

# minutes

## Policy Committee

MEETING HELD ON **MONDAY, 7 FEBRUARY 2011**

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## CITY OF JOONDALUP

### MINUTES OF THE POLICY COMMITTEE MEETING HELD IN CONFERENCE ROOM 2, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY, 7 FEBRUARY 2011

#### ATTENDANCE

##### Committee Members:

Cr Kerry Hollywood	Presiding Person
Cr John Chester	Deputy Presiding Person
Cr Trona Young	
Cr Liam Gobbert	
Cr Christine Hamilton-Prime	
Cr Fiona Diaz	

##### Officers:

Mr Jamie Parry	Director Governance and Strategy
Ms Dale Page	Director Planning and Development
Mr Martyn Glover	Director Infrastructure Services
Mrs Brenda Lohead	Governance Officer

#### DECLARATION OF OPENING

The Presiding Person declared the meeting open at 6.02 pm.

#### APOLOGIES/LEAVE OF ABSENCE

Apology: Mayor Troy Pickard

##### Leave of Absence previously approved

Cr Christine Hamilton-Prime                      27 February 2011 – 3 March 2011 inclusive

#### CONFIRMATION OF MINUTES

##### MINUTES OF THE POLICY COMMITTEE HELD ON 23 NOVEMBER 2010

**MOVED** Cr Diaz, **SECONDED** Cr Gobbert that the minutes of the meeting of the Policy Committee held on 23 November 2010 be confirmed as a true and correct record.

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Crs Hollywood, Chester, Diaz, Gobbert, Hamilton-Prime and Young.

**ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

Nil.

**DECLARATIONS OF INTEREST**

Nil.

**IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY SIT BEHIND CLOSED DOORS**

Nil.

**PETITIONS AND DEPUTATIONS**

Nil.

**REPORTS****ITEM 1                      DRAFT SMALL SCALE RENEWABLE ENERGY SYSTEMS AND DRAFT ENVIRONMENTALLY SUSTAINABLE BUILDINGS IN THE CITY OF JOONDALUP POLICIES AND DRAFT ENVIRONMENTALLY SUSTAINABLE DESIGN CHECKLIST**

**WARD:** All

**RESPONSIBLE:** Ms Dale Page, Director Planning and Development

**FILE NUMBER:** 21452, 09717

<b>ATTACHMENTS:</b>	Attachment 1	Draft Small Scale Renewable Energy Systems Policy
	Attachment 2	Draft Environmentally Sustainable Buildings in the City of Joondalup Policy
	Attachment 3	Draft Environmentally Sustainable Design Checklist
	Attachment 4	Schedule of submissions

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**PURPOSE**

The purpose of this report is for the Policy Committee to consider the submissions received during the public advertising of the Draft Small Scale Renewable Energy Systems Policy and the Draft Environmentally Sustainable Buildings in the City of Joondalup Policy and checklist, and decide whether to recommend adoption of the policies and checklist to Council.

**EXECUTIVE SUMMARY**

At its meeting held on 19 October 2010 (CJ174-10/10 refers), Council resolved to advertise the Draft Small Scale Renewable Energy Systems Policy and Draft Environmentally Sustainable Buildings in the City of Joondalup Policy and Checklist.

It is to be noted that at the same meeting (CJ174-10/10 refers), Council adopted the Environmentally Sustainable Buildings Policy aimed at ensuring that all City buildings consider environmentally sustainable design in construction and/or retro-fitting.

The draft policies and checklist were advertised for a period of 21 days, closing on 16 December 2010. Four submissions were received during the advertising period. The submissions generally supported the proposal however seek modifications to the policies.

The modifications requested were in relation to making the requirements compulsory rather than encouraged, requiring the policies to apply to single and grouped dwelling sites, and to generally review the provisions for the location of the small scale renewable energy systems.

The provisions currently outlined in the policies are considered to meet the objectives of the respective policies. The policies may be reviewed in the future and if necessary modifications may be made at that time.

It is recommended that the Policy Committee recommends that Council adopts the Draft Small Scale Renewable Energy Systems Policy and the Draft Environmentally Sustainable Buildings in the City of Joondalup Policy and Checklist as final, without modification.

## BACKGROUND

At its meeting held on 17 February 2009 (CJ037-02/09 refers), Council requested that:

- "4 a Green Building Policy to encourage construction and retro-fitting of Green Star buildings in the City of Joondalup be prepared for consideration by the Policy Committee."*

At its meeting held on 16 March 2010 (CJ039-03/10 refers), Council requested that:

- "5 a report be submitted to the Policy Committee on the current trend of greening of houses, addressing issues such as PV cells, wind turbines and other initiatives, and information on the guidelines for installation on existing and new homes from a development perspective."*

In response to Council's requests, three draft policies and a checklist were developed to address environmentally sustainable design for City owned buildings, environmentally sustainable buildings within the City and small scale energy systems. The policies and checklist were considered by the Policy Committee at its meeting on 24 August 2010 and recommended for adoption by Council.

At its meeting held on 19 October 2010 (CJ174-10/10 refers) Council resolved to:

- "4 ADOPTS the Policy Environmentally Sustainable Buildings, provided as Attachment 3 – (Discussion Paper – Attachment 1) to Report CJ174-10/10;*
- 5 In accordance with Clause 8.11 of the City of Joondalup District Planning Scheme No 2 ADVERTISES the following draft policies for public comment for a period of twenty-one (21) days:*
- 5.1 Small Scale Renewable Energy Systems, forming Attachment 3 – (Discussion Paper – Attachment 2) to Report CJ174-10/10;*

- 5.2 *Environmentally Sustainable Buildings in the City of Joondalup and the checklist City of Joondalup— Environmentally Sustainable Design Checklist, provided as Attachments 3 – (Discussion Paper - Attachments 3 and 4) to Report CJ174-10/10;”*

## DETAILS

In response to Council's request, the Draft Small Scale Renewable Energy Systems Policy and the Draft Environmentally Sustainable Buildings in the City of Joondalup Policy and Checklist were developed.

### Draft Small Scale Renewable Energy Systems Policy (Attachment 1)

This policy sets out criteria for the development of small scale renewable energy systems on land or buildings within the City, with the view of permitting sustainable energy efficient development whilst protecting the streetscape and amenity of adjoining properties.

The policy also outlines when planning approval or a building licence is required for the installation of the systems.

### Draft Environmentally Sustainable Buildings in the City of Joondalup Policy and Checklist (Attachments 2 and 3)

This policy encourages the integration of environmentally sustainable design principles for new and redeveloped residential, commercial and mixed use buildings (excluding single and grouped dwellings) within the City.

The supporting checklist is required to be submitted with an application for planning approval for all new residential, commercial and mixed-use buildings (excluding single and grouped dwellings, internal fit outs and minor extensions) and redevelopments. The checklist is designed to assist applicants in demonstrating how their development has been designed to incorporate environmentally sustainable design features.

### **Issues and options considered:**

The options available to Council in considering the proposals are:

- Adopt the draft policies and checklist.
- Adopt the draft policies and checklist, with modifications, or
- Refuse to adopt the draft policies and checklist.

### **Legislation/Strategic Plan/Policy Implications**

**Legislation**                      Clause 8.11 of the City of Joondalup District Planning Scheme No.2 enables Council to prepare and amend local planning policies that relate to any planning and development matter within the Scheme area.

### **Strategic Plan**

**Key Focus Area:**              The built environment.

**Objective:**                      To ensure high quality urban development within the City.

**Key Focus Area:** The natural environment.

**Objective:** To ensure that the City's natural environmental assets are preserved, rehabilitated and maintained.

**Policy**

Not Applicable.

**Risk Management considerations:**

Not Applicable.

**Financial/Budget Implications:**

Not Applicable.

**Regional Significance:**

Not Applicable.

**Sustainability Implications:**

The Draft Small Scale Renewable Energy Systems Policy provides clear guidelines on approvals and acceptable development provisions for solar energy and wind energy systems, and the Draft Environmentally Sustainable Buildings in the City of Joondalup Policy provides encouragement for the integration of environmentally sustainable design into new buildings and redevelopments in the City of Joondalup.

These draft policies encourage energy and water efficiency, use of non-toxic and recycled materials, enhancement of indoor air quality, minimisation of waste, and use of alternative energy systems.

**Consultation:**

The draft policies and checklist were advertised for public comment for a period of 21 days ending on 16 December 2010. Notifications were placed in the Joondalup Community newspaper, on the City's website and at each of the City's customer service centres.

Four submissions were received, all of which supported the policies subject to significant modifications (Attachment 4 refers).

**COMMENT**

Small scale renewable energy systems

Comments were received requesting that the provisions relating to the small scale renewable energy systems be reviewed as they are considered to be too onerous and act to discourage the development of these systems.

The parameters outlined in the policy have been developed to allow landowners to incorporate environmentally sustainable practices on their site without detrimentally impacting on the amenity of the surrounding area. This is considered to be an appropriate, balanced approach.

The draft policy aims to provide clear guidelines on the acceptable development standards for these energy systems. However, the development approval process allows any proposed variations to the requirements of the 'Small Scale Renewable Energy Systems Policy' to be assessed, and where necessary consultation with nearby landowners may be carried out. This is considered to be an appropriate means of accommodating small scale renewable energy systems, rather than removing provisions such as setbacks and height limits.

#### Environmentally sustainable buildings in the City of Joondalup

Comments were received requesting that the policy requirements be made compulsory rather than encouraged.

In developing the policies, it was determined that, as the Green Building Council of Australia has strongly recommended the Green Star Rating be used as a voluntary tool and not as a mandatory standard, it would not be appropriate for the City to make these, or similar, requirements obligatory. Additionally, it was felt that making the policy provisions mandatory may act as a deterrent to developers and landowners wanting to develop or redevelop their properties.

Comments were received requesting that the policies apply to single and grouped dwelling sites.

Currently, guidance is provided through the Residential Design Codes for external fixtures such as solar collectors for single, grouped and multiple dwelling developments. The Building Codes of Australia also address energy efficiency requirements through the building licence process. At this point in time, these mechanisms are considered to be adequate without the City developing a separate policy for single and grouped dwellings.

It is to be noted that at the October 2010 Council meeting the Environmentally Sustainable Buildings Policy aimed at ensuring that all City buildings consider environmentally sustainable design in construction and/or retro-fitting, was adopted. This Policy ensures the City is leading by example in the promotion of environmentally sustainable building design in the community.

## **CONCLUSION**

The policies and checklist have been prepared to guide and encourage developers and landowners looking to adopt environmentally sustainable practices for their developments. The provisions currently outlined in the policies are considered to meet the objectives of the respective policies. The policies may be reviewed in the future, and if necessary, modifications may be made.

It is recommended that the Draft Small Scale Renewable Energy System Policy and Draft Environmentally Sustainable Buildings in the City of Joondalup Policy and checklist be adopted as final without modification.

## **VOTING REQUIREMENTS**

Simple Majority.



**MOVED Cr Young, SECONDED Cr Hamilton-Prime that the Policy Committee RECOMMENDS that Council:**

- 1 in accordance with Clause 8.11 of the City of Joondalup District Planning Scheme No 2 ADOPTS the following:**
  - 1.1 Draft Small Scale Renewable Energy Systems Policy forming Attachment 1 to this Report;**
  - 1.2 Draft Environmentally Sustainable Buildings in the City of Joondalup Policy forming Attachment 2 to this Report;**
  - 1.3 Draft Environmentally Sustainable Design Checklist forming Attachment 3 to this Report;**
- 2 NOTES the submissions received and advises the submitters of Council's decision.**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Crs Hollywood, Chester, Diaz, Gobbert, Hamilton-Prime and Young

*Appendix 1 refers*

*To access this attachment on electronic document, click here: [Attach1agnPolicy070211.pdf](#)*

## **ITEM 2 DRAFT VANDALISM TO VEGETATION ON LAND OWNED OR MANAGED BY THE CITY POLICY**

**WARD:** All

**RESPONSIBLE:** Mr Martyn Glover, Director Infrastructure Services

**FILE NUMBER:** 45293

**ATTACHMENTS:** Attachment 1 Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy  
Attachment 2 Operational Protocol – Vandalism to Vegetation on Land Owned or Managed by the City

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### **PURPOSE**

To provide the Policy Committee with the Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy for its consideration.

### **EXECUTIVE SUMMARY**

The Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy (Attachment 1 refers) has been developed to provide the City's position on vandalism to vegetation within its jurisdiction. The Operational Protocol (Attachment 2 refers) provides guidance to City Officers in responding to these activities in accordance with the City's proposed policy position.

## BACKGROUND

At its meeting held on 30 September 2008, Council received a ten signature petition from the Joondalup Community Coast Care Forum Inc. requesting Council develop a policy on the City's response to illegal damage to any vegetation Indigenous to the Swan Coastal Plain.

At its meeting held on 16 December 2008 (CJ 261 – 12/08 refers), Council resolved to develop a policy or protocol to respond to vandalism which results in the destruction of vegetation in public open space and road reserves.

## DETAILS

Illegal damage to both native and exotic vegetation on City reserves is a problem, particularly in foreshore and coastal reserves. Vegetation is damaged for a number of reasons, ranging from random acts of vandalism to deliberately planned and repeated acts of vandalism that may be for private benefit, such as the enhancement of views. The Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy provides the City's position on such vandalism, and the protocol provides guidance to City Officers in responding to these activities in accordance with the City's proposed policy position.

The Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy applies to all City reserves and vacant crown land, including coastal foreshore reserves, bushland reserves and road reserves.

Vandalism to vegetation is defined as the unlawful destruction, damage or injury to vegetation which can include poisoning, mowing, pruning, removal and ring barking.

This policy has been developed to achieve a number of outcomes including the following:

- To increase awareness and to educate the community and developers on the value of vegetation in the urban landscape.
- To provide a mechanism to encourage community members to report illegal damage to vegetation on land owned or managed by the City.
- To send a strong message to the community that illegal damage to vegetation on the City's reserves will not be tolerated and to provide a deterrent against future damage to vegetation on land owned or managed by the City.

### Issues and options considered:

A number of local government authorities in Australia have introduced policies to protect vegetation within their reserves, with examples in Western Australia including the Town of Mosman Park and the Shire of Busselton. Both local governments report that the policies have proven effective in addressing the protection of vegetation within their jurisdiction.

A detailed protocol has been developed to provide City Officers with guidance on the implementation of the policy and which is attached for information (Attachment 2 refers).

### Legislation/Strategic Plan/Policy Implications

<b>Legislation</b>	Regulation 5 of the Local Government (Uniform Local Provisions) Regulations 1996 Clause 13 of the City's Local Government and Public Property Local Law Criminal Code 1913
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**Strategic Plan**

**Key Focus Area:** The Natural Environment

**Objective:** To ensure that the City's natural environmental assets are preserved, rehabilitated and maintained.

**Risk Management considerations:**

The City's vegetation is currently at risk due to instances of vandalism of vegetation. The Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy has been developed to address such risks by:

- providing a mechanism to encourage community members to report illegal damage to vegetation on land owned or managed by the City;
- sending a strong message to the community that illegal damage to vegetation on the City's reserves will not be tolerated and to provide a deterrent against future damage to vegetation on land owned or managed by the City.

**Financial/Budget Implications:**

There will be costs associated with implementation of the policy. Such costs relate to actions associated with investigation and deterrence measures. It is not possible to project the financial implications as the City's response to vandalism to vegetation on land owned or managed by the City will be determined on a case by case basis, as outlined in the policy and the Operational Protocol.

**Regional Significance:**

Not Applicable.

**Sustainability implications:**

The intent of the Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy is to protect vegetation on City owned or managed land. There have been incidents where vegetation has been intentionally damaged, particularly in coastal reserves. This policy will assist in preserving vegetation that forms an important component of the City's rich biodiversity.

**Consultation:**

The matter of a policy responding to vandalism or damage to vegetation specifically related to views was extensively discussed at the Conservation Advisory Committee with representatives from Friends Groups and the conservation community.

**COMMENT**

Vandalism to vegetation can occur in a variety of forms, including poisoning, pruning, removal and destruction and the like, which can have a significant and cumulative impact on the environment, such as reduced visual and community amenity, loss of natural wind-breaks and erosion control and loss of wildlife habitat.

The Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy provides a clear position on the preservation of the biodiversity on land owned or managed by the City, and is intended to deter such vandalism.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION:** That the Policy Committee RECOMMENDS that Council ADOPTS the Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy, forming Attachment 1 to this Report.

**MOVED Cr Young, SECONDED Cr Chester, that the Policy Committee RECOMMENDS that Council ADOPTS the Draft Vandalism to Vegetation on Land Owned or Managed by the City Policy, forming Attachment 1 to this Report, subject to the following amendments:**

**1 An additional point 4) be added to the Policy to read as follows:**

**“Replacement planting and rehabilitation works will be determined on a site by site basis (and may include the placement of two or more of an appropriate plant species at the affected locality, of a similar maturity if possible) following the removal of the poisoned or damaged vegetation”.**

**2 An additional point 5) be added to the Policy to read as follows:**

**“When ongoing vandalism occurs then further investigative responses including CCTV may be considered by the Chief Executive Officer.”**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Crs Hollywood, Chester, Diaz, Gobbert, Hamilton-Prime and Young

*Appendix 2 refers*

*To access this attachment on electronic document, click here: [Attach2agnPolicy070211.pdf](#)*

### **ITEM 3                      AMENDMENT TO ELECTED MEMBERS - ALLOWANCES POLICY - CONFERENCES/ TRAINING**

**WARD:** All

**RESPONSIBLE:** Mr Jamie Parry, Director Governance and Strategy

**FILE NUMBER:** 101270, 01435

**ATTACHMENTS:** Attachment 1      Elected Members – Allowances Policy

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#### **PURPOSE**

The purpose of this report is for the Policy Committee to consider an amendment to Part 4.3(2) of Policy – Elected Members - Allowances to provide the following entitlements:

- WA Local Government Association:
  - North Metropolitan Zone representatives; or
  - AGM voting delegates (as endorsed by the Council);
- to attend the Annual WA Local Government Association (“WALGA”) Conference;
- Council endorsed Elected Member representatives on external Boards or Committees to attend a conference or training associated with the primary function of that Board/Committee.

#### **EXECUTIVE SUMMARY**

At its meeting held on 19 October 2010, Council resolved as follows:

*“REQUESTS a report be submitted to the Policy Committee in 2011 that examines an amendment to Part 4.3(2) of Policy – Elected Members – Allowances to provide:*

1. *An entitlement for WA Local Government Association:*
  - *North Metropolitan Zone representatives; or*
  - *AGM voting delegates (as endorsed by the Council);*

*to attend the Annual WA Local Government Association Conference;*
2. *An entitlement for a Council endorsed Elected Member representative on an external Board or Committee to attend a conference or training associated with the primary function of that Board/Committee.”*

The purpose of the Annual Conference and Training Expense Allocation, prescribed within the Elected Members – Allowances policy, is to provide each Elected Member with an annual allocation and training expense that enables the Elected Member to develop and maintain skills and knowledge relevant to their role as a representative of the City of Joondalup.

Elected Members have requested that a review of the Policy be undertaken to determine whether the current provisions of the Policy meet the objectives of the Council in relation to training and development needs.

## BACKGROUND

Part 4.3(2)(a) of the Elected Members – Allowances policy provides an annual expense allocation of \$6,200 (*July 2010*), inflated annually at the CPI rate for Australia. Conferences and training to which this policy applies are set out in Clause 4.6 of the Elected Members – Allowances policy and include WALGA conferences, conferences of the major professions in local government, as well as those related to the role of Elected Members.

The purpose of the Annual Conference and Training Expense Allocation, prescribed within the Elected Members – Allowances policy, is to provide each Elected Member with an annual allocation and training expense that enables the Elected Member to develop and maintain skills and knowledge relevant to their role as a representative of the City of Joondalup.

At its meeting held on 24 August 2010, the Policy Committee requested a report be submitted to the Committee examining an amendment of the Elected Members – Allowances policy in relation to the following entitlements:

- WA Local Government Association:
  - North Metropolitan Zone representatives; or
  - AGM voting delegates (as endorsed by the Council);to attend the Annual WA Local Government Association Conference;
- Council endorsed Elected Member representatives on external Boards or Committees to attend a conference or training associated with the primary function of that Board/Committee.

## DETAILS

### Local Government Policies

The matter of conference and training allowances is not dealt with in a uniform way by Local governments. Local governments have some discretion, within budgetary, legislative and financial constraints, to specify conference and training allowances that serve the needs of the particular local government.

Policies addressing Elected Member conference and training allowances in a number of large, Western Australian local governments were reviewed to determine whether or not the City's Elected Member – Allowances policy provided conference and training entitlements that were reasonable and comparable with similar local governments in Western Australia. However, comparing the level and composition of Elected Member – Allowances and conference and training entitlements between local governments is not a straightforward matter of comparing the allowance identified in each local government's policy, as each local government sets out different requirements in relation to conference and training allowances.

Funding and relevant requirements for conference and training allowances for Elected Members in the local governments selected for review are set out below, together with a comparison to the City's approach.

City of Perth	City of Joondalup
<p><i>Annual Conference and Training Allowance:</i></p> <p>The City of Perth prescribes an annual allowance to a maximum of \$13,000 for each Elected Member which, in addition to funding the Elected Member's conference and training expenditure, also includes the following:</p> <ul style="list-style-type: none"> <li>• Travel and parking.</li> <li>• Professional development.</li> <li>• Interstate and overseas travel.</li> <li>• Childcare.</li> <li>• Telephone and/or facsimile expenses associated with Council business.</li> <li>• Representing the Mayor and the Council at social functions, where required.</li> <li>• Clothing, apparel and dry cleaning associated with attendance at Council related functions.</li> <li>• Protocol gifts.</li> <li>• Spectacles and other aids.</li> <li>• Personal donations to charity, to a maximum of \$50.</li> <li>• Electronic diary.</li> </ul>	<p>The City of Joondalup provides each Elected Member with a specific conference and training allocation of \$6,200 (<i>July 2010</i>), as well as prescribing additional allowances and reimbursements specific to the expenditure categories addressed in the City of Perth's annual allowance, as follows:</p> <ul style="list-style-type: none"> <li>• Reimbursement to a maximum amount of \$1,100 (<i>July 2010</i>) following every ordinary election at which they were elected.</li> <li>• Annual telecommunications allowance to the maximum amount within the prescribed legislated limit.</li> <li>• Annual information technology allowance to the maximum amount within the prescribed legislated limit.</li> <li>• Child care costs for attendance at Council or Committee meetings, or other events set out in s7.2 of the Elected Members – Allowances policy.</li> <li>• Travel and parking.</li> <li>• Other specified expenses, outside of child care and travel costs, to an annual reimbursement limit of \$1,030 (<i>July 2010</i>)</li> </ul>

<b>City of Perth</b>	<b>City of Joondalup</b>
<p><i>WALGA Annual Conference:</i></p> <p>Two WA Local Government Zone representatives to attend the WALGA annual conference at the expense of the City. However, the City of Perth's policy also limits the number of other Elected Members who can attend the WALGA Annual Conference to two, both of whom are required to fund attendance at the conference from their Elected Member allowance.</p> <p>The City of Perth also permits substitution of attendees, subject to a decision of Council to appoint the substitute delegates as voting delegates.</p>	<p>The City of Joondalup does not currently provide specific entitlement for the two WA Local Government Zone representatives to attend the Annual WALGA Conference. However, nor does the City limit the number of Elected Members who may attend the conference.</p>
<p><i>Elected Member representatives on external Boards or Committees:</i></p> <p>The City of Perth does not provide a specific entitlement for Council endorsed Elected Member representatives on external Boards or Committees to attend conferences or training associated with the primary function of that Board or Committee, other than within the general provisions governing Elected Members' attendance at Conferences.</p>	<p>The City of Joondalup does not currently provide specific entitlement for Council endorsed Elected Member representatives on external Boards or Committees to attend conferences or training associated with the primary function of that Board or Committee, other than within the general provisions governing Elected Members' attendance at Conferences.</p>
<b>City of Wanneroo</b>	<b>City of Joondalup</b>
<p><i>Annual Conference and Training Allowance:</i></p> <p>The City of Wanneroo provides an individual allowance of \$4,000 per annum for each Elected Member to attend professional conferences. A further \$1,000 is provided for training conducted by WALGA or at any training session considered by the CEO to be directly relevant to the City's affairs.</p>	<p>The City of Joondalup provides each Elected Member with a conference and training allocation of \$6,200 (<i>July 2010</i>).</p>



<p><i>WALGA Annual Conference:</i></p> <p>The City of Wanneroo does not provide specific entitlement for Zone representatives or AGM voting delegates to attend the Annual WALGA Conference.</p>	<p>The City of Joondalup does not currently provide specific entitlement for the two WA Local Government Zone representatives to attend the Annual WALGA Conference.</p>
<p><i>Elected Member representatives on external Boards or Committees:</i></p> <p>The City of Wanneroo does not provide specific entitlement for Council endorsed Elected Member representatives on external Boards or Committees to attend conferences or training associated with the primary function of that Board or Committee, other than within the general provisions governing Elected Members' attendance at Conferences.</p>	<p>The City of Joondalup does not currently provide specific entitlement for Council endorsed Elected Member representatives on external Boards or Committees to attend conferences or training associated with the primary function of that Board or Committee, other than within the general provisions governing Elected Members' attendance at Conferences.</p>
<b>City of Stirling</b>	<b>City of Joondalup</b>
<p><i>Annual Conference and Training Allowance:</i></p> <p>An individual allowance of \$8,200 per annum to attend professional conferences.</p>	<p>The City of Joondalup provides each Elected Member with a specific conference and training allocation of \$6,200 (<i>July 2010</i>).</p>
<p><i>WALGA Annual Conference:</i></p> <p>The City of Stirling will pay conference costs for Elected Members to attend the WALGA Annual Conference from a City budget allocation.</p>	<p>The City of Joondalup does not currently provide entitlement for the two WA Local Government Zone representatives to attend the WALGA Annual Conference.</p>
<p><i>Elected Members representatives on external Boards or Committees:</i></p> <p>The City of Stirling does not provide a specific entitlement for Council endorsed Elected Member representatives on external Boards or Committees to attend conferences or training associated with the primary function of that Board or Committee, other than within the general provisions governing Elected Members' attendance at Conferences.</p>	<p>The City of Joondalup does not currently provide a specific entitlement for Council endorsed Elected Member representatives on external Boards or Committees to attend conferences or training associated with the primary function of that Board or Committee, other than within the general provisions governing Elected Members' attendance at Conferences.</p>

External Boards and Committees with Elected Member representatives:

The City currently has Elected Member representation on 12 external Boards and Committees, which includes 14 representatives, four deputy representatives and two proxies.

External Boards/Committees and Elected Member representatives are set out below.

<b>Committee</b>	<b>Members</b>
Community Board of Advice (Joondalup Health Campus)	<ul style="list-style-type: none"> <li>• Cr Trona Young</li> <li>• Cr Philippa Taylor (deputy)</li> </ul>
District Emergency Management Committee	<ul style="list-style-type: none"> <li>• Cr John Chester</li> </ul>
Joondalup Business Centre	<ul style="list-style-type: none"> <li>• Cr Tom McLean</li> <li>• Cr Geoff Amphlett</li> </ul>
Mindarie Regional Council	<ul style="list-style-type: none"> <li>• Cr Russ Fishwick</li> <li>• Cr Kerry Hollywood</li> </ul>
North West District Planning Committee	<ul style="list-style-type: none"> <li>• Cr Liam Gobbert</li> <li>• Cr Christine Hamilton-Prime (deputy)</li> </ul>
North Western Metropolitan Regional Road Sub-Group	<ul style="list-style-type: none"> <li>• Cr Christine Hamilton-Prime</li> <li>• Cr Liam Gobbert (deputy)</li> </ul>
Perth Region NRM Local Government Reference Group	<ul style="list-style-type: none"> <li>• Cr Mike Norman</li> <li>• Cr Brian Corr (proxy)</li> </ul>
Small Business Centre Inc	<ul style="list-style-type: none"> <li>• Cr Tom McLean</li> <li>• Cr Geoff Amphlett (proxy)</li> </ul>
Tamala Park Coastal Reserve Community Advisory Committee	<ul style="list-style-type: none"> <li>• Cr Kerry Hollywood</li> <li>• Cr Tom McLean (deputy)</li> </ul>
Tamala Park Regional Council	<ul style="list-style-type: none"> <li>• Cr Tom McLean</li> <li>• Cr Geoff Amphlett</li> </ul>
Western Australian Local Government Association – North Metropolitan Zone	<ul style="list-style-type: none"> <li>• Mayor Troy Pickard</li> <li>• Cr Russ Fishwick</li> <li>• Cr Tom McLean</li> <li>• Cr John Chester</li> <li>• Cr Christine Hamilton-Prime (deputy)</li> <li>• Cr Kerry Hollywood (deputy)</li> <li>• Cr Mike Norman (deputy)</li> <li>• Cr Liam Gobbert (deputy)</li> </ul>
Yellagonga Regional Park Community Advisory Committee	<ul style="list-style-type: none"> <li>• Cr John Chester</li> <li>• Cr Mike Norman (deputy)</li> </ul>

**Issues and options considered:**

It is recommended that the following matters be taken into consideration by the Policy Committee in considering the proposed changes to the Elected Members – Allowances policy:

- Whether or not the provisions within the City's current Elected Members – Allowances policy provide conference and training entitlements that are reasonable and comparable with other, similar local governments;
- Whether or not the current policy provides adequate funding for Zone representatives, AGM voting delegates and Council endorsed representatives on external Boards/Committees to attend the Annual WALGA Conference and/or other relevant training or conferences associated with the primary function of that Board/Committee; and
- Whether or not the financial implications of the proposed amendments under examination are commensurate with the benefits that may flow to the City as a result of the proposed amendment.

**Legislation/Strategic Plan/Policy Implications**

**Legislation**                      Local Government Act 1995  
   Local Government (Administration) Regulations 1996

**Strategic Plan**

**Key Focus Area:**              Leadership and Governance

**Objective:**                      To ensure that the processes of local government are carried out in a manner that is ethical, transparent and accountable.  
   To lead and manage the City effectively.

**Policy**                                Elected Members – Allowances policy

**Risk Management considerations:**

Not Applicable.

**Financial/Budget Implications:**

Financial and budget implications will be dependent on a number of factors to be considered by the Policy Committee, which includes whether the amendment being considered would be applicable to Elected Member representatives, deputy representatives and/or AGM voting delegates.

For conferences and training relating to Elected Members' roles on external Boards and Committees, consideration also needs to be given to the location of the conference. As an example, an approximate cost for a local conference could be estimated at approximately \$1,500, whereas the approximate cost for an interstate conference could be estimated at approximately \$2,500.

<b>Account No:</b>	120-A1201-3207-000
<b>Budget Item:</b>	Elected Members Conferences and Training Expenses
<b>Budget Amount:</b>	\$ 74,400
<b>Amount Spent To Date:</b>	\$ 28,462
<b>Proposed Cost:</b>	TBA
<b>Balance:</b>	TBA

All figures quoted in this report are exclusive of GST

**Regional Significance:**

Not Applicable.

**Sustainability implications:**

Not Applicable.

**Consultation:**

Not Applicable.

**COMMENT**

The Elected Members – Allowances policy provides Elected Members with an individual conference and training expense allocation of \$6,200 (*July 2010*), which is rolled over to the next year.

Since the 2006/07 financial year, only three Elected Members have used the total conference and training funds allocated to them under the current Policy guidelines. A significant portion of funds allocated for conference attendance under the Policy were forfeited in accordance with Part 4.9(4) of the Elected Members – Allowances policy.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION:**

That the Policy Committee RECOMMENDS that Council:

- 1 GIVES CONSIDERATION to amending Clause 4.3 of Policy – Elected Members – Allowances to provide:
  - 1.1 An entitlement for WA Local Government Association:

North Metropolitan Zone representatives (Member and/or Deputy Member); or  
AGM voting delegates (as endorsed by the Council);

to attend the Annual WA Local Government Association Conference;

- 1.2 An entitlement for a Council endorsed Elected Member representative (Member and/or Deputy Member) on an external Board or Committee to attend a conference or training associated with the primary function of that Board/Committee.
- 2 GIVES CONSIDERATION to an appropriate budgetary amount to support the entitlement in part 1 above.

**MOVED Cr Young, SECONDED Cr Diaz , that the Policy Committee RECOMMENDS that Council:**

- 1 **AMENDS Clause 4.3 of Policy – Elected Members – Allowances to provide an entitlement for Elected Members to attend the Annual WA Local Government Association Conference.**
- 2 **ENDORSES the inclusion of appropriate funding in the Elected Members Conferences and Training budget to support the entitlement in part 1 above.**

**The Motion was Put and**

**CARRIED (6/0)**

**In favour of the Motion:** Crs Hollywood, Chester, Diaz, Gobbert, Hamilton-Prime and Young

*Appendix 3 refers*

*To access this attachment on electronic document, click here: [Attach3agnPolicy070211.pdf](#)*

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

Nil.

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

Cr Young requested the Art Collection Advisory Committee consider reviewing the City's Art and Memorabilia Collections Policy in relation to:

- 1 An appropriate process and budget provision for the commissioning of artwork(s);
- 2 Appropriate flexibility within the Policy requirements that would not commit the City to the purchase of exhibits from the City's Art Awards and allow budgeted funds to be utilised on artworks that satisfy the City's acquisition guidelines;

and provide a report to the Policy Committee on any proposed amendments to the Policy.

## **CLOSURE**

There being no further business, the Presiding Person declared the Meeting closed at 7.03 pm, the following Committee Members being present at that time:

Cr Kerry Hollywood  
Cr John Chester  
Cr Fiona Diaz  
Cr Liam Gobbert  
Cr Christine Hamilton-Prime  
Cr Trona Young