electronic document, click here: [Attach1brf100505.pdf](#)

ITEM 3 QUARTERLY PROGRESS REPORT AGAINST ANNUAL PLAN 2004/05 – [20560]

WARD: All

RESPONSIBLE DIRECTOR: Mr Garry Hunt
Chief Executive Officer

PURPOSE

To present the Quarterly Progress Report against the City of Joondalup's Annual Plan 2004/05 for the period 1 January 2005 to 31 March 2005.

EXECUTIVE SUMMARY

At the meeting of 14 December 2004, Council endorsed the new *Corporate Reporting Framework* including that regular progress reports against the then Corporate Plan be provided to Council and the community. (*Item CJ307-12/04 refers*)

The Corporate Plan has been renamed the Annual Plan to better reflect the purpose of the Plan which is to detail the annual priorities for the City in order to achieve the Strategic Plan.

Council received the first Progress Report covering the period 1 July 2004 to 31 December 2004 on 15 March 2005 (*Item CJ029 - 03/05 refers*).

The 'Quarterly Progress Report January – March 2005' forms Attachment 1 to this report. It provides information on whether the targets set within the Annual Plan 2004/05 have been met for the period 1 January 2005 to 31 March 2005.

It is recommended that Council ACCEPTS the Quarterly Progress Report for the period 1 January 2005 to 31 March 2005 against the milestones outlined within the City's Annual Plan 2004/05.

BACKGROUND

Following a review of the City's Corporate Planning and Reporting System, a report was presented to Council on 14 December 2004 proposing a new *Corporate Reporting Framework* incorporating the development of Key Performance Indicators for the Strategic Plan 2003-2008, the development of a Corporate Plan 2004/05, and the provision of regular progress reports on these to Council. (*Item CJ307-12/04 refers*)

Council endorsed the following recommendations at its 14 December 2004 meeting:

That Council:

- 1 *ENDORSES the Strategic Plan Key Performance Indicators shown as Attachment 1 to Report CJ307-12/7;*
- 2 *ENDORSES the Corporate Plan 2004/05 shown as Attachment 3 in Report CJ307-12/04;*
- 3 *ENDORSES the Corporate Reporting Framework whereby the Joint Commissioners receive annual reports against the Strategic Plan Key Performance Indicators, annual reports against the key performance indicators for the principal activities of Council as*

outlined in the Principal Activities Plan, and Quarterly Progress Reports against the Corporate Plan.

The Corporate Plan has been renamed the Annual Plan to better reflect the purpose of the Plan which is to detail the annual priorities for the City in order to achieve the Strategic Plan.

DETAILS

The Annual Plan 2004/05 highlights the annual priorities for the organisation to achieve the Strategic Plan. It includes milestones against Council Projects and other annual priorities (project, programs and services).

Council received the first progress report for the period 1 July 2004 – 31 December 2004 on 15 March 2005 (Item CJ029 - 03/05 refers)

Link to Strategic Plan:

This item links to the Strategic Plan through Key Focus Area 4- Organisational Development.

Outcome - The City of Joondalup is a sustainable and accountable business

Objective 4.1 - To manage the business in a responsible and accountable manner

Strategy 4.1.2 - Develop a corporate reporting framework based on sustainable indicators

Legislation – Statutory Provisions:

Not Applicable

Risk Management considerations:

Council has made a commitment to provide the community with information about council's functions, actions and performance and to make that information accessible and useful.

Policy implications:

Council's Public Participation Policy 2.6.3 has a stated objective to enhance the capacity of the community to actively participate in decision-making and strategic direction setting.

Sustainability implications:

The Annual Plan aligns with the strategic directions established by Council and outlined in the Strategic Plan 2003 – 2008. Council's vision is to be '*A sustainable City and community that are recognised as innovative, unique and diverse*'. Reports against the Annual Plan 2004/05 provide regular assessments against the progress of the City's key projects, programs and services and, therefore, the City's achievement of the Strategic Plan.

Consultation:

Not Applicable

COMMENT

The progress report is a valuable tool for Council to:

- Measure the performance of the City particularly in relation to its achievement of pre-determined outcomes and objectives, and;
- Capture the results of performance measurement and feed them back into the planning processes that then guide the organisation to make the necessary changes to its activities and operations and (if necessary) make changes to its strategic outcomes and objectives.

The report is also a mechanism to provide information to the community thus meeting the City's commitment to be open and transparent in its activities.

ATTACHMENTS

Attachment 1 Quarterly Progress Report – January 2005 – March 2005

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council ACCEPTS the Quarterly Progress Report for the period 1 January 2005 to 31 March 2005 against the milestones outlined within the City's Annual Plan 2004/05.

Appendix 2 refers.

To access this attachment on electronic document, click here: [Attach2brf100505.pdf](#)

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ITEM 4 STRATEGIC FINANCIAL PLAN 2005/06 - 2008/09 – [38532]

WARD: All

RESPONSIBLE DIRECTOR: Mr Peter Schneider
Director Corporate Services and Resource Management

PURPOSE

To seek Council approval to advertise the Strategic Financial Plan 2005/06 to 2008/09 for public comment for a period of 30 days, 21 May to 20 June 2005 inclusive.

EXECUTIVE SUMMARY

The City has prepared a Strategic Financial Plan for the period 2005/06 – 2008/09. The main objective of the plan is to provide the community with information about the Council's proposed major activities and give them an opportunity to comment on these prior to formal adoption of the 2005/06 budget.

The Strategic Financial Plan replaces the former Principal Activities Plan that Council was required to produce each year. The *Local Government Act 1995* has been recently amended and the requirement for the Principal Activities Plan has been deleted. Councils will, instead, be required to 'plan for the future' and to consult with the community during the development of that plan for the future. The new regulations do not apply to the 2005/06 planning and budget cycle however the City of Joondalup has produced the Strategic Financial Plan 2005/06 - 2008/09 (formerly Principal Activities Plan) in order to provide the community with an opportunity to provide comment on the City's proposed activities.

It is proposed that the draft Strategic Financial Plan 2005/06 to 2008/09 be made available for public review and comment for a period of 30 days (21 May 2005 to 20 June 2005). Members of the community will be invited to make submissions. Once all submissions have been considered, the Strategic Financial Plan 2005/06 to 2008/09 will be adopted with or without modification and will then be made available to the public.

It is recommended that Council ACCEPTS the Draft Principal Activities Plan 2005/06 – 2008/09 (Attachment 1) for the purposes of advertising to seek public comment on the proposals contained in the plan for a period of 30 days, 21 May to 20 June 2005 inclusive.

BACKGROUND

The Local Government Act 1995 has, in the past, required all local governments to produce a Principal Activities Plan annually and accordingly the City has done so since 1999.

In 2003 the State Department of Local Government and Regional Development undertook a major review of the *Local Government Act 1995* and associated regulations. This was the first comprehensive review since 1996.

On 5 April 2005 a report was presented to Council which provided information on proposed amendments to the Local Government Act 1995 in relation to the Principal Activities Plan and to seek Council endorsement, upon proclamation of such amendments, for a 30-day public comment period for the Strategic Financial Plan (formerly Principal Activities Plan). Council approved a 30-day public comment period following proclamation of the Local Government Amendment Act 2004. (*Item CJ045 – 04/05 refers*) The Local Government Amendment Act 2004 was proclaimed on 31 March 2005.

DETAILS

The Local Government Amendment Act 1994 requires Councils to 'plan for the future' and to consult with the community during the development of that plan. The new regulations do not apply to the 2005/06 planning and budget cycle however Council has produced a Strategic Financial Plan 2005/06 to 2008/09 in order to provide the community with an opportunity to provide comment on the City's proposed activities for the duration of the Plan.

The Strategic Financial Plan 2005/06 to 2008/09 replaces the former Principal Activities Plan that Council was previously required to produce. The draft Strategic Financial Plan 2005/06 to 2008/09 provides a broad strategic overview of the major activities that Council proposes to undertake over the next 4 years, links the City's financial capacity with the strategic direction detailed in the City's Strategic Plan 2003 to 2008, and allocates indicative sums of money to potential projects to ascertain whether the City has the capacity to fund them when required. The Plan also details the performance indicators that will be used to measure the City's success in delivering these services to the community in an efficient and effective manner.

It is proposed that the draft Strategic Financial Plan 2005/06 – 2008/09 be made available for public inspection and comment for thirty (30) 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 21 May 2005 and close on 20 June 2005.

A further report will then be presented to Council following the public comment period requesting that Council considers all submissions and adopts the Strategic Financial Plan 2005/06 to 2008/09 with or without modification.

For the purposes of this Plan the following criteria have been used to define a major activity:

- A program or activity which is likely to cost a significant amount of the total annual expenditure; and
- A service or project considered to be of significant interest to the community.

The Major Activities chosen for the City of Joondalup, in accordance with these criteria are:

- Ocean Reef Boat Harbour Development
- Joondalup Works Depot
- Currambine Community Centre
- Mullaloo Development
- Sorrento Beach Development
- Cultural Facilities
- Craigie Leisure Centre
- Approvals, Planning and Environmental Services
- Library and Information Services
- Community Development Services
- Infrastructure Management and Ranger Services
- Environmental Waste Management Services
- Operations Services

Link to 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*

Legislation – Statutory Provisions:

The Local Government Amendment Act 1994 was proclaimed on 31 March 2005. Section 42 amends the Act to remove the current detailed requirements for principal activity planning. Sections 5.56, 5.57 and 5.58 are repealed and in their place, a new section 5.56 is included which provides a more general obligation to “plan for the future”.

The regulations do not require the development of a plan for the financial year commencing 1 July 2005. The contents for a plan for the future for the 2005/06 financial year has been left for individual local governments to determine. It can be the continuation of a principal activity plan or such other plan as may be developed. The Local Government Amendment Act 2004 (Clause 42) does not stipulate a public comment period but does require councils to consult with the electors and ratepayers in the development of the ‘plan for the future’.

For 2005/06 Council has taken a decision to proceed with the production of a Principal Activities Plan for the 2005/06 financial year although the Plan has been renamed the “*Strategic Financial Plan*” to better reflect the function the Plan has in linking the City’s financial capacity with the strategic directions set by Council.

Risk Management considerations:

There is no longer a statutory requirement for the Strategic Financial Plan to be made available to the public for comment. It is, however, prudent to make the Plan available for public comment to provide the community with an opportunity to participate in the future direction of the City.

Financial/Budget Implications:

The draft Strategic Financial Plan 2005/06 provides four-year financial details and source/s of funding for the significant projects and activities of Council for the next four years. The income and expenditure detailed in the Plan are indicative. It should not be interpreted that amounts contained within the Plan will be allocated to these major activities in the final budgets. The dollar amounts included in this Plan may vary according to priorities established by Council for each particular year during the annual budget process.

Policy implications:

Council’s general policy directions are guided by six principles: community focus, sustainability, best value, leadership through partnerships and networks, flexibility in service delivery, and people management. These principles commit Council to the development of a well-informed community that is able to participate in the democratic processes.

Council’s Public Participation Policy 2.6.3 has a stated objective to enhance the capacity of the community to actively participate in decision-making and strategic direction setting.

Sustainability implications:

The City of Joondalup has a responsibility to serve the community by endeavouring to meet the needs of the present generation while respecting the ability of future generations to meet their needs and aspirations.

The goal of sustainability therefore underpins all Council’s decisions and activities, particularly those that define, or have an impact on, the City’s future. This involves making decisions about protecting and enhancing the well-being and quality of life of its citizens, the health of the environment, and the capacity of the economy to support the community.

The development of a Strategic Financial Plan will establish a sustainable financial plan for the future through the provision of sufficient funds to allow capital projects and new initiatives to be implemented, ensure the City's infrastructure is maintained, and ensure Council has the financial flexibility to respond to community needs now and into the future.

Consultation:

The draft Strategic Financial Plan 2005/06 to 2008/09 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 30 days (21 May 2005 to 20 June 2005). The community will be invited to make submissions. Once all submissions have been considered, the Strategic Financial Plan 2005/06 to 2008/09 will be adopted with or without modification and will then be made available to the community.

COMMENT

The new regulations (for the Local Government Amendment Act 1994) do not apply until the 2006/07 financial year. Council has determined that it will proceed with the development of the draft Strategic Financial Plan 2005/06 – 2008/09, which replaces the Principal Activities Plan.

The draft Plan provides an overview of the major activities, and funding options that may be considered by Council over the period of the Plan and will provide the community with opportunities to provide comment on the major projects and activities the City intends to undertake for the period of the Plan, and the performance indicators, which will measure the City's success in delivering these services.

The City offers a range of opportunities for public consultation. Public advertising of the Strategic Financial Plan 2005/06 to 2008/09 prior to formal adoption is one of the methods by which the City provides the community with an opportunity to influence the future planning and direction of the City.

ATTACHMENTS

Attachment 1 Draft Strategic Financial Plan 2005/06 – 2008/09

RECOMMENDATION

That Council ADVERTISES the Draft Principal Activities Plan 2005/06 – 2008/09 forming Attachment 1 to this Report for the purpose of seeking public comment on the proposals contained in the plan for a period of 30 days, 21 May to 20 June 2005 inclusive.

Appendix 3 refers.

To access this attachment on electronic document, click here: [Attach3brf100505.pdf](#)

ITEM 5 MINUTES OF THE STRATEGIC FINANCIAL MANAGEMENT COMMITTEE - [51567] [14528] [80566]

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Peter Schneider Director Corporate Services and Resource Management

PURPOSE

To submit the Minutes of the Strategic Financial Management Committee (SFMC) to Council for noting.

EXECUTIVE SUMMARY

Meetings of the Strategic Financial Management Committee were held on:

- 8 and 22 February 2005;
- 1 March 2005;
- 22 March 2005;
- 5 April 2005.

The minutes of these committee meetings are attached for noting – Attachment 1 refers.

BACKGROUND

At its meeting held on 2 November 2004 (Item CJ249-11/04 refers) Council established the Strategic Financial Management Committee (SFMC), comprising the Joint Commissioners, with the following terms of reference:

- (a) Promote and advocate sound financial management within the City and provide advice to the council on strategic financial management issues;
- (b) In particular advise Council on –
 - (i) How funding can be achieved for any major capital works project before the council makes a commitment to a project;
 - (ii) Levels of service;
 - (iii) Preparation of the Principal Activities Plan with high priority being given to ensure that the Plan is achievable in the long term;
 - (iv) Alignment of the Principal Activities Plan to the Council's Strategic Plan;
 - (v) Consideration of public submissions to the Principal Activities Plan;
 - (vi) Final acceptance of the Principal Activities Plan.
- (c) Policy development and review of policies with financial implications for the City;

DETAILS

Meetings of the SFMC were held on:

- 8 and 22 February 2005;
- 1 March 2005;
- 22 March 2005;
- 5 April 2005.

The minutes of these committee meetings are attached for noting – Attachment 1 refers.

Issues and options considered:

As contained within the minutes of the SFMC.

Link to 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.

Legislation – Statutory Provisions:

In accordance with Section 2.7 of the Local Government Act 1995, included in the role of the Council is the responsibility to oversee the allocation of the local government's finances and resources.

Section 5.8 of the Local Government Act 1995 provides for a local government to establish a committee to assist the Council.

Risk Management considerations:

The main risk considerations related to the SFMC are of an economic nature and pertain principally to issues of sustainability.

Financial/Budget Implications:

The terms of reference of the SFMC include promoting and advocating sound financial advice to the Council on strategic financial management issues.

Policy implications:

Links with Policy 2.4.5 – Budget Timetable by assisting in achieving a transparent, planned and co-ordinated budget linking to the Strategic Financial Plan (formerly Principal Activities Plan).

Sustainability implications:

The terms of reference of the SFMC are consistent with establishing a sustainable financial plan for the future by advising Council on funding for capital works projects, levels of service and preparation of the Strategic Financial Plan.

Consultation:

Consultation is achieved through advertising and consideration of public comments associated with the Strategic Financial Plan.

COMMENT

The minutes of the Strategic Financial Management Committee are provided to Council for noting.

ATTACHMENTS

Attachment 1 Minutes of the Strategic Financial Committee Meetings held on:

- 8 and 22 February 2005;
- 1 March 2005;
- 22 March 2005;
- 5 April 2005.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the following confirmed minutes of the Strategic Financial Management Committee, forming Attachment 1 to this Report:

- 1 8 and 22 February 2005;**
- 2 1 March 2005;**
- 3 22 March 2005;**
- 4 5 April 2005.**

Appendix 14 refers.

To access this attachment on electronic document, click here: [Attach14brf100505.pdf](#)

ITEM 6 OCEAN REEF ROAD EXTENSION - REQUEST FOR REMOVAL OF EXISTING CARPARK – [07131]

WARD: Marina

RESPONSIBLE DIRECTOR: Mr Garry Hunt
Chief Executive Officer

PURPOSE

To provide Council with details of a request from seven (7) residents living in Mabena Place and Rambler Green in Ocean Reef to remove an existing car park located at the northern end of the proposed Ocean Reef Road extension.

EXECUTIVE SUMMARY

The City has received a request from seven residents, that has generated a number of emails and letters from other Ocean Reef residents, who maintain that the detailed design for the construction of the Ocean Reef Road extension shown as option one on the plan (Refer Attachment B) be redrafted to remove a car park situated on the western side of the existing single carriageway of Ocean Reef Road south of Shenton Avenue. (Refer Attachment A)

The residents have made this request on the understanding that it would result in the road being realigned a further eight (8) metres from their homes and address their concerns about pollution, noise, anti-social behaviour whilst still maintaining the community requirements for the design that were the outcomes of a comprehensive consultation process.

Detailed designs were developed based on the following information received through broad community consultation:

- As the existing car parks meet the needs of local residents and provide safe access to the beaches along established pathways there was no current need for additional car parking
- Community concerns that additional car parks might lead to environmental degradation, increased pollution and anti-social behaviour
- To avoid pedestrians having to cross the road to get to the pathways, car parks must remain to the west of the road
- To enhance local amenity, the road should be built to a boulevard standard
- To reduce the speed of traffic through the area the road should meander along its length
- To avoid visual and physical pollution for local residents, the road should be constructed as far west from existing residences as possible.

The detailed design was presented at the final meeting of the Ocean Reef Working Party at their meeting of 17 November 2005 and subsequently endorsed by them. It should be noted that one of the Working Party members is a signatory to this request for a change in design.

This report recommends that Council taking into consideration the extensive community wide consultation process undertaken whereby existing and future car parking provision was considered, REAFFIRMS its previous decision to approve a single lane boulevard design standard fully kerbed and drained with roundabouts at Hodges Drive and Resolute Way as shown on Attachment B to this Report for the construction of Ocean Reef Road from Hodges Drive to Shenton Avenue, Joondalup.

BACKGROUND

Suburb/Location: Ocean Reef (Refer Location Plan shown as Attachment A)

Applicant:	Silvia Genoni	4 Mabena Place	Ocean Reef
	Ralph Benitah	4 Mabena Place	Ocean Reef
	Christine Bestall	7 Mabena Place	Ocean Reef
	Lee Bestall	7 Mabena Place	Ocean Reef
	Geoff Knight	8 Mabena Place	Ocean Reef
	Patricia Morrigan	1 Rambler Green	Ocean Reef
	Martin Taylor	1 Rambler Green	Ocean Reef

Owner: Same as per applicant details

Zoning: Dedicated as public road reserve

The Ocean Reef Road extension project has been the subject of previous consideration by Council.

Since the initial resolution of Council in September 2003 to construct the road to a rural standard and minimum cost, the local community mobilised to form two key stakeholder groups with strongly divergent views on the road matter. Council resolved to establish a working party to guide the consultation process on the proposed extension of Ocean Reef Road. Based on the outcomes of the consultation process the Working Party made detailed design recommendations to Council. These were accepted and endorsed by Council as follows:

ENDORSES the Working Party recommendations to:

- (a) *ACCEPTS the design for the construction of the Ocean Reef Road extension shown as option one on the plan;*
- (b) *NOTES that the estimated cost of construction will be \$1.7 million and will include full kerbing and drainage and minimum street lighting;*
- (c) *REQUESTS that a Re-vegetation Plan is developed with community input into the design and planting processes associated with the plan;*
- (d) *REQUESTS that a communication strategy is endorsed for the construction phase of the Ocean Reef Road extension to include:*
 - (i) *Working party to receive details of all key events leading up to the construction phase by post;*
 - (ii) *Community members that attended the workshops to receive all key events leading up to the construction phase by post;*
 - (iii) *Community in general will be advised of key events though advertisements placed in the local newspaper and updates on the City's website;*
 - (iv) *A contact person is appointed by the City to handle all enquiries leading up to and during the construction phase.*
- (e) *NOTES the successful outcomes of the consultation process and the validation report received from the Premier and Cabinet Civics and Citizens Unit;*
- (f) *CONGRATULATES AND THANKS the working party members for their input and time into the project;*

- (g) *APPROVES a single lane boulevard design standard fully kerbed and drained with roundabouts at Hodges Drive and Resolute Way as shown on ATTACHMENT B for the construction of Ocean Reef Road from Hodges Drive to Shenton Avenue;*
- (h) *APPROVES the reallocation of funds of \$196,000 from the Hodges Drive Drainage Reserve to Ocean Reef Road subject to section 6.11 of the Local Government Act 1995;*
- (i) *SEEKS a contribution of up to \$236,000 from the Ocean Reef subdivision landowners being the Roman Catholic Archbishop of Perth together with Davidson Pty Ltd for the construction of a single lane boulevard for Ocean Reef Road;*
- (j) *LISTS for consideration in the 2004/05 half year Budget review any outstanding balance of funding for the construction of a single lane boulevard for Ocean Reef Road;*
- (k) *AUTHORISES the Acting CEO to arrange for the finalisation of the design and preparation of tender documents for the Ocean Reef Road extension.*

Furthermore it should be noted that following the abovementioned decision Council awarded a tender at it's meeting on 26 April 2005. (CJ075-04/05 refers). The tender was based on the detailed design endorsed by Council on 14 December 2004.

DETAILS

A comprehensive process of community consultation was undertaken following a resolution of Council on 29 June 2004 (CJ146-06/04 refers). To guide the process a working party was formed, comprising of local residents and other stakeholders.

The working party met on nine occasions between July 2004 and November 2004 and their role was as follows:

- Utilise and evaluate the Premier and Cabinets – Consulting Citizens Guide
- Develop the processes and agree on the design of the program for wider consultation
- Develop and agree on a selection process to involve broader community
- Formulate and agree upon the key criteria for broader community consultation
- To validate the feedback from community from the first workshop held on 30 September 2004 and again from the second workshop held on 21 October 2004
- To develop and agree on recommendations in relation to the road design taking into consideration the outcomes of the second community workshop held on 21 October 2004

The outcome of the consultation process was a set of requirements that were addressed in the final design of the proposed road:

- As the existing car parks meet the needs of local residents and provide safe access to the beaches along established pathways there was no current need for additional car parking
- Community concerns that additional car parks might lead to environmental degradation, increased pollution and anti-social behaviour
- To avoid pedestrians having to cross the road to get to the foreshore pathways, car parks must remain to the west of the road
- To enhance local amenity, the road should be built to a boulevard standard
- To reduce the speed of traffic through the area the road should meander along its length

- To avoid visual and physical pollution for local residents, the road should be constructed as far west from existing residences as possible

It is to be noted that the adopted design of the Ocean Reef Road Boulevard also meanders close to residences at two other locations along the proposed extension as it was agreed by community that there may be need to provide for two possible future car parks.

Issues and options considered:

The final meeting of the working party was held on 17 November 2004. The minutes of this meeting is shown as Attachment C.

At this meeting the working party examined the final detailed design for the Ocean Reef Road extension and unanimously made the following recommendation:

“Accept the design for the construction of the Ocean Reef Road extension shown as option one on the plan.”

The option one plan presented at the working party meeting is shown as Attachment B.

The construction drawings that form part of the recently awarded contract for Ocean Reef Road fully reflects the option one plan previously considered by the working party at its meeting on 17 November 2004.

The residents making the initial request are:

Silvia Genoni	4 Mabena Place	Ocean Reef
Ralph Benitah	4 Mabena Place	Ocean Reef
Christine Bestall	7 Mabena Place	Ocean Reef
Lee Bestall	7 Mabena Place	Ocean Reef
Geoff Knight	8 Mabena Place	Ocean Reef
Patricia Morrigan	1 Rambler Green	Ocean Reef
Martin Taylor	1 Rambler Green	Ocean Reef

The location of these residents' homes are shown as Attachment A.

To date the City has received nine (9) emails from other residents supporting the request of the seven residents to remove the existing car park.

The residents consider that by removing the car park, the proposed road could be realigned eight (8) metres to the west and therefore address their concerns about the proximity of the approved road design to their homes and the subsequent noise, pollution levels and anti-social behaviour.

Further they maintain the following:

- 1 The measurements on the proposed design of the road were not stated and therefore did not give a true indication of the outcome for local residents
- 2 There is no real 'buffer' zone
- 3 Safety would be enhanced at a narrow point in the road
- 4 Their preference is to negotiate the changes quickly and not hold up the process
- 5 The intent of the community consultation process to keep car parking at three points along the road will still be maintained
- 6 That there is another car park nearby north of Shenton Ave popular with families

The outcome of the community consultation process was considerable support for a meandering, boulevard style road. Effectively, this was a substantive change from the original design for the road, which was a single carriageway. To incorporate a boulevard standard this section of existing Ocean Reef Road carriageway is required to be modified and the additional width of carriageway will be partially constructed through utilising the brick paved verge area of the existing car park.

The final design presented to and accepted by the working party provided this detail and it could be seen from the plans that a boulevard style would be in closer proximity to the homes. It should be noted that this would also be the outcome at two other locations north of Resolute Way where the design of the Ocean Reef Road Boulevard also meanders close to residences.

Whilst there are several options available to Council in its decision-making capacity on this matter, Council must take into consideration the risks and issues as detailed in this report.

Link to Strategic Plan:

This project aligns to several key objectives and strategies of the City's Strategic Plan. These include:

- 3.1 *To develop and maintain the City of Joondalup's assets and built environment*
- 3.1.1 *Plan the timely design, development, upgrade and maintenance of the City's infrastructure*
- 3.1.2 *Facilitate the safe design, construction and approval of all buildings and facilities within the City of Joondalup*
- 4.3 *To ensure the City responds to an communicates with the community*
- 4.3.1 *Provide effective and clear community consultation*
- 4.3.2 *Provide accessible community information*
- 4.3.3 *Provide fair and transparent decision-making processes*

Legislation – Statutory Provisions:

Not Applicable

Risk Management considerations:

Ethical Risk

- Removal of the car park by Council may not be in keeping with the spirit of the community consultation and broader community view and serve to undermine trust in the consultation process
- Removal of this car park may set a precedent for the removal of two future proposed car parks near Resolute Way which may lead to a total redesign and further community wide consultation.

Project Risk

A contract has been awarded for the extension of Ocean Reef Road. Whilst removal of the existing car park can be considered as a minor variation any other changes on the same basis to the road alignment near Resolute Way will require major redesign and variations including delays to the project.

Physical Risk

The locality of Ocean Reef will experience a loss of 15 car parks and there is the potential to lose a further 30 car parks if the two future designated car parks are also requested to be removed by residents living in close proximity to them.

Funding Risk

The City will need to incur additional costs estimated to be \$36,000 to remove the car park. Additional costs over and above the \$36,000 may be incurred if the two future designated car parks are removed as the detailed design work will need to be revisited at extra cost to Council.

Financial/Budget Implications:

Not Applicable

Financial Implications

The cost of removal of the car park has been estimated at \$36,000.

At the Council meeting on 26 April 2005 it was resolved to award a tender for the construction of Ocean Reef Road for the sum of \$1,693,930.69. The budget allocation was \$1,700,000.00.

This represents a budgeted surplus of \$6,000.

Funding the removal of the existing car park only, could be funded from the budget savings and the contingency amount that is within the budget allocation and the contract, if so determined by Council.

Policy implications:

Council has a Public Participation Policy 2.6.3 with the primary objective of actively involving the community in Council's planing, development and service delivery activities. The Ocean Reef Road consultation project was developed in alignment with this policy.

Sustainability implications:

Community Wellbeing

The residents making the request to remove the car park believe their amenity will be enhanced. This view should be considered together with broader community requirements.

Caring for the Environment

The residents making the request believe that pollution will be reduced if the road is moved eight metres west. There is no evidence available to substantiate this claim.

The road reserve was cleared and earth works completed in previous years. An independent environmental survey indicated that there was a limited negative impact on the environment within the road reserve.

City Development

The City, in most circumstances, acts to protect its assets. An existing car park is considered to be an asset from which broader community can obtain service.

The Ocean Reef Road extension will eventually service the proposed Ocean Reef Boat Harbour development.

Organisational Development

The City is required to manage its business in a responsible and accountable manner to ensure financial viability in the achievement of its strategic plan. The cost of removal of the car park would incur additional costs estimated to be \$36,000.

Consultation:

An extensive consultation process was undertaken and CJ303-12/04 refers.

COMMENT

In consideration of the request to remove the existing car park the following should be noted:

- As part of the subdivisional development of Iluka in the mid 1990's approximately 160 metres of a single carriageway of Ocean Reef Road and dual use path on the eastern side was constructed south of Shenton Avenue. In addition at this time a 15 bay car park was also constructed on the western side of this existing carriageway together with a western dual use path that extends from Shenton Avenue to provide access to the foreshore beach.
- The initial proposal for the extension of Ocean Reef Road between Hodges Drive and Shenton Avenue was for a single carriageway. Through the extensive consultation process undertaken in 2004, the community recommended and Council adopted that the design be of a single lane boulevard. (Effectively two carriageways with a median)
- To incorporate this boulevard standard this section of existing Ocean Reef Road carriageway is required to be modified and the additional width of carriageway will be partially constructed through utilising the brick paved verge area of the existing car park.
- The abovementioned design principle is in keeping with the values of the consultation process to locate the road to the west where practical. The existing car park provides a constraint for locating the boulevard further to the west. During the consultation process the car park in question was considered as a "given". This information was presented to the community at its workshop on 21 October 2004. No issues with regard to the removal of this car park were raised at the workshop or at any of the prior meetings of the working party. It was accepted by community that this car park provided sufficient car parking which actually underpinned the view that there was enough car parking in the area and that space would be allowed for two future car parks if the need arises. (Refer Attachment D)
- It is to be noted that the adopted design of the Ocean Reef Road Boulevard also meanders close to residences at two other locations north of Resolute Way to provide for two possible future car parks
- With regard to quick negotiations – community developed the concept design and the detailed design was recommended by the community working party to Council for endorsement in December 2004. Changes to the endorsed plan can only be changed by a rescission of Council.
- A tender process has been completed and the contract awarded by Council on 26 April 2005. Any change to the detailed plan involving the removal of the existing car

park would result in a contract variation to the City estimated \$36,000, plus the risk for increased costs associated with project delays should they occur.

There are a number of implications arising from removal of the existing car park, which are also to be noted by Council:

- 1 Council has endorsed a design plan, which was recommended by community. This presents a risk for Council that broader community may not support the removal of the car park and may lose trust in the process they have undertaken.
- 2 The car park is established and has existed for a number of years. There is no evidence to adequately show that removal of the car park will not cause parking difficulty and these studies would be needed.
- 3 The car park currently has an access way directly to the beach. The access way would not be closed off but would require a pathway leading to it if the car park was removed.
- 4 The community, through its consultation process, expressed a view to minimise the number of car parks in order to have a meandering road that was as far west as possible. Community also agreed that future car parks may be required and sufficient areas were to left on the plan for such developments. On balance the residents opposite those future car parks may also wish to have these car parks removed from the plan and the road moved west at these points. The end result would be that the design would need major redrafting and would incur a higher cost with time delays.
- 5 As a consequence of point 4 above, the meandering road would then become a west aligned road and this would be against the intent of the community consultation outcomes.

In light of the issues and risks associated with Council accepting the request from the 7 residents it would seem appropriate that to maintain the integrity of the process, that Council does not support the request for removal of this car park.

ATTACHMENTS

Attachment A	Location Plan showing car park and proximity to resident homes
Attachment B	Detailed Design endorsed by Council December 2004
Attachment C	Minutes of Working Party meeting 17 November 2004
Attachment D	Workbook excerpt from community workshop 21 October 2004

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION

That Council taking into consideration the extensive community wide consultation process undertaken whereby existing and future car parking provision was considered, REAFFIRMS its previous decision to approve a single lane boulevard design standard fully kerbed and drained with roundabouts at Hodges Drive and Resolute Way as shown on Attachment B to this Report for the construction of Ocean Reef Road from Hodges Drive to Shenton Avenue, Joondalup.

Appendix 4 refers.

To access this attachment on electronic document, click here: [Attach4brf100505.pdf](#)

ITEM 7 DOLLIS WAY, KINGSLEY - TRAFFIC MANAGEMENT ASSESSMENT AND FOOTPATH REQUEST – [58107]

WARD: South

RESPONSIBLE DIRECTOR: Mr David Djulbic
Director Infrastructure and Operations

PURPOSE

The purpose of this report is to present a traffic assessment carried out in Dollis Way, Kingsley and also to recommend the inclusion of a section of footpath in the Draft 2005-2006 Capital Works Program.

EXECUTIVE SUMMARY

In February 2005, the City received a 50-signature petition from residents of Dollis Way in Kingsley requesting the installation of traffic calming devices to reduce excessive vehicle speeds and antisocial driver behaviour on Dollis Way.

Also, the City received a 150-signature petition from residents of Dollis Way in Kingsley requesting the construction of a section of footpath on Whitfords Avenue, adjacent the northern section of Dollis Way to complete a link to the existing path network.

On the basis of the traffic assessment, traffic calming devices such as roundabouts, slow points or speed humps on this road are not recommended at this stage, however some advanced warning signs and centreline pavement markings may be appropriate subject to Main Roads Western Australia's approval. The physical traffic treatment of Dollis Way has a lower priority in comparison with other roads already listed for treatment as part of the City's Five Year Capital Works Program.

On the basis of the traffic assessment, minor traffic treatment of this road is therefore recommended.

Following an assessment of the current footpath network at this location, it is recommended that the request for the footpath link be supported.

Therefore this report recommends that Council:

- 1 *REQUESTS Main Roads Western Australia to consider installing appropriate advanced warning signs and centreline pavement markings to the bends in Dollis Way, Kingsley;*
- 2 *REQUESTS Local Police to carry out speed enforcement and enforcement of the Anti-Hoon Law on Dollis Way;*
- 3 *CONTINUES to support the targeting of excessive speed and antisocial driver behaviour through community involvement in the 'Community Speed Watch' Program;*
- 4 *LISTS for consideration in the Draft 2005-2006 Capital Works Program under the Shared Paths programme, the inclusion of a section of path on Whitfords Avenue adjacent to Dollis Way, Kingsley;*

5 *ADVISES the respective petitioners accordingly.*

BACKGROUND

In February 2005, the City received a 50-signature petition from residents of Dollis Way in Kingsley requesting the installation of traffic calming devices to reduce excessive vehicle speeds and antisocial driver behaviour on Dollis Way.

Also, the City received a 150-signature petition from residents of Dollis Way in Kingsley requesting the construction of a section of footpath on Whitfords Avenue, adjacent the northern section of Dollis Way to complete a link to the existing path network.

Traffic Assessment

Dollis Way is a 7.4m wide local access road linking Moolanda Boulevard and Barridale Drive, Kingsley and provides access to approximately 80 residential properties. As such, a road of this type may reasonably be expected to carry between 1500 to 2000 vehicles per day. The speed limit was reduced to 50km/hr as part of the standard speed limit for built up areas in 2001.

The petitioners are concerned that motorists are travelling at excessive speed, antisocial driver behaviour i.e burn outs, vehicles cutting the corners and Dollis Way being used as a short cut.

In view of this, a comprehensive survey and assessment of traffic flow data was carried out on Dollis Way.

Footpath Request

Currently the existing footpath on the southern side of Whitfords Avenue is discontinuous along the northern section of Dollis Way. It is expected that footpath users utilise the carriageway of Dollis Way for extending their east – west route along Whitfords Avenue.

DETAILS

Issues and options considered:

Traffic Assessment

Traffic Volumes

A detailed assessment of the survey of traffic data collected over a 7-day period in April 2005 indicates that the current volume of traffic using Dollis Way is around 430 vehicles per day (mid-week). In comparison Moolanda Boulevard carries approximately 6,500 vehicles per day and Barridale Drive carries approximately 5,500 vehicles per day.

Given the low traffic volumes, it is not evident that a significant number of vehicles use Dollis Way as a short cut between Barridale and Moolanda Drives.

Vehicle Speed

The survey data indicated that the 85th percentile speed (the speed at which 85% of the traffic on a particular road is travelling) of vehicles recorded on Dollis Way over a 24-hour period is 55km/h.

While some incidences of excessive speed were recorded during the survey, generally at night and at non-peak times, the majority of vehicles travel at or below 55 km/h. A graph showing individual vehicle speeds over a 24-hour period is shown on Attachment 2.

Crash History

In the five-year period to December 2004, there have been two (2) crashes recorded on Dollis Way. These were recorded at mid block locations along Dollis Way, both property damage only.

Road Geometry

An onsite inspection of the road indicated that whilst there were no vehicles observed cutting the bends in Dollis Way, it may however be appropriate to install a continuous double white line with raised reflective pavement markers to delineate the centre of the road. This should reduce the incidence of corner cutting and to assist motorists to safely negotiate the bend. Prior to installation, this type of treatment would require a formal request to Main Roads Western Australia (as the signing and line marking authority) for its approval.

The effect of the Anti-Hoon law, which came into effect in September 2004, is yet to be proven. However, indications from Queensland where the law has been in effect for over a year are that there is a significant decrease in speed and antisocial driver behaviour over twelve months.

In view of this, it is considered to review the situation on Dollis Way in twelve months time.

Whilst excessive speed remains a concern, overall the available data suggests that Dollis Way is generally functioning as a normal local access road.

Footpath Request

The extent of the discontinuous footpath link in Dollis Way is eighty-five (85) metres. Although the traffic volumes on Dollis Way are low as the footpath is a major pedestrian/cyclist route, it is considered appropriate to have a separate path facility for these users. Therefore the request from the residents is supported.

Link to Strategic Plan:

The recommendations in this report are supported by the strategic objectives:

- 1.4 "To work with the community to enhance safety and security in a healthy environment"
- 3.1 "To develop and maintain the City of Joondalup's assets and built environment"
- 4.3 "To ensure the City responds to and communicates with the community"

Legislation – Statutory Provisions:

N/A

Risk Management considerations:

N/A

Financial/Budget Implications:

Should Main Roads Western Australia approve the minor improvement works of line marking and signage to the bends in Dollis Way, this would not require funds from the City. The signing, supply and installation is fully funded by Main Roads Western Australia.

The footpath link of eighty-five (85) metres will cost approximately \$10,000 and can be listed for consideration in the Draft 2005-2006 Capital Works Program.

Policy implications:

N/A

Sustainability implications:

The proposed minor traffic treatment and path connection facilitates an improvement in access. The proposal will also enhance the safety of the public environment.

Consultation:

Following approval in the Capital Works Program, consultation will be undertaken with the residents prior to installation of the path works. The future review of the traffic situation will involve input from the street residents.

COMMENT

Generally, the City's focus is to treat the roads that have higher traffic volumes, vehicle speed and a high crash recorded history.

The City's Five Year Capital Works Program reflects this strategy by endeavouring to treat these roads on a progressive basis into the future.

However, the City does recognise that local streets with low traffic volumes, generally lower vehicle speeds and low crash recorded history have site specific problems that need to be addressed, therefore they are recommended to be treated with cost effective solutions and reviewed periodically.

The assessment of the traffic data collected on Dollis Way suggests that while some isolated instances of excessive speed may occur, the majority of motorists drive in accordance with the existing low speed, local road environment.

In addition, the current volume of traffic and crash rate may also be considered reasonable given the function of the road.

Generally the use of pavement markings and signage is a cost effective treatment to increase safety at bends in roads however is subject to Main Roads Western Australia's approval. In this instance the City will forward a this request to Main Roads Western Australia for its consideration and will conduct a review in twelve months time to consider any further treatments that may be required.

Ideally incidents of excessive speed and antisocial driver behaviour should be reported directly to the Police for action, however the City together with RoadWise and Local Police have developed a program 'Community Speed Watch' to help the community identify motorists who continue to travel in a inappropriate manner on local roads.

Council has previously supported this strategy as a way of targeting excessive speed and antisocial driver behaviour on local roads.

In view of this a brochure detailing the 'Community Speed Watch' Program can be distributed to local residents for information.

ATTACHMENTS

Attachment 1	Locality Plan
Attachment 2	Individual Vehicle Speed Graph

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION**That Council:**

- 1 REQUESTS Main Roads Western Australia to consider installing appropriate advanced warning signs and centreline pavement markings to the bends in Dollis Way, Kingsley;**
- 2 REQUESTS Local Police to carry out speed enforcement and enforcement of the Anti-Hoon Law on Dollis Way;**
- 3 CONTINUES to support the targeting of excessive speed and antisocial driver behaviour through community involvement in the 'Community Speed Watch' Program;**
- 4 LISTS for consideration in the Draft 2005-2006 Capital Works Program under the Shared Paths programme, the inclusion of a section of path on Whitfords Avenue adjacent to Dollis Way, Kingsley;**
- 5 ADVISES the respective petitioners accordingly.**

Appendix 5 refers.

To access this attachment on electronic document, click here: [Attach5brf100505.pdf](#)

V:\DD\05reports\May 17\Dollis Way, Kingsley - Traffic Management Assessment and Footpath Request.doc

ITEM 8 TENDER NUMBER 043-04/05 SUPPLY AND APPLICATION OF BULK FERTILISER – [27570]

WARD: All

RESPONSIBLE DIRECTOR: Mr David Djulbic
Director Infrastructure and Operations

PURPOSE

To seek the approval of Council to choose Trustee for Gorey Unit Trust T/As Turfmaster Facility Management as the successful tenderer for the supply and application of bulk fertiliser.

EXECUTIVE SUMMARY

Tenders were advertised on 30 March 2005 through statewide public notice for the Supply and Application of Bulk Fertiliser. Tenders closed on 14 April 2005. Two submissions were received, namely: AKC Pty Ltd T/As Baileys Fertilisers and Trustee for Gorey Unit Trust T/As Turfmaster Facility Management.

It is recommended that in relation to tender number 043-04/05 Council:

- 1 *DEEMS the tender submitted by AKC Pty Ltd T/As Baileys Fertilisers as non-conforming in accordance with Regulation 18(2) of the Local Government (Functions and General) Regulations 1996 because they failed to fully comply with the essential requirements specified in the request for tender;*
- 2 *CHOOSES Trustee for Gorey Unit Trust T/As Turfmaster Facility Management as the successful tenderer for the Supply and Application of Bulk Fertiliser in accordance with the schedule of rates as provided in Attachment 1 to this Report;*
- 3 *AUTHORISES the Chief Executive Officer (CEO), on behalf of the City, to enter into a contract with Trustee for Gorey Unit Trust T/As Turfmaster Facility Management in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Trustee for Gorey Unit Trust T/As Turfmaster Facility Management.*

BACKGROUND

Supply and application of fertiliser has proved to be the most cost effective process for broad acre fertilising. The current contractor for supply and application of bulk fertiliser to Council parks and road reserves is Turfmaster Facility Management, who have satisfactorily undertaken the works in accordance with Council requirements.

DETAILS

Two submissions were received, namely: AKC Pty Ltd T/As Baileys Fertilisers and Trustee for Gorey Unit Trust T/As Turfmaster Facility Management.

The first part of the tender evaluation process is the conformance to the Compliance Criteria. The purpose of this meeting is to ensure that all essential requirements have been met. Tenders not meeting all the essential requirements are deemed to be non-conforming and are eliminated from further consideration. The tender submitted by AKC Pty Ltd T/As Baileys

Fertilisers did not meet a significant proportion of the essential requirements. Accordingly it is recommended that their tender be deemed non-conforming.

The tender submitted by Trustee for Gorey Unit Trust T/As Turfmaster Facility Management met all the essential requirements and was submitted for further consideration.

The second part of the evaluation process involves an independent assessment of the qualitative and quantitative criteria by each member of the Evaluation Panel. Each member of the Evaluation Panel assessed the tender submissions individually against the selection criteria using the weightings determined during the tender planning phase. The Evaluation Panel then convened to submit and discuss their assessments, leading to a ranking of each submission in order of merit.

Under the City's Contract Management Framework, the tenders were assessed by the Evaluation Panel using a weighted multi-criterion assessment system and AS 4120-1994 'Code of Tendering', ensuring compliance with *Regulation 18(4) of the Local Government (Functions and General) Regulations 1996*.

Selection Criteria

The Selection Criteria for Tender Number 043-04/05 are as follows:

Performance and experience of Tenderer in completing similar projects

- Relevant industry experience, including details of similar work undertaken. Details of previous projects should include, but not necessarily be limited to, description, location, construction amounts, date, duration, client etc
- Past record of performance and achievement with a local government
- Past record of performance and achievement with other clients
- References from past and present clients

Capability and competence of Tenderer to perform the work required

- Company structure
- Qualifications, skills and experience of key personnel
- Equipment and staff resources available
- Compliance with Tender requirements – insurances, licences etc
- Quality systems
- Occupational Safety and Health management system and track record

Beneficial effects of Tender / local content

- The potential social and economic effect of the Tender on the City of Joondalup community
- The potential social and economic effect of the Tender on the Regional community
- Value added items offered by Tenderer
- Sustainability/efficiency/environmental

Tendered Price/s

- The Price to supply the specified goods or services
- Schedules of Rates for additional goods or services, variations and disbursements
- Discounts, settlement terms

Issues and options considered:

Not Applicable

Link to Strategic Plan:

This contract supports objective 3.1 of the City's Strategic Plan, which states:

“To develop and maintain the City of Joondalup's assets and built environment.”

Legislation – Statutory Provisions:

The statewide public tender was advertised, opened and evaluated in accordance with the *Local Government (Functions & General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is expected to be or is worth more than \$50,000. The expected consideration for this contract is expected to exceed the Chief Executive Officer's Delegated Authority in relation to the acceptance of tenders to \$100,000.

Risk Management considerations:

As part of the risk management strategy, the contract specifies that the contractor is to ensure fertiliser is not dispersed directly into lakes, streams and waterways.

Financial Implications:

In accordance with Council's adopted maintenance and capital works budget.

The City of Joondalup is a registered business entity for GST purposes. The net effect on the price submitted by the successful tenderer is that the City pays GST but is able to claim an input tax credit for the amount of GST paid.

Policy Implications:

The City's Policy 2.5.7 Purchasing Goods and Services encourages local business in the purchasing and tendering process and has been applied and incorporated into the selection criteria. Neither tenderer is located within either the City or the Region.

Sustainability Implications:

The broad acre application of fertilisers is necessary to maintain the City's Parks and Recreation areas to a community acceptable standard.

Consultation:

Not Applicable

COMMENT

The evaluation process identified Trustee for Gorey Unit Trust T/As Turfmaster Facility Management as the highest ranked tenderer and the Evaluation Panel considered that they have the capability and resources to carry out the work on a value for money basis.

The Evaluation Panel therefore recommend Trustee for Gorey Unit Trust T/As Turfmaster Facility Management as the preferred tenderer.

ATTACHMENTS

Attachment 1 Schedule of Rates

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That in relation to Tender Number 043-04/05 Council:

- 1 DEEMS the tender submitted by AKC Pty Ltd T/As Baileys Fertilisers as non-conforming in accordance with Regulation 18(2) of the Local Government (Functions and General) Regulations 1996 because they failed to fully comply with the essential requirements specified in the request for tender;**
- 2 CHOOSES Trustee for Gorey Unit Trust T/As Turfmaster Facility Management as the successful tenderer for the Supply and Application of Bulk Fertiliser in accordance with the schedule of rates as provided in Attachment 1 to this Report;**
- 3 AUTHORISES the Chief Executive Officer (CEO), on behalf of the City, to enter into a contract with Trustee for Gorey Unit Trust T/As Turfmaster Facility Management in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Trustee for Gorey Unit Trust T/As Turfmaster Facility Management.**

Appendix 6 refers.

To access this attachment on electronic document, click here: [Attach6brf100505.pdf](#)

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ITEM 9 TENDER NUMBER 033-04/05 SUPPLY AND LAYING OF ASPHALT – [53568]

WARD: All

RESPONSIBLE DIRECTOR: Mr David Djulbic
Director Infrastructure and Operations

PURPOSE

To seek the approval of Council to choose Asphaltech as the successful tenderer for the supply and laying of asphalt.

EXECUTIVE SUMMARY

Tenders were advertised on 9 February 2005 through statewide public notice for the supply and laying of asphalt. Tenders closed on 24 February 2005. Seven submissions were received, namely: Boral Resources (WA) Limited, BGC Asphalt, Asphalt Surfaces Pty Ltd, Asphaltech, Roads 2000, Hot Mix and Pioneer Road Services Pty Ltd.

It is recommended that in relation to tender number 033-04/05 Council:

- 1 *DEEMS the tender submitted by BGC Asphalt to be non-conforming in accordance with Regulation 18(2) of the Local Government (Functions and General) Regulations 1996 because it failed to fully comply with the essential requirements specified in the request for tender;*
- 2 *CHOOSES Asphaltech as the successful tenderer for the Supply and Laying of Asphalt in accordance with the schedule of rates as provided in Attachment 1 to this Report;*
- 3 *AUTHORISES the Chief Executive Officer (CEO), on behalf of the City, to enter into a contract with Asphaltech for the Supply and Laying of Asphalt, in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Asphaltech.*

BACKGROUND

The major use of asphalt is for Council's Road Preservation and Resurfacing programme. The systematic and timely application of a new surface overlay can maintain pavement integrity, leading to the reduction of expensive reconstruction and maintenance costs. Other uses of asphalt are for Council's Major and Minor Construction Works, Traffic Management Programme and Dual Use Path construction.

The main asphalt mixes used for local roads are 5mm stone mastic asphalt and 7mm fine gap-graded mix. As currently there is a short supply of diorite aggregate in the Perth Metropolitan area and there is no guarantee of availability of diorite asphalt mix, Council generally uses granite mix for all its asphalting works

DETAILS

Seven submissions were received, namely: Boral Resources (WA) Limited, BGC Asphalt, Asphalt Surfaces Pty Ltd, Asphaltech, Roads 2000, Hot Mix and Pioneer Road Services Pty Ltd.

The first part of the tender evaluation process is to check conformance to the Compliance Criteria, in order to ensure that all essential requirements have been met. Tenders not meeting all the essential requirements are deemed to be non-conforming and are eliminated from further consideration. The tender submitted by BGC Asphalt did not meet a significant proportion of the essential requirements and therefore their tender was deemed to be non-conforming and excluded from further evaluation.

The tenders submitted by Boral Resources (WA) Limited, Asphalt Surfaces Pty Ltd, Asphaltech, Roads 2000, Hot Mix and Pioneer Road Services Pty Ltd met all the essential requirements and were submitted for further evaluation.

The second part of the evaluation process involves an independent assessment of the qualitative and quantitative criteria by each member of the Evaluation Panel. Each member of the Evaluation Panel assessed the tender submissions individually against the selection criteria using the weightings determined during the tender planning phase. The Evaluation Panel then convened to submit and discuss their assessments, leading to a ranking of each submission in order of merit.

Under the City's Contract Management Framework, the tenders were assessed by the Evaluation Panel using a weighted multi-criterion assessment system and AS 4120-1994 'Code of Tendering', ensuring compliance with *Regulation 18(4)* of the *Local Government (Functions and General) Regulations 1996*.

Selection Criteria

The Selection Criteria for Tender Number 033-04/05 are as follows:

Performance and experience of Tenderer in completing similar projects

- Relevant industry experience, including details of similar work undertaken. Details of previous projects should include, but not necessarily be limited to, description, location, construction amounts, date, duration, client etc.
- Past record of performance and achievement with a local government
- Past record of performance and achievement with other clients
- Level of understanding of Tender documents and work required
- Written references from past and present clients

Capability and competence of Tenderer to perform the work required

- Company structure
- Qualifications, skills and experience of key personnel
- Equipment and staff resources available
- Percentage of operational capacity represented by this work
- Financial capacity
- Risk assessment
- Compliance with Tender requirements – insurances, licences etc
- Quality systems
- Occupational Safety and Health management system and track record

Beneficial effects of Tender / local content

- The potential social and economic effect of the Tender on the City of Joondalup community
- The potential social and economic effect of the Tender on the Regional community
- Value added items offered by Tenderer

Methodology

- Detail the procedures and process they intend to use to achieve the requirements of the Specification

Tendered Price/s

- The Schedule of Rates to supply the specified goods or services
- Schedules of Rates for labour, day works and plant hire
- Discounts, settlement terms

Issues and options considered:

Not applicable

Link to Strategic Plan:

This contract supports objective 3.1 of the City's Strategic Plan, which states:

“To develop and maintain the City of Joondalup's assets and built environment.”

Legislation – Statutory Provisions:

The statewide public tender was advertised, opened and evaluated in accordance with the *Local Government (Functions & General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is expected to be or is worth more than \$50,000. The expected consideration for this contract is expected to exceed the Chief Executive Officer's Delegated Authority in relation to the acceptance of tenders to \$100,000.

Risk Management considerations:

This contract improves public safety aspects associated with road condition and related functionality of the local road network, eg improved skid resistance.

Financial Implications:

In accordance with Operation Services' Annual Maintenance and Capital Works Budgets as authorised by Council.

The City of Joondalup is a registered business entity for GST Purposes. The net effect of the price submitted by the successful tenderer is that the City pay GST but is able to claim an input credit for the amount of GST charged.

Policy Implications:

The City's Policy 2.5.7 Purchasing Goods and Services encourages local business in the purchasing and tendering process and has been applied and incorporated into the selection criteria. None of the tenderers are located in either the City or the Region.

Sustainability Implications:

This contract is an integral part of the City's asset management approach to preserving and refurbishing the City's local road network and associated infrastructure. These works also contribute towards making the City's road network safer through improving road condition and skid resistance, enhancing the value of the City's assets and reducing ongoing maintenance costs.

Consultation:

Not applicable

COMMENT

The evaluation process identified all conforming tenderers as having the capability and resources to carry out the work. The evaluation therefore proceeded on the basis of identifying a tenderer or tenderers, which represented the best value for money.

Asphaltech submitted a covering letter with their tender, which stated that their submitted rates for stone mastic asphalt were for a proprietary material referred to as “Real SMA”. They also offered alternative lower prices for a standard stone mastic asphalt complying with Council’s Specification. A Clarification #1 was issued to, and confirmed by, Asphaltech to the effect that the lower rates for the Council Specification constitute their conforming tender and the rates for “Real SMA” constitute an alternative tender.

Taking Clarification #1 into account, Asphaltech submitted the lowest prices for almost all supply and lay items, and those items for which they did not submit the lowest prices are expected to have minimal usage, including the supply and delivery only items. It is therefore considered appropriate to appoint Asphaltech as the sole contractor to supply all the City’s requirements.

As a part of contract management processes, the City will regularly review/monitor the Contractors’ performance and service quality to ensure services meet the City’s standards.

Subject to Council approval, the Contract term will be for an initial period of twelve (12) months. There will be an option to extend the Contract for a further twenty four (24) months which will be subject to annual performance reviews and satisfactory performance of the Contractor. Subject to a satisfactory outcome of each review an extension, in increments of twelve-month periods, will be granted. The duration of the Contract will not exceed three (3) years.

The Evaluation Panel therefore recommends Asphaltech as the preferred tenderer.

ATTACHMENTS

Attachment 1 Schedule of Rates

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

In relation to Tender Number 033-04/05, that Council:

- 1 **DEEMS** the tender submitted by BGC Asphalt to be non-conforming in accordance with Regulation 18(2) of the Local Government (Functions and General) Regulations 1996 because it failed to fully comply with the essential requirements specified in the request for tender;
- 2 **CHOOSES** Asphalttech as the successful tenderer for the Supply and Laying of Asphalt in accordance with the schedule of rates as provided in Attachment 1 to this Report;
- 3 **AUTHORISES** the Chief Executive Officer (CEO), on behalf of the City, to enter into a contract with Asphalttech for the Supply and Laying of Asphalt, in accordance with their submitted tender, subject to any minor variations that may be agreed between the CEO and Asphalttech.

Appendix 7 refers.

To access this attachment on electronic document, click here: [Attach7brf100505.pdf](#)

V:\DD\05reports\May 17\Tender 033-04_05 Supply & Laying of Asphalt.doc

ITEM 10 EDUCATIONAL ESTABLISHMENT - HEALTH & WELLNESS BUILDING (EDITH COWAN UNIVERSITY) ON LOT 50 (270) JOONDALUP DRIVE, JOONDALUP – [05802]

WARD: Lakeside

RESPONSIBLE DIRECTOR: Mr Clayton Higham
Director Planning and Community Development

PURPOSE

For Council to give consideration on the application for planning consent for a new Health & Wellness building within the Edith Cowan University (ECU) site located at Lot 50 (270) Joondalup Drive, Joondalup.

EXECUTIVE SUMMARY

The Edith Cowan University's (ECU) Strategic Plan identifies a campus rationalisation strategy that involves the sale of the Churchlands Campus and the relocation of academic activities from Churchlands to the Mt Lawley and Joondalup Campuses. An element of this strategy is the provision of improved and expanded student and staff services on the Joondalup Campus to accommodate the increased campus student and staff load.

The application for planning consent is to develop a new five-storey Health & Wellness building at a cost of \$29 million to the east of the Campus site. This development is to allow the provision of new accommodation on the Campus, relocating the existing Nursing and Health programme from the Churchlands Campus. The building is proposed to house the following sectors:

- The Vario Institute (previously known as the Australasian Health and Wellness Institute);
- School of Nursing and Public Health;
- School of Computing and Information Science;
- Provision for General Teaching.

The proposed development will cover over 9,600m² of site area, extending over an existing in-ground services corridor and sub-station, existing vegetation as well as some existing car parking areas. The building has been sited and designed in a way which matches the existing contours of the land with the five-storey section of the building being located at the lower point of the land (west), whilst the single storey portion of the building is located on the highest point of the land (east).

Council has recently received a separate application for planning consent to develop 600 new car bays on an adjacent lot to the west of the Campus site between the railway line, Collier Pass and Grand Boulevard. The applicant has requested that this proposal be considered when assessing this subject development.

Furthermore, a Structure Plan for the ECU site has been received by the City for its consideration and approval. This Structure Plan provides a comprehensive framework for the future development of the ECU Joondalup City Campus for the consideration and approval of future development proposals by Council. This Structure Plan has an anticipated lifespan of over 20 years. Future development form and timing will be affected by

commercial feasibility and growth of the university student population during that period of time.

It is recommended that the subject proposal be approved, subject to conditions with particular reference to the future parking needs of the campus.

BACKGROUND

Application History

14/03/2005	Application received.
13/04/2005	Meeting to discuss the proposed development and future development for ECU, including parking provisions and a Structure Plan for the site. This meeting was held between City staff and the applicant, ECU Manager Project Services.
19/04/2005	Further information requested from the applicant to clarify the parking numbers (existing and proposed).
21/04/2005	Requested parking information received.

Planning approval was given on 24 December 2004 for a new library building (DA04/0670) on the ECU Joondalup Campus at a cost of \$29 million to replace the existing library building. The new library facility is to be a four-storey development to accommodate a Library, IT Services, Student Amenities, Coffee Shop/Café (including internet services), Book Shop and the Campus Security Office.

It was noted as part of this planning approval, that there was a loss of parking bays for the campus site as a result of the library proposal. To ameliorate any further loss of parking bays through development, a condition was incorporated into the approval, which stated the following:

- 1) *The applicant/owner is advised that the proposed development will result in a net loss of 159 standard car parking bays. Therefore the applicant/owner is made aware that any future development, within the site, may not be approved until such time that this parking has been reinstated along with any additional parking as may be required by any proposed development to the satisfaction of the City.*

Suburb/Location: Lot 50 (270) Joondalup Drive, Joondalup
Applicant: Ron Hewitt, Manager Project Services (ECU)
Owner: WA College of Advanced Education
Zoning: **DPS:** Centre R20 (Joondalup City Centre)
MRS: Central City Area

DETAILS

Issues and options considered:

Siting, Design and Materials

The new five-storey Health & Wellness building is to be located to the east of the Campus site, approximately 23 metres to the south of existing Building 19, as shown on Attachment 2. The proposed development site comprises of 9,600m² of land, which is to replace some existing car parking area, existing vegetation and an in-ground services corridor and sub-station. It is noted that the existing sub-station is proposed to remain in the existing position.

The subject site rises 6.1 metres along its length from the western edge to the eastern car park area. As a result, ground level entry points have been provided at the three lower levels of the development. The ground level of Building 19 in comparison to Level 1 of the

proposed structure is 1.6 metres in difference, with the new structure being higher. Paved ramps will connect the two buildings at this level. The new structure will also be linked to Building 19 at level 2 by means of a pedestrian bridge.

The proposed building will comprise of five levels with the five-storey section of the building being located at the lower point of the land (west), whilst the single storey portion of the building is located on the highest point of the land (east).

The building has been orientated to maximise the northerly orientation and minimise east/west facing glazing.

The materials to be used are predominantly rendered and painted with select areas of precast concrete and stone facing. An external sun shading system is proposed to provide access and façade maintenance, as well as protection from solar heat loads.

Internally the building includes general teaching space on the lower levels with student common rooms overlooking the central green area to the north with an external balcony on level 2. Office space and research rooms have been located on the upper floors with offices accessible to students located on the lower levels immediately above the general teaching areas.

To the west of the subject development is an area set aside for possible future expansion. Whilst to the east of the subject development, the existing car park will be modified and dedicated bays will be provided for use by visitors to the Vario Institute.

Landscaping and Pathways

Outdoor landscaping and functional passive recreation spaces are to be provided around the building. Any existing significant planting is to be retained wherever possible, with particular reference to the existing bushland area located to the southeast corner of the building. Planting of predominantly indigenous Western Australian natives is to be used throughout with non Western Australian planting limited to locations such as feature courtyard areas. The applicant states that this will create a contrast to the surrounding indigenous theme.

Other external design features are to include:

- A formal entry to the building from the north, which is to serve as an orientation point;
- Creation of path linkages to adjoining buildings and facilities to further integrate the building and its overall landscape setting;
- Creation of private and collective spaces – to foster interaction between students and staff, and to provide areas of seclusion;
- Use of tree planting to ameliorate the summer sun and wind, as well as winter storms;
- Introduction of raised planter beds that dual function as seating walls for students;
- Provision of lawn terraces that are accessible from various levels to encourage student use.

Car Parking and Student/Staff Population Growth

The applicant has advised that the new structure will cause the loss of some car parking bays. This is in addition to the parking bays, which will be lost as a result of the recent planning approval for a new Library Building (DA04/0670). The figures given are as follows:

Projected Requirement	No of Carbays
Number of bays available on campus 2005	2,017
Projected number of bays required 2005	2,249
Projected number of bays required 2006	2,400
Projected numbers of bays required 2007	2,908
Shortfall	232 (Semester 1, 2005) 383 (Semester 1, 2006) 891 (Semester 1, 2007)

ECU has planned car parking based on the provision of one bay for every 5.36 students and one bay for every 1.12 staff along with the provision of visitor (paid) bays, disabled persons bays, service bays and motorcycle bays on a need basis. Furthermore, ECU states that it is recognised that the Campus is in a unique position in relation to alternate means of transportation (public transport) and has set car parking ratios in response to this situation.

The applicant states that a car parking audit is completed on the site on a yearly basis during the first six weeks of Semester 1, which is the peak period for the year. A further audit is carried out in the middle of Semester 1 in which the applicant explains that car parking is at a level, which is largely indicative of the rest of the year. Independent traffic consultants monitoring the parking availability from 0800hrs to 1800hrs carry out these audits. ECU uses these figures as a guide to ascertain the demand for parking on the site and the variations from year to year. Furthermore, ECU has advised that these audits will continue every year so as to monitor the growth trends of the university and whether car parking is satisfactory.

Additionally, during the peak periods of the year, ECU opens up the existing oval to cater for any overflow of parking that may be necessary.

The use of alternative transport is also monitored and examined by ECU. The aim is to provide different options for staff and students to access the Campus. The strategies, which are currently in place include:

- Engagement of a fulltime Travel Smart Officer.
- Provision of a shuttle bus service between the Joondalup Train Station and the Campus (weekly patronage is currently 7,500).
- Improved bike facilities on Campus.
- Regular liaison with Transperth to improve public transport links.

Furthermore, ECU in conjunction with the City of Joondalup and Perth Transport Authority will be implementing a CAT bus facility in the near future.

Apart from natural growth, the applicant states that the Health & Wellness Building is the only project, which relocates population from another Campus (Churchlands). The expected population growth as a result of the Health & Wellness building during 2006 and 2007 is 1425 persons. The applicant reiterates that the population growths are subject to review and are based on demand.

A separate application (DA05/0239) for planning consent to develop a new 600 bay car park has been submitted to the City. This is to be located on the western side of Grand Boulevard, which is to link through Kendrew Crescent. The design of the car park is proposed along the railway edge of the campus site. If the new car parking area is approved, the applicant is proposing to begin construction in 2005 to allow for completion of the works for Semester 1, 2006. This provision is proposed to be staged with the initial number of bays provided being 400. The proposed completion of the Health & Wellness building is set for Semester 1, 2007.

It has been requested by ECU that the application for the new 600 bay car parking area be considered as part of the application for the new Health & Wellness building.

Structure Plan

Furthermore, the applicant has also submitted a Structure Plan for Council's consideration. The Structure Plan provides a comprehensive framework for the future development of the Edith Cowan University (ECU) Joondalup City Campus for the consideration and approval of future development proposals by the Council. This Structure Plan has an anticipated lifespan of over 20 years in which future development will be dependant on commercial feasibility and growth of the university student population.

Conclusion

Overall the applicant states that; "the Health and Wellness Building will be open, welcoming and community orientated to communicate the University's commitment to public health professions, serving as a visual representation of the University's claim to being a progressive and technologically cutting-edge institution."

Link to Strategic Plan:

The Strategic Plan states that the development of Joondalup as a Learning City is a key strategy, including planning for student growth and creating learning opportunities.

Legislation – Statutory Provisions:

The City of Joondalup District Planning Scheme No 2 (DPS2) and the Joondalup City Centre Development Plan and Manual (JCCDPM) are relevant statutory documents.

When considering an application for Planning Approval, the following clauses of District Planning Scheme No 2 are specifically relevant to this application:

Table 2 (Clause 4.8) – Car Parking Standards

Tertiary College – 1 bay per 3 Students

6.8 Matters to be considered by Council

6.8.1 The Council when considering an application for Planning Approval shall have due regard to the following:

- (a) interests of orderly and proper planning and the preservation of the amenity of the relevant locality;*
- (b) any relevant submissions by the applicant;*
- (c) any Agreed Structure Plan prepared under the provisions of Part 9 of the Scheme;*
- (d) any planning policy of the Council adopted under the provisions of clause 8.11;*
- (e) any other matter which under the provisions of the Scheme, the Council is required to have due regard;*
- (f) any policy of the Commission or its predecessors or successors or any planning policy adopted by the Government of the State of Western Australia;*
- (g) any relevant proposed new town planning scheme of the Council or amendment or proposed Metropolitan Region Scheme Amendment insofar as they can be regarded as seriously entertained planning proposals;*
- (h) the comments or wishes of any public or municipal authority received as part of the submission process;*
- (i) the comments or wishes of any objectors to or supporters of the application;*

- (j) *any previous decision made by the Council in circumstances which are sufficiently similar for the previous decision to be relevant as a precedent, provided that the Council shall not be bound by such precedent; and*
- (k) *any other matter which in the opinion of the Council is relevant.*

Risk Management considerations:

Not Applicable

Financial/Budget Implications:

Not Applicable

Policy implications:

Not Applicable

Sustainability implications:

Education is a key service within the City of Joondalup. It is considered that this proposal will offer a more diverse level of education within the City of Joondalup, thus providing a higher level of service to the community.

Additionally, the proposal will increase the number of students within the ECU Campus, which will have an impact on spending within the City, which in turn will be of benefit to business owners within the City and towards the encouragement of economic growth.

Consultation:

The application was not advertised to adjoining landowners, as the siting and scale of the proposed development was not considered to impact on the surrounding area and is in keeping with the type of development foreshadowed within the Campus District.

COMMENT

Edith Cowan University is a major focal point of the Joondalup City Centre area. Therefore it is important that development within the campus site enhances the character through design, built form and use reinforcing the image of the City as a vibrant place to be.

It is considered that the development proposal on a design and structural scale is one that complements the existing style and form of that which currently exists at the campus site. The building itself is seen as one that provides some visual impact at a scale and character, which is comparable to the existing campus building sizes, material types and colours.

The building has been sited and designed in a way which complements the existing contours of the land with the five-storey section of the building being located at the lower point of the land (west), whilst the single storey portion of the building is located on the highest point of the land (east). This design assists in providing a strong connection between the subject building and the existing Building 19 to the north, through the use of ramps and bridges at various levels.

The provision of new landscaped areas with particular reference to the area north of the proposed development between Building 19 will provide a collective space that encourages interaction between students as well as providing private areas. It is recommended that the City be given the opportunity to comment on the proposed plant species types and design, with the retention of as much existing vegetation being taken into account.

Parking

The number of existing car bays which will be lost as a result of this development is proposed to be 177 bays. A recent planning approval given to ECU for the new Library on the campus indicated to the applicant that there was concern over the loss of parking bays for the subject site. It further mentioned that any future development within the site, may not be approved until such time as the lost parking has been reinstated, along with the provision of any additional parking required by the proposed development to the satisfaction of the City. The loss of these parking bays needs to be taken into account with the proposed new car parking bays, required as part of this development proposal.

The Joondalup City Centre Development Plan and Manual does not specify a parking standard for an Educational Establishment or University. Therefore, it would be reasonable for Council to use the parking standards as specified in DPS2.

Table 2 (Clause 4.8) of DPS2 does not specify the number of car bays required for an Educational Establishment or University. However, in this case it is deemed that the parking rate provided, under DPS2, for a “Tertiary College” would be most alike with the rate required for an Educational Establishment such as a University. DPS2 states that the number of on-site parking bays required for a Tertiary College is 1 car bay per 3 students.

The number of persons proposed to use the subject building, based on the ratios given by the applicant, is for a maximum of 868 students. Given the ratio provided in DPS2 for Tertiary College, this would require the provision of 289 car bays.

The parking figures provided by the applicant, based on the number of persons proposed to use the subject building for a maximum of 868 students (1 bay per 5.36 students) and 198 staff members (1 bay per 1.12 staff members), would be 342 car bays.

If the overall parking figures for students expected at the site by Semester 1 2007 (7,832 students) are taken into account under DPS2 and the ECU figures, the total number of car bays required would be 2,611 under DPS2 compared to 2,731 as per the ECU figures. This is a difference of 120 car bays. Therefore the parking provision provided by the applicant is considered to be higher than that required by DPS2.

Using the figures above as per DPS2, based on the projected number of students that will be attending ECU by Semester 1, 2007 (7,832 students) there would be an existing deficiency of 594 car bays (current number of parking bays at 2,017).

The applicant has also submitted a new application for the provision of a new car parking area (DA05/0239). The new car parking development proposes 600 new car parking bays on the ECU Campus site. This is proposed to be located on the adjacent land to the west of the main Campus site on Lot 502 Grand Boulevard, Joondalup which is bounded by Collier Pass to the north, Grand Boulevard to the east and the railway reserve to the west. This car parking area is proposed to be accessed via Grand Boulevard. The provision of this parking is proposed to be staged, with 400 car bays being provided for Semester 1, 2006. The City is currently assessing this proposal.

ECU has requested that this development proposal for 600 new car parking bays be considered as part of this subject proposal. Furthermore, the applicant has requested this be considered as part of this subject proposal so the subject development will be able to meet the timelines for opening in Semester 1, 2007.

In this instance it would seem reasonable to include the proposal for 600 new car bays as part of this development proposal. The applicant has shown intent by submitting the application for planning consent and has provided adequate written information to illustrate

the future direction of development and planning of the ECU Campus site. The ECU's intent has been further strengthened by the submission of a new Structure Plan for the site, which will be provided for Council's consideration in the near future.

Structure Plan

Edith Cowan is a university, which is currently looking toward a period of rapid growth over the next 5 years. Therefore a Structure Plan is considered imperative to provide a comprehensive planning framework for the future development of the ECU campus for consideration and approval of development proposals over the next twenty years.

Future development of the ECU campus will include the large portion of land (Lot 502 Grand Boulevard – 8.4872ha) to the west of the current site which is bounded by Collier Pass to the north, Grand Boulevard to the east and the railway reserve to the west. Development in this area is proposed to be staged and will include the provision of car parking bays, as included above.

It should be noted that the Structure Plan also covers areas, which will include the future of public transport, pedestrian & cycle networks and future road networks, which adds further options to students and staff using the campus.

If the Structure Plan receives final endorsement by Council and the Western Australian Planning Commission, it will provide a framework for the University to make informed decisions regarding appropriate future expansion and within which the City of Joondalup can assess development proposals.

Furthermore, ECU has shown that they are committed to examining the parking trends of the University by conducting an annual "Independent Car Parking Audit". This information will benefit the University and the City of Joondalup in analysing any future development in relation to parking supply and demands.

Conclusion

Having regard to the submission of a development application for 600 new car bays, a new Structure Plan which will provide a new planning framework for the site over the next twenty years and ECU's on-going car parking audits, it is considered that the parking provision for the new Health & Wellness Building is acceptable.

It is therefore considered that the proposal for a new Health & Wellness building at the ECU Campus site will provide further services and opportunity on a regional scale with particular reference to those who live in the City of Joondalup. The ECU Campus is considered one of the main focuses for the City of Joondalup and the provision of this new facility is considered to enhance the City's identity as hub of educational opportunity.

The application is therefore recommended for approval, subject to conditions.

ATTACHMENTS

Attachment 1	Location Plan
Attachment 2	Development Plan

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

- 1 APPROVES the application for planning consent dated 14 March 2005, submitted by Ron Hewitt on behalf of the owners, Edith Cowan University for a Health & Wellness Building at Lot 50 (270) Joondalup Drive, Joondalup, subject to the following conditions:
 - (a) The applicant is to provide a minimum of 594 on-site car bays, prior to occupation of the Health & Wellness Building, to the satisfaction of the Manager Approvals, Planning & Environmental Services;
 - (b) Provision of details for the proposed disposal of medical waste to be provided to the City prior to occupation;
 - (c) The lodging of detailed landscaping plans, to the satisfaction of the Manager Approvals, Planning & Environmental Services, for the development site with the Building Licence application;
 - (d) Landscaping and reticulation to be established in accordance with the approved plans prior to the development first being occupied and thereafter maintained to the satisfaction of the Manager Approvals, Planning & Environmental Services;
 - (e) The parking bay/s, driveway/s and points of ingress and egress to be designed in accordance with the Australian Standard for Off-street Car parking (AS2890) unless otherwise specified by this approval. Such areas are to be constructed, drained, marked and thereafter maintained to the satisfaction of the Manager Approvals, Planning & Environmental Services prior to the development first being occupied;
 - (f) Provision of a minimum two (2) disabled bays located convenient to the building entrance to the satisfaction of the Manager Approvals, Planning & Environmental Services;
 - (g) A bulk bin storage area suitably screened is to be provided for the development prior to occupation, to the satisfaction of the Manager Approvals, Planning & Environmental Services;
 - (h) Installation of lighting in the car parking areas and the surrounds to deter theft and anti-social behaviour, to the satisfaction of the Manager Approvals, Planning & Environmental Services;
 - (i) Any floodlighting being designed in accordance with Australian Standards for the Control of Obtrusive Effects of Outdoor Lighting (AS4282) and shall be where possible internally directed to not overspill into nearby lots;
 - (j) Any roof mounted or freestanding plant equipment, such as air conditioning units, to be located and/ or screened so as not to be visible from beyond the boundaries of the development site to the satisfaction of the Manager Approvals, Planning & Environmental Services;

- (k) The materials, colours and finishes of the proposed additions shall match that of the surrounding area, where practicable, to the satisfaction of the Manager Approvals, Planning & Environmental Services;
- (l) Any blank wall of the development, including any retaining walls shall be coated with a non-sacrificial anti-graffiti coating, to the satisfaction of the Manager Approvals, Planning & Environmental Services;
- (m) The pedestrian pathways, landscaping areas, parking areas and/ or associated accessways shall not be used for storage (temporary or permanent) and/ or display and/ or be obstructed in any way at any time, without prior approval of the Manager Approvals, Planning & Environmental Services;
- (n) Any signage associated within the development is to be the subject of a separate Planning Approval;
- (o) An on-site drainage system with the capacity to contain a 1:100 year storm of a 24-hour duration is to be provided prior to the development first being occupied and thereafter maintained to the satisfaction of the Manager Approvals, Planning & Environmental Services. The proposed stormwater drainage system is required to be shown on the Building Licence submission and be approved by the City prior to the commencement of construction;
- (p) The submission of a Construction Management Plan at the submission of a Building Licence Application for the proposal detailing how it is proposed to manage:
 - (i) the delivery of materials and equipment to the site;
 - (ii) the storage of materials and equipment;
 - (iii) the parking arrangements for the contractors and subcontractors;
 - (iv) impact on traffic movement;
 - (iv) operation times including delivery of materials;
 - (v) other matters likely to impact on surrounding residents;to the satisfaction of the Manager Approvals, Planning & Environmental Services;

- 2 ADVISES the applicant/owner that the proposed development will result in a net loss of 177 car bays. Therefore the applicant/owner is made aware that any future development within the site may not be approved until such time as this parking has been reinstated along with any additional parking as may be required by any proposed development;

Footnotes:

- (a) This is a planning approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
- (b) Development to comply with the Health (Public Buildings) Regulations 1992.
- (c) Development shall comply with the Sewerage (Lighting, Ventilation and Construction) Regulations 1971.

- (d) **Development shall comply with the City of Joondalup Health Local Laws 1999.**
- (e) **Applicant/owner is advised that, there is an obligation to design and construct the premises in compliance with the requirements of the Environmental Act 1986.**

Appendix 8 refers.

To access this attachment on electronic document, click here: [Attach8brf100505.pdf](#)

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ITEM 11 PUBLIC PURPOSES (SPECIAL USE) – TWO NEW 10 BED DORMITORIES, A LEADERS ACCOMMODATION BUILDING, A NEW MEETING HALL, A NEW GENERAL OFFICE BUILDING, ADDITIONS TO EXISTING BUILDINGS AND INFRASTRUCTURE ADDITIONS (ERN HALLIDAY RECREATION CAMP) ON RESERVE 23563 (140) WHITFORDS AVENUE, HILLARYS – [28414]

WARD: Whitford

RESPONSIBLE DIRECTOR: Mr Clayton Higham
Director Planning and Community Development

PURPOSE

For Council to provide comments for referral to the WAPC on the application for two new accommodation buildings, general office building and infrastructure additions within the Ern Halliday Recreational Camp (EHRC) site on Reserve 23563 (140) Whitfords Avenue, Hillarys.

EXECUTIVE SUMMARY

The subject site is classified as a Reserve (Special Use) under the Metropolitan Region Scheme (MRS) in which the determination of the application for Approval to Commence Development will rest with the WAPC.

It is noted that a building licence is not required for this subject application, as this is an application by the State Government located on Crown Land, which is exempt from requiring a Building Licence approval. However referral to the City of Joondalup is required for approval to commence development under the Metropolitan Region Scheme (MRS). The City of Joondalup is required to forward a recommendation of support or non-support for the development to the WAPC.

The application for approval to commence development incorporates new accommodation building and general office building and infrastructure additions at a cost of \$3.4 million, to various parts of the site.

The development works include a new administration office and entry statement, new meeting hall, new leader's accommodation, demolition of one existing dwelling and refurbishment of another existing dwelling, two new 10-bed dormitories, upgrade of Spinnaker Camp Kitchen, removal of asbestos cement sheeting from gymnasium and replacing with new cladding, new ablutions for gymnasium, upgrading and adding disabled ablutions to the existing Day Area toilet block, upgrading the existing Commodore Dormitories, upgrading the existing Commodore kitchen and dining facilities and addition of a new dining room.

The proposed development will not have any detrimental impacts on the surrounding area or adjoining landowners due to the siting and nature of the new development, additions and upgrades. Therefore it is recommended that Council advise the Western Australian Planning Commission (WAPC) that the application for approval to commence development is supported, subject to conditions.

BACKGROUND

The existing Ern Halliday Recreation Camp provides facilities, equipment and program options for schools, sporting clubs, environmental, social, church, youth, business, family or any type of group. Activities programs include beach volleyball, cricket, beach walks, coastal and marine education, swimming, abseiling, flying fox, indoor and outdoor rock climbing, orienteering, bushcraft, camp fire cooking and team games. Accommodation provided on site includes dormitory accommodation and two tent sites. All facilities are available on a booking basis.

Application History

04/02/2005	Application received
11/03/2005	Application referred to the Western Australian Planning Commission
15/03/2005	Referred to internal departments for comment
12/04/2005	Referred to Environmental Health (plans misplaced)
12/04/2005	Referred to Landscape Architect
19/04/2005	All comments received

Suburb/Location:	Reserve 26563 (140) Whitfords Avenue, Hillarys
Applicant:	Sandover Pinder Architects
Owner:	Crown Land
Zoning:	DPS: Public Purposes - Special Uses
	MRS: Public Purposes - Special Uses

DETAILS

The applicant is proposing a number of additions to the subject site including new buildings, civil works, infrastructure works, landscaping works and reticulation. These additions and improvements are proposed in various areas of the site.

The new buildings, civil works, infrastructure works, landscaping works are to include the following:

New Administration Office (EH1)

Is to be located along the northwestern side of the entry road. The new single storey office is proposed to house the Camp Manger's office and an open plan office for up to six (6) staff. The new building includes a reception area, storeroom, tea preparation area and ablutions. The building will be linked with a bus lay-off area via a brick paved footpath leading to a ramped access to the reception area. A paved courtyard area, with a shade sail, is proposed at the rear for staff.

New Meeting Hall (EH2)

A new meeting hall is proposed to be located along the southern roadway of the subject site. The structure is single storey in nature, including highlight windows. The building, fitted with a stage, is proposed to cater for up to 120 people. The hall is to be provided with a kitchen capable of serving parts of the hall. Toilets and an outdoor paved areas are also to be provided.

New Leader's Accommodation (EH4)

The subject single storey building is located centrally on the lot, to the east side of the sports activities area. The location of the accommodation avoids the need to cut into the nearby hill

to the east. The accommodation is proposed to contain two, 2-bedroom dormitories with ensuite ablutions, lounge area and a verandah overlooking the sports activities area.

Existing Residences

There are two existing single storey residences on the subject property, located in close proximity (east) of the proposed new Meeting Hall. The residences both require significant maintenance in which only one is required for the operation of the camp.

It is proposed that the existing residence located closest to the proposed Meeting Hall is to be demolished along with the adjacent toilets (east) and the existing sheds (west). The residence, which is to be retained, will be the subject of internal and external restoration.

Two new 10-Bed Dormitories (EH6)

There are two new single storey dormitories proposed towards the southeastern end of the southern roadway. Each dormitory is proposed to contain 10-beds as well as leader's accommodation and ablutions. A paved area is to be built in between the two dormitories, which is to include a shade sail.

The existing southern road will terminate adjacent these new dormitories, which is to include a new six bay car parking area. This road will also offer pedestrian access to a new-grassed area to the north of the proposed dormitories.

Spinnaker Kitchen

The existing Spinnaker Kitchen to the northeast of the subject site is to be retained. Its function is to be changed, with the kitchen to function similar to the dining facilities of the Commodore Kitchen. This upgrade will include the demolition of the loft and the roofline reinstated. The kitchen will be upgraded with new equipment and servery including other fit-out requirements.

Gymnasium (EH8)

The building is to have existing asbestos cement wall, roof cladding and rainwater goods removed and replaced with colourbond finished materials. The existing roller doors, which open out to the north, are to be replaced with doors that open to the south onto a paved open space overlooking the central outdoor activity space.

A new single storey male/ female ablution and storeroom block is proposed to the east of the existing gymnasium.

A new vehicular access to the gym is proposed via a western road extension from the Day Area ablutions to the north west of the site.

Day Area 1 Toilet Block (EH11)

This is an existing toilet facility located to the northwest corner of the site, which is to be upgraded to include a new unisex disabled shower/ toilet facility and a secured screened entrance courtyard. Provision has also been made to provide a shade sails over this courtyard area.

Commodore Dormitories (EH13)

There are presently six dormitory blocks within the Commodore Camp area to the mid-south of the subject site. Each block is to have general maintenance carried out with the ablution blocks to be provided with an additional shower cubical and ceramic tiling.

Commodore Kitchen/ Dining (EH14/ EH15)

This is an existing single storey building in which a new dining facility is to be added to the northeast side of the existing building. The extension is approximately half the capacity of the existing dining facility. The additions incorporate new ablution facilities. Other internal changes are also proposed with this existing facility.

Civil Works

It is proposed to realign and resurface existing roads, including a new bus turnaround and roundabout, with bitumen roads to terminate at the new dormitories. The construction of a new road is proposed, which is to link the existing northern car park to a new parking area adjacent to the gymnasium.

Landscaping

Upgrading of existing soft landscaping in specific areas and the provision of a new turf oval adjacent the new dormitories.

Issues and options considered:

The application is to be determined by the WAPC and therefore, the Western Australian Planning Commission may not agree to Council's position on the application nor to the conditions recommended.

The proposed works are to be located within a site that has a substantial land area. The proposed works will not impact on the surrounding residential properties due to their location, height and size of the buildings.

The increased capacity of the site is not likely to impact on the surrounding locality. Any additional traffic movements, which are considered minor, would only impact on the existing traffic entrance point to Whitfords Avenue.

Link to Strategic Plan:

The Strategic Plan includes a theme of providing services that meet the changing needs of a diverse and growing community

Legislation – Statutory Provisions:

The subject land is Reserved for Public Purposes - Special Uses, under the Metropolitan Region Scheme (MRS) in which the development is required to be referred to the Western Australian Planning Commission for its determination. The subject area is "Crown Land" in which ownership of the land is the Department Of Land Information (DOLI).

When considering an application for Planning Approval the following statutory requirements of clause 6.8.1 of District Planning Scheme No. 2 is specifically relevant to this application:

6.8 Matters to be considered by Council

6.8.1 The Council when considering an application for Planning Approval shall have due regard to the following:

- (a) interests of orderly and proper planning and the preservation of the amenity of the relevant locality;*
- (b) any relevant submissions by the applicant;*

- (c) *any Agreed Structure Plan prepared under the provisions of Part 9 of the Scheme;*
- (d) *any planning policy of the Council adopted under the provisions of clause 8.11;*
- (e) *any other matter which under the provisions of the Scheme, the Council is required to have due regard;*
- (f) *any policy of the Commission or its predecessors or successors or any planning policy adopted by the Government of the State of Western Australia;*
- (g) *any relevant proposed new town planning scheme of the Council or amendment or proposed Metropolitan Region Scheme Amendment insofar as they can be regarded as seriously entertained planning proposals;*
- (h) *the comments or wishes of any public or municipal authority received as part of the submission process;*
- (i) *the comments or wishes of any objectors to or supporters of the application;*
- (j) *any previous decision made by the Council in circumstances which are sufficiently similar for the previous decision to be relevant as a precedent, provided that the Council shall not be bound by such precedent; and*
- (k) *any other matter which in the opinion of the Council is relevant.*

Risk Management considerations:

Not Applicable

Financial/Budget Implications:

Not Applicable

Policy implications:

Not Applicable

Sustainability implications:

Although the additional development will see an increase in the maximum number of people that could use the site, it is considered that the development is of a minor nature, in which the benefits will see the upgrading and improvement of the site, without adversely affecting adjoining landowners and surrounding vegetation.

Consultation:

The application was not advertised to adjoining landowners, as the siting and scale of the proposed development was not considered to impact on the surrounding area and is in keeping with the existing development of the area.

COMMENT

The application for the Western Australian Planning Commission's approval to commence development will incorporate new leaders accommodation, two new 10-bed dormitories, new administration office, new meeting hall and general building and infrastructure additions within the Ern Halliday Recreational Camp (EHRC) site. The subject site is set within a largely vegetated area, in which its main function incorporates recreational camping, picnics and dormitory accommodation. Maintaining this site as a recreational facility whilst protecting the existing vegetation and the amenity of the surrounding landowners is considered imperative.

The City of Joondalup is an advisory body in relation to the final determination of the application. There is no requirement for a Building Licence to be obtained from the City. Therefore all relevant conditions and recommendations as would be required by the City's internal departments should be taken into account at this stage in addition to normal planning requirements.

Engineering Requirements

Any feature such as an entry statement that is proposed within the road reserve of this development will require the approval of Council prior to construction.

Health Requirements

The proposed removal of asbestos cement walls from the gymnasium upgrade will be required to be disposed of in accordance with the requirements of the Health (Asbestos Regulations) 1992.

The development will also be required to comply with the requirements of the Sewerage (Lighting, Ventilation & Construction) Regulations 1971, Health (Public Buildings) Regulations 1992, City of Joondalup Health Local Law 1999 (in particular Part 7, 7.1 to 7.24), Health (Food Hygiene) Regulations 1993 and Environmental Protection (Noise) Regulations 1997.

Additionally any area used for food preparation should have separate toilet facilities provided for the exclusive use of kitchen staff.

Landscaping & Vegetation

In relation to the proposed new vegetation and retention of vegetation on the site, all new buildings; roads; parking and paving; storage of building materials should be located within the already cleared bushland areas. Furthermore, the final location of buildings should acknowledge existing vegetation including man-planted shade trees, which should not result in the clearing of vegetation. (A survey for mature Tuart Trees and other shade trees marked for retention is also requested)

It will be requested that the only endemic species be predominantly planted with the use of introduced species avoided. Removal of exotic species regarded as noxious weeds is highly recommended. It is further recommended that bush revegetation be undertaken in degraded areas.

Prior to construction of works, it will be recommended that a detailed landscaping plan be submitted. Additionally a Development and Management Plan should be required to ensure that the continued value of the bushland is retained.

Parking Requirements

There is parking requirement prescribed for this use under the City's District Planning Scheme No. 2. The applicant has proposed that 17 new car bays be provided on-site. It is considered that much of the clientele for the recreation camp will not drive to the site, other than staff members. Most of the clientele would arrive by being dropped-off and would also be picked-up at the end of their stay. Additionally, the size of the subject site would also allow for any further parking to be provided as required. Therefore, it is considered the proposed additional parking is acceptable in this instance.

Design and Materials

The materials proposed to be used by any new additions and/ or development is requested to be in the same or similar materials to that which exists.

Conclusion

Most of the proposed new structures are located to the south of the existing site. This new development is proposed to be single storey in nature and largely sheltered and out-of-view from adjoining properties, being located within the lower portions of the site, between the undulating landscape.

The additions and alterations to the existing Day Area 1 Toilet Block, Gymnasium and Commodore Kitchen/ Dining facilities are considered to be of a minor nature with the additions all being single storey in nature and directly associated with these existing structures with particular reference to use and function.

The proposed civil works are not considered to have any impact on the adjoining landowners. The proposal to realign and resurface existing roads, including a new bus turnaround and roundabout, with bitumen roads to terminate at the new dormitories and a new road to link the existing northern car park to a new parking area adjacent to the gymnasium are considered to be an improvement for the site.

Although the additional development will see an increase in the maximum number of people that could use the site, it is considered that the development is of a minor nature, in which the benefits will see the upgrading and improvement of the site, without adversely affecting adjoining landowners and surrounding vegetation.

It is therefore recommended that the Western Australian Planning Commission (WAPC) be advised that the City of Joondalup supports the subject application, subject to conditions.

ATTACHMENTS

Attachment 1	Location Plan
Attachment 2	Site plans, floor plans & elevations (original plans and new plans)

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council ADVISES the Western Australian Planning Commission that the application for Approval to commence DEVELOPMENT dated 4 February 2005 submitted by Sandover Pinder, the applicant on behalf of the owner(s), Recreation Camps & Reserves Board for two new 10-bed dormitories, a leaders accommodation building, a new meeting hall, a new general office building, additions to existing buildings and infrastructure additions on Lot Res 23563 (140) Whitfords Avenue, Hillarys is SUPPORTED, subject to the following conditions:-

- (a) All colours and materials of the proposed additions shall complement the existing area and structures where practicable;
- (b) All new buildings, roads, parking and paving, storage of building materials shall be located in already cleared bush;
- (c) The provision of detailed landscaping plans for all upgrade works;
- (d) Development shall comply with the City of Joondalup Health Local Law 1999;
- (e) Development shall comply with the requirements of Sewerage (Lighting, Ventilation & Construction) Regulation 1971;
- (f) Development shall comply with the Health (Public Buildings) Regulations 1992;
- (g) Development shall comply with the Health (Asbestos) Regulations 1992;
- (h) Food preparation and food storage areas to comply with the requirements of the Health (Food Hygiene) Regulations 1993;
- (i) Development to comply with the Environmental Protection (Noise) Regulations 1997.
- (j) Separate toilet facilities are to be provided for the exclusive use of kitchen staff.

Footnotes

- (a) The Development of a Management Plan is encouraged to ensure the continued value of the bushland is retained;
- (b) The final location of new buildings shall acknowledge existing vegetation including man-planted shade trees and should not result in the clearing of vegetation;
- (c) A survey should be conducted to mark existing Tuart Trees for retention;
- (d) Bush revegetation should be undertaken in all existing degraded areas;
- (e) All areas to be landscaped as a result of the upgraded works should be planted predominantly with local endemic species. The use of introduced species should be avoided and is generally not supported;
- (f) Removal of exotic species regarded as noxious weeds is highly recommended;

- (g) Unless a new application for Approval to Commence Development is submitted and additional facilities are provided, the Health Act would restrict the capacity of the following buildings:
- (i) the sports arena is to accommodate a maximum of 60 persons at any one time. In order to permit more than 60 persons in the arena, additional facilities are required to be provided in the area, i.e. showers and hand basins;
 - (ii) The new dining hall is to accommodate a maximum of 100 persons at any one time. In order to permit more than 100 persons in the dining hall, additional facilities are required to be provided in the area, i.e. additional toilet facilities;
 - (iii) The new meeting hall is to accommodate a maximum of 100 persons at any one time. In order to permit more than 100 persons in the meeting hall, there would need to be an increase in the number of sanitary facilities.

Appendix 9 refers.

To access this attachment on electronic document, click here: [Attach9brf100505.pdf](#)

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ITEM 12 DELEGATED AUTHORITY REPORT FOR THE MONTH OF MARCH 2005 – [07032]

WARD: All

RESPONSIBLE DIRECTOR: Mr Clayton Higham
Director Planning and Community Development

PURPOSE

To submit items of Delegated Authority to Council for noting.

EXECUTIVE SUMMARY

This report provides a resume of the Development Applications processed by Delegated Authority during March 2005 (see attachment 1).

The total number of Development Applications **determined** (including Council and delegated decisions) is as follows:

Month	No	Value (\$)
March 2005	80	8,917,312

The number of DAs **received** in March 2005 was 72.

BACKGROUND

Suburb/Location: All
Applicant: Various – see attachment
Owner: Various –see attachment
Zoning: **DPS:** Various
MRS: Various
Strategic Plan: See below

DETAILS

Issues and options considered:

The attached applications were considered under the terms of the City's District Planning Scheme, relevant policies and standards, and in accordance with the Delegation of Authority notice issued by the Council in October 2004.

Link to Strategic Plan:

City Development is a key focus area of the City's Strategic Plan. The proposals considered during the months relate closely to the objectives of providing for a growing and dynamic community.

The Council adopted the Delegation of Authority instrument after detailed consideration, in accordance with the Strategic Plan objective of providing a sustainable and accountable business.

The delegation is necessary due to the large volume of business encountered in the development within the City. It is a key instrument in providing a range of services that are proactive, innovative, and using best practice to meet organisational needs. This is also a strategy of the City's Strategic Plan.

Legislation – Statutory Provisions:

All proposals were assessed, checked, reported and crosschecked in accordance with relevant standards and codes.

Risk Management considerations:

The delegation process includes detailed practices on reporting, checking and cross checking, supported by peer review in an effort to ensure decisions taken are lawful, proper and consistent.

Financial/Budget Implications:

Not Applicable

Policy implications:

Various policies are relevant to individual applications, dependent upon the nature of each application.

Sustainability implications:

Not Applicable

Consultation:

Of the 80 applications determined during the report summary period 28 were required by Council to be referred to interested/affected parties by Council.

COMMENT

It is noteworthy that more applications were determined than were received, indicating that demand was met during the period in review.

ATTACHMENTS

Attachment 1 March 2005 Approvals

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That the Council NOTES the determinations made under Delegated Authority in relation to the applications described in this report for the month of March 2005.

Appendix 10 refers.

To access this attachment on electronic document, click here: [Attach10brf100505.pdf](#)

ITEM 13 2005 SPORTS DEVELOPMENT PROGRAM – [58536]**WARD:** All**RESPONSIBLE
DIRECTOR:** Mr Clayton Higham
Director Planning and Community Development

PURPOSE

To provide Council with recommendations from the assessment panel's evaluation of the 2005 Sports Development Program.

EXECUTIVE SUMMARY

The Sports Development Program aims to assist not-for-profit and incorporated, local district sporting clubs with programs, projects and events that facilitate the development of sport and enhance its delivery to City of Joondalup residents.

The four (4) applications received through the 2005 Sports Development Program did not meet the program objectives and as a result, no funding has been recommended to any of the projects.

Two (2) applications did include small development projects that focused on coaching and sports medicine courses. These projects were deemed to be better suited to the City's Sport & Recreation Development Fund of the Community Funding Program. The panel recommended that these projects be transferred and assessed as part of the Community Funding Program.

On examining the individual applications, the formal assessment panel has determined that a full review of the program would be appropriate given the declining quality of submissions received.

It is recommended that Council:

- 1 *ADVISES the Joondalup Brothers Rugby Union Football Club, ECU Joondalup Lakers Hockey Club, Joondalup Districts Cricket Club and Sorrento Tennis Club that their applications for funding through the 2005 Sports Development Program have not been successful;*
- 2 *CONDUCTS a review of the Sports Development Program to ensure that the program reflects the City of Joondalup priorities and meets the aims and objectives of the eligible clubs with regard to opportunities for sports development;*
- 3 *NOTES that the review of the Sports Development Program will be forwarded to Council for consideration prior to proceeding with the 2006 program.*

BACKGROUND

Council, throughout the year, receives ongoing requests from numerous sporting groups for financial assistance. In June 2002, as a result of one particular request, Council resolved to establish a sporting club support scheme whereby assistance can, upon application, be made available to clubs located within the City of Joondalup in lieu of individual sponsorship support (item CJ136-06/02). In September 2002 Council endorsed the City of Joondalup's Sports Development Program policy allocating \$60,000 in the operational budget for the continuation of the program.

The Sports Development Program aims to assist not for profit and incorporated, local district sporting clubs with programs, projects and events that facilitate the development of sport and enhance its delivery to City of Joondalup residents. District sporting clubs are defined as clubs that play at or are aspiring towards the highest level of competition in their chosen sport. Eligible clubs must be located within the City of Joondalup and be represented at both junior and senior levels.

The Sports Development Program offers support to sporting clubs to ensure that they are able to commence or maintain sporting or club development initiatives. This funding program is a supplement to important sponsorship funds, which are hard to source for clubs at this level. The program aims to ensure that the City, like any corporate sponsor, receives appropriate recognition for its investment in a particular sporting entity.

This program encompasses the following priorities:

- 1 To support local district sporting clubs in the creation and implementation of Sports Development Planning.
- 2 To assist local district sporting clubs to enhance the delivery of sport within the City of Joondalup to all local residents.
- 3 To promote community based sport, through the growth of developmental programs initiated and conducted by local district sporting clubs.
- 4 To ensure the success of local district sporting clubs through the establishment of identified pathways for local junior talent development.

In order to determine which projects are available for funding consideration is given to the following:

- Projects/programs and events that are considered new initiatives and that can be seen to enhance the sports community profile.
- Projects/programs and events that include or aim to develop partnerships within the community.
- Projects/programs and events that directly increase the participation levels in the sport.
- Projects/programs and events that are supported by and clearly fit within the Sport Development Plans of the State Sporting Association.
- Projects/programs and events that develop pathways for local sports people to achieve the highest possible level of competition.
- Projects where alternative sources of State Government Funding are not available.
- Projects that assist clubs, on a short-term basis, to meet potentially restrictive recurrent funding costs.
- New short term coaching appointments (1 year) where evidence of the club's continued commitment to coaching development is provided.
- Projects that provide replacement sponsorship income for a one-year period.

Council will **not** fund the following:

- Projects covered under the Community Sport & Recreation Facilities Fund (CSRFF). Such projects include the construction and extension of sporting facilities.
- Retrospective deficit funding (to repay cash shortfalls).
- For profit organisations
- Individuals
- Tours or travel costs resulting from overseas or interstate competitions.
- Payments for contracted players.
- Clubs that have received funding through the City of Joondalup's Community Funding Program.

What are the conditions of Funding?

- All applications must include a full financial history and future budget projections for the next 2 years to highlight how the funds will contribute to the self-sufficiency of the club.
- Clubs are not eligible to apply to the Sports Development Program the following year after a successful application.
- The maximum funding available to an individual club is \$20,000 in any one year.
- For funds received, clubs are required to recognise the support provided by the City of Joondalup, as specified in the Council report and according to the level of funding offered (refer Sport Development Program application at Attachment 1).
- The club is to supply a full report and acquittal of the funds received by the time stipulated in the funding agreement.

DETAILS

The Sports Development Program was advertised via a formal Expression of Interest, in the Community Newspaper in October 2004. An information package, which contained the Sports Development Program Guidelines and Expression of Interest forms, was sent directly to seventeen (17) potential applicants for their consideration. These details were also made available electronically on the City of Joondalup's website. The district level clubs that were sent the information package included:

- Sorrento Soccer Club
- ECU Joondalup Soccer Club
- West Perth Football Club
- Joondalup Giants Rugby League Club
- Joondalup Brothers Rugby Union Football Club
- Wanneroo Lacrosse Club
- Wanneroo Basketball Association
- ECU Joondalup Lakers Hockey Club
- Joondalup Netball Association
- Perth Outlaws Softball Club
- Mullaloo Surf Life Saving Club
- Sorrento Surf Life Saving Club
- Sorrento Tennis Club
- Greenwood Tennis Club
- Ocean Ridge Tennis Club
- Kingsley Tennis Club
- Joondalup & Districts Cricket Club

The Expression of Interest forms are designed to provide the City with details of the applicant's proposed project/program and enable feedback prior to a full submission being lodged. In doing so, the City aims to assist potential applicants, whilst helping to save valuable resources (time and effort) from being spent on aspects that do not meet the program guidelines.

The City of Joondalup received five (5) Expressions of Interest by the 12 December 2004 closing date. The Expressions of Interest were assessed and a meeting was held with each applicant to provide feedback on their proposed project. One applicant was ineligible to apply, as it is not represented at both junior and senior levels. The remaining four (4) applicants were invited to make full applications for financial assistance through the 2005 Sports Development Program.

A matrix outlining the applications made to the City as part of the 2005 Sports Development Fund Program is included as Attachment 1.

A formal assessment panel was established to review the four (4) completed applications. The members of the assessment panel consisted of representatives from the Department for Sport and Recreation, Western Australian Sports Federation and the City of Joondalup.

A summary of the assessment panel's evaluation of the individual applications and the corresponding recommendations made for each submission is detailed in Attachment 2.

Issues and options considered:

Refer to Attachment 2.

Link to Strategic Plan:

Outcome The City of Joondalup provides social opportunities that meet community needs.

Objectives: 1.3 To continue to provide services that meet the changing needs of a diverse and growing community.

Strategies 1.3.1 Provide leisure and recreational activities aligned to community expectations, incorporating innovative opportunities for today's environment.

1.3.3 Provide support, information and resources.

Legislation – Statutory Provisions:

Not Applicable

Risk Management considerations:

Not Applicable

Financial/Budget Implications:

Account No:	1.4530.4403.0001.9999
Budget Item:	Sponsorships
Budget Amount:	\$60,000
YTD Amount:	\$0
Actual Cost:	\$0

Policy implications:

A review of Policy: 4.1.2 Sports Development Program has been recommended.

Sustainability implications:

The Sports Development Program aligns with the City's strategic plan and directly supports business unit goals and objectives of leisure and recreational services.

The City has followed a clear and equitable process to enable applicants with the opportunity to meet with City staff and receive feedback on their proposed projects to help ensure that the projects meet the program aims and objectives.

While no funding is recommended to applicants in this round of the Sports Development Program, the program provides for a positive affect on the development of a healthy, equitable, active and involved community. The program also provides the opportunity for a positive affect on community access to leisure, recreational and health services.

Following the review of the Sports Development Program, it is considered that this program will be better able to meet the aims and objectives of the eligible clubs with regard to opportunities for sports development and provide a more effective and positive outcomes for City staff and for future applicants of this program.

There are no environmental considerations as no applications were recommended in this funding round.

Consultation:

The five (5) applicants that submitted Expressions of Interest for the Sports Development Program were invited to meet individually with Council officers to discuss their proposal. One applicant was informed that they were ineligible to apply, as they are not represented at both junior and senior levels, whilst the remaining four (4) applicants were provided with feedback and directions to assist in their final application. In addition, the four (4) applicants were encouraged to contact the City if they had any questions regarding their proposal prior to the closing date.

COMMENT

The members of the 2005 Sports Development Program assessment panel are not recommending project funding for any of the applications received. Considering the large grants that are available to individual clubs through this initiative, the panel agreed that no funding should be allocated. The complete assessment of all applications is detailed in Attachment 2.

The applications from the Joondalup Brothers Rugby Union Football Club and the ECU Joondalup Lakers Hockey Club did include identifiable components involving the conduct of coaching courses and sports medicine courses with project costs of \$2,800 and \$1,080 respectively. These projects would provide valuable skills to volunteers and club officials and is worthy and deserving of the City of Joondalup's support. However, applications for such projects are best suited to the Sport & Recreation Development Fund of the City's Community Funding Program. The panel recommended that these projects be transferred and assessed as part of the Community Funding Program.

The assessment panel resolved that as the applications did not meet a majority of the program objectives, a conservative approach should be taken. The panel suggests that a review of the program was required before the 2006 program commenced, to evaluate the

success of past applicants and to determine whether the sporting clubs have the capacity to apply for such large grants.

The program review needs to focus on three (3) key issues that were identified in this year's assessment of the applications:

- 1 Do the aims and objectives of the Sports Development Program adequately reflect the City Joondalup's priorities and do they meet the needs of the eligible clubs?

The City of Joondalup's Community Development Plan, which is due to be completed in June 2005, will include the City's 5-year Leisure Plan. This tool will provide future directions in sport, leisure, recreation and physical activity. The research for this plan is currently being compiled and coupled with forthcoming community participation sessions, it will highlight priority areas for the delivery of Council services.

- 2 Is the application form easy for clubs to understand and are clubs adequately skilled in the processes involved in submitting a successful funding application (including knowledge of what additional supporting evidence is required)?

The assessment panel raised concerns that the nature of the Sports Development Program, with the large amounts of funding on offer (up to \$20,000), gave the City an expectation that a higher standard of grant application would be provided. It was acknowledged that the program demanded an advanced level of application, but perhaps the City needed to simplify the format and do more to assist clubs in compiling their submissions.

- 3 When conducting a Sports Development Program aiming to assist district sporting clubs, strong direction and support must be provided by the State Sporting Association?

For a successful Sports Development Program to be conducted, it is vital that the sport's State Association is aware of the project/program and is supportive of the proposal and committed to the initiative. All programs and projects must comply with the State Sporting Association's Strategic Development Plans and would ideally receive a degree of financial support.

With a complete review of the Sports Development Program and the implementation of the initiatives detailed above, it is anticipated that the 2006 program will be vastly improved and deliver the desired objectives to enhance the development of sport within the City of Joondalup.

ATTACHMENTS

Attachment 1 Table 1: Application Summary
Attachment 2 Application Assessments

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

- 1 **ADVISES** the Joondalup Brothers Rugby Union Football Club, ECU Joondalup Lakers Hockey Club, Joondalup Districts Cricket Club and Sorrento Tennis Club that their applications for funding through the 2005 Sports Development Program have not been successful;
- 2 **CONDUCTS** a review of the Sports Development Program to ensure that the program reflects the City of Joondalup priorities and meets the aims and objectives of the eligible clubs with regards to opportunities for sports development;
- 3 **NOTES** that the review of the Sports Development Program will be forwarded for Council consideration prior to proceeding with the 2006 program.

Appendix 11 refers.

To access this attachment on electronic document, click here: [Attach11brf100505.pdf](#)

ITEM 14 COMMUNITY FUNDING PROGRAM 2004-2005 GRANTS ALLOCATIONS - SECOND FUNDING ROUND – [74563] [75563]

WARD: All

RESPONSIBLE DIRECTOR: Mr Clayton Higham
Director Planning and Community Development

PURPOSE

The purpose of this report is to provide information and for Council to give consideration on the provision of Community Funding Program grants over \$2,500 for the 2004/2005 financial year in accordance with the Community Funding Program's policy and guidelines.

EXECUTIVE SUMMARY

The City's Community Funding Program came into operation on 1 July 1999. The Program has been developed to provide financial assistance to not-for-profit and other eligible organisations. It is intended that support be offered to a range of community development initiatives consistent with the City's strategic objectives.

Funding of \$22,000 is available in 2004-2005 in each of the Sport and Recreation Development, Community Services and Cultural and the Arts Developments Funds, and \$40,000 in the Sustainable Development Fund.

In the first round of funding for the 2004/2005 financial year a total of \$58,558.76 was distributed to 20 community organisations. There was a total of \$47,441.24 available for distribution in the second funding round.

Funds will assist organisations and community groups to conduct projects, events and activities in the areas of community services provision, sport and recreation development, sustainable development and culture and the arts development.

This is the sixth consecutive financial year in which the Community Funding Program has been administered. If the recommendations in this report are adopted by the Joint Commissioners, the number of grants made by the Council will total 285 grants to organisations and community groups in the City of Joondalup, with a value of \$586,702.

It is recommended that Council APPROVES the large grants recommended for approval under the City of Joondalup's Community Funding Program's second funding round for the financial year 2004/2005 to:

- *Kingsley Park Play Group - \$4,900.00*
- *Heathridge Soccer Club - \$3,580.00*
- *Joondalup Brothers Rugby Union Football Club - \$2,800.00*

as outlined in Attachment 1 to this Report;

BACKGROUND

The overall objective of the Community Funding Program is to provide a framework for the provision of targeted funding, which meets Council's strategic objectives in facilitating community development, in partnership with the community. Overall, the Community Funding Program aims to support the strategic objectives of the City in the areas of sport and recreation development, culture and arts development, economic development, environment development and provision of community services.

Eligible projects, events and activities include:

- Capital projects and items;
- One-off projects, activities or events;
- Seeding grants for projects, activities or events that can demonstrate independent viability after an appropriate period;
- Projects, activities or events where all other potential sources of funding have been exhausted or are not available.

Council will not fund the following:

- Deficit funding – for organisations which are experiencing a shortfall in cash revenue or anticipated revenue;
- Retrospective funding – expenses incurred prior to the application closing date;
- Recurrent salaries and recurrent operational costs;
- Proposals where alternative sources of funding are available;
- More than one request for funding in any financial year;
- Individuals, unless they are sponsored by an eligible organisation and are residents of the City;
- Government or quasi-government agencies, with the exception of schools;
- Projects considered part of a school's core activities;
- Development or improvement of school facilities and equipment
- For profit organisations.

The program has four major fund categories as follows:

- Community Services Fund
- Culture and the Arts Development Fund
- Sustainable Development Fund
- Sport and Recreation Development Fund

Each of these fund categories have specific strategic objectives. In accordance with the Community Funding Policy, guidelines specific to each fund have been developed for the current financial year.

The program provides the framework for various common funding guidelines, eligibility criteria and accountability requirements that have been applied across the organisation to assess all applications for funding under the program. Applications are assessed against the following criteria:

- All eligibility criteria for funding are met;
- The application supports the mission statement, values and strategic direction of Council;
- The application addresses the funding objectives and identified priorities of the relevant fund category;
- Value for money;
- Demonstrated need;

- Community support either in cash or kind;
- Appropriate accountability processes being in place;
- Inclusion of all relevant documentation; and
- Compliance with Council's Community Funding Program Policy and Guidelines.

The objectives and funding priorities for each fund category for the 2004/2005 financial year are detailed in Attachment 2. Policy 4.1.1 - Community Funding is included as Attachment 3.

Two funding rounds are conducted each year primarily to cater for organisations and community groups that operate on a calendar year or seasonal cycles. These would include events/programs arranged by schools and playgroups, which may be directly linked to the age group of the children involved. Sporting groups also need special consideration as many sports are played in either the cooler or warmer months and these groups may be disadvantaged if funding was only available annually.

Provision is made in the Program for delegation of responsibility to the Chief Executive Officer for the assessment and approval of applications for small grants up to \$2,500.

DETAILS

The Community Funding Program was advertised in the local newspapers on 27 January and 3 February 2005. The closing date for applications was 17 March 2005.

An information package, containing the Community Funding Program guidelines and application forms, was posted or emailed to organisations and community groups on request. The information package was also available electronically via the City's Website.

A number of one to one meetings were held between Council officers and representatives from various organisations and community groups who had expressed an interest in receiving assistance to complete the application forms or obtain additional information about the program.

Each application received was assessed against the generic eligibility and assessment criteria together with the specific funding objectives and priorities for the 2004/2005 financial year, as contained in the Community Funding Program guidelines.

The assessment process for the various funds is undertaken by panels which include community representatives who have the skills and knowledge to represent the interests of a range of community groups.

Community Services Fund Assessment Panel

Robert Kinloch	Seniors Interests Advisory Committee
Rhonda Adamson	Granny Spiers Community Centre
Bob O'Sullivan	NW Metropolitan Community Policing
Julie Eaton	Coordinator Community Services
Lanie Pianta	Community Development Officer

Culture and the Arts Fund Assessment Panel

Ms Paula Hart	Community artist and practitioner, has worked with numerous Joondalup schools and community groups, and has worked on the Little Feet Festival and Joondalup Festivals.
Mrs Fay Muir	Eisteddfod Committee member, teacher – Ocean Reef Primary School.
Gabriella Filippi	Arts Project Officer

Sport and Recreation Fund Assessment Panel

Mr Arthur Chappell	Kingsley Amateur Football Club
Mrs Natalie Sharman	Joondalup Kinross Junior Football Club
Miss Laura Kolomyjec	Recreation Officer
Miss Yvette Peterson	Recreation Services Coordinator

Sustainable Development Fund Assessment Panel

Mr Steve Magyar	Community member
Nicole Roach	Yellagonga Catchment Group Coordinator
Ms Gabrielle Fillipi	Arts Project Officer
Ben Reay	Sustainable Development Officer (Facilitator)

The following chart provides a profile of the number of applications processed:

	Applications Received	Applications Received for Funding <=\$2,500	Applications Received for Funding >\$2,500	Applications Recommended for Full or Partial Funding
Community Services Fund	6	5	1	5
Culture and the Arts Fund	4	3	1	1
Sport & Recreation Development Fund	19	16	3	14
Sustainable Development Fund	2	2	0	2
TOTAL	31	26	5	22

Applications from the following 3 organisations for grants over \$2,500 have been recommended to Council for funding, the details of which are outlined in Attachment 1:

- Kingsley Park Play Group
- Joondalup Brothers Rugby Union Football Club
- Heathridge Soccer Club

The Chief Executive Officer has approved grants up to the value of \$2,500 to the following 19 organisations:

Organisation	Project	Funds approved
1st Kinross Scout Group	Volunteer training	\$2,396.00
Carine Junior Football Club	25 th Celebration Community Football Day	\$500.00
Craigie Little Athletics Inc	First Aid Training and Coaching courses for new Volunteers	\$1,226.00
ECU Joondalup Lakers Hockey Club	Coaching education courses for junior coaches	\$1,080.00
Friends of Korella Park Bushland (Auspiced by Joondalup Coast Care Forum Inc)	Supply, installation and monitoring of nesting boxes for Boobook owls.	\$1,545.00

ECU School of Nursing, Midwifery & Postgraduate Medicine	Take Care be Safety Aware in Joondalup	\$2,000.00
Greenwood Warwick Senior Citizens Club	Bright Yellow Bowls	\$780.00
Joondalup and Districts Domestic Violence Group Inc (Auspiced by Women's Healthworks)	Banners to raise awareness of Domestic and Family Violence	\$2,500.00
Joondalup and Districts Rugby League Club	First Aid Supplies	\$170.50
Joondalup Lakers Basketball Club	Provision of safety training and skills for volunteers	\$1,440.00
Kingsley Junior Football Club	Guest speakers for two development programs	\$1,000.00
North Coast Triathlon	Cycling transition racks and event advertising	\$1,450.00
Osborne Division of General Practice	Behaviour change workshops for parents and children	\$1,000.00
Rotary Club of Whitfords	Seniors Picnic at Yanchep National Park	\$700.00
Sorrento and Districts Little Athletics	Deliver WA Little Athletics coaching courses for volunteers	\$700.00
Sorrento Croquet Club	Accredited coaching for members and costs of refereeing courses for learners	\$340.00
The City Entertainers Community Concert Group	New Piano for an Annual Community Concert	\$1,000.00
Whitford Hockey Club	Safety, 1 st aid and protective equipment	\$1,194.00
Young Achievement Australia	Conduct of YAA Business Skills Program at Prediville Catholic College	\$1,815.00
	TOTAL	\$22,836.50

Issues and options considered:

Not Applicable

Link to Strategic Plan:

Community Well-Being:

The City of Joondalup provides social opportunities that meet community needs.

- 1.3.1: Provide leisure and recreational activities aligned to community expectations, incorporating innovative opportunities for today's environment.
- 1.3.2: Provide quality-of-life opportunities for all community members.
- 1.3.3: Provide support, information and resources.

Legislation – Statutory Provisions:

Not Applicable

Risk Management considerations:

Not Applicable

Financial/Budget Implications:

In the first round of funding for the 2004/2005 financial year a total of \$58,558.76 was distributed to 20 community organisations. There was a total of \$47,441.24 available for distribution in the second funding round.

Attachments 1 and 2 to this report includes a full listing of all applications received and applications recommended for full or partial funding. A number of applications have been recommended for approval subject to the applicants agreeing to meet certain conditions of funding. Two applications received under the Sports Development Program were referred to the Community Funding Program as the applications fit more appropriately within the objectives of the Sport and Recreation Development Fund of the Community Funding Program.

The following chart shows a profile of the funding arrangements for each fund category for the second funding round:

	Balance of Funds available in 2004/2005 Financial Year	Funding Requested Including GST	Funding Recommended Including GST (Cost to City Ex GST) *	Balance of Funds Remaining
Community Services Fund 1 4410 4420 0001 9999	\$14,036.36	\$12,765.00	\$10,880.00 (\$10,407.27)	\$3,629.09
Culture & the Arts Development Fund 1 4430 4420 0001 A011	\$12,378.25	\$26,000.00	\$1,000.00 (\$1,000.00)	\$11,378.25
Sport & Recreation Development Fund 1 4530 4420 0001 9999	\$17,086.63	\$42,703.90	\$18,876.50 (\$18,521.40)	- \$1,434.77
Sustainable Development Fund 1 2130 4420 0001 9999	\$3,940.00	\$3,360.00	\$3,360.00 (\$3,054.55)	\$885.45
	\$47,441.24	\$84,828.90	\$34,116.50 (\$32,983.22)	\$14,458.02

* All funds recommended for allocation include GST where applicable. The ex GST amounts reflect the true cost to the City, as the GST component of grants awarded to organisations which are registered for GST with the Australian Taxation Office (ATO) is reclaimed from the ATO by the City. The balance of funds remaining column represents the actual unused portion of the budget taking into account GST considerations.

The grants recommended for approval in the Sport and Recreation Development Fund exceed the funds available. However, given the quality of applications and the surplus of funds in both the Community Services and Culture and the Arts Development Funds, it is considered appropriate to overspend in the Sport and Recreation Development Fund.

Policy implications:

Delegated Authority: Assessment – Community Funding
 Authority to approve community funding submissions, not exceeding an amount of \$2,500 is delegated to the Chief Executive Officer.

Sustainability implications:

Not Applicable

Consultation:

Not Applicable

COMMENT

In accordance with the provisions of the Community Funding Policy and Guidelines, all applicants will be advised as to the outcomes of their applications. Successful applicants will be required to enter into contractual agreements with the City for funds allocated under the Community Funding Program and the City will register the grants allocated. Successful applicants are also required to suitably acknowledge the financial support provided by the City. The nature of such acknowledgement will be negotiated with each successful applicant as part of the process of drafting the required funding agreements.

The Community Funding Policy provides that decisions regarding funding applications are final and will not be reconsidered during the financial year in which the application is made.

Should the recommendations in this report be adopted by Council, it will mean that since the introduction of the City's Community Funding Program a total of 285 grants have been allocated by the City under this program to organisations and community groups with a total value of \$586,702 as follows:

1999/2000	41 organisations	\$62,638
2000/2001	61 organisations	\$130,876
2001/2002	53 organisations	\$92,806
2002/2003	45 organisations	\$108,868
2003/2004	43 organisations	\$93,976
2004/2005	42 organisations	\$97,538

The assistance and advice provided by members of the community who voluntarily participated on the various assessment panels has been invaluable. It is recommended that their contributions be acknowledged by Council.

ATTACHMENTS

Attachment 1	Assessment Panel Recommendations – Large Grants
Attachment 2	Objectives and Funding Priorities 2004/2005
Attachment 3	Policy 4.1.1 - Community Funding

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council **APPROVES** the large grants recommended for approval under the City of Joondalup's Community Funding Program's second funding round for the financial year 2004/2005 to:

- **Kingsley Park Play Group - \$4,900.00**
- **Heathridge Soccer Club - \$3,580.00**
- **Joondalup Brothers Rugby Union Football Club - \$2,800.00**

as outlined in Attachment 1 to this Report;

Appendix 12 refers.

To access this attachment on electronic document, click here: [Attach12brf100505.pdf](#)

ITEM 15 MINUTES OF THE NORTH METROPOLITAN REGIONAL RECREATION ADVISORY COMMITTEE HELD ON THE 24 FEBRUARY 2005 – [15142]

WARD: All

RESPONSIBLE DIRECTOR: Mr Clayton Higham
Director Planning and Community Development

PURPOSE

To note the unconfirmed minutes of the North Metropolitan Regional Recreation Advisory Committee meeting held Thursday 28 February 2005.

EXECUTIVE SUMMARY

The North Metropolitan Regional Recreation Advisory Committee (NMRRAC) was established in the late 1980's as an initiative of the Department of Sport and Recreation. NMRRAC is an elected member committee currently comprising delegates from the City of Wanneroo, City of Stirling, Town of Vincent, Town of Bassendean, City of Swan, City of Bayswater, Shire of Mundaring and the City of Joondalup. The committee also includes the Department of Sport and Recreation, West Australian Sports Federation and Edith Cowan University along with other industry stakeholders to be ex officio members and observers when appropriate.

The primary objective of this committee is to foster improvement in the planning and coordination of community facilities and to comment on regionally significant facility projects and grant applications.

A meeting of the North Metropolitan Regional Recreation Advisory Committee was held on Thursday 28 February 2005. The unconfirmed minutes of this meeting are submitted for noting by Council.

The North Metropolitan Regional Recreation Advisory Committee resolved to:

- Seek the concurrence of constituent Local Governments to an amendment to its Terms of Reference. This amendment will accommodate the situation where Commissioners have been appointed and they determine not to attend meetings. The Commissioners can nominate an Officer to represent the full powers of the elected member,
- In accordance with the provision of its Terms of Reference extended an invitation to the Town of Cambridge to join the committee,
- Request each of its constituent Local Governments to make available the sum of one thousand dollars per annum which will be committed to provide professional development to the North Metropolitan Regional Recreation Advisory Committee Leisure and Recreation staff.

It is recommended that Council:

- 1 *NOTES the unconfirmed minutes of the North Metropolitan Regional Recreation Advisory Committee meeting held Thursday 28 February 2005 forming Attachment 1 to this Report;*
- 2 *ENDORSES the amended Terms of Reference for the North Metropolitan Recreation Advisory Committee, forming Attachment 2 to this Report;*
- 3 *NOMINATES the Manager Community Development Services as the City of Joondalup representative to the North Metropolitan Regional Recreation Advisory Committee, until such time as an elected member is nominated to attend.*

BACKGROUND

The North Metropolitan Regional Recreation Advisory Committee like the South East Regional Recreation Advisory Committee and the South West Regional Recreation Advisory Committee was established in the late 1980's as an initiative of the Department of Sport and Recreation.

The reasons for establishing these geographical committees was to:

- encourage planning across boundaries for sport and recreation facilities;
- educate and inform decision makers; and
- provide a forum for professional officers working in the areas of sport and recreation in geographical regions.

The groupings of the local governments were more straightforward in the southern suburbs. The northern Councils involved in the North Metropolitan Regional Recreation Advisory Committee was loosely based on:

- common or affiliated boundaries which meant that groups may need to associate;
- involvement by local authorities with common issues; and
- the size of the local authority.

The initial partners in the North Metropolitan Regional Recreation Advisory Committee were Stirling, Perth, former City of Wanneroo, Bassendean and Bayswater.

The grouping for each of these groups was purposely not rigidly set. The predisposition towards flexibility was intended to ensure that all willing participants were able to be a part of the process. This intended course of action related back to the primary and probably principal objective of encouraging the planning process across boundaries.

There is and never was any specific or deliberate allegiance to the regional Council or any other local government related regional body. The North Metropolitan Regional Recreation Advisory Committee is an elected member committee currently comprising delegates from the City of Wanneroo, City of Stirling, Town of Vincent, Town of Bassendean, City of Swan, City of Bayswater, Shire of Mundaring and the City of Joondalup. The committee also includes the Department of Sport and Recreation, West Australian Sports Federation and Edith Cowan University along with other industry stakeholders to be ex officio members and observers when appropriate.

The primary objective of this committee is to foster improvement in the planning and coordination of community facilities and to comment on regionally significant facility projects and grant applications.

Each local government authority nominates one (1) elected member delegate, and one (1) staff member to the committee. An elected member has represented the City of Joondalup previously, however the Commissioners have chosen not to nominate for this committee. The City is currently being represented at North Metropolitan Regional Recreation Advisory Committee meetings by the Manager Community Development Services.

Considerable time has been spent seeking historical detail as to how the City initially became involved with the North Metropolitan Regional Recreation Advisory Committee. No evidence can be identified other than to note that elected members were representing the former City of Wanneroo as far back as 1995. Following the election of a new Council the elected members will give consideration at that time to appointing representatives to all internal and external committees.

DETAILS

The unconfirmed minutes of the meeting of the North Metropolitan Regional Recreation Advisory Committee held on Wednesday, 16 June 2004 are included as Attachment 1.

Terms of Reference

The North Metropolitan Regional Recreation Advisory Committee resolved to seek the concurrence of constituent Local Governments to an amendment to its Terms of Reference. This amendment will accommodate the situation where Commissioners have been appointed and they determine not to attend meetings. The Commissioners can nominate an Officer to represent the full powers of an elected member.

The amended Clause within the Terms of Reference is set out below:

3 MEMBERSHIP

- 3.1 The member shall be the local authorities as listed and others as agreed from time to time by the Advisory Committee – Bassendean, Bayswater, Joondalup, Mundaring, Stirling, Swan, Vincent, Wanneroo. Each local authority shall be entitled to nominate one delegate who shall be an elected member and a deputy who is likewise to be an elected member. *Where Commissioners have been appointed to administer a local authority then they may nominate, in writing, an officer to assume the powers of an elected member as a delegate (refer to Attachment 2).*

Professional Development

One of the key objectives of the North Metropolitan Regional Recreation Advisory Committee is to provide professional development to leisure and recreation staff within its constituent Local Governments.

The North Metropolitan Regional Recreation Advisory Committee has adopted an innovative program over the last two years, which has been well appreciated by staff and elected members alike.

The programme has only been able to be undertaken due to the generous sponsorship of various Local Governments who have either paid for the speakers involved and have met all costs associated with catering and facility provision.

In order to facilitate the programming of future professional development forums the North Metropolitan Regional Recreation Advisory Committee resolved to request each of its constituent Local Governments to make available the sum of one thousand dollars per annum, which will be committed to professional development. The funds will be

administered by the Secretariat for the time being of the Committee, and will be expended on authority of the Committee.

The City of Joondalup has hosted professional development events on behalf of the North Metropolitan Regional Recreation Advisory Committee as well as attended events at other member Local Government Authorities. The officers are appreciative of the training benefits from these programmes. The amount of \$1000 has been budgeted for in the 2005/06 draft budget and will be dealt with as an operational matter.

Invitation to Town of Cambridge

The North Metropolitan Regional Recreation Advisory Committee recently in accordance with the provision of its Terms of Reference, extended an invitation to the Town of Cambridge to join the Committee.

Issues and options considered:

Not Applicable

Link to Strategic Plan:

Not Applicable

Legislation – Statutory Provisions:

Not Applicable

Risk Management considerations:

Not Applicable

Financial/Budget Implications:

Not Applicable

Policy implications:

Not Applicable

Sustainability implications:

Not Applicable

Consultation:

Not Applicable

COMMENT

The North Metropolitan Regional Recreation Advisory Committee provides member Councils with a valuable support network and opportunities to communicate and share information. The committee enables local governments to make educated decisions and focus on a comprehensive approach to sport and recreation facility and service provision within the north metropolitan region.

By endorsing the Manager Community Development as a voting member of the North Metropolitan Regional Recreation Advisory Committee the City will have the opportunity to influence decisions made by the Committee.

A pooling of funds by each member Local Government Authority (LGA) of \$1000 will allow the North Metropolitan Regional Recreation Advisory Committee to attract training and development that each individual LGA may not be able to attract as an individual LGA. It will also provide the opportunity for targeted training and development that may be of interest to the North Metropolitan region.

As the North Metropolitan Regional Recreation Advisory Committee is comprised of elected members, revising the Terms of Reference requires endorsement from all member Councils.

ATTACHMENTS

Attachment 1 Minutes of the North Metropolitan Regional Recreation Advisory Committee meeting held Thursday 28 February 2005.

Attachment 2 Amended Terms of Reference

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

- 1 NOTES the unconfirmed minutes of the North Metropolitan Regional Recreation Advisory Committee meeting held Thursday 28 February 2005 forming Attachment 1 to this Report;**
- 2 ENDORSES the amended Terms of Reference for the North Metropolitan Recreation Advisory Committee forming Attachment 2 to this Report;**
- 3 NOMINATES the Manager Community Development Services as the City of Joondalup representative to the North Metropolitan Regional Recreation Advisory Committee, until such time as an elected member is nominated to attend.**

Appendix 13 refers.

To access this attachment on electronic document, click here: [Attach13brf100505.pdf](#)

ITEM 16 MIDGE MANAGEMENT STRATEGY PARTNERSHIP AGREEMENT – [03171]

WARD: All

RESPONSIBLE DIRECTOR: Mr Clayton Higham
Director Planning and Community Development

PURPOSE

To advise Council as to the impending completion of the five (5) year Midge Management Strategy for Lake Joondalup and seek endorsement for the renewal of the Midge Management Strategy Partnership with the City of Wanneroo and the Department of Conservation and Land Management for a further period of five (5) years.

EXECUTIVE SUMMARY

The current five (5) year Midge Management Strategy Partnership Agreement for Lake Joondalup comes to completion in July 2005.

This partnership strategy is for the control and management of midge in Lake Joondalup and funds midge larval monitoring, nuisance reduction using pesticide application when required, and research projects in an effort to control and better understand the factors contributing to the seasonal midge plagues within Lake Joondalup.

The City of Joondalup, together with the City of Wanneroo and the Department of Conservation and Land Management (CALM), have shared responsibilities for the management of the Yellagonga Regional Park wetlands and surrounding catchments.

At present there is a cost sharing arrangement between the Cities of Joondalup and Wanneroo, which each contribute 25% and CALM which contributes 50%.

Appreciating the pending completion of the Midge Management Strategy Partnership Agreement, the City of Wanneroo Council at its meeting of 23 November 2004 resolved the following:

- 1 SUPPORTS the City's Administration formally advising the partners, City of Joondalup, Department of Conservation and Land Management and the Water & Rivers Commission of the completion of the first five (5) year strategy in July 2005;
- 2 AGREES to the City participating as a member of the Midge Management Strategy for a further five (5) years, subject to a commitment from the other financial members of this committee agreeing to participating and providing the necessary funding for an equivalent term;
- 3 REQUIRES that the Midge Management Steering Committee roles be reviewed and formalised to ensure accountability to relevant stakeholders;

Subsequently, the City of Wanneroo has written to the City of Joondalup requesting the continuation of the Midge Management Strategy for a further five (5) years, subject to all members of the strategy agreeing to participate and provide the necessary funding.

BACKGROUND

Midge:

Midge swarming becomes a nuisance to residents living in close proximity to wetlands. Dense populations of midge at Lake Joondalup are representative of a more significant problem within the Lake, that being a degraded and polluted wetland. The water quality of the wetlands in the Yellagonga Regional Park is poor and based on nutrient levels the lake has been assessed as eutrophic.

A eutrophic wetland is where the nutrients in the lake promote a proliferation of plant life, especially algae, which creates conditions that interfere with the health and diversity of indigenous plant, fish and other animal populations. These conditions make it difficult for organisms to survive, and can lead to the death of the water body.

Nutrients can come from many sources and are mostly attributed to human activities in the surrounding catchment. Nutrient sources in the wetlands of the Yellagonga Regional Park can be attributed to removal of fringing vegetations, contamination of groundwater by septic tank effluent, agriculture, industry and other land uses, and stormwater drainage from residential and industrial areas.

The option most desirable to address the underlying causes of midge breeding is the improvement of water quality through the prevention and minimisation of nutrients entering the lake system, which will lead to conditions less favourable to midge, resulting in the reduction of nuisance problems caused by midge in the long term.

However, due to the extreme numbers of midge experienced in previous years, the community have required a short-term solution to the nuisance midge problem. This was achieved through the application of chemical to the lake to control midge numbers. This treatment is not an ideal solution, as the chemical in turn further contributes to the eutrophication of the wetland. The City has also undertaken upgrades to stormwater outfalls to minimise nutrient loading to the lakes via stormwater drainage. Local catchment groups have also been active in this area carrying out 'grass roots' activities, such as wetland rehabilitation and water quality monitoring.

It is important to note that these initiatives address the problem at the tail end and not the cause of the problem. The development of an Integrated Catchment Management (ICM) Plan can provide a strategic, holistic and long-term management focus.

History to the strategy:

In 1998 and 1999 the residents located in close proximity to Lake Joondalup suffered plague proportions of adult midge. Residents expressed their concerns to their local authorities, the local Members of Parliament, the media and the Minister for the Environment and Labour Relations.

At the meeting of the Council of the City of Joondalup on 11 May 1999 a report (CJ154-05/99 refers) was considered which advised of the severe midge problems that were being experienced by residents living in the vicinity of Lake Joondalup and Lake Goollelal. At that meeting, Council:

- Endorsed the midge strategy and action plan for Lake Joondalup and Lake Goollelal outlined in the report;
- Approved \$21,000 to be listed for consideration as a new initiative in the 1999/2000 annual budget as a high priority. (This amount was subsequently approved for

research to be undertaken by Edith Cowan University);

- Encouraged the Midge Control Group to establish an ICM for the management of natural resources at the local and regional level.

A further report to Council on 28 November 2000 outlined the progress of the Midge Control Group, now known as the Yellagonga Catchment Group, towards establishing an integrated catchment program for the management of natural resources at the local and regional level. The report also advised of the findings of an Edith Cowan University study of the midge problem and presented a draft Management Strategy to control midge in Lake Joondalup.

The Council resolved to:

- Endorse the work of the Yellagonga Catchment Group and continue to support the broader catchment management role of this group;
- Note the findings of the research prepared by Edith Cowan University into the study of the midge problem associated with Lake Joondalup and Lake Goollelal;
- Adopt the Draft Midge Management Strategy for Lake Joondalup as presented by the Department of Conservation of Land Management subject to:
 - (a) a commitment being given from the Minister for Conservation and Land Management, ensuring fifty percent of the funding being provided for the implementation of the strategy over at least 5 years;
 - (b) listing for consideration in the City's 2001/2002 draft budget an amount of \$46,250.00 to implement the CALM Midge Management Strategy for Lake Joondalup;
 - (c) a commitment from the City of Wanneroo to contribute twenty five percent of the cost of the strategy.

The Midge Management Strategy Partnership Agreement was initiated in writing by the Minister for the Environment and Labour Relations in 2000, advising that the State Government was prepared to fund 50 percent of the strategy (via CALM) on the condition that the other half of the funding was shared amongst the two Cities. It was estimated that the total cost of the proposed strategy was \$185,000 per annum.

The City of Joondalup together with the City of Wanneroo and the CALM endorsed this proposal, which established the Midge Management Strategy for Lake Joondalup.

DETAILS

The Midge Management Strategy five (5) year agreement is due to expire in July 2005. The City of Wanneroo has requested that the City of Joondalup commit to another five (5) year Midge Management Strategy Partnership agreement subject all parties showing a willingness to maintain the current financial cost sharing arrangements.

At present, there is a cost sharing arrangement between the City of Joondalup and the City of Wanneroo, which both contribute 25 percent each and CALM contributes the remaining 50 percent.

The City of Wanneroo have advised that once all partners have advised of their intention to support a further partnership agreement, a meeting of all parties will be arranged to formalise funding arrangements, amount of funding required and roles of the partners concerned.

The existing budget consists of an annual budget of \$185 000 per annum, comprising of the following:

1 Nuisance Reduction

Funding for chemical treatment of Lake Joondalup to a maximum of four (4) treatments per year.

Total budget - \$100,000 per annum.

2 Midge Monitoring:

Funding to support a larval monitoring program to provide quantitative data to predict when treatments are required and when they will be most effective. This program also involves a water monitoring program to provide information on the physical and chemical characteristics of the lake water and to determine the influence of land uses within the lake's catchment.

Total budget - \$30,000 per annum

3 Ongoing Midge Research:

Funding for research projects that will provide for a better understanding of the factors contributing to the seasonal midge plagues within Lake Joondalup, evaluating alternate intervention strategies for control of midge such as phosphorus and light reduction techniques, and an understanding of the nutrient contributors within the catchment.

Total budget - \$50 000

4 Incidental Costs, Maintenance and Repair:

Total budget - \$5,000 per annum

Issues and options considered:

The Council could resolve not to participate in the program. Under those circumstances, the management strategy would likely lapse.

Link to Strategic Plan:

Not Applicable

Legislation – Statutory Provisions:

Midges are not considered a threat to public health and are therefore not subject to control under Public health legislation.

Risk Management considerations:

From a community perspective, there is a high expectation that the Midge treatment strategy will continue.

Financial/Budget Implications:

Account No:	
Budget Item:	Proposed cost is \$51,250 pa
Budget Amount:	\$
YTD Amount:	\$
Actual Cost:	\$

Should the Midge Management Strategy continue in its current form for a further five (5) years, the total cost involved would be approximately \$205,000 per annum to cater for CPI and price increases on chemicals and helicopter hire. This apportioned to the City's contribution of approximately \$51 250 per annum.

The current Midge Management Strategy (2000–2005) has been costed in the 5-year budget forecast until 2008/2009.

Policy implications:

The Yellagonga Regional Park Management Plan 2003–2013, identifies strategies and priorities with responsibilities across various stakeholders, including the City of Joondalup and the City of Wanneroo for management of the park. Objective 19 of the document is “to minimise the negative effects of mosquito and midge populations in a manner that has minimal environmental and social impacts”.

Key strategies under this objective are:

1. *‘Implement the Midge Management Strategy for Lake Joondalup (2001)’*
(Responsibility - CJ,CW, CALM) Priority – High
7. *‘Continue to seek alternatives to chemical pest control that are compatible with the ecological values of the Park’.*
(Responsibility - CJ,CW, CALM) Priority -High

Sustainability implications:

The application of chemical to the water body does not assist in providing for the long-term environmental sustainability of the Yellagonga wetlands. At this time however, chemical application is the only option available to local governments to provide relief for residents during episodes of emergence of large numbers of nuisance midge.

Consultation:

The City liaises with the Yellagonga Catchment Group Inc on issues relating to the midge and water quality of Lake Joondalup. A community forum is held each year at the City of Wanneroo for community members to discuss issues relating to Midge management with the partners to the Midge Management Strategy.

Strategic Implications

The proposed initiative would support objective 2.1 of the City's Strategic Plan, which states, “To plan and manage our natural resources to ensure environmental sustainability”.

COMMENT

Midge continue to present a problem to residents around the lake. Those residents on the North Eastern side of the lake in the suburb of Wanneroo are predominately affected by the

problem. There is a community expectation of those residents surrounding Lake Joondalup that the Midge Management Strategy should continue.

As midge are not considered a public health risk and are of nuisance value only, the City does not have any statutory obligation to contribute or act on the midge problem. However, given that the land use activity within the whole of the Yellagonga catchment (both within City of Joondalup and Wanneroo) has contributed to the eutrophication of Lake Joondalup and its resultant Midge problem, and the City's strategic focus of sustainability (focusing on improving the quality of life for current and future residents) and community well being, it is considered appropriate to continue to contribute to the Midge Management Strategy.

There is an opportunity to revisit the amounts currently contributed to the program. Small cost savings may be enabled through reducing the amount of funding to particular areas of the strategy. This cost savings could be redirected to provide funding support for the development of an Integrated Catchment Management (ICM) Plan. However, funding amounts will need to be negotiated and approved by all parties to the agreement.

Both the Cities of Joondalup and Wanneroo together with DCLM have shared responsibilities for managing the water quality within the Yellagonga Regional Park. This incurs significant costs and currently Council funds are being directed at end of pipe solutions such as aerial pesticide treatment and stormwater management. While these are vitally important in addressing seasonal midge swarms, the development of an ICM will provide for a long-term strategic focus to enable a targeted and holistic approach to catchment management. With a long-term focus in mind, it is anticipated that funds directed via this approach will result in long term cost savings.

ATTACHMENTS

Nil

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council:

- 1 AGREES to the City of Joondalup advising the City of Wanneroo of its in principle support to continue as a member of the Midge Management Strategy for a further five (5) years, subject to a commitment from the other financial members of this committee agreeing to participate and provide funding for an equivalent term;**
- 2 AGREES to formalise its role as a partner to the agreement subject to presentation and subsequent adoption of a new Midge Management Strategy (2005–2010) specifying actions, responsibility, funding arrangements and amounts;**
- 3 APPROVES the review and formalisation of the roles of the relevant stakeholders of the Midge Management Strategy Partnership;**
- 4 LISTS for consideration an amount of up to \$51 250 per year for the next 5 years to fund the Midge Management partnership agreement, subject to appropriate funding from City of Wanneroo and Department of Conservation and Land Management.**

Manager, Approvals Planning & Environmental Services stated his intention to declare an interest that may affect his impartiality in Confidential Item 17 – State Administrative Tribunal Appeal No 67 of 2005: Lewis Timms vs City of Joondalup – Medical Centre Extension: Lot 715 (110) Flinders Avenue, Hillarys as one of the Doctors at the practice is a personal acquaintance.

**ITEM 17 STATE ADMINISTRATIVE TRIBUNAL APPEAL NO
67 OF 2005: LEWIS TIMMS VS CITY OF
JOONDALUP – MEDICAL CENTRE EXTENSION:
LOT 715 (110) FLINDERS AVENUE, HILLARYS –
[04412]**

WARD: Whitford

RESPONSIBLE Mr Clayton Higham
DIRECTOR: Director Planning and Community Development

This Item Is Confidential - Not For Publication

A full report has been provided to Joint Commissioners under separate cover.

- 7 REPORT OF THE CHIEF EXECUTIVE OFFICER**
- 8 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 9 BUSINESS OUTSTANDING FROM PREVIOUS MEETINGS**
- 10 OUTSTANDING PETITIONS**
- 11 REPORTS/PRESENTATIONS REQUESTED BY COMMISSIONERS**

BUSINESS OUTSTANDING FROM PREVIOUS MEETINGS

OFFICE OF THE CEO

AMENDMENT TO CITY'S STANDING ORDERS LOCAL LAW (ex CJ307-12/02 – ANNUAL GENERAL MEETING OF ELECTORS)

2(a) Motion 1 (*requesting Council to make the various changes to public question time*) be considered as part of the further review of the City's Standing Orders Local Law:

COUNCIL'S MEETING CYCLE – ex CJ195-08/04

“4 during the next review of the City's Standing Orders Local Law REQUEST a report be provided to the Council on whether Briefing and Strategy Sessions can be formally recognised in the Standing Orders Local Law but with flexibility as to the procedures that would apply.”

Status: A further review of the Standing Orders Local Law is being undertaken. A draft version of the Standing Orders Local Law 2005 was submitted to the City's solicitors. A report is being prepared for presentation to the Commissioners.

MEETING OF THE POLICY MANUAL REVIEW COMMITTEE HELD ON 18 SEPTEMBER 2003 – ex CJ213-09/03

“3 DEFERS consideration of:

- (a) Policy 2.5.1 Commercial Usage of Beachfront and Beach Reserves – as detailed in Attachment 2 to Report CJ213-09/03 pending a further report being presented to the Policy Manual Review Committee incorporating additional recommendations;
- (c) Policy 2.6.4 – Environmental Sustainability – as detailed in Attachment 2 to Report CJ213-09/03 pending referral to the Environmental and Sustainability Committee for consideration;

Status: Reports will be submitted to the Policy Committee.

REVIEW OF THE POLICY MANUAL (ex Briefing Session 11 May 2004)

Mr Smith requested that the following comment, from the Minutes of the Sustainability Advisory Committee meeting held on 29 April 2004, be taken into consideration within the proposed review of the Policy Manual:

“General Business

Mr Carstairs indicated that it was important to ensure that sustainability issues are embedded into Council policy during the next 12 months to ensure ongoing sustainable outcomes in the City. Mr Carstairs believes that it is important to identify targets, outcomes and timeframes to implement these to ensure the best sustainability outcomes in the future.”

Status: This matter will be referred to the newly formed Policy Committee.

MAYOR D CARLOS (SUSPENDED) – REQUEST FOR PAYMENT OF MAYORAL ALLOWANCE – ex CJ118-06/04

“that no determination is made on this matter at this time and the item be DEFERRED until the McIntyre Inquiry completes its deliberations and issues a Report.”

Status: A report will be submitted following the completion of the McIntyre Inquiry.

LANDSCAPING PLANS FOR JOONDALUP REGIONAL CULTURAL FACILITY AND REDESIGN OPTIONS OF COUNCIL CHAMBER (ex CJ248-11/04 – JOONDALUP REGIONAL CULTURAL FACILITY SITE ACQUISITION)

“3 REQUIRE that a report detailing forward landscaping plans for the site be prepared for consideration of Council taking into account the cultural and performing arts needs of the community, which will be assessed through a collaborative consultation process involving educational institutions, performing arts groups, arts consultants and other stakeholders;

5 REQUIRE an urgent review be conducted and interim report prepared and presented at the December 2004 Council meeting with regard to the costs and options of redesigning the Council Chamber to meet the provisions of the Governance Review and allow for greater availability and usage for performing arts and other community events.”

Status: In relation to Point 3, consultation will take place as soon as is practicable and it is envisaged that a report will be submitted to Council in early 2005. In relation to Point 5, a meeting has been held with architects to discuss possible project plan options. It should be noted that the purchase of the site was finalised through the execution of the offer and acceptance.

RELEASE OF REPORT OF THE FORENSIC AUDITOR – ex C70-11/04

“That due to questions and motions raised at the Annual Meeting of Electors held on 22 November 2004, the Joint Commissioners CONSIDER releasing, at the Council meeting immediately following receipt of the information outlined below, the report of the Forensic Auditor into the employment contract of the former Chief Executive Officer that is currently marked confidential subject to:

The Acting CEO being requested to contact the following for comment on this proposed course of action, asking them to provide any information they consider should be taken into account by the Council when it makes its decision:

- Deloitte Touché Tohmatsu, the Forensic Auditor
- Mr McIntyre, who is conducting the current Inquiry into the City of Joondalup
- Fiocco’s Lawyers”

Status: Correspondence was forwarded to the relevant parties following the Annual General Meeting.

Fiocco Lawyers had no objection; Mr McIntyre had no position, however, Deloitte Touche Tohmatsu objected to the release of information on the basis that, without full understanding of the scope and context of the audit, it may not be correctly interpreted in the public arena. On that basis, it is not proposed to release the information at this time.

This document has been admitted as evidence into the McIntyre Inquiry into the City of Joondalup. Advice has been sought from McLeod’s Lawyers relating to the ability of members of the public gaining access to this document. The McIntyre Inquiry is currently anticipated to conclude at the end of July 2005.

GOVERNANCE REVIEW PANEL REPORT AND RECOMMENDATIONS (ex CJ299 - 12/04 Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 1 of the Annual General Meeting of Electors held on 22 November 2004, the Joint Commissioners:

- AGREE not to release the contents of the Governance Review Panel – Final report at this stage and will review the decision not to release the report pending the response from the Minister.
- the document referred to as Responses to Recommendations the “City of Joondalup Governance Review 2003” LIE ON THE TABLE until such time as the Review becomes public.

Status: Letter received by the City on 20 December 2004 advising that as the final report is the ‘property’ of the City and it is the decision of the City for it to be released. A report will be presented to the April 2005 round of meetings.

This document has been admitted as evidence into the McIntyre Inquiry into the City of Joondalup. Advice has been sought from McLeod’s Lawyers relating to the ability of members of the public gaining access to this document. The McIntyre Inquiry is currently anticipated to conclude at the end of July 2005.

REVIEW OF DOCUMENTS (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 1 of the Annual General Meeting of Electors held on 22 November 2004, the Joint Commissioners:

- 2 (c) NOTE their decision of 23 November 2004 (Item CJ276-11/04 refers) and AGREE to undertake a review of the:
- (i) guidelines relating to public question time;
 - (ii) protocols and procedures relating to strategy and briefing sessions;
 - (iii) City’s Standing Orders Local Law;
 - (iv) City’s Code of Conduct;
 - (v) electronic controls within the Council Chamber;
 - (vi) Induction program for Mayors and Councillors/Commissioners;

Status: Reviews of the relevant governance documents have commenced and will be presented to the Council on an as-required basis.

In relation to (i), a workshop is to be held with members of the Council’s advisory committees in May, and a report on the findings of these workshops is to be presented to Council in June 2005.

ESTABLISHMENT OF PROTOCOLS (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

in relation to Motion 1 of the Annual General Meeting of Electors held on 22 November 2004, the Joint Commissioners:

- 2 (d) ESTABLISH clear protocols relating to:
- (i) the attendance of invited guests or specialist advisors to Council meetings;
 - (ii) the working relationship between the Mayor and CEO that complements the relevant sections of the Local Government Act 1995;
 - (iii) elected members requiring access to information and requests for action;
 - (iv) necessary requirements for proposing amendments and changes to recommendations at Council meetings.

Status: Reviews of the relevant governance documents have commenced and will be presented to the Council on an as-required basis.

CONSIDERATION OF PUBLIC STATEMENT TIME AT COUNCIL MEETINGS AND BRIEFING SESSIONS (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 11 of the Annual General Meeting of Electors held on 22 November 2004, the Joint Commissioners:

- (b) AGREE to give consideration to the inclusion of a public statement time when reviewing the guidelines relating to public question time;
- (c) AGREE to the community being involved in developing protocols for public question time and statement time within the constraints imposed by the Local Government Act 1995 and the need for Council meetings to progress the ordinary business of the Council.

Status: A workshop is to be held with members of the Council's advisory committees in May, and a report on the findings of these workshops is to be presented to Council in June 2005.

PROPOSED CONSULTATION PROCESS - PROTOCOLS FOR PUBLIC QUESTION AND STATEMENT TIME – [02154, 08122 12950 10567] - EX CJ065-04/05

“2 a report on the findings of the workshops be PRESENTED to Council in June 2005.”

Status: A report will be submitted to Council in June 2005.

REVIEW OF CODE OF CONDUCT – NON-VILIFICATION OF RATEPAYERS (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 12 of the Annual General Meeting of Electors held on 22 November 2004, NOTE that recommendation No 25 referred to in the motion is a recommendation of the Governance Review Panel and cannot be altered by the City, however, the issue on non-vilification of ratepayers will be considered as part of the review of the Code of Conduct.

Status: This will be taken into consideration when reviewing the Council's Code of Conduct.

REVIEW OF GUIDELINES RELATING TO PUBLIC QUESTION TIME (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 13 of the Annual General Meeting of Electors held on 22 November 2004 NOTE that issues relating to the conduct at public question time will be taken into consideration when reviewing the guidelines relating to public question time.

Status: A workshop is to be held with members of the Council's advisory committees in May, and a report on the findings of these workshops is to be presented to Council in June 2005.

OCEAN REEF BOAT HARBOUR DEVELOPMENT PROJECT (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 18 of the Annual General Meeting of Electors held on 22 November 2004, REQUEST a detailed report be submitted for consideration by the Joint Commissioners addressing the issue of community consultation and coastal management in relation to the Ocean Reef Boat Harbour Development project.

Status: The Ocean Reef Boat Harbour Development Project Control Group, comprising representatives from the City, Department of Planning and Infrastructure, LandCorp and Clifton Coney Group, is finalising a study program, consultant briefs and costs estimates and it is proposed to present a report to Council in early 2005.

REQUEST FOR FUNDING ASSISTANCE PURSUANT TO POLICY 2.2.8 - LEGAL REPRESENTATION FOR ELECTED MEMBERS AND EMPLOYEES – ACTING CHIEF EXECUTIVE OFFICER AND MANAGER AUDIT & EXECUTIVE SERVICES – ex C74-12/04

4 REQUEST the Director Corporate Services and Resource Management to provide a report to the next meeting of Council on:

- (a) the management of legal advice to the City in relation to the Inquiry;
- (b) any possible conflict in relation to the engagement of Mr McLeod by Mr Clayton Higham.

Status: On 24 December 2004 the Director Corporate Services and Resource Management was subpoenaed to the Inquiry. The CEO is directly responsible for pursuing matters identified in this Item.

APPLICATION FOR FUNDING – MR MICHAEL SMITH – ex CJ025-02/05 - REQUEST FOR FUNDING ASSISTANCE PURSUANT TO POLICY 2.2.8 – LEGAL REPRESENTATION FOR ELECTED MEMBERS AND EMPLOYEES – ELECTED MEMBER (SUSPENDED) AND MANAGER MARKETING COMMUNICATIONS AND COUNCIL SUPPORT

“4 DEFERS the application from Mr Michael Smith to allow the Chief Executive Officer to:

- (a) provide advice to the Commissioners on how access to this policy impacts on officers’ access to the City’s legal representative;
- (b) check that the application provided is complete in all respects.”

Status: The City’s Internal Inquiry Officer is researching information for the Chief Executive Officer in this regard.

REQUEST FOR FURTHER FUNDING ASSISTANCE PURSUANT TO POLICY 2.2.8 – LEGAL REPRESENTATION FOR ELECTED MEMBERS AND EMPLOYEES – ELECTED MEMBERS (SUSPENDED) – ex CJ026-02/05

“That Council DEFERS the matter relating to the request for funding assistance pursuant to Policy 2.2.8 – Legal Representation for Elected Members and Employees – Elected Members (Suspended being O’Brien, Mackintosh and Kimber) to a Special Meeting of Council with the purpose of the meeting to consider the following specific matters:

- 1 the provision of a form of security for any further funding provided to suspended elected members by the Council;
- 2 an indication from suspended elected members pertaining to the City’s Insurance Policy including:
 - (a) the level of access currently existing under the policy;
 - (b) the dates the insurance policy was accessed;
 - (c) any process undertaken to seek or approval being granted for retrospective approval for the payment of legal costs incurred;
- 3 an indication as to whether or not Council should set a limit on the amount of funding to be provided to suspended elected members, pending the finalisation of the Inquiry.”

Status: The City’s Internal Inquiry Officer is researching information for the Chief Executive Officer in this regard.

STRATEGIC AND SUSTAINABLE DEVELOPMENT

DEVELOPMENT OF A COUNTRY TOWN RELATIONSHIP - ex CJ278-11/02

“that Council DEFERS any decision to enter into a city-country sister City relationship until further analysis can be undertaken.”

Status: This item has been determined as a low priority for Council in 2005 and will be reconsidered in 2006.

OPTIONS FOR PURCHASE OF CORPORATE VEHICLES - ex CJ230-10/04

4 request the Sustainability Advisory Committee to investigate and report to the Council on options (including hybrid vehicles) relating to the operating of corporate vehicles that adhere to best practice sustainability principles.

Status: The Sustainability Advisory Committee has formed a working group of three members to work with Council Officers to look at this matter.

EDGEWATER QUARRY SITE - (ex CJ300 - 12/04 - Site Acquisition - Works Depot)

REQUEST the City's officers in acknowledgement of public submissions received to the Business Plan and in the interests of the long-term strategic planning for the City, undertake a needs and opportunities analysis of the Edgewater Quarry site and report back to Council.

Status: A project plan is being prepared to guide the needs and opportunities analysis. Currently research on previous work that has been done on this site is being collated and will provide the background to the project plan.

This project is currently on hold.

DEVELOPMENT OF A STATEMENT OF PRINCIPLES COMMITTING POLICIES OF COUNCIL TO SUSTAINABILITY OBJECTIVES – ex CJ064-04/05 – POLICY REVIEW

5 REFERS to the newly formed Policy Committee for attention the resolution of the Sustainability Advisory Committee dated 14 October 2004 concerning development of a statement of principles that commits all policies of Council to sustainability objectives.

Status: This will be referred to the first meeting of the Policy Committee.

NOTIFICATION OF VISITS BETWEEN JOONDALUP AND JINAN SISTER CITIES DURING 2005 - EX CJ066-04/05

“3 REQUESTS the Chief Executive Officer to commence arrangements for the hosting of the delegation and to provide a report back to Council in the near future outlining the details of the itinerary as well as a promotion and education program for business and community to be appropriately involved in the forthcoming visit in August 2005;

4 DEFERS the decision to accept the invitation from Mayor Bao Zhiqiang of the Municipal People's Government of Jinan for the Chairman of Commissioners to lead a delegation to Jinan to attend the International Tourism Fair from 21-23 October 2005 until the draft Relationship Plan is presented to Council in May;”

Status: A report detailing the promotion and education program for business and community will be presented to the June round of meetings.

CORPORATE SERVICES AND RESOURCE MANAGEMENT

CREDIT CARD PAYMENT DETAILS (ex CJ009-02/05 - WARRANT OF PAYMENTS – 31 DECEMBER 2004)

“2 REQUESTS the Chief Executive Officer to provide a report to Council in due course on the detail to be provided in the Warrant of Payments in relation to credit card payments, such report to outline:

- the role of the Council;
- processes used by other local governments;
- advice from the Department of Local Government;
- legal requirements;
- recommendations of the City’s Auditors;
- any other information considered appropriate by the CEO;”

Status: A report will be submitted to Council in due course.

TENDER REGULATIONS – (ex CJ043-03/05 2004 COMPLIANCE AUDIT RETURN)

“3 EXPRESSES its concern that the Tender Regulations have not been followed and advises the Department of Local Government and Regional Development that the Council has requested that a report on this matter be submitted to the Audit Committee;”

Status: A report will be submitted to the Audit Committee.

PLANNING & COMMUNITY DEVELOPMENT

LOT 1 OCEANSIDE PROMENADE, MULLALOO (ex C83-05/03 NOTICE OF MOTION NO 4 – CR M CAIACOB)

“that Council AGREES and RESOLVES to incorporate Lot 1 Oceanside Promenade, Mullaloo into Tom Simpson Park reserve proper and makes any and all necessary changes to the status and zoning of the land as per the Council Officers recommendation in CJ118-05/02.”

“that consideration of the Notice of Motion - Cr M Caiacob – Lot 1 Oceanside Promenade, Mullaloo be DEFERRED pending submission of a report.”

Status: A report will be presented to Council following a review of the City’s asset portfolio.

TOM SIMPSON PARK AND TEN LOTS IN MERRIFIELD PLACE, MULLALOO (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 16 of the Annual General Meeting of Electors held on 22 November 2004 NOTE that a report will be presented to the Joint Commissioners in early 2005 on the matter of including Lot 1 Oceanside Promenade and the grassed road reserve adjacent to Tom Simpson Park into Tom Simpson Park, and the reservation of 10 lots in Merrifield Place, Mullaloo;

Status: A report will be presented to Council following a review of the City’s asset portfolio.

PROPOSED MODIFICATIONS TO CURRAMBINE STRUCTURE PLAN NO 14 – DELETION OF THE RESIDENTIAL MIXED USE PRECINCT AND REPLACEMENT WITH A SMALL LOT RESIDENTIAL PRECINCT AND MINOR MODIFICATIONS TO THE DEVELOPMENT PROVISIONS – ex CJ088-04/04

“3 a separate report giving further consideration to the provision of retail land uses for the Currambine locality in relation to the City’s POLICY 3.2.8 – Centres Strategy, and retail floorspace allocations across the City, as noted in Schedule 3 of DPS2, be prepared;”

Status: Partially addressed in Report to Council 27 April 2004. Remainder to be reported as part of the Centres Strategy review which is intended to be undertaken in 2004/2005.

ISSUES IN RELATION TO ACID SULPHATE SOILS – ex CJ024-02/05 - MINUTES OF THE SUSTAINABILITY ADVISORY COMMITTEE MEETING, 10 FEBRUARY 2005

3 INITIATES appropriate research into the matter of Acid Sulphate soils considering the issues raised by the Sustainability Advisory Committee and seeks input from the Western Australian Local Government Association, Department of Planning and Infrastructure and other relevant State government agencies.”

Status: Investigation is currently under way.

ACID SULPHATE SOILS – INTERIM REPORT 2 – ex CJ062-04/05

“2 NOTES a final report will be presented to Council following comment from the appropriate stakeholders within the City of Joondalup, including the Sustainability Advisory Committee, concluding the final recommendations and findings of the City’s investigation into Acid Sulphate Soils.”

Status: The report has been released for comment and will be presented to the Sustainability Advisory Committee, the next meeting of which is scheduled for 5 May 2005. Comment from other stakeholders is also being sought. The final report is anticipated to be submitted to Council on 7 June 2005.

COMMUNITY DEVELOPMENT

PROPOSED NEW STRUCTURES FOR CRIME PREVENTION IN WESTERN AUSTRALIA – ex CJ338-12/02

“4 NOTES that Council will be advised as the matter progresses both through Desk of the CEO reports and a further report to Council.”

Status: A report was presented to Executive Management on 11 October 2004, with a further report outlining the City’s requirements to be decided at a future Executive meeting. The City’s decision was forwarded for consideration at the WALGA North Zone meeting on 25 November 2004.

At the WALGA North Zone meeting held on 25 November 2004 it was agreed that the item regarding the proposed Community Safety and Crime Prevention partnership be deferred to allow member Councils to provide their responses to the City of Stirling.

SORRENTO DUNCRAIG AND OCEAN RIDGE LEISURE CENTRES OPERATIONS AND MANAGEMENT REVIEW RECOMMENDATIONS – ex CJ093-04/04

“3 NOTE that this arrangement be reviewed as part of the proposed Leisure Plan to be developed by the City.”

Status: Funding for development of the Leisure Plan was approved in the 2004/05 budget and worked commenced in November 2004. The development of the Leisure Plan will take approximately six months. The Leisure Plan is underway at this time and on time for July finalisation.

LEISURE CENTRES (ex CJ299 - 12/04 - Annual General Meeting of Electors held on 22 November 2004)

In relation to Motion 8 of the Annual General Meeting of Electors held on 22 November 2004:

- (b) AGREE to review industry related fees and charges to ensure the leisure centres programs and services are at an equitable price;
- (c) DEVELOP a membership specifically for Seniors to be launched in conjunction with the opening of the new facilities at Craigie Leisure Centre;

Status: A review of industry fees and charges for leisure centres has been completed. The review looked at similar facilities and services to Craigie Leisure Centre, outlining competitors' prices and developing an industry average for particular prices. The review clearly outlined Craigie Leisure Centre offers facilities and services in line with the industry average.

A new Seniors membership has been developed for the opening of the aquatic facilities at Craigie Leisure Centre. The GOLD membership will provide a range of specifically designed seniors' exercise classes at both Craigie Leisure Centre and Sorrento Duncraig Leisure Centre and will include aqua-aerobics, gym and group fitness classes. The 10% discount price will be retained for City of Joondalup residents who wish to be members of the gym or undertake term program courses.

LOCATION OF 50 METRE POOL AT CRAIGIE LEISURE CENTRE OR AN ALTERNATIVE LOCATION – (ex JSC29-08/04 – MINUTES OF 2004/05 BUDGET COMMITTEE MEETINGS)

“2 REQUEST that a report be submitted to Council as to whether a 50 metre pool should be located at Craigie Leisure Centre or at an alternative location;”

Status: The City has committed in September 2004 to a refurbishment project to the aquatic facilities at the Craigie Leisure Centre. Further development of the City's aquatic facilities, i.e. a 50 metre pool, would only occur as a result of:

- (1) Detailed analysis of the performance of the Craigie Leisure Centre once the refurbishment has been completed.
- (2) Detailed market research that considers all market segments.

The Craigie Leisure Centre redevelopment project is inclusive of a geothermal water heating system which could cater for a further 50 metre water space.

ABORIGINAL ISSUES IN THE CITY OF JOONDALUP – (ex JSC29-08/04 – MINUTES OF 2004/05 BUDGET COMMITTEE MEETINGS)

“4 REQUEST that a report be submitted to Council on raising the profile of Aboriginal issues in the City of Joondalup as a significant part of the Cultural Plan.”

Status: The forthcoming Cultural plan for the City will address raising both the profile of Aboriginal issues and the level of community exposure to local programs presenting Aboriginal artistic endeavour and culture. A comprehensive strategy addressing issues relating to the presentation of Aboriginal cultural activities, the participation of Aboriginal people in civic life in the city, and the consequential raising of community awareness of Aboriginal issues will be available for consideration as part of the draft cultural plan.

ABORIGINAL FLAG (ex CJ334 – 12/04 - Minutes of the Youth Advisory Council Meeting – 22 September 2004)

4 that the City’s position regarding the Aboriginal flag be addressed as part of the Cultural Plan.

Status: The Cultural Mapping Document identified indigenous recognition and heritage issues that might be addressed in the City’s Cultural Plan. The flying of the aboriginal flag in the forecourt of the Council administration building was identified as a desirable initiative to promote recognition of indigenous culture by the City.

The aboriginal flag has been flown on various occasions in the past, including NAIDOC week in 2004.

POLICY POSITION – YOUTH CURFEW (ex CJ334 – 12/04 - Minutes of the Youth Advisory Council Meeting – 22 September 2004)

2 the recommended policy position that the City of Joondalup actively resists any course of action such as a youth curfew that limits the right of young people to move freely within the public domain until adequate and direct consultation has occurred with young people and other stakeholders and all other proactive approaches have been explored, and that a detailed report regarding this recommendation be provided to Council;

Status: The Youth Advisory Committee has failed to achieve a quorum for the two meetings held in 2005. This has meant that this issue has not progressed and cannot be reported to Council by the proposed date of April 2005. The matter will be discussed by the Youth Advisory Committee at the first possible opportunity. A subsequent report will be forwarded to Council.

STRATEGIC PLAN FOR CITY’S ART COLLECTION – ex CJ014-02/05 - ART COLLECTION PURCHASES

“3 REQUESTS that a strategic plan be developed for the art collection that takes into account an acquisition and disposal plan, and contains a strategy for the display of art works throughout the City’s offices and appropriate buildings within the City of Joondalup, such as Edith Cowan University.”

Status: The Request to develop a strategy on the Art Collection will need to be developed in consultation with ECU and should include the incoming Visual Arts Project Officer (position currently filled only on part time temporary basis). The development of a strategic plan for the City’s Art Collection is considered an important step in progressing the management of the artwork owned by the City. Guidelines for the strategy will be developed as a result of the Cultural Plan.

DISCOUNTED FEES FOR SENIORS ATTENDING CRAIGIE LEISURE CENTRE – ex CJ015-02/05 - MINUTES OF THE SENIORS INTERESTS ADVISORY COMMITTEE MEETINGS HELD 17 NOVEMBER AND 15 DECEMBER 2004

“3 REQUESTS that the matter of discounted fees for seniors attending Craigie Leisure Centre be resolved by Council in time for the 2005 Budget round of meetings.”

Status: A detailed report considering potential discounting policies for seniors and other disadvantaged groups is being drafted for consideration by Council.

The report will identify various levels of discount and the potential costs of the varying percentages upon the City’s financial position.

INFRASTRUCTURE & OPERATIONS

FIRE BREAKS AND PEDESTRIAN ACCESS TO BEACHES IN OCEAN REEF (ex CJ004-02/04 – ANNUAL GENERAL MEETING OF ELECTORS HELD ON MONDAY 17 NOVEMBER 2003)

in relation to Motion 4 of the Annual General Meeting of Electors held on 17 November 2003:

(c) REQUEST the CEO to provide Council with a report and suitable recommendations once investigations concerning the second fire break have been completed;

Status: As part of future staged development of Iluka, the developers intend submitting to the City design solutions for either a raised boardwalk or pathway linking the coastal dual use path to the north-western portion of the Iluka subdivision. It is at that time that consideration to the second firebreak can be given by the City.

PROPOSED PARKING RESTRICTIONS – HAWKER AVENUE, FARNE CLOSE AND SANDAY PLACE, WARWICK (ex CJ260-11/04)

4 *REQUEST the Acting Chief Executive Officer to conduct a further parking survey within relevant localities that are affected by patrons utilising the Warwick Rail Station and the Greenwood Station following a six month period after the commissioning of the Greenwood Rail Station.*

Status: A further parking survey will be conducted in June/July 2005.

TENDER NO 014-04/05 PROVISION OF SECURITY AND PATROL SERVICES IN THE CITY OF JOONDALUP – CITY WATCH (ex CJ272-11/04)

5 REQUEST a report be submitted to Council for consideration prior to the extension of the contract beyond two years.

Status: The requested report will be provided to Council in November 2006.

OUTSTANDING PETITIONS

<p>A 55-signature petition has been received from residents of the City of Joondalup strongly urging the City to reconsider the decision to increase fees for the Movements for Healthy Bodies and Teen Aerobics classes presented at Sorrento Duncraig Leisure Centre.</p> <p>Comment: All submissions will be taken into consideration as part of the Fees and Charges Review, which is scheduled for 2005.</p>	<p>12 October 2004</p> <p>Planning and Community Development</p>
<p>A 57-signature petition has been submitted on behalf of Greenwood residents requesting the Council to investigate ways of curbing unruly traffic behaviour in Sherington Road, Greenwood.</p> <p>Comment: This Petition will be considered as part of the 2005/06 Draft Budget deliberations.</p>	<p>23 November 2004</p> <p>Infrastructure and Operations</p>
<p>A 37-signature petition has been received from residents of “The Fairways” retirement village strongly objecting to the proposed change of use of the existing dental, and previous medical centre at 3 Glenelg Place, Connolly to residential building for self-catering short stay apartments.</p> <p>Comment: This item was refused by Council at the meeting held on 26 April 2005 – CJ078-04/05 Refers. This item may therefore be removed from the agenda.</p>	<p>26 April 2005</p> <p>Planning and Community Development</p>

REPORTS/PRESENTATIONS REQUESTED BY COMMISSIONERS

	DATE OF REQUEST - REFERRED TO -
<p>Use of the Council Chamber</p> <p>Discussion ensued on the ability to make the chamber available for hire, on a cost-recovery basis, for certain formal occasions. It was requested that guidelines be prepared to assist the Mayor/Chairman in approving use of the Council Chamber.</p> <p>Comment: A report will be presented to a future Strategy Session.</p>	<p>9 November 2004</p> <p>Office of the CEO</p>
<p>Council Meetings</p> <p>Cmr Anderson requested a report on the costs associated with holding a Council meeting at a suitable location besides the Council Chamber within the City of Joondalup.</p> <p>Comment: Research of appropriate venues is currently being undertaken along with examination of the legislative requirements. A report will be presented to Council in the near future.</p>	<p>26 October 2004</p> <p>Office of the CEO</p>