

agenda

Briefing Session

A BRIEFING SESSION WILL BE HELD IN
CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE,
BOAS AVENUE, JOONDALUP

ON **TUESDAY, 9 OCTOBER 2012**
COMMENCING AT **6.30 pm**

PUBLIC QUESTION TIME

Members of the public are requested to lodge questions in writing by close of business on Monday, 8 October 2012.

Answers to those questions received within that timeframe will, where practicable, be provided in hard copy form at the Briefing Session.

QUESTIONS TO

council.questions@joondalup.wa.gov.au

PO Box 21 Joondalup WA 6919

www.joondalup.wa.gov.au

BRIEFING SESSIONS

The following procedures for the conduct of Briefing Sessions were adopted at the Council meeting held on 17 March 2009:

INTRODUCTION

The modern role of the Elected Council is to set policy and strategy, and provide goals and targets for the local government (City of Joondalup). The employees, through the Chief Executive Officer, have the task of implementing the decisions of the Elected Council.

A well-structured decision-making process that has established procedures will provide the elected body with the opportunity to:

- have input into the future strategic direction set by the Council;
- seek points of clarification;
- ask questions;
- be given adequate time to research issues;
- be given maximum time to debate matters before the Council;

and ensure that the elected body is fully informed to make the best possible decision for all the residents of the City of Joondalup.

PURPOSE OF BRIEFING SESSIONS

Briefing Sessions will involve Elected Members, staff, and external advisors (where appropriate) and will be open to the public.

Briefing Sessions will provide the opportunity for Elected Members to be equally informed and seek additional information on matters prior to the presentation of such matters to the next ordinary meeting of Council for formal consideration and decision.

PROCEDURES FOR BRIEFING SESSIONS

The following procedures will apply to Briefing Sessions that are conducted by the City of Joondalup.

- 1 Briefing Sessions will be open to the public except for matters of a confidential nature. The guide in determining those matters of a confidential nature shall be in accordance with the Local Government Act 1995.
- 2 Dates and times for Briefing Sessions will be set well in advance where practicable, and appropriate notice given to the public.
- 3 The Chief Executive Officer will ensure timely written notice and an agenda for each Briefing Session will be provided to all Elected Members, Members of the public and external advisors (where appropriate).

- 4 The Mayor is to be the Presiding Member at Briefing Sessions. If the Mayor is unable or unwilling to assume the role of Presiding Member, then the Deputy Mayor may preside at the Briefing Session. If the Deputy Mayor is unable or unwilling, those Elected Members present may select one from amongst themselves to preside at the Briefing Session.
- 5 There is to be no debate amongst Elected Members on any matters raised during the Briefing Session;
- 6 Relevant employees of the City will be available to make a presentation or respond to questions on matters listed on the agenda for the Briefing Session;
- 7 All Elected Members will be given a fair and equal opportunity to participate in the Briefing Session;
- 8 The Presiding Member will ensure that time is made available to allow for all matters of relevance to be covered;
- 9 Elected Members, employees and relevant consultants shall disclose their interests on any matter listed for the Briefing Sessions. When disclosing an interest the following is suggested:
 - (a) Interests are to be disclosed in accordance with the provisions of the Local Government Act 1995 and the City's Code of Conduct.
 - (b) Elected Members disclosing a financial interest will not participate in that part of the Session relating to the matter to which their interest applies and shall depart the room;
 - (c) Employees with a financial interest in a matter may also consider it appropriate to depart the room when the matter is being considered.
- 10 Elected Members have the opportunity to request matters to be included on the agenda for consideration at a future Briefing Session at Item 10 on the Briefing Session agenda.
- 11 A record shall be kept of all Briefing Sessions. As no decisions are made at a Briefing Session, the record need only be a general record of the items covered but shall record any disclosure of interests as declared by individuals. A copy of the record is to be forwarded to all Elected Members.
- 12 Members of the public may make a deputation to a Briefing Session by making a written request to the Mayor by 4pm on the working day immediately prior to the scheduled Briefing Session. Deputations must relate to matters listed on the agenda of the Briefing Session.
- 13 Other requirements for deputations are to be in accordance with the Standing Orders Local Law where it refers to the management of deputations.

PROCEDURES FOR PUBLIC QUESTION TIME

The following procedures for the conduct of Public Question Time were adopted at the Council meeting held on 17 March 2009:

Questions asked verbally

- 1 Members of the public are invited to ask questions at Briefing Sessions. Questions asked at a Briefing Session must relate to a matter contained on the agenda.
- 2 A register will be provided for those persons wanting to ask questions to enter their name. Persons will be requested to come forward in the order in which they are registered, and to give their name and address.
- 3 Public question time will be limited to two minutes per member of the public, with a limit of two verbal questions per member of the public.
- 4 Statements are not to precede the asking of a question during public question time. Statements should be made during public statement time.
- 5 Members of the public are encouraged to keep their questions brief to enable everyone who desires to ask a question to have the opportunity to do so.
- 6 Public question time will be limited to the legislative minimum of 15 minutes. Public question time is declared closed following the expiration of the allocated 15 minute time period, or earlier if there are no further questions. The Presiding Member may extend public question time in intervals of ten minutes, but the total time allocated for public question time is not to exceed thirty five (35) minutes in total.
- 7 Questions are to be directed to the Presiding Member and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or to be defamatory on a particular Elected Member or City employee. The Presiding Member shall decide to:
 - accept or reject any question and his/her decision is final;
 - nominate a member of the Council and/or City employee to respond to the question;
 - take a question on notice. In this case a written response will be provided as soon as possible, and included in the agenda of the next briefing session.
- 8 Where an Elected Member is of the opinion that a member of the public is:
 - asking a question at a Briefing session that is not relevant to a matter listed on the agenda, or;
 - making a statement during public question time;they may bring it to the attention of the Presiding Member who will make a ruling
- 9 Questions and any response will be summarised and included in the notes of the Briefing Session.

- 10 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.

Questions in Writing – (Residents and/or ratepayers of the City of Joondalup only).

- 1 Only City of Joondalup residents and/or ratepayers may submit questions to the City in writing.
- 2 Questions must relate to a matter contained on the agenda.
- 3 The City will accept a maximum of 5 written questions per City of Joondalup resident/ratepayer. To ensure equality and consistency, each part of a multi-part question will be treated as a question in its own right.
- 4 Questions lodged by the close of business on the working day immediately prior to the scheduled Briefing Session will be responded to, where possible, at the Briefing Session. These questions, and their responses, will be distributed to Elected Members and made available to the public in written form at the meeting.
- 5 The Presiding Member shall decide to accept or reject any written question and his/her decision is final. Where there is any concern about a question being offensive, defamatory or the like, the Presiding Member will make a determination in relation to the question. Questions determined as offensive, defamatory or the like will not be published. Where the Presiding Member rules questions to be out of order, an announcement to this effect will be made at the meeting, including the reason(s) for the decision.
- 6 The Presiding Member may rule questions out of order where they are substantially the same as questions previously submitted and responded to.
- 7 Written questions unable to be responded to at the Briefing Session will be taken on notice. In this case, a written response will be provided as soon as possible and included on the agenda of the next Briefing Session.
- 8 A person who submits written questions may also ask questions at a Briefing Session and questions asked verbally may be different to those submitted in writing.
- 9 Questions and any response will be summarised and included in the notes of the Briefing Session.

- 10 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 submitted in writing are provided in good faith and as such, should not be relied upon as being either complete or comprehensive.

PROCEDURES FOR PUBLIC STATEMENT TIME

The following procedures for the conduct of Public Statement Time were adopted at the Council meeting held on 18 December 2007:

- 1 Members of the public are invited to make statements at Briefing Sessions. Statements made at a Briefing Session must relate to a matter contained on the agenda.
- 2 A register will be provided for those persons wanting to make a statement to enter their name. Persons will be requested to come forward in the order in which they are registered, and to give their name and address.
- 3 Public statement time will be limited to two minutes per member of the public.
- 4 Members of the public are encouraged to keep their statements brief to enable everyone who desires to make a statement to have the opportunity to do so.
- 5 Public statement time will be limited to a maximum of 15 minutes. Public statement time is declared closed following the 15 minute allocated time period, or earlier if there are no further statements.
- 6 Statements are to be directed to the Presiding Member and are to be made 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 City employee.
- 7 Where an Elected Member is of the opinion that a member of the public is making a statement at a Briefing session, that is not relevant to a matter listed on the draft agenda, they may bring it to the attention of the Presiding Member who will make a ruling.
- 8 A member of the public attending a Briefing Session may present a written statement rather than making the Statement verbally if he or she so wishes.
- 9 Statements will be summarised and included in the notes of the Briefing Session.

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 Elected Members' questions. Deputation sessions are open to the public.

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

RECORDING OF THE PROCEEDINGS OF THE BRIEFING SESSION

Proceedings of the Briefing Session shall be electronically recorded for administrative purposes only, except for matters of a confidential nature. The guide in determining those matters of a confidential nature shall be in accordance with the Local Government Act 1995.

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LATE ITEMS / ADDITIONAL INFORMATION

In the event that further documentation becomes available prior to this Briefing Session, the following hyperlink will become active:

[Additional Information 091012.pdf](#)

CITY OF JOONDALUP – BRIEFING SESSION

To be held in Conference Room 1, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday, 9 October 2012** commencing at **6.30pm**.

ORDER OF BUSINESS

1 OPEN AND WELCOME

2 DEPUTATIONS

3 PUBLIC QUESTION TIME

4 PUBLIC STATEMENT TIME

The following statement was submitted to the Briefing Session held on 11 September 2012:

Mr R Haeren – Regional Director, Urbis

Re: Item 6 – Request to Prepare Activity Centre Structure Plan – Whitford Activity Centre

Mr Haeren spoke in relation to the Whitford Activity Centre and the proposed expansion of the Whitford Shopping Centre.

5 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence previously approved

Cr Russ Fishwick 29 September to 9 November 2012 inclusive

Cr Liam Gobbert 20 – 21 November 2012 inclusive

6 DECLARATIONS OF FINANCIAL INTEREST/INTEREST THAT MAY AFFECT IMPARTIALITY

7 REPORTS

ITEM 1 ELECTION OF DEPUTY MAYOR OF THE CITY OF JOONDALUP

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy
FILE NUMBER:	19607, 100654, 101515
ATTACHMENTS:	Nil.

PURPOSE

For the Council to elect a new Deputy Mayor for a term to expire at the next ordinary elections in October 2013, as a result of Cr John Chester's resignation as Deputy Mayor.

EXECUTIVE SUMMARY

In October 2011 Cr John Chester was elected to the position of Deputy Mayor for a term of two years to expire at the October 2013 Ordinary Council elections.

Cr Chester submitted his written resignation as Deputy Mayor on Monday, 10 September 2012, effective from the commencement of the October 2012 Council meeting. It is therefore necessary for Council to elect a Deputy Mayor for a term to expire at the ordinary elections in October 2013.

It is recommended that Council:

- 1 *NOTES the resignation of Cr John Chester as Deputy Mayor of the City of Joondalup, effective from 7.00pm on Tuesday, 23 October 2012 and THANKS him for his valuable contribution during his term of office as Deputy Mayor; and*
- 2 *ELECTS a Deputy Mayor for a term to expire at the next ordinary elections in October 2013.*

BACKGROUND

Following the ordinary elections held in October 2011, Council at its Special Meeting held on 18 October 2011 elected Cr John Chester to the position of Deputy Mayor for a term to expire at the ordinary elections to be held in October 2013.

It is current Council practice to rotate the position of Deputy Mayor on an annual basis amongst Elected Members. In accordance with this practice, Cr Chester submitted his written resignation as Deputy Mayor on Monday, 10 September 2012, effective from the commencement of the October 2012 Council meeting. It is therefore necessary for Council to elect a Deputy Mayor for a term to expire at the ordinary elections in October 2013.

DETAILS

Cr Chester submitted his resignation as Deputy Mayor for the City of Joondalup to take effect at 7.00pm on Tuesday, 23 October 2012. An extraordinary vacancy for the position of Deputy Mayor therefore occurs in accordance with Sections 2.31 and 2.34 of the *Local Government Act 1995*.

The role of the Deputy Mayor is to perform the functions of the Mayor when authorised to do so; that is, when the office of Mayor is vacant or the Mayor is not available or unwilling to perform the functions of the Mayor.

Clause 7 of Schedule 2.3, Division 2 of the *Local Government Act 1995* requires the office of Deputy Mayor to be filled as the first matter dealt with at the first meeting of the Council after an extraordinary vacancy occurs in the office. Upon election of the Deputy Mayor, there is a requirement for the incumbent to make a declaration for that office.

How the Deputy Mayor is elected is provided under Clause 8 of Schedule 2.3, Division 2 of the *Local Government Act 1995*, as follows:

- 1 *The Council is to elect a Councillor to fill the office.*
- 2 *The election is to be conducted by the Mayor, or if he is not present, by the Chief Executive Officer.*
- 3 *Nominations for the office are to be given to the person conducting the election in writing.*
- 4 *Nominations close at the meeting at a time announced by the person conducting the election, which is to be a sufficient time after the announcement by that person that nominations are about to close to allow for any nominations made to be dealt with.*
- 5 *If a Councillor is nominated by another Councillor, the person conducting the election is not to accept the nomination unless the nominee has advised the person conducting the election, orally or in writing, that they are willing to be nominated for the office.*
- 6 *The Council members are to vote on the matter by secret ballot as if they were electors voting at an election.*
- 7 *Subject to Clause 9(1) of Schedule 2.3 of the Local Government Act 1995, the votes cast under subclause (6) are to be counted, and the successful candidate determined, in accordance with Schedule 4.1 of the Local Government Act 1995, as if those votes were cast at an election.*

Issues and options considered:**Legislation/Strategic Plan/Policy Implications**

Legislation Section 2.15 and Schedule 2.3 of the *Local Government Act 1995*.

Strategic Plan

Key Focus Area: Governance and Leadership.

Objective: To lead and manage the City effectively.

Policy:

Not Applicable.

Risk Management Considerations:

The role of the Deputy Mayor is critical to providing effective support for the Mayor and to perform the functions of the Mayor when authorised to do so; that is, when the office of Mayor is vacant or the Mayor is not available or unwilling to perform the functions of the Mayor.

Financial/Budget Implications:

Not Applicable.

Regional Significance:

Not Applicable.

Sustainability Implications:

Not Applicable.

Consultation:

Not Applicable.

COMMENT

As a result of the resignation of Cr John Chester as Deputy Mayor, Council is required to elect a Deputy Mayor for a term to expire at the next ordinary elections in October 2013.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 NOTES the resignation of Cr John Chester as Deputy Mayor of the City of Joondalup, effective from 7.00pm on Tuesday, 23 October 2012 and THANKS him for his valuable contribution during his term of office as Deputy Mayor; and**
- 2 ELECTS a Deputy Mayor for a term to expire at the next ordinary elections in October 2013.**

DETAILS

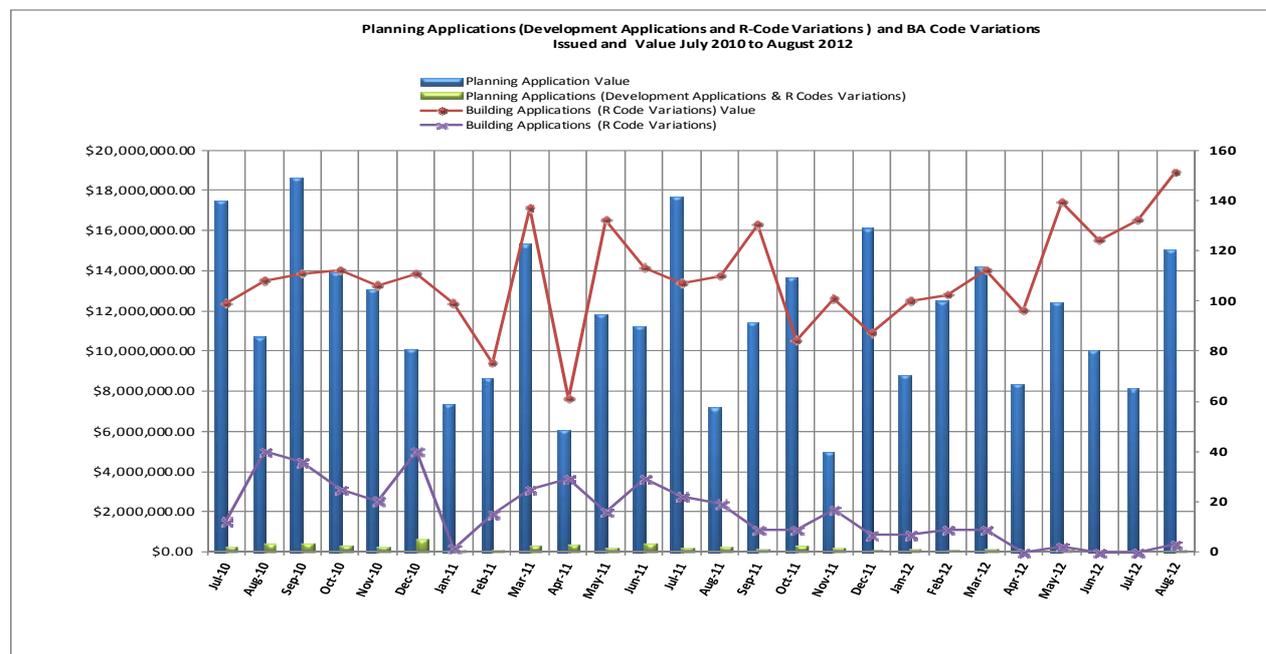
The number of applications determined under delegated authority during August 2012, is shown below:

Approvals determined under delegated authority – August 2012		
Type of Approval	Number	Value (\$)
Planning applications (development applications and R-Codes applications)	153	\$ 14,981,867
Building applications (R – Codes applications)	3	\$ 34,000
TOTAL	156	\$ 15,015,867

The number of development applications received during August was 142. (This figure does not include any applications that may become the subject of an R-Code application as part of the building permit approval process).

The number of development applications current at the end of August was 182. Of these, 53 were pending additional information from applicants, and 59 were being advertised for public comment.

In addition to the above, six building applications and 319 building permits were issued during the month of August with an estimated construction value of \$68,372,623.



Subdivision approvals processed under delegated authority for August 2012		
Type of approval	Number	Potential additional new lots
Subdivision applications	5	128 residential lots 1 city centre lot 2 public open space lots
Strata subdivision applications	2	2

Legislation/Strategic Plan/Policy Implications

Legislation Clause 8.6 of the District Planning Scheme No 2 permits development control functions to be delegated to persons or Committees. All subdivision applications were assessed in accordance with relevant legislation and policies, and a recommendation made on the applications to the Western Australian Planning Commission.

Strategic Plan

Key Focus Area: The Built Environment.

Objective: 4:1:3 Give timely and thorough consideration to applications for statutory approval.

The use of a delegation notice allows staff to efficiently deal with many simple applications that have been received and allows the elected members to focus on strategic business direction for the Council, rather than day-to-day operational and statutory responsibilities.

Policy:

As Above.

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:

A total of 156 applications were determined for the month of August with a total amount of \$59,872 received as application fees.

All figures quoted in this report are exclusive of GST.

Regional Significance: Not Applicable.

Sustainability Implications: Not Applicable.

Consultation:

Consultation may be required by the provisions of the Residential Design Codes, any relevant policy and/or the DPS2.

Of the 153 development applications determined during August 2012 consultation was undertaken for 62 of those applications. Applications for Residential Design Codes as part of building applications are required to include comments from adjoining landowners. Where these comments are not provided, the application will become the subject of a planning application (R Codes application). The seven subdivision applications processed during August 2012 were not advertised for public comment.

COMMENT

Large local governments utilise levels of delegated authority as a basic business requirement in relation to town planning functions. The process allows for timeliness and consistency in decision-making for rudimentary development control matters. The process also allows the Elected Members to focus on strategic business direction for the City, rather than day-to-day operational and statutory responsibilities.

All proposals determined under delegated authority are assessed, checked, reported on and cross checked in accordance with relevant standards and codes.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the determinations made under delegated authority in relation to the:

- 1 Development applications and R-Codes applications described in Attachment 1 to this Report during August 2012;**
- 2 Building applications described in Attachment 2 to this Report during August 2012; and**
- 3 Subdivision applications described in Attachment 3 to this Report during August 2012.**

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1brf091012.pdf](#)

ITEM 3 PROPOSED AMENDMENT TO DISTRICT PLANNING SCHEME NO. 2 - WHITFORD ACTIVITY CENTRE

WARD:	South-West	
RESPONSIBLE DIRECTOR:	Ms Dale Page Planning and Community Development	
FILE NUMBER:	101482, 102594, 101515	
ATTACHMENTS:	Attachment 1	Proposed Zoning and R-coding Plans
	Attachment 2	Scheme Amendment Process

PURPOSE

For Council to consider a proposed scheme amendment to zone and rezone the land within the Whitford Activity Centre to the 'Centre' zone, and remove the existing R20 residential density code.

EXECUTIVE SUMMARY

Council, at its meeting held on 16 September 2012, determined the extent of the Whitford Activity Centre boundary (CJ181-09/12 refers). This boundary outlines the area to be covered by the Whitford Activity Centre Structure Plan that is currently being prepared by planning consultants on behalf of Westfield Management.

An application has now been received to zone and rezone the various lots contained within the Whitford Activity Centre to the 'Centre' zone under District Planning Scheme No. 2 (DPS2). The 'Centre' zone would replace the 'Commercial', 'Business', 'Civic and Cultural', and 'Residential' zones, and the 'Parks and Recreation' Reserve that currently apply to the various properties within the activity centre boundary.

The proposed zoning of the activity centre to 'Centre' would provide the statutory basis for the implementation of the Whitford Activity Centre Structure Plan that is currently being prepared by Westfield's planning consultants. The standards and provisions applicable to development within the 'Centre' zone would be contained within the Whitford Activity Centre Structure Plan. The proposed zoning is consistent with *SPP4.2 – Activity Centres for Perth and Peel* (SPP4.2).

Although not addressed in the applicant's proposal, the existing R20 residential density code over the land within the activity centre should be removed as an approved structure plan will contain the appropriate density and associated provisions.

If Council resolves to initiate the proposed scheme amendment for the purpose of public comment, advertising of the proposed amendment will occur concurrently with the advertising of any draft activity centre structure plan (if adopted by Council) as these statutory processes are directly linked. Advertising these documents concurrently will also minimise any confusion in the community.

The reason that the amendment request has been made and is being considered ahead of Council considering the draft activity centre structure plan is that the amendment first needs to be referred to the Environmental Protection Authority before it can be advertised. To ensure that both the proposed amendment and the draft activity centre structure plan can be advertised together, the amendment process needs to be initiated before the structure plan process.

If Council resolves to initiate the scheme amendment for public advertising, it should be made clear to the applicant that Council's support for the advertising of the amendment in no way indicates support or otherwise for any future structure plan. The structure plan will be assessed and determined by Council in the same manner as any other structure plan.

BACKGROUND

Suburb/Location:	Lot 501 and Lot 6 Whitford Avenue, Hillarys; Lot 503 Banks Avenue and Lot 9089 Banks Avenue, Hillarys; Lot 14284 Endeavour Road, Hillarys; Lot 181 St Mark's Drive, Hillarys; various residential lots in Hillarys.
Applicant:	Urbis (planning consultants).
Owner:	Westfield Management Ltd; City of Joondalup; Department for Family and Children's Services; The Anglican School Commission Inc; the Crown; various other individual owners.
Zoning:	DPS: Commercial; Business; Civic and Cultural; Residential; Private Clubs/Recreation; Local Reserve – Parks and Recreation.
	MRS: Urban.
Site Area:	Various.
Structure Plan:	Not Applicable.

The Whitford Activity Centre boundary was determined by Council at its September 2012 meeting (CJ181-09/12 refers).

DETAILS

The scheme amendment proposes to zone and rezone the land contained within the Whitford Activity Centre to the 'Centre' zone as outlined at Attachment 1.

In support of the proposed scheme amendment, the applicant has provided the following:

The rezoning of the WAC to 'Centre' zone will provide the statutory basis for the preparation of an Activity Centre Structure Plan. The ACSP will then become the statutory vehicle and framework for future redevelopment and subdivision. It is acknowledged that an Activity Centre Structure Plan for WAC cannot be approved until such time as this amendment is approved by the Minister for Planning and gazetted. Accordingly, given that the need to undertake this rezoning is primarily borne out of non-model scheme provisions (that allow for the preparation of a structure plan over any zoned land), it is respectfully requested that both the City of Joondalup and Department of Planning progress this amendment as a matter of priority.

Although not addressed in the applicant's proposal, the existing R20 residential density code over the land within the activity centre should be removed as an approved structure plan will contain the appropriate density provisions.

Issues and options considered:

The options available to Council in considering the scheme amendment proposal are:

- Support the initiation of the proposed amendment for the purpose of public advertising;
- Support the initiation of the proposed amendment, with modification, for the purpose of public advertising; or
- Not support the initiation of the proposed amendment for the purpose of public advertising.

Legislation/Strategic Plan/Policy Implications

Legislation

Part 5 of the *Planning and Development Act 2005* enables local governments to amend their local planning schemes and sets out the process to be followed (Attachment 2 refers).

Should Council support the initiation of the proposed amendment for the purposes of public advertising, the proposed amendment is required to be referred to the Environmental Protection Authority (EPA) to decide whether or not a formal review is required. Should the EPA decide that an environmental review is not required, upon the City's receipt of written confirmation of this from the EPA, the City advertises the proposed amendment for 42 days.

Upon closure of the advertising period, Council is required to consider all submissions received during the advertising period and will resolve to either adopt the amendment, with or without modifications, or refuse the amendment. The decision is then forwarded to the Western Australian Planning Commission (WAPC) which makes a recommendation to the Minister for Planning. The Minister can either grant final approval to the amendment, with or without modifications, or refuse the amendment.

If Council resolves not to initiate the amendment, there is no right of review to the State Administrative Tribunal by the applicant. However, the applicant can make representation to the Minister for Planning under Section 76 of the *Planning and Development Act 2005* that the local government has failed to adopt an amendment that ought to have been adopted. If the Minister agrees, the local government can be directed to adopt the scheme amendment.

Strategic Plan

Key Focus Area: The Built Environment.

Objective: 4.1 To ensure high quality urban development within the City of Joondalup.

Policy:

Not Applicable.

Risk Management Considerations:

Not Applicable.

Financial/Budget Implications:

The applicant has paid fees of \$6,339 (excluding GST) to cover the City's costs for processing the scheme amendment.

Regional Significance:

In regard to the matter before Council, there are no direct regional significance considerations. However, when a structure plan is submitted to the City, the scale and extent of the proposal will be assessed in regard to the impact on other centres in the region, including the Joondalup City Centre.

Sustainability Implications:

Not Applicable.

Consultation:

Should Council initiate the proposed amendment, it is required to be advertised for public comment for a period of 42 days. Advertising will consist of the following:

- Written notification to land owners within the Whitford Activity Centre;
- A notice placed in the Joondalup Community newspaper and The West Australian newspaper;
- A sign on the subject site; and
- A notice on the City's website.

If Council resolves to initiate the proposed scheme amendment for the purpose of public advertising, that advertising will occur concurrently with the advertising of any draft activity centre structure plan (if adopted by Council) because these statutory processes are directly linked. Advertising these documents concurrently will also minimise any confusion in the community.

The reason that the amendment request has been made and is being considered ahead of Council considering the draft activity centre structure plan is that the amendment first needs to be referred to the Environmental Protection Authority before it can be advertised. To ensure that both the proposed amendment and the draft activity centre structure plan can be advertised together, the amendment process needs to be initiated before the structure plan process.

COMMENT**Alignment with SPP4.2**

SPP4.2 outlines that local planning schemes should zone activity centres in accordance with the activity centre hierarchy and should reflect the objective of providing flexibility and promoting a mix of uses. Standard zones from the Model Scheme Text are to be used for this purpose (such as 'Strategic Centre' zone, 'Regional Centre' zone). Although DPS2 does not contain these standard zones, the 'Centre' zone within DPS2 will serve the same purpose and is considered to meet the objective of SPP4.2.

Proposed 'Centre' zone

The zoning of the land within the Whitford Activity Centre to 'Centre' is a statutory requirement to allow the development and approval of an Activity Centre Structure Plan over the land in accordance with the requires of SPP4.2. DPS2 does not prescribe any development provisions or standards for the 'Centre' zone as those provisions and standards will be contained within an adopted structure plan.

Given the link between this proposed scheme amendment and a future activity centre structure plan, advertising of the proposed scheme amendment would not commence until such time as a draft structure plan is also adopted by Council for advertising.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 Pursuant to Part 5 of the *Planning and Development Act 2005*, CONSENTS to initiate an amendment to the City of Joondalup District Planning Scheme No. 2 to zone and rezone the following lots to 'Centre' and remove the 'R20' residential density code from the lots, for the purposes of public advertising for a period of 42 days:**
 - 1.1 Lot 501 and Lot 6 Whitfords Avenue, Hillarys;**
 - 1.2 Lot 503 Banks Avenue, Hillarys;**
 - 1.3 Lot 9089 Banks Avenue, Hillarys;**
 - 1.4 Lot 14284 Endeavour Road, Hillarys;**
 - 1.5 Lot 181 St Mark's Drive, Hillarys;**
 - 1.6 Lots 226 to 243 (inclusive) Banks Avenue, Hillarys;**
 - 1.7 Lot 272 Banks Avenue, Hillarys;**
 - 1.8 Lots 278 and 279 Endeavour Road, Hillarys;**
 - 1.9 Lots 280 to 283 (inclusive) Banks Avenue, Hillarys;**
 - 1.10 Lots 4 to 6 (inclusive) Banks Avenue, Hillarys;**
 - 1.11 Lots 11, 12 and 3 Solander Road, Hillarys;**
 - 1.12 Lots 7 to 10 (inclusive) Monkhouse Way, Hillarys;**
 - 1.13 Lots 244 and 245 Green Road, Hillarys;**
- 2 NOTES that advertising of the proposed scheme amendment will not commence until such time as a draft Whitford Activity Centre Structure Plan is also adopted by Council for the purpose of public advertising at which time the proposed scheme amendment and draft structure plan will be advertised concurrently;**
- 3 ADVISES the applicant that Council's support to initiate the scheme amendment for public advertising does not constitute, in any way, endorsement of or support for any Whitford Activity Centre Structure Plan submitted.**

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf091012.pdf](#)

ITEM 4 RETROSPECTIVE PLANNING APPROVAL – UNAUTHORISED SECURITY FENCE ADDITION TO MOTOR INDUSTRY TRAINING ASSOCIATION AT LOT 805 (10) INJUNE WAY, JOONDALUP

WARD:	North
RESPONSIBLE DIRECTOR:	Ms Dale Page Planning and Community Development
FILE NUMBER:	27581, 101515
ATTACHMENTS:	Attachment 1 Location Plan Attachment 2 Site Photos Attachment 3 Development Plans

PURPOSE

To request Council's determination of an application for retrospective planning approval of unauthorised fence additions to the Motor Industry Training Association development located at Lot 805 (10) Injune Way, Joondalup.

EXECUTIVE SUMMARY

An application for retrospective planning approval has been received for an existing galvanised steel fence constructed along the Injune Way boundary and to a portion of the truncation fronting Joondalup Drive, and for an existing chain mesh fence constructed along the Joondalup Drive boundary at Lot 805 (10) Injune Way, Joondalup. The fences enclose the Motor Industry Training Association complex.

The site in question is subject to both the provisions of the current Joondalup City Centre Development Plan and Manual (JCCDPM) and the draft Joondalup City Centre Structure Plan (JCCSP), with both documents overriding the provisions relating to boundary fencing contained within the City of Joondalup's District Planning Scheme No 2.

The existing security fences and access gate the subject of this application do not meet the fencing requirements stipulated under both the JCCDPM and the draft JCCSP, as the fences exceed the maximum height of 1.8 metres.

The application has been assessed against the objectives of both Structure Plans and is considered to satisfy these. It is recommended that the application be approved subject to conditions.

BACKGROUND

Suburb/Location:	Lot 805 (10) Injune Way, Joondalup.
Applicant:	Motor Industry Training Association of WA Inc
Owner:	Motor Industry Training Association of WA Inc
Zoning:	DPS: Centre
	MRS: Central City Area
Site Area:	49,323m ²
Structure Plan:	Joondalup City Centre Development Plan and Manual (JCCDPM) Draft Joondalup City Centre Structure Plan (JCCSP)

The subject site is located at the northern end of the City's Southern Business District, or the area commonly known as the "Quadrangle". It is bounded by Hodges Drive to the north, Joondalup Drive to the east and Injune Way to the south (Attachment 1 refers). At its meeting held on 18 December 2007 (CJ286-12/07 refers), Council approved an educational establishment, proposed by the Motor Industry Training Association. Construction of the development has now been completed, with the site fully operational as a training facility specialising in providing training to apprentices, pre-apprentices and school to work transitional students.

In addition, at its meeting held on 22 June 2011, Council approved a development which will accommodate the National Electrical and Communications Associate College of Electrical Training on the adjoining lot located to the south-west of the site. The Department of Planning at its meeting of the Metro North West Development Panel held on the 29 August 2012 also approved a development for a hardware store and showrooms on the adjacent lot located to the south-east of the site.

The site is zoned Central City Area under the Metropolitan Region Scheme and Centre under the City's District Planning Scheme No 2 (DPS2). It is also subject to the provisions of both the JCCDPM where the site falls within the Southern Business District's Technology Park precinct, and the draft JCCSP, where it falls under the Business Support precinct.

DETAILS

Two separate security fences are the subject of this application. The first being the existing black galvanised steel fence located along the entire southern (Injune Way) boundary of the property and to the south-east truncation fronting Joondalup Drive. This fence has a maximum height of 2.2 metres as measured from natural ground level. An access gate has also been erected within this fence to the southern boundary providing the only vehicle access point to the site. The gate is constructed to a height of 2.1 metres and is similarly constructed of black galvanised steel posts.

The second fence, is an existing black chain mesh fence with three strands of barbed wire located to the top of the fence. This fence is located along the Joondalup Drive frontage and has a height of 1.8 metres as measured from the natural ground level to the top of the chain mesh and a height of 2.2 metres as measured from the natural ground level to the top of the barbed wire. This fence is largely obscured by existing mature vegetation which is considered to reduce the visual impact onto Joondalup Drive.

Under the JCCDPM Technology Park precinct, fencing located between a street frontage and a building shall be of a permeable construction, of a high aesthetic standard and shall be a maximum of 1.8 metres in height. The City considers that whilst both visually permeable fences are constructed to a high standard, the fences exceed the required height as stipulated within this development plan.

The City, however, must also take into account the fencing provision of the draft JCCSP which states that fencing shall be visually permeable above 0.75 metres from natural ground level, to a maximum height of 1.8 metres. Details pertaining to materials and finishes are not specified.

The City's local laws pertaining to boundary fencing had been considered in an assessment of this application; however it was noted that those provisions relate only to dividing boundary fencing and as such do not apply in this instance. The City also took into account Part 6.1.3(a) of the City's DPS2 which states that planning approval is not required if the development consists of the erection of a boundary fence. It was determined however that under Part 9.8.3(b) of DPS2, the provisions of the Structure Plan would prevail over relevant scheme provisions.

Issues and options considered:

Council has the discretion to:

- Approve the application without conditions;
- Approve the application with conditions; or
- Refuse the application.

Legislation/Strategic Plan/Policy Implications

Legislation City of Joondalup District Planning Scheme No 2

Clause 4.5 of DPS2 gives the Council discretion to consider the variations sought to DPS2 standards.

4.5 *Variations to site and development standards and requirements*

4.5.1 Except for development in respect of which the Residential Planning Codes apply and the requirements set out in Clauses 3.7.3 and 3.11.5, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the Council may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit.

4.5.2 In considering an application for planning approval under this clause, where, in the opinion of Council, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the Council shall:

- (a) Consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 6.7.1; and*
- (b) Have regard to any expressed views prior to making its decision to grant the variation.*

4.5.3 *The power conferred by this clause may only be exercised if the Council is satisfied that:*

- (a) *Approval of the proposed development would be appropriate having regard to the criteria set out in Clause 6.8; and*
- (b) *The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

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.*

Strategic Plan

Key Focus Area: The Built Environment.

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

Policy:

Not Applicable.

Risk Management Considerations:

The proponent has a right of review against Council's decision, or any conditions included therein, in accordance with the *State Administrative Tribunal Act 2004* and *Planning and Development Act 2005*.

Financial/Budget Implications:

The applicant has paid the fees of \$417 (excluding GST) to cover all costs with assessing the application.

Regional Significance:

Not Applicable.

Sustainability Implications:

Not Applicable.

Consultation:

The development application has not been advertised as it is considered that the existing fence does not have a significant impact on the amenity of any adjoining or nearby landowners within the locality.

COMMENT

The applicant is seeking retrospective approval of two existing unauthorised security fences to the southern and south-eastern (truncation) boundary located along Injune Way and to the eastern boundary fronting Joondalup Drive. Both fences the subject of this application generally comply with the fencing provisions of both the JCCDPM and draft JCCSP, although seek a departure to the maximum height requirement of 1.8 metres required under both structure plans.

The existing fence to the southern (Injune Way) boundary is constructed of black galvanised steel posts and has a constructed height of 2.1 metres with a maximum height of 2.2 metres as measured from natural ground level. This fence allows for full visual permeability to the site whilst providing a high level of security, doing so in an aesthetically pleasing manner. The finish and materials are of a high standard and the non compliant height of 2.2 metres is not considered to have a detrimental impact on the existing streetscape as viewed from both Injune Way and Joondalup Drive.

The black chain mesh fence located along the Joondalup Drive frontage has been constructed to a height of 1.8 metres with three strands of barbed wire located above the chain mesh increasing the height to 2.2 metres as measured from natural ground level. The fence is largely obscured by mature and at times dense vegetation.

It is proposed that Council in this instance support two conditions of approval requiring that the three strands of barbed wire be removed from the fencing fronting Joondalup Drive and a subsequent condition requiring that both fences be maintained in a state of good repair to the satisfaction of the City. Upon compliance with these conditions, the City is satisfied that this fence will meet the stipulated fencing provisions of both the JCCDPM and the draft JCCSP.

Conclusion

Having regard to the above it is recommended that the application be approved.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 EXERCISES discretion in relation to Clause 4.5 of the City's District Planning Scheme No 2, and determines that the following is appropriate in this instance:**
 - 1.1 Black galvanised steel fence to a maximum height of 2.2 metres as measured from natural ground level;**
- 2 NOTES that the proposal does not meet the requirements of the City's draft Joondalup City Centre Structure Plan in relation to the maximum "permitted" fence height;**
- 3 APPROVES the application for planning approval, dated 3 April 2012 submitted by the Motor Industry Training Association WA (Inc) as the applicant and owner, for retrospective security fence addition at Lot 805 (10) Injune Way, Joondalup, subject to the following conditions:**
 - 3.1 All construction works shall be contained within the property boundary;**
 - 3.2 The three strands of barbed wire to the black chain mesh fence fronting Joondalup Drive shall be removed within 28 days from the date of this approval; and**
 - 3.3 The fences shall be maintained in a state of good repair at all times to the satisfaction of the City.**

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf091012.pdf](#)

The request has been reviewed in conjunction with the original assessment of the development application, the submissions received during the consultation period on that proposal and Council Policy – Child Care Centres. It is recommended that Council determine that it is not appropriate to modify its approval to alter or remove condition 4.8.

BACKGROUND

Suburb/Location:	Lot 500 (60) Shenton Avenue, Joondalup
Applicant:	Project Directors Australia Pty Ltd
Owner:	Minister for Health
Zoning:	DPS: Centre
	MRS: Central City Area
Site Area:	13.33ha
Structure Plan:	Joondalup City Centre Development Plan and Manual (JCCDPM); and Draft Joondalup City Centre Structure Plan (JCCSP)

The proposed development that is the subject of this application is to be located in the north-eastern corner of the JHC site. This position on the corner of Upney Mews and Lakeside Drive has previously been set aside through JHC's masterplanning process for the purposes of a child care centre. The portion of the site set aside for the centre is currently being used as a temporary construction car park and as such has been completely cleared. The location of the proposed car park is already used for the purpose of a drainage sump.

To the west of the existing sump site is an Intermediate Health Care facility currently under construction by a separate developer. To the north of the subject site, on the opposite side of Upney Mews are existing residential dwellings, and to the east of the subject site is Yellagonga Regional Park (Attachment 1 refers).

At its meeting in February 2008 (CJ027-02/08 refers), Council conditionally approved an application for alterations and additions to the JHC which included various new buildings and parking areas. An application for review of several conditions of approval was subsequently lodged with the State Administrative Tribunal. Following mediation, Council conditionally approved a revised proposal in September 2008 (CJ216-09/08 refers). The revised proposal included additional car parking to meet the requirements of DPS2.

Several other development approvals have been issued since this date, including approvals for a new private hospital, and ambulance station on the site. Further details of these approvals are provided in the background section of report CJ103-06/12.

At its meeting held on 26 June 2012 (CJ103-06/12 refers), Council considered an application for development approval for a proposed child care centre and car park addition to the JHC. The proposed development was approved subject to a number of conditions, including condition 4.8 which reads as follows:

4.8 The child care centre and vacation care centre shall, at all times, be used by children of Joondalup Health Campus staff only.

DETAILS

Pursuant to the provisions of clause 6.10.2 of the City's District Planning Scheme No. 2 (DPS2) the applicant has requested a reconsideration of condition 4.8 of the abovementioned approval.

The applicant has provided the following justification for the reconsideration:

“Planning for the Child Care Centre size and capacity has been based on surveys from Hospital Staff and we are reasonably confident that the majority of, if not all of the places will be utilised by the Hospital Staff.

However, Ramsay Health Care is considering partnering with a child care operator for the running, licensing and management of its Child Care Centre. During initial discussions with possible partners this issue of capacity and ability to operate at capacity has been raised.

Ramsay Health Care would like to request a relaxing of this condition if the operator of the Child Care Centre is unable to fill all the available positions for children from the Hospital population.

It is understood that it is necessary for the Centre to have full or near to full capacity for an operator to be economically viable. Ramsay Health Care's request for the review is to accommodate the situation when the demand for places at the Child Care Centre is lower than the places available and as such will have an impact on the viability of the centre.

We have noted from some recent enquiries, that there are currently very few vacancies available for families in the Joondalup area. With this in mind we would see it as a mutually beneficial solution that vacancies at the Hospitals Child Care Centre that are not required by Hospital employees can be made available to local residents.

Ramsay Health Care has tried to ensure that the development is generally consistent with the requirements of the JCCDPM, draft JCCSP and Council Policy for Child Care Centres, whilst working within the constraints of the Hospital site.”

A letter in support of this request from the Department of Health as the landowner, was also submitted and is provided as Attachment 2.

Issues and options considered:

Pursuant to Clause 6.10.2 of DPS2, Council may:

- Determine that condition 4.8 as set out above is appropriate and should not be deleted; or
- Determine that condition 4.8 as set out above is not appropriate and should be either altered or deleted from the approval.

Legislation/Strategic Plan/Policy Implications

Legislation City of Joondalup District Planning Scheme No 2 (DPS2)

In making a decision on a development application, the matters set out in clause 6.8 of DPS2 require consideration.

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) Interest of proper and orderly 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 and wishes of any public or municipal authority received as part of the submission process;*
- (i) The comments and wishes of any objectors to or supporters of the application;*
- (j) Any previous decision made by 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.*

Clause 6.10 of DPS2 sets out provisions relating to compliance with conditions of development approval, including clause 6.10.2 which provides that Council may amend the planning approval prior to the development which is the subject of that approval commencing.

6.10 Compliance with Conditions

6.10.1 *If the Council, or the State Administrative Tribunal on appeal from a decision of the Council, or any other decision making authority grants its approval of any development subject to conditions, no person shall use any land or building affected by the conditions or suffer or permit them to be used, or otherwise commence or carry out or suffer or permit the commencement or carrying out of any development on land otherwise than in accordance with the conditions.*

6.10.2 *The Council may, on application in writing from the owner of land in respect of which planning approval has been granted, revoke or amend the planning approval, prior to the commencement of the use or development subject of the planning approval.*

Strategic Plan

Key Focus Area: Economic Prosperity and Growth

Objective: 3.2 To increase employment opportunities within the City.

The development and operation of the child care centre at the JHC may assist in providing additional employment opportunities for suitably skilled workers within the area.

Policy:

Council Policy – Child Care Centres

This policy sets out development standards and requirements specifically for child care centres. The approved proposal was assessed against these requirements, and advertised for public comment in accordance with the requirements of this policy.

It is noted that the proposal complied with the requirements of this policy, with the exception of the location of the centre on a District Distributor 'B' road.

Several of the requirements of this policy were also reinforced through conditions of approval, including those relating to operating hours, and the screening of plant and equipment.

Risk Management Considerations:

The proponents did not act on their right of review to the State Administrative Tribunal that existed in accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005* in relation to Council's decision of 26 June 2012, instead electing to pursue a reconsideration of the condition.

The proponent will have a right of review in relation to this reconsideration decision, in accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005*.

Financial/Budget Implications:

The applicant paid \$14,227 (excluding GST), to cover all costs associated with assessing the original application for the development.

No additional fees have been paid for the reconsideration of this proposal.

Regional Significance:

The JHC provides health and education facilities for northern suburbs residents within and beyond the City's boundaries. It is acknowledged that the approval that has been issued for the addition of car parking, and child care facilities for children of hospital staff will assist in facilitating this.

Sustainability Implications:

The City's Environmentally Sustainable Design Checklist was completed and provided to Council in order to facilitate the original application being determined.

The condition which Council is being asked to reconsider does not affect the design of the development in any way.

Consultation:

The approved proposal was advertised for public comment for a period of 21 days in accordance with Council Policy - Child Care Centres. This consultation took place between 12 April 2012 and 3 May 2012 and included:

- Letters to adjoining and opposite landowners;
- A sign on site facing towards Lakeside Drive in the approximate location of the development;
- A notice on the City's website including copies of the development plans; and
- Notices in the local newspaper on three separate occasions.

A total of three submissions were received, being two letters stating no objections to the proposal and one objection.

One of the letters stating no objection requests that the vehicle entrance from Lakeside Drive be well signposted to ensure cars enter the site correctly and do not continue to Upney Mews causing traffic congestion.

The objection raised concerns regarding:

- The increase in local traffic in surrounding streets – particularly Upney Mews and St Paul's Crescent;
- The original intent for the 'sump' area was for it to be used as a park, and it is now an eyesore;
- Natural bush should not be destroyed, leaving no separation between commercial and residential properties; and
- No consideration has been given in the proposed development to the streetscape between Upney Mews and any development on the JHC site.

The request for reconsideration of condition 4.8 has not been advertised to surrounding landowners, however the concerns previously raised have been taken into account when providing comment and forming the recommendation below.

COMMENT

Council previously considered and approved child care centre additions to the JHC. These additions, and the variations that were sought to the JCCDPM, draft JCCSP and Council Policy – Child Care Centre were generally found to be appropriate and the application was approved subject to conditions.

It is noted that the justifications put forward in the officer's report, in order to recommend that several of the variations to the abovementioned planning instruments be supported related to the premise that the centre was for the provision of child care services for JHC staff. The main variation that was supported on this basis being the location of the centre on a District Distributor Road which is generally not supported in accordance with the Council Policy.

In this instance it was felt that as the staff would be accessing the site irrespective of whether they were utilising the centre or not, and that they were also regular visitors to the site the traffic impact would not be comparable to a normal commercial childcare centre. Furthermore, the users would be familiar with the location of entries to, and exits from the site, and would continue into the site to park after dropping off children. Therefore the impact, particularly by way of traffic, on the surrounding locality was also anticipated to be less than that of a normal commercial childcare centre. This same context and consideration was utilised to address the concerns raised during the public consultation period on the proposal.

Conclusion

Based on the above considerations, it is not considered appropriate to modify the approval that has been issued. As such, it is recommended that Council resolve to not modify its previous decision and to advise the applicant that all conditions of approval remain effective.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **ADVISES** the applicant, Project Directors Australia Pty Ltd, that it has considered the request for reconsideration of Condition 4.8 of approval DA12/0232, and has resolved not to amend the approval for the following reasons:
 - 1.1 The proposed child care centre location on a District Distributor Road was supported on the basis that the centre was to be used by Health Campus staff only and was not a normal commercial child care centre;
 - 1.2 The land use Child Care Centre, and the associated building design variations were supported in this location on the basis that the centre was necessary for the Health Campus, and was to be used by Health Campus staff only;
 - 1.3 Concerns raised during the submission period on the proposal were addressed on the basis that the centre was to be used by Health Campus staff only who were familiar with the area. It was therefore considered that these persons would be accessing the site regularly, would be familiar with the site and location, and would not generate any additional traffic in the locality; and
- 2 **ADVISES** the applicant that the conditions of approval as set out in the decision letter for approval DA12/0232 dated 6 July 2012 remain effective, and that the date of the decision remains 6 July 2012.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf091012.pdf](#)

ITEM 6 JOONDALUP MEN'S SHED - FACILITY DEVELOPMENT

WARD: North-Central

RESPONSIBLE DIRECTOR: Ms Dale Page
Planning and Community Development

FILE NUMBER: 77613, 101515

ATTACHMENTS: Attachment 1 Location Plan - Reserve 34330 Sail Terrace, Heathridge

PURPOSE

To provide Council with an update on the status of the proposal to develop a freestanding Joondalup Men's Shed facility next to the Heathridge Leisure Centre and to seek Council's endorsement to investigate other alternatives for the future provision of a Joondalup Men's Shed facility.

EXECUTIVE SUMMARY

At its meeting held on 22 November 2011 (CJ215-11/11 refers), Council endorsed a portion of Reserve 34330, Lot 9541 (16) Sail Terrace, Heathridge as the preferred site for the construction of a free-standing building for the Joondalup Men's Shed facility.

The original proposal that was put to the City by the Joondalup Men's Shed Incorporated (JMS) in November 2010 indicated that if the City was able to provide the land, the JMS was confident that it could raise the funds required for the construction of the facility. At that stage, the costs to construct the facility were estimated to be in the vicinity of \$2 million and this was to accommodate a free-standing two-storey facility, next to the Heathridge Leisure Centre.

In the past year, since the Council agreed to provide the land for the facility, the JMS has pursued funding options, predominantly with Lotterywest. Unfortunately, indications are that securing funding of \$2 million for the facility is unlikely to be achievable in the short to medium term.

In December 2011, the JMS secured a three year lease, with two one-year options, with the Department of Education to continue to operate a Men's Shed at the former Padbury Senior High School site.

Given the challenges that the JMS is encountering with raising sufficient funding for the original proposal of a two-storey facility, and the fact that the JMS has a minimum of a three year lease for their current facility, it is recommended that extra time is taken to thoroughly investigate appropriate and viable alternatives for the future provision of a Joondalup Men's Shed facility.

BACKGROUND

Suburb/Location: Reserve 34330, Lot 9541 (16) Sail Terrace, Heathridge
Owner: Crown land with a City of Joondalup Management Order for “Public Recreation/Child Health Centre”
Zoning: DPS: Parks and Recreation
Site Area: 3,159m² (not including oval)

On 16 November 2010, the JMS submitted a proposal to the City that identified seven possible sites for the development of a Joondalup Men’s Shed in the City of Joondalup.

The nominated sites were investigated by the City but were deemed unsuitable for the purposes of a Men’s Shed by Council at its meeting held on 15 March 2011 (CJ036-03/11 refers).

However, as Council acknowledged the need for a Men’s Shed in the City, it requested the identification of suitable City-owned and other sites that have the potential to be leased to the JMS. Three options were initially identified and the option considered most suitable was Reserve 34330, Lot 9541 (16) Sail Terrace, Heathridge (adjacent to the existing City of Joondalup Leisure Centre).

Consequently, at its meeting held on 22 November 2011 (CJ215-11/11 refers), Council resolved to:

- “1 *ENDORSE a portion of Reserve 34330 Lot 9541 (16) Sail Terrace, Heathridge as the preferred site for the construction of a building for the Joondalup Men’s Shed (JMS) facility;*
- 2 *REQUEST that the Chief Executive Officer develops an “Agreement to Lease” with the Joondalup Men’s Shed Incorporated for the use of a portion of Reserve 34330 Lot 9541 (16) Sail Terrace, Heathridge to enable the JMS to construct a Men’s Shed;*
- 3 *REQUEST that the Chief Executive Officer include in the “Agreement to Lease” a provision that allows the City to project manage the design, tender and construction of the Men’s Shed;*
- 4 *REQUEST that in the 2012/13 budget considerations, the provision of \$250,000 be listed to enable the City to project manage the design, tender and construction of the Men’s Shed;*
- 5 *REQUEST that the Chief Executive prepare a Lease Agreement between the City of Joondalup and the Joondalup Men’s Shed Incorporated for approval by Council, once construction of the facility is nearing completion; and*
- 6 *NOTE the City will inform the residents within 500 metres of the proposed site of the potential development of a Men’s Shed.”*

In the November 2011 report to Council, it was noted that the JMS was confident that it could raise the funds required to construct the facility. The costs were estimated at \$2 million to accommodate a free-standing, two-storey facility on a portion of Reserve 34330, next to the Heathridge Leisure Centre.

On 14 June 2012, JMS and City representatives met with Lotterywest for a preliminary discussion on potential funding options for the construction of a Joondalup Men's Shed facility.

DETAILS

Through the discussions with Lotterywest it became clear that, whilst Lotterywest had provided funding for other Men's Shed developments, including a regional facility in the City of Stirling and a multi-purpose facility incorporating a Men's Shed in the Town of Mosman Park, the amount of funding being sought for the Joondalup Men's Shed was unlikely to be provided solely by Lotterywest.

Subsequent discussions with JMS revealed that Lotterywest was the main funding source that had been identified by the JMS and that other options that had been considered were unlikely to provide the level of funding required to enable the construction of a \$2 million facility.

The representatives from Lotterywest were, however, interested in the current lease arrangements that JMS have with the Department of Education and queried whether JMS would be interested in applying for a small grant to assess the needs of the JMS and the feasibility of the Men's Shed remaining at the former Padbury Senior High School site.

Whilst staying at the Padbury High School is an option that should be considered by the JMS, there could be alternative options for the development of the Men's Shed including, but not limited to, a scaled down facility that is more integrated with the Heathridge Leisure Centre.

The City is eager to assist JMS to find a permanent home for the Joondalup Men's Shed. If a \$2 million two-storey facility is not an option at this stage due to funding constraints, alternative options should be explored and the support of the Council is sought to do this.

Issues and options considered:

The options that have been identified to date in relation to the provision of a Joondalup Men's Shed facility are:

Option 1 is to provide further time for the JMS to source funding of approximately \$2 million to construct a free-standing two-storey facility on a portion of Reserve 34330 in Sail Terrace, Heathridge.

In the November 2011 report to Council, it was recommended that the City develops an Agreement to Lease with JMS that includes a condition that requires the JMS to be in a position to build a Men's Shed within three years of signing the Agreement.

The Agreement to Lease is yet to be signed by either the City or JMS. If the City were to sign the Agreement now, the JMS would still have three years to source the required funding to enable construction to begin. However, following discussions with Lotterywest and JMS, it appears unlikely that JMS will be in a position to secure \$2 million funding even within a three year timeframe. Council could, however, agree to extend this timeframe.

Option 2 is to scale back the proposed Men's Shed facility development on the site already agreed by Council. Preliminary indications are that this could possibly be done by constructing a one-storey workshop facility on a portion of Reserve 34330, next to the Heathridge Leisure Centre as well as refurbishing two rooms within the existing Heathridge Leisure Centre and extending the current "kiln room" to the existing building line of the Leisure Centre to accommodate the remaining facilities such as kitchenette, lounge area, office and meeting room.

This option requires further research and investigation to determine the suitability and feasibility of a single storey workshop facility on this site. Issues that will need to be considered will include potential public safety and security issues created by having the workshop roof at the existing ground level, linkages and accessibility between the proposed workshop and the facilities located within the Heathridge Leisure Centre, assessment of impacts on existing users of the Heathridge Leisure Centre, suitability of having a "split" facility, access to the facility particularly for people with disabilities, costing and potential for funding.

Option 3 is to consider an alternative site for the development of the Joondalup Men's Shed.

Option 4 is to work with JMS and the Department of Education to secure a longer term lease to enable the Joondalup Men's Shed to continue operating from the former Padbury Senior High School site on a more permanent basis. Whilst the school site is not a purpose built facility that accommodates all of the JMS requirements, it does have the capacity to accommodate the majority of operations of a Men's Shed and currently the JMS has use of the facility at no cost.

Option 5 is to withdraw the offer of land to the JMS and encourage them to stay at their present location under their current lease arrangements. The disadvantage of this is that the Joondalup Men's Shed may no longer have access to a suitable facility in the medium to long term and consequently may cease to provide a service to the community.

Legislation/Strategic Plan/Policy Implications

Legislation: Relevant building and environmental health permits. If a lease for City-managed land is approved, "power to lease" will need to be obtained from the Department of Regional Development and Lands.

Strategic Plan

Key Focus Area: Community Wellbeing.

Objective: To ensure the City's facilities and services are of a high quality and accessible to everyone and to facilitate healthy lifestyles within the community.

Policy:

Council Policy – Community Development;
Council Policy – Community Consultation and Engagement;
City Policy – Community Facilities Built;
City Policy – Sustainability;
Positive Ageing Plan 2009-2012;
Access and Inclusion Plan 2012-2014; and
Master Planning Process.

Risk Management Considerations:

The JMS' capacity to raise funds for the construction of a new Men's Shed facility is a significant financial risk to the project progressing. Further research of some of the options listed above is required to establish alternatives for the provision of a Men's Shed facility that are within the financial capacity of the JMS.

There are likely risks as well as advantages and disadvantages associated with any of the options that have been outlined in this report. These risks, advantages and disadvantages will be more thoroughly explored as part of further research of the options, should Council endorse the recommendations of this report.

Financial/Budget Implications:

There is currently \$150,000 allocated in the City's 2012/13 Budget towards the design, tender and construction of a Men's Shed facility in Joondalup.

The proposal from the JMS includes a proposal for funding of the construction costs of a new Men's Shed by the JMS. The City does not have any funds allocated in the five year Capital Works Program for construction and/or refurbishment costs associated with the Joondalup Men's Shed.

The cost of a two-storey Men's Shed on a portion of Reserve 34330 Lot 9541 (16) Sail Terrace, Heathridge is estimated at \$2 million, based on a 750m² facility. Due to the need for retaining walls and a suspended concrete slab at the proposed site, development costs have been estimated at \$2,500 per square metre.

The financial implications of the alternate options highlighted above have not been costed. Further research will be needed to estimate the costs associated with these options.

A facility on City-owned or managed land will become a City asset and depending on the lease conditions, there could be financial implications for the City in relation to maintenance and outgoings. Notwithstanding this, any potential lease rental paid to the City will not cover the overall asset management costs for the life of the building. Expected annual recurrent costs for maintenance and utilities will be approximately \$58,000.

Regional Significance:

The JMS has attracted members outside the City boundaries due to a limited number of Men's Sheds in the region.

Sustainability Implications:Environmental

Facility design, development and management practices will minimise environmental impacts. The JMS projects foster environmentally friendly community practices (for example restoring and recycling furniture).

Social

Men's Sheds build community capacity linking community group and agency members or clients to Sheds. The JMS currently has linkages to over 15 organisations within the community.

Economic

The development of a new Men's Shed in the City is dependent on the JMS being able to secure funding and therefore being in a financial position to construct such a facility.

New facilities require designated funds within the City's budget for the ongoing maintenance and upkeep to ensure best practice asset management processes are implemented.

Consultation:

The City will inform the residents within 500 metres of Reserve 34330 (16) Sail Terrace, Heathridge should the project to construct a Men's Shed on this site proceed.

The Mayor and City staff members have met on a number of occasions with JMS representatives to discuss the current status of the project and to consider some possible alternatives for the provision of a Men's Shed facility.

COMMENT

The likelihood of the JMS being in a financial position to construct a free-standing two-storey Men's Shed facility at a cost of approximately \$2 million on a portion of Reserve 34330 (16) Sail Terrace, Heathridge in the short to medium term is very limited at this point in time.

As this proposal was the basis upon which the recommendations of the November 2011 Council meeting (CJ215-11/11 refers) were adopted, it is considered appropriate to report the current status of the Joondalup Men's Shed project. Further, to outline to Council that if the location of a Men's Shed in Joondalup is still a desirable outcome for the City, then alternative options for facility provision should be explored.

The options outlined above require further research and investigation to enable an informed decision to be made on how best to proceed with the provision of a Men's Shed facility within the City. This research will consider aspects such as site selection, facility provision, user needs, accessibility, risk management, impacts on existing users, leasing arrangements, costs, funding options and sustainability.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION**That Council:**

- 1 NOTES the current status of the proposed Joondalup Men's Shed facility and the issues with the financial capacity of the Joondalup Men's Shed Incorporated to fund the construction of the facility; and**
- 2 REQUESTS the Chief Executive Officer to undertake further research on Options 1 to 5 outlined in this Report and provide a further report to Council on the preferred option for the provision of a Men's Shed facility within the City of Joondalup.**

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf091012.pdf](#)

ITEM 7 EXECUTION OF DOCUMENTS

WARD:	All	
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy	
FILE NUMBER:	15876, 101515	
ATTACHMENTS:	Attachment 1	Documents executed by affixing the Common Seal for the period 4 September 2012 to 18 September 2012

PURPOSE

For Council to note the documents executed by means of affixing the Common Seal for the period 4 September 2012 to 18 September 2012 (Attachment 1 refers).

EXECUTIVE SUMMARY

The City of Joondalup enters into 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 to be executed by affixing the Common Seal or signed by the Mayor and the Chief Executive Officer are reported to the Council for information on a regular basis.

It is recommended that Council NOTES the Schedule of Documents covering the period 4 September 2012 to 18 September 2012, executed by means of affixing the Common Seal, as detailed in Attachment 1 to this Report.

BACKGROUND

During the period 4 September 2012 to 18 September 2012, four documents were executed by affixing the Common Seal. A summary is provided below:

DETAILS

Type	Number
Section 70A Notification.	2
Withdrawal of Caveat.	1
Amendment Agreement – Establishment Agreement.	1

Details of these documents are provided in Attachment 1 to this Report.

Issues and options considered:

Not Applicable.

COMMENT

The documents that have been executed by affixing the Common Seal of the City of Joondalup are submitted to the Council for information (Attachment 1 refers).

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Schedule of Documents covering the period 4 September 2012 to 18 September 2012, executed by means of affixing the Common Seal, as detailed in Attachment 1 to this Report.

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf091012.pdf](#)

ITEM 8 MINUTES OF EXTERNAL COMMITTEES

WARD: All

RESPONSIBLE DIRECTOR: Mr Jamie Parry
Governance and Strategy

FILE NUMBER: 60514, 00033, 101515

ATTACHMENTS: Attachment 1 Minutes of the Western Australian Local Government Association State Council Meeting held on 5 September 2012.

(Please Note: These minutes are only available electronically).

PURPOSE

For Council to consider the minutes of External Boards/Committees/Organisations of which it is a participant.

EXECUTIVE SUMMARY

The following minutes are provided:

- Western Australian Local Government Association (WALGA) State Council meeting – 5 September 2012.

DETAILS

WALGA – State Council Meeting – 5 September 2012.

A meeting of the Western Australian Local Government Association (WALGA) State Council was held on 5 September 2012.

The Council's representative on the WALGA State Council is Cr Amphlett JP. Mayor Troy Pickard is the President of WALGA and is, therefore, in attendance at the meetings.

For the information of Council, the following matters of interest to the City of Joondalup were resolved at the WALGA State Council Meeting:

5.1 2012 Annual General Meeting Minutes

It was resolved by WALGA as follows:

“That:

- 1 *AGM Motion 5.1, 5.3 and 6.2 be endorsed;*
- 2 *AGM Motion 6.1 be noted;*
- 3 *AGM Motion 5.2 be amended and adopted as follows:*

That:

- A *WALGA reaffirm the requested State/Local Government Communication and Consultation Protocol to the State Government that suggests the following protocols:*
 - i *New legislation and amendments, proposals and legal mandate that will have an impact on Local Government expenditure – Minimum of twelve (12) weeks consultation.*
 - ii *Consultation for a minimum of eight weeks on proposed changes to Regulations or other compliance requirements that will have an impact on Local Government’s responsibilities.*
 - iii *Communication between both spheres of government relating to changes in operating procedure or practice which will have minimal impact requires advice prior to any action.*
- B *WALGA again request the State Government to endorse the proposed protocol as part of the State Local Government Agreement.”*

5.2 Metropolitan Local Government Review

It was resolved by WALGA as follows:

“That the following policy positions be reaffirmed:

- 1 *The Association’s commitment to structural reform of Local Government being voluntary; and*
- 2 *The Association’s recommended transition process in relation to the Metropolitan Local Government Review process.”*

At its meeting held on 15 May 2012 (CJ083-05/12 refers), Council endorsed the intent of the City’s submission and approved the submission being forwarded to the WALGA.

Legislation/Strategic Plan/Policy Implications:**Legislation:**

Not Applicable.

Strategic Plan:

Not Applicable.

Policy:

Not Applicable.

Risk Management Considerations:

Not Applicable.

Financial/Budget Implications:

Not Applicable.

Regional Significance:

Not Applicable.

Sustainability Implications:

Not Applicable.

Consultation:

Not Applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the minutes of the Western Australian Local Government Association State Council meeting held on 5 September 2012, forming Attachment 1 to this Report.

To access this attachment on electronic document, click here: [Externalminutes050912.pdf](#)

ITEM 9 CUSTOMER SATISFACTION MONITOR 2011/12

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy
FILE NUMBER:	69609, 101515
ATTACHMENTS:	Attachment 1 Top Line Results including actions and improvements for 2011/12 Attachment 2 Comparison of results with other Local Governments

PURPOSE

To present the detailed results of the 2011/12 Customer Satisfaction Survey.

EXECUTIVE SUMMARY

The Customer Satisfaction Survey is conducted annually to measure the level of overall satisfaction with the City, and its performance in delivering specific services and facilities.

Overall results for the 2011/12 Customer Satisfaction Monitor are positive, reflecting a high level of community satisfaction with the City and services delivered to the community.

The 2011/12 Survey shows an overall satisfaction rating of 87.5%. This compares with 84.1% recorded for the 2010/11 Survey reflecting increasing high levels of community satisfaction with the City.

Customer Satisfaction with services provided by the City in 2011/12 was 92.7% compared to 92% in 2010/11, reflecting continuing high levels of satisfaction with services delivered to the community.

At an individual service level the following changes in satisfaction levels have occurred.

There have been increases in satisfaction levels for:

- Libraries;
- Mobile Security Patrols;
- Ranger Services;
- Fortnightly Recycling;
- Parks and Public Open Spaces;
- Street Appearance;
- Local Traffic;
- Parking – City Centre;
- Parking – Residential;
- Community Consultation;
- Community Information; and
- Understanding Community Needs.

Satisfaction levels for the following services have decreased from 2010/11 (however satisfaction ratings remain high):

- Festivals;
- Building; and
- Planning.

BACKGROUND

Customer Satisfaction Monitors have been conducted on an annual basis since 2000. The most recent survey was conducted from 28 May to 10 June 2012.

An independent market research company conducted the 2011/12 Survey.

The broad objective of the study is to determine resident perceptions of the facilities and services provided by the City of Joondalup.

Specifically, the study measures:

- Overall satisfaction with the City of Joondalup;
- Satisfaction with:
 - Services provided by the City of Joondalup;
 - Value for money provided by rates;
 - City facilities (libraries, sports and recreation centres, parks and public open spaces);
 - City services (festivals and events, security patrols, graffiti removal, ranger services, rubbish collections, streetscape, management and control of traffic, city parking, residential parking, parking adjacent to schools and railway stations);
 - Consultation and information; and
 - Key issues of concern and suggestions for improvement.

This latest community research was undertaken during May and June 2012 and involved random sampling and telephone interviewing of 600 respondents from within the City. The sample was crosschecked to ensure that it significantly matched the demographic profile and population spread of Joondalup in terms of age, gender and location to obtain a representative sample.

A separate survey was also conducted of residents who had used the City's Building and Planning Services over the last 12 months. This separate survey of specific applicants was introduced in 2008/09. Previously this area was surveyed as part of the annual Customer Satisfaction Survey however the methodology was altered due to minimal numbers of people surveyed having contact with Planning or Building Services.

The sampling size for the overall Customer Satisfaction Survey produces a sampling precision of +/- 3.98% at the 95% confidence interval such as there is a 95% certainty that the results obtained will be within +/- 3.98% if a census was conducted of all households within the City of Joondalup. This percentage is in accordance with the level specified by the Auditor General.

DETAILS

Satisfaction levels were recorded from those respondents who felt familiar enough with the service or facility to be able to comment. Respondents expressing dissatisfaction were asked to provide suggestions for improvement.

The overall satisfaction rating in 2011/12 was 87.5% compared to the 2010/11 rating of 84.1%.

Respondents were prompted with a list of 16 services provided by the City, and asked how satisfied they were with the City's performance. To maintain comparability across Surveys, the questionnaire used was based on the version used in previous years. However, some changes were made to the Survey in 2010/11 to provide greater clarity with regard to parking issues – namely the separation of satisfaction with parking into the following areas:

- Parking in the City Centre;
- Parking adjacent to schools and stations, and
- Parking in residential areas.

A separate survey of planning and building applicants was conducted to measure specific levels of satisfaction with planning and building services. This survey was aimed at determining the satisfaction of those residents that had directly used the planning and building services. (The smaller sampling size for the separate survey of planning and building applicants produces a sampling precision of +/- 9.13% at the 95% confidence interval).

The top line findings indicate that, for the majority of services, high satisfaction ratings have continued. The Survey also shows that in 2011/12 overall satisfaction ratings increased with significant increases for a number of City services.

The 2011/12 Survey showed increases in satisfaction from 2010/11 in the following services:

- Libraries;
- Mobile Security Patrols;
- Ranger Services;
- Fortnightly Recycling;
- Parks and Public Open Spaces;
- Street Appearance;
- Local Traffic;
- Parking – City Centre;
- Parking – Residential;
- Community Consultation;
- Community Information; and
- Understanding Community Needs.

Satisfaction with the value for money provided by City rates has also remained relatively strong and consistent with results recorded last year

Satisfaction levels for the following services have decreased from 2010/11:

- Festivals;
- Building; and
- Planning.

The changes in the 2010/11 Survey to differentiate satisfaction with parking into the three separate areas of City Centre Parking, Parking adjacent to Schools and Train Stations, and Residential Parking indicates that satisfaction levels for residential parking are fairly high (83.9%) whereas satisfaction levels with City Centre Parking (55%) and Parking adjacent to Schools and Train Stations (42.7%) are low however, City Centre Parking increased significantly from 2010/11.

The following table provides comparisons of satisfaction ratings with previous surveys undertaken in 2006/07, 2007/08, 2008/09, 2009/10, 2010/11 with the latest 2011/12 Survey.

Service	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
Overall Satisfaction	86.1	81.9	83.1	82.6	84.1	87.5
Satisfaction with services provided	Not measured	Not measured	89.8	89.2	92	92.7
Value for money from rates	67.3	67.5	62.3	63.4	66	66.8
Libraries	95.5	93.7	93.5	92.3	95.1	97.2
Festivals	87.4	87.6	90.3	88.3	93.1	89.8
Sport and recreation	91.5	88.5	90.2	90.2	95.6	94.2
Mobile security patrols	70.6	62.3	63.5	70.4	66.7	71.1
Graffiti removal	74.6	75.4	78.4	82.1	92.1	89.8
Ranger services	Not measured	79.6	79.3	77.8	78.3	85
Weekly rubbish collection	98	96.3	97.2	97	98.5	97.4
Fortnightly recycling	95	91.1	92.6	92	89.9	91.4
Parks and POS	Not measured	91.9	91.5	91.7	90.8	93
Street appearance	82.1	84.2	84.1	83.5	83.4	88
Planning Services	61.6	54.8	80	85.1	95.2	84
Building Services	61.6	54.8	89.7	87	94.7	84
Local traffic	77.3	72.9	77.4	79.5	73.5	81.8
Parking	72.4	69.4	58.2	54.4	N/A	N/A
Parking in City	N/A	N/A	N/A	N/A	45.5	55

Service	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
Centre						
Parking – Schools and Stations	N/A	N/A	N/A	N/A	43.2	42.7
Parking - Residential	N/A	N/A	N/A	N/A	76.8	83.9
Community consultation	Not measured	Not measured	69.7	74.8	67.4	71.3
City information	Not measured	Not measured	72	78.3	72.9	76
Understand community needs	Not measured	Not measured	73.5	72.6	68.8	74.5

Although overall satisfaction levels continue to increase, and satisfaction with City Services is high, the City will continue to improve service delivery in all areas, with particular focus on those service areas that have recorded decreases in satisfaction ratings including:

- Festivals;
- Building; and
- Planning.

The top line results shown in Attachment 1 including details of actions taken in 2011/12 to improve service delivery, and planned actions and priorities for 2012/13 for all service areas.

Benchmarking satisfaction ratings with other local governments

The City also endeavours, wherever possible, to benchmark results against other local governments where benchmarking data is available, a similar methodology for conducting customer surveys is employed, and the surveys are conducted in similar timeframes. Attachment 2 provides comparative information with local governments who have completed customer satisfaction surveys in 2011/12.

Issues and options considered:

All services showing decreased levels of satisfaction have been reviewed and improvement strategies for 2012/13 are shown in Attachment 1.

Legislation/Strategic Plan/Policy Implications

Legislation

The Annual Community Satisfaction Survey assists the City to achieve three elements of the *Local Government Act 1995*:

- (a) Better decision-making by local government;
- (b) Greater community participation in the decisions and affairs of local governments; and
- (c) More efficient and effective local government.

Strategic Plan

Key Focus Area: Leadership and Governance

Objective: To engage proactively with the community.

Policy:

Community Consultation and Engagement Policy.

Risk Management Considerations:

Monitoring levels of customer satisfaction with services provided by the City is essential to assist in the delivery of effective and efficient services to the community.

Financial/Budget Implications:

Account No:	531 A5301 3265 0000
Budget Item:	Customer Satisfaction Monitor
Budget Amount:	\$35,000
Amount Spent To Date:	\$32,000
Proposed Cost:	\$32,000
Balance:	\$ 3,000

All figures quoted in this report are exclusive of GST.

Regional Significance:

Not Applicable.

Sustainability Implications:

Customer satisfaction is a measure of an organisation's sensitivity to customer needs and, from an organisational perspective, is essential for long-term success and sustainability.

Consultation:

The 2011/12 Customer Satisfaction Survey was conducted by surveying 600 residents of the City of Joondalup and the Planning and Building Survey was conducted by surveying 96 residents who had made contact with the City regarding a planning or building matter in the previous 12 months.

COMMENT

The 2011/12 Customer Satisfaction Survey results show that, in the main, residents are satisfied with the services provided by the City. A number of service areas attracted extremely high satisfaction ratings indicating that residents are very satisfied with service levels and service activities, and there have been significant increases in a number of service areas. The percentage of residents who are very satisfied (rating score of 8 to 10 out of 10) with service provision has also increased significantly in 2011/12.

Overall satisfaction ratings have increased from the 2010/11 results, and satisfaction with City Services has remained very high.

The City will put significant emphasis on implementing improvement strategies, where possible, to address those areas that have recorded decreases in satisfaction levels from 2010/11 as well as continuing to look for improvements in all service areas.

A number of improvements to services are planned for 2012/13 with some improvements already underway. These are detailed in Attachment 1.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council RECEIVES the 2011/12 Customer Satisfaction Survey forming Attachment 1 to this Report.

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf091012.pdf](#)

ITEM 10 YELLAGONGA INTEGRATED CATCHMENT MANAGEMENT PLAN REVIEW

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy
FILE NUMBER:	72568, 101515
ATTACHMENTS:	Attachment 1 2011-12 Annual Review of Yellagonga Integrated Catchment Management Plan 2009-2014

PURPOSE

To provide Council with information regarding the progress of the implementation of the Yellagonga Integrated Catchment Management Plan 2009-2014.

EXECUTIVE SUMMARY

The Yellagonga Integrated Catchment Management (YICM) Plan 2009-2014 was developed in 2009 as a joint project of the Cities of Joondalup and Wanneroo. The plan provides a holistic and long term strategic plan to improve catchment health to protect the diverse values of the Yellagonga Regional Park.

The YICM Plan contains numerous projects to be implemented over a five year period up to 2014. There are seven joint projects with the City of Wanneroo, seven City of Joondalup individual projects and 11 City of Wanneroo individual projects. This report includes details of the joint projects and City of Joondalup projects only.

City of Joondalup individual and joint projects of the YICM Plan include:

- Management Framework and Memorandum of Understanding;
- Water Quality Mapping and Monitoring;
- Scientific Investigations;
- Yellagonga Community Awareness Program;
- Yellagonga EcoTourism and Events Plan;
- Yellagonga Environment Centre – Phase 2;
- Yellagonga Resource Allocation Strategy;
- Stormwater Management Plans;
- Local Biodiversity;
- District Planning Scheme Review;
- Acid Sulphate Soils;
- Conservation Maintenance Schedule; and
- Water Conservation Plan.

A review has been undertaken to provide a progress report on the implementation of the YICM Plan projects including joint projects with the City of Wanneroo and individual projects managed by the City of Joondalup.

Details of the progress to date for projects within the YICM Plan are provided at Attachment 1.

BACKGROUND

The development of the YICM Plan was an action of the City's Environment Plan 2007-2011:

Action 2.2 Develop and implement a Yellagonga Integrated Catchment Management Plan to ensure the effective overall management of the water body.

In November 2009, the Cities of Joondalup and Wanneroo endorsed the YICM Plan (CJ247-11/09 refers). The plan provides recommendations to improve wetland health through an integrated management process, addressing a range of threats and issues associated with landuse activities both past and present that are impacting, or may impact detrimentally on the wetlands within the Yellagonga Regional Park.

The City is currently working in partnership with the City of Wanneroo and in liaison with the Department of Environment and Conservation, Friends of Yellagonga and Edith Cowan University to implement projects within the plan.

In 2010-11 a Memorandum of Understanding and a Management Framework were developed and endorsed by the Cities of Joondalup and Wanneroo to ensure continual commitment to resourcing, implementation, monitoring and reviewing of the YICM Plan.

DETAILS

The City of Joondalup has continued to implement projects from within the YICM Plan with a number of new projects commencing during the 2011/12 financial year. Key achievements for 2011/12 include:

- The continuation of the YICM Water Quality Mapping and Monitoring Program including monthly surface water quality monitoring and annual reporting.
- Commencement of the Acid Sulphate Soils Project including the completion of an investigation to identify indicators of Acid Sulphate Soils north of Lake Goollelal.
- Completion of the Green Frog Drain Stencilling Program.
- Commencement of the Yellagonga Community Awareness Program including the development of a Turtle Awareness Campaign and Prevention of Hand Feeding Wildlife Campaign.
- The installation of interpretive signage at Picnic Cove detailing local wildlife and conservation messages.
- Continuation of ecotourism initiatives including community biodiversity tours, bird watching and cultural heritage tours.
- The development and implementation of the Yellagonga School Ecology Activities including excursions with local primary schools focusing on wetland ecology, bird watching and catchment management.
- Substantial progress being made on the development of a Resource Allocation Strategy including planning for collaborative projects with the Department of Environment and Conservation.

Further details of the progress of the YICM Plan are provided in Attachment 1.

Legislation/Strategic Plan/Policy Implications

Legislation Nil.

Strategic Plan

Key Focus Area: The Natural Environment.

Objective: 2.1 To ensure that the City's natural environmental assets are preserved, rehabilitated and maintained.

Policy:

Continued implementation of the YICM Plan is consistent with the objectives within the City's Sustainability Policy and Stormwater Management Policy.

Risk Management Considerations:

The City has made a commitment to the joint implementation of the YICM Plan in partnership with the City of Wanneroo. Implementation of the YICM Plan will help conserve Yellagonga Regional Park as an important wetland region.

As the park continues to be adversely impacted on by its surrounding urban environment, the risk of not taking measures to reduce this impact is likely to result in a degraded wetland with reduced biodiversity and symptoms such as excessive algae and midge outbreaks.

The progress report against the YICM Plan provides a mechanism for tracking progress against milestones for projects within the plan.

Financial/Budget Implications:

Account No:	A5303 533 5006 0000
Budget Item:	Yellagonga Integrated Catchment Management Plan
Budget Amount:	\$58,000
Amount Spent To Date:	\$0
Proposed Cost:	\$0
Balance:	\$58,000

Regional Significance:

The YICM Plan is a joint initiative of the Cities of Joondalup and Wanneroo with projects to be delivered both jointly and individually to protect the wetlands of the Yellagonga Regional Park. Liaison will continue with the Department of Environment and Conservation, the other key Park Manager. Other key stakeholders the City liaises and partners with are the Friends of Yellagonga and Edith Cowan University. The Yellagonga Regional Park Community Advisory Committee Meetings (facilitated by the Department of Environment and Conservation) are an ideal forum for communicating works undertaken and sharing of ideas between key stakeholders.

Sustainability Implications:

Environmental management of the Yellagonga Catchment is a key component of a sustainable community. This wetland asset provides a number of services to the community including amenity, recreational opportunities, air quality improvement, biodiversity and cultural values and is an important haven for hundreds of species of fauna and flora.

Consultation:

Not Applicable.

COMMENT

The City has made substantial progress in implementing projects within the YICM Plan. A number of new initiatives were commenced in 2011/12 which have led to increased awareness within the community of the importance of the Yellagonga Catchment Area. The continuation of monitoring programs has ensured that accurate and consistent water quality data is collected and is available to inform management decisions regarding the Yellagonga Wetlands.

Continued implementation of the YICM Plan will support the protection and enhancement of the environmental and cultural values of the Yellagonga Regional Park.

The implementation of the YICM Plan is ongoing and annual progress reports will be provided to Council through to the life of the plan in 2014.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the progress made in the implementation of the Yellagonga Integrated Catchment Management Plan 2009-2014, as detailed in Attachment 1 to this Report.

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8brf091012.pdf](#)

ITEM 11 STATUS ON THE IMPLEMENTATION OF THE BEACH MANAGEMENT PLAN

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy
FILE NUMBER:	100932, 101515
ATTACHMENTS:	Attachment 1 Beach Management Plan

PURPOSE

To provide Council with an update on the status and progress of implementation against the Beach Management Plan since its adoption in September 2010.

EXECUTIVE SUMMARY

In order to operationalise the City's Beach Management Plan, an Implementation Plan was developed in July 2011. Since this time, the City has worked towards achieving actions against the plan, in addition to implementing the interim solutions relating to kitesurfing and animal beach exercising activities that were established over the 2010/11 summer period.

It is anticipated that a review of the Beach Management Plan will be undertaken in 2014/15, to align with the expiry of the Implementation Plan in 2015/16.

It is recommended that Council notes the status and progress of implementation against the Beach Management Plan as outlined in this Report.

BACKGROUND

At its meeting held on 21 September 2010 (CJ158-09/10 refers), Council resolved, inter alia, the following:

“Council REQUESTS a report in the second quarter of 2011 advising of the implementation of Council's agreed Options in relation to animal exercise areas and kitesurfing and a report in September 2012 detailing the status and progress of implementation of Issue Statements 1 to 32 within the Beach Management Plan.”

In accordance with this direction, a report was presented at the meeting of Council on 28 June 2011 (CJ108-06/11 refers), in which the following was resolved:

“That Council:

- 1 *NOTES the report on the outcomes of the implementation measures used to restrict kitesurfing and animal exercising activities over the 2010/11 summer period, in accordance with the City’s Beach Management Plan;*
- 2 *REITERATES its current position with regard to the management of kitesurfing and animal exercising activities under the Beach Management Plan, as resolved by Council at its meeting held on 21 September 2010 (CJ158-09/10 refers); and*
- 3 *REQUESTS a further report be provided to Council at the conclusion of the winter months addressing the implementation methods used to restrict kitesurfing.”*

To address the request in part three of the resolution, a further report was presented at the meeting of Council on 22 November 2011, in which the following was resolved (CJ219-11/11 refers):

“That Council:

- 1 *NOTES the Report on the outcomes of the 2011 winter review process for kitesurfing implementation measures; and*
- 2 *REITERATES its current position with regard to the management of kitesurfing activities under the Beach Management Plan, as resolved by Council at its meeting held on 21 September 2010 (CJ158-09/10 refers).”*

In light of Council’s consideration of kitesurfing and animal beach exercising activities in 2011, current implementation actions have continued to progress in accordance with the Implementation Plan.

DETAILS

The following table outlines the major achievements against each of the key focus areas in the Beach Management Plan since its adoption by Council in September 2010 (CJ158-09/10 refers). Planned activities to be completed up to the expiry of the Implementation Plan in 2015/16 are also identified.

Key Focus Area: Infrastructure	Major Achievements	Planned Activities
Paths (Issue Statements 1 – 4)	<ul style="list-style-type: none"> • Coastal shared path upgrades at Hillarys and Mullaloo. • Development of a Draft Walkability Plan. • Delivery of “Share the Path Campaign”. • Commencement of Coastal Vulnerability Study that will identify vulnerable coastal assets. • Commencement of detailed design for Tom Simpson 	<ul style="list-style-type: none"> • Council endorsement of the Walkability Plan - 2012/13. • Beach Access Path Review – 2013/14. • West Coast Drive shared path upgrade from Hepburn Ave. to The Plaza – 2013/14. • Burns Beach to Iluka shared path widening – 2013/14 and 2015/16. • Oceanside Prom. shared path construction –

Key Focus Area: Infrastructure	Major Achievements	Planned Activities
	Park Master Plan. <ul style="list-style-type: none"> Review of the Coastal Limestone Hazards Policy. 	2014/15.
Car Parks (Issue Statements 5-7)	<ul style="list-style-type: none"> Realignment of the Whitfords Horse Beach Car Park. Construction of additional on-street parking on West Coast Drive, Sorrento. 	<ul style="list-style-type: none"> Pinnaroo Point Car Park upgrade. Review of Hillarys Dog Beach Car Park following the closure of the Whitfords Horse Beach in 2014. Parking additions near Marmion Angling & Aquatic Club – 2012/13. Construction of on-street parking in Oceanside Promenade, North Mullaloo – 2014/15 to 2016/17. Transport Study in 2013/14 to 2014/15.
Community Buildings (Issue Statements 8-11)	<ul style="list-style-type: none"> Development and implementation of Buildings Asset Management Plan 2010-2030. 	<ul style="list-style-type: none"> No further planned activities.
Toilets and Change Rooms (Issue Statements 12-15)	<ul style="list-style-type: none"> Automatic time-lock trial conducted and systems now being rolled out across the City (CJ064-04/12 refers). Vandal-proofing measures being rolled out with automatic time locks (CJ064-04/12 refers). Refurbishment of Sorrento Surf Lifesaving Club public toilets. Refurbishment of Whitford Nodes public toilets. 	<ul style="list-style-type: none"> Sorrento North Toilets refurbishment – 2012/13. Hillarys Animal Beach Toilets refurbishment – 2012/13. Hillarys North Whitfords Beach Toilets refurbishment – 2012/13. Mullaloo South Toilets refurbishment – 2013/14. Coastal Toilet Mains Connection Upgrades – 2013/14. Key West Toilet Replacement – 2015/16.
Fencing (Issue Statement 16)	<ul style="list-style-type: none"> Seaward-facing fencing trial successfully conducted in 2010/11 in Mullaloo. Further fencing of dunes in Mullaloo completed in 2011/12 following successful trial. 	<ul style="list-style-type: none"> Marmion-Sorrento Foreshore fencing – 2012/13. Whitfords Beach Foreshore fencing – 2013/14. Coastal & Foreshore Fencing Program – \$200,000 over 2014/15 and 2015/16.

Key Focus Area: Management	Major Achievements	Planned Activities
Signage (Issue Statement 17)	<ul style="list-style-type: none"> • Design and installation of new compliance signage for the Dog Beach, Horse Beach and kitesurfing areas. • Design and installation of new coastal biodiversity signage. 	<ul style="list-style-type: none"> • Coastal Signage Review Project – 2013/14. • Spot Improvements to Signage through the Capital Works Program – 2013/14 and 2015/16. • Outcomes of the Walkability Plan to be implemented.
Park Assets (Issue Statements 18–19)	<ul style="list-style-type: none"> • Commencement of City-wide park asset audit process. 	<ul style="list-style-type: none"> • Development of Parks Asset Management Plan – 2012/13. • Tom Simpson Park park infrastructure upgrade – 2012/13.
Recreational Activities (Issue Statements 20–23)	<ul style="list-style-type: none"> • Establishment of designated kitesurfing area and exclusion zones (CJ158-09/10 refers). • Establishment of the Kitesurfing Stakeholder Group. • Extension of the Hillarys Dog Beach (CJ158-09/10 refers). • New restrictions placed over the Whitfords Horse Beach (CJ158-09/10 refers). • Development of dedicated Beach Activities page on the City's website. 	<ul style="list-style-type: none"> • Closure of Whitfords Horse Beach – 2014/15.
Patrols (Issue Statement 24)	<ul style="list-style-type: none"> • Establishment of new Beach Ranger positions. • Establishment of Incident Reporting Hotline service. • CPTED analysis conducted at Pinnaroo Point. 	<ul style="list-style-type: none"> • Continue to monitor service requirements related to Ranger/patrol activities.
Commercial Trading (Issue Statements 25–26)	<ul style="list-style-type: none"> • Commencement of Trading in Public Places Local Law 1999 review. 	<ul style="list-style-type: none"> • Development of Coastal Commercial Trading Licence Assessment Criteria – 2012/13. • Completion of Trading in Public Places Local Law 1999 review – 2013/14.

Key Focus Area: Commercial Development	Major Achievements	Planned Activities
Events and Functions (Issue Statements 27–30)	<ul style="list-style-type: none"> • Parking resolution established for coastal triathlon events. • External Events Approval Tracking System developed and implemented. 	<ul style="list-style-type: none"> • Review of Reserves, Parks and Recreation Grounds Policy and Community Facilities – Built Policy – 2012/13.
Commercial Development (Issue Statements 31–32)	<ul style="list-style-type: none"> • Council endorsement of philosophies and parameters for the establishment of cafes/kiosks/restaurants across the City of Joondalup, including coastal locations (CJ103-06/10 refers). 	<ul style="list-style-type: none"> • Development of business case for identified cafe/kiosk/restaurant sites – 2012/13. • Development of Biodiversity Retention Policy in accordance with the review of the District Planning Scheme No. 2 – 2012/13 to 2014/15.

Issues and Options Considered:

Not Applicable.

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

Legislation applicable to the Beach Management Plan includes:

- *Local Government and Public Property Local Law 1999;*
- *Trading in Public Places Local Law 1999;*
- *District Planning Scheme No 2;*
- *Western Australian Marine Act 1982;*
- *Environmental Protection and Biodiversity Protection Act 1999; and*
- *Conservation and Land Management Act 1984.*

Strategic Plan

Key Focus Area: The Natural Environment.
The Built Environment.
Community Wellbeing.

- Objective:**
- 2.1: To ensure that the City's natural environmental assets are preserved, rehabilitated and maintained.
 - 2.2: To engage proactively with the community and other relevant organisations in the preservation of the City's natural environmental assets.
 - 4.2: To progress a range of innovative and high quality urban development projects within the City.
 - 5.2: To facilitate healthy lifestyles within the community.
 - 5.4: To work collaboratively with stakeholders to increase community safety and respond to emergencies effectively.

Policy

Council Policy - Height of Buildings within the Coast Area (Non-Residential Zones) Policy.
City Policy - Reserves, Parks and Recreation Grounds Policy.
City Policy - Community Facilities – Built Policy.
City Policy - Management of Community Facilities Policy.
City Policy - Asset Management Policy.

Risk Management Considerations:

In light of the significant interest received by the City in the development of the Beach Management Plan, it is important that the plan is effectively implemented to manage community expectations. If the City fails to act on statements contained within the plan, it risks being subject to criticism.

Financial/Budget Implications:

The financial costs of implementing the Beach Management Plan relate mainly to capital expenditure outlined within the Five Year Capital Works Program. Relevant capital items include coastal fencing projects, path network infrastructure improvements, car parking upgrades and building refurbishments that have been delivered in alignment with existing planned activities.

The 2012/13 Budget includes \$71,500 for temporary Beach Rangers including overheads, equipment and quad bike operating costs.

Regional Significance:

Based on the City's coastal location, the implementation of beach management activities will have impacts on regional visitors to the area and should therefore seek to accommodate and consider both regional and local needs.

Sustainability Implications:

The purpose of the Beach Management Plan is to provide for the sustainable use and management of the City's coastline.

Consultation:

Not Applicable.

COMMENT

In considering the implementation of the Beach Management Plan, it should be noted that the plan was originally developed as an "umbrella framework" to draw together and compare planned coastal management activities and identify potential gaps and conflicts. As such, some of the implementation actions that have been delivered are previously endorsed projects that were identified through existing plans, strategies and capital works programs.

Most of the new actions and projects reflect major gaps in previous coastal management activities. They relate mainly to dedicated patrolling and enforcement, stakeholder management and asset improvements.

Since implementing the Beach Management Plan, the City has noticed significantly improved levels of beach activity compliance and coastal stakeholder relations. This has been driven mainly through the establishment of the Beach Ranger positions and improved compliance signage at prominent activity sites.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the status and progress of implementation actions against the Beach Management Plan, as outlined in this Report.

Appendix 9 refers

To access this attachment on electronic document, click here: [Attach9brf091012.pdf](#)

ITEM 12 2011/12 ANNUAL REPORT

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy
FILE NUMBER:	102200, 101515
ATTACHMENTS:	Attachment 1 2011/12 Annual Report

PURPOSE

For Council to accept the Annual Report for the 2011/12 financial year and also determine the date for the 2012 Annual General Meeting of Electors.

EXECUTIVE SUMMARY

In accordance with Section 5.53 of the *Local Government Act 1995*, the 2011/12 Annual Report has been prepared, summarising the year's highlights and achievements, as well as including specific statutory requirements.

The City's external auditor has completed the audit of Council's financial statements for the 2011/12 financial year and these statements will be presented to Council at its October meeting. An abridged version of the Financial Statements will also form part of the 2011/12 Annual Report once they are adopted by Council.

The 2011/12 Annual Report forms the main item of business discussed at the Annual General Meeting of Electors. Section 5.27 of the *Local Government Act 1995* requires that the Annual General Meeting of Electors is to be held on a day selected by the local government, but not more than 56 days after the annual report is accepted. Should Council accept the annual report at its meeting to be held on 23 October 2012 and in accordance with the *Local Government Act 1995*, the Annual General Meeting of Electors must be held before 18 December 2012.

It is suggested that the most appropriate date for holding the Annual General Meeting of Electors is Tuesday, 4 December 2012, prior to Council's scheduled Briefing Session. Elected Members are more likely to be available at this time due to their attendance at the Briefing Session and it also provides opportunity for the public to attend who may also be attending the scheduled Briefing Session.

It is recommended that Council:

- 1 *BY AN ABSOLUTE MAJORITY, ACCEPTS the Annual Report of the City of Joondalup for the financial year 2011/12, forming Attachment 1 to this Report and subject to the insertion of the audited 2011/12 Financial Statements once adopted by Council; and*
- 2 *AGREES to convene the 2012 Annual General Meeting of Electors on Tuesday 4 December 2012, commencing at 5.30pm in the Council Chambers.*

BACKGROUND

The *Local Government Act 1995* requires every local government to prepare an annual report and to hold an Annual General Meeting (AGM) of Electors. The annual report reflects the City's achievements during the 2011/12 financial year and is the focus of many highlights.

At its meeting held on 16 October 2007 (CJ206-10/07 refers), Council resolved to "AGREE to hold all future Annual General Meeting of Electors as soon as practical following the adoption of the Annual Report, but in a year where an ordinary election is held, not before the first ordinary meeting of the newly elected Council".

DETAILS

The receipt of the City's annual report by Council and the holding of an AGM of Electors are both statutory requirements of the *Local Government Act 1995*. A decision is required on the date to hold the AGM of Electors, being aware of Council's decision on 16 October 2007, and in view of the limitations to finalise the necessary documentation as well as complying with the required public notice period.

Issues and options considered:

It is a statutory requirement that Council accept an annual report and set a meeting date for the AGM of Electors.

Legislation/Strategic Plan/Policy Implications

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

Strategic Plan

Key Focus Area: Leadership and Governance.

Objective: 1.3 To lead and manage the City effectively.

Policy:

Not Applicable.

Section 5.53 of the *Local Government Act 1995* states the following in relation to the contents of the annual report:

5.53 Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain:*
 - a. *a report from the mayor or president;*
 - b. *a report from the Chief Executive Officer;*
 - c. *deleted;*
 - d. *deleted;*
 - e. *an overview of the plan for the future of the district made in accordance with Section 5.56 including major initiatives that are proposed to commence or to continue in the next financial year;*

- f. *the financial report for the financial year;*
- g. *such information as may be prescribed in relation to the payments made to employees;*
- h. *the auditor's report for the financial year;*
- ha. *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
- hb. *details of entries made under section 5.121 during the financial year in the register of complaints, including –*
 - (i) *the number of complaints recorded in the register of complaints;*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require; and*
- i. *such other information as may be prescribed.*

Section 5.54 of the *Local Government Act 1995* states the following in relation to the acceptance of the Annual Report:

5.54 Acceptance of annual reports

- (1) *Subject to subsection (2) the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*

** absolute majority required*

- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than two months after the auditor's report becomes available.*

Section 5.55 of the *Local Government Act 1995* states the following in regard to the notice regarding the availability of the Annual Report:

5.55 Notice of annual reports

The Chief Executive Officer is to give local public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Section 5.27 states the following in regard to the Annual General Meeting of Electors:

5.27 Electors' general meetings

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

Section 5.29 states the following in respect to convening electors meetings:

5.29 Convening electors' meetings

(1) *The Chief Executive Officer is to convene an electors' meeting by giving:*

- (a) *at least 14 days' local public notice; and*
- (b) *each council member at least 14 days' notice,*

of the date, time, place and purpose of the meeting.

(2) *The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.*

Regulation 15 of the *Local Government (Administration) Regulations 1996* details the matters for discussion at the AGM of Electors. They are the contents of the annual report for the previous financial year and then any other general business. It is suggested therefore, that the agenda format for the Annual Meeting of Electors be:

- Attendances and apologies.
- Contents of the 2011/12 Annual Report.
- General business.

Risk Management Considerations:

The risk associated with not adopting the 2011/12 Annual Report and failure to set a date for the 2012 Annual General Meeting of Electors will result in non-compliance with the requirements of the *Local Government Act 1995*.

Financial/Budget Implications:

There are no financial implications associated with this Report.

Regional Significance:

Not Applicable.

Sustainability Implications:

The Annual Report 2011/12 provides information on achievements aligned with the Key Focus Areas of the Strategic Plan namely:

- Leadership and Governance;
- The Natural Environment;
- Economic Prosperity and Growth;
- The Built Environment; and
- Community Wellbeing.

The programs and projects delivered in 2011/12 have contributed to increasing the social, economic and environmental capital of the City and facilitated the development of a thriving and sustainable community.

Consultation:

There is no legislative requirement to consult the community on the preparation of the annual report, however the *Local Government Act 1995* requires an AGM of Electors to be held once every year and the annual report to be made publicly available.

At the 2011 Annual General Meeting of Electors, it was resolved that the announcement for the AGM of Electors be placed three weeks prior to the event on the City's website and that the announcement has to include the annual report and the starting time to be set for 7.00pm. At its meeting held on 21 February 2012 Council noted the date, time and place of the Annual General Meeting of Electors is set by the Council and publicised in accordance with the provisions of the *Local Government Act 1995* (CJ011-02/12 refers).

Whilst the City advertises the meeting in accordance with the *Local Government Act 1995*, the City will promote the scheduled meeting date and the availability of the annual report as soon as possible.

COMMENT

The audited financial statements for 2011/12 will be submitted to an Audit Committee meeting to be held prior to the Council meeting, and are the subject of a separate report to Council. Once these statements are adopted by Council, an abridged version will be inserted into the 2011/12 Annual Report, forming Attachment 1 to this Report.

In order for the City to meet its legislative requirements, it is recommended that the Council adopts the 2011/12 Annual Report and convenes the 2012 Annual General Meeting of Electors for Tuesday 4 December 2012, commencing at 5.30pm, prior to the scheduled Briefing Session.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION**That Council:**

- 1 BY AN ABSOLUTE MAJORITY, ACCEPTS the Annual Report of the City of Joondalup for the financial year 2011/12, forming Attachment 1 to this Report and subject to the insertion of the audited 2011/12 Financial Statements once adopted by Council; and**
- 2 AGREES to convene the 2012 Annual General Meeting of Electors on Tuesday 4 December 2012, commencing at 5.30pm in the Council Chambers.**

Appendix 10 refers

To access this attachment on electronic document, click here: [Attach10brf091012.pdf](#)

ITEM 13 CITY OF JOONDALUP DRAFT PATHOGEN MANAGEMENT PLAN 2012 – 2017

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Jamie Parry Governance and Strategy
FILE NUMBER:	102082, 101515
ATTACHMENTS:	Attachment 1 Draft Pathogen Management Plan Attachment 2 Community Consultation Plan

PURPOSE

To present Council with the draft Pathogen Management Plan and to seek endorsement to release the plan for targeted stakeholder consultation.

EXECUTIVE SUMMARY

Organisms such as fungi, bacteria and viruses that cause plant diseases are known as pathogens. Whilst some pathogens are naturally occurring within soil populations, others have been introduced to the environment through the movement of plant materials and soils.

The presence of pathogens within the City of Joondalup poses a serious risk to the biodiversity values within natural areas. It is critical that pathogen management is applied throughout the City's landscaped and natural areas to ensure that the biodiversity values of the City remain protected from the presence of pathogens.

The City currently implements control and treatment actions for species of pathogens once they have been suspected within a park or natural area. However, a consistent and coordinated approach to the management of pathogens within the City is required to ensure the biodiversity values of the City's natural environment are protected into the future.

In developing Pathogen Management Plans, most local governments only investigate areas of known infestation rather than taking a holistic approach to the identification of pathogen risk. Therefore, the approach that the City has taken to develop the draft Pathogen Management Plan serves as a demonstration of best management practice within Western Australia.

A draft Pathogen Management Plan has been developed to protect native vegetation and ecosystems within the City and provide information on the level of risk for pathogens within City parks and natural areas. The plan also identifies areas of high risk where management actions should be concentrated in order to protect the City's biodiversity values into the future.

The plan will provide guidance on management procedures and staff training that should be employed to reduce the spread of pathogens and strategies to engage the community in order to raise the awareness of pathogens within the City.

The draft Pathogen Management Plan, included as Attachment 1, provides information and management recommendations to address species of the pathogens *Phytophthora* and *Armillaria luteobubalina* as these are the plant diseases that can have the greatest potential to impact negatively on the biodiversity values of the City.

BACKGROUND

Local government has an important role to play in protecting biodiversity values within parks and natural areas through managing the spread of pathogens. Activities such as road and drain construction, earth moving, landscaping and bushland management have the potential to introduce pathogens to previously uninfected areas, or increase the rate of spread. Pathogens can also be spread through recreational activities such as walking and cycling.

Phytophthora cinnamomi, also known as Phytophthora Dieback is one of the biggest threats to biodiversity within Western Australia. The *Environment Protection and Biodiversity Conservation Act 1999* lists 'Dieback caused by the root-rot fungus *Phytophthora cinnamomi* as a key threatening process to Australia's biodiversity'.

Whilst *Phytophthora cinnamomi* is the most common species within Western Australia, other species of the pathogen have also been detected or suspected within Western Australia and the Perth Metropolitan Region, these species include:

- *Phytophthora multivora*;
- *Phytophthora humicolalike*; and
- *Phytophthora nicotianae*.

Armillaria luteobubalina is a soil-borne fungus that causes root rot of a wide variety of plants including many species of native flora. The fungus is native to Australia and can cause major damage to natural ecosystems. *Armillaria* spreads through the soil as branching threads and can also be found under the bark of trees on the lower portion of the trunk. *Armillaria luteobubalina* reduces the function of the roots and affects the internal structure of the tree, often resulting in a slow decline in health and eventually death in trees.

The City of Joondalup draft Pathogen Management Plan, included as Attachment 1, provides information and management recommendations to address the above species of pathogens.

DETAILS

The draft Pathogen Management Plan aims to establish the level of risk of pathogens within City parks and natural areas and identifies areas of high risk where management actions should be concentrated.

The draft Pathogen Management Plan includes the following:

- Desktop assessment of parks and natural areas for the pathogens *Phytophthora* species and *Armillaria luteobubalina* to establish the level of risk within the City of Joondalup;
- Development of preventive and management strategies and procedures to be employed within activities relating to the use of City parks, streetscapes and natural areas;

- Identification of control and treatment measures for infested areas; and
- Development of education and communication mechanisms to raise the awareness of pathogens within the organisation and the community.

The objective of the draft Pathogen Management Plan is to protect biodiversity values within the City of Joondalup by minimising the risk of introducing and spreading pathogens including species of *Phytophthora* and *Armillaria luteobubalina* within landscaped and natural areas.

Issues and options considered:

As the draft Pathogen Management Plan is technical in nature, it is recommended to release the draft Pathogen Management Plan for targeted stakeholder consultation to industry groups, relevant government agencies and local Friends Groups only.

Council can either:

- release the draft Pathogen Management Plan for targeted stakeholder consultation without modification; or
- release the draft Pathogen Management Plan for targeted stakeholder consultation with amendments.

Legislation/Strategic Plan/Policy Implications

Legislation Not Applicable.

Strategic Plan

Key Focus Area: The Natural Environment.

Objective: 2.1 To ensure that the City's natural environmental assets are preserved rehabilitated and maintained.

Policy:

The development and implementation of the City's draft Pathogen Management Plan is consistent with the City's Sustainability Policy.

Risk Management Considerations:

The presence of pathogens within the City's boundaries poses a serious risk to the biodiversity values within natural areas. It is critical that pathogen management is applied throughout the City's landscaped areas to ensure that natural areas remain protected from the presence of pathogens. *Phytophthora* and *Armillaria* have the potential to significantly impact the composition and distribution of plant and animal species within the City if management actions are not introduced. A proactive approach to managing this issue is required in order to reduce the risk of harm to the City's environment.

The draft Pathogen Management Plan provides a consistent and coordinated approach to the management of pathogens within the City's boundaries in order to mitigate the effects and limit the spread of pathogens.

Financial/Budget Implications:

\$30,000 was allocated to the development of the draft Pathogen Management Plan in the 2011/12 Budget to engage a consultant to undertake a Pathogen Desktop Risk Analysis to inform the development of the Pathogen Management Plan.

Funding will need to be allocated from 2013/14 for the implementation of proposed projects within the Pathogen Management Plan. Approval of these projects will be subject to the City's Annual Budget approval process. Opportunities to apply for grant funding will also be investigated, as they arise.

It should be noted that there are likely to be increases in operating costs resulting from the implementation of the Pathogen Management Plan. For example a proposed recommendation within the draft plan is to develop guidelines regarding the supply of landscaping materials with an aim to purchase certified pathogen free products such as mulch and plant stock. Generally these products are more expensive but have a much lower risk of introducing and spreading pathogens within the landscaped areas.

Regional Significance:

Not Applicable.

Sustainability Implications:

Pathogens represent one of the most potent, persistent and widespread threats to Australian biodiversity. The development of the City of Joondalup Pathogen Management Plan will ensure that measures are taken to mitigate the effects and limit the spread of pathogens within the City's boundaries, which will result in enhanced protection of the City's natural environment.

Consultation:

It is proposed that Council approve the release of the draft Pathogen Management Plan for targeted stakeholder consultation for a period of 21 days. A Community Consultation Plan is included as Attachment 2.

COMMENT

Pathogens represent one of the most potent, persistent and widespread threats to Australian biodiversity as they have the potential to significantly impact the composition and distribution of plant and animal species. The City currently implements control and treatment actions for species of pathogens once they have been suspected within a park or natural area. However a consistent and coordinated approach to the management of pathogens within the City is required to ensure the biodiversity values of the City's natural environment are protected into the future.

The City is taking a comprehensive approach to investigating the extent of pathogens within parks and natural areas and the methodology that has been utilised to undertake the Pathogen Desktop Risk Analysis and draft Pathogen Management Plan is considered an innovative approach and one that is yet to be undertaken by a local government within Western Australia. In developing Pathogen Management Plans, most local governments only investigate areas of known infestation rather than taking a holistic approach to the identification of pathogen risk. Therefore the approach that the City has taken to develop the draft Pathogen Management Plan serves as a demonstration of best management practice within Western Australia.

The proposed management recommendations within the draft Pathogen Management Plan are consistent with guidelines developed by the Dieback Working Group, the leading organisation within Western Australia providing advice and technical information regarding pathogen management.

The implementation of the Pathogen Management Plan if adopted will ensure that the risk of pathogens within the City is established and that management recommendations are applied to effectively manage pathogens in the City. The implementation of management actions from within the draft plan, such as the development of hygiene procedures, may also be applicable to the control of other plant diseases within the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 NOTES the proposed management recommendations and Draft Implementation Plan as described in Section Five of the draft Pathogen Management Plan, included as Attachment 1 to this Report;**
- 2 NOTES that funds required for the implementation of the draft Pathogen Management Plan will be subject to the City's Annual Budget approval process; and**
- 3 ENDORSES the release of the Draft Pathogen Management Plan, included as Attachment 1 to this Report, for targeted stakeholder consultation for a period of 21 days.**

Appendix 11 refers

To access this attachment on electronic document, click here: [Attach11brf091012.pdf](#)

ITEM 14 ADOPTION OF THE STRATEGIC COMMUNITY PLAN 2012–2022 AND CORPORATE BUSINESS PLAN 2012–2017

WARD: All

**RESPONSIBLE
DIRECTOR:** Mr Jamie Parry
Governance and Strategy

FILE NUMBER: 01529, 52605, 101515

ATTACHMENTS: Attachment 1 Analysis of Shaping our Future Phase 2 Results
Attachment 2 Draft Strategic Community Plan 2012–2022
Attachment 3 Draft Corporate Business Plan 2012–2017

PURPOSE

To present to Council the outcomes of the *Shaping our Future* community consultation process on the draft *Strategic Community Plan 2012–2022*.

Council adoption of the final *Strategic Community Plan 2012–2022* and complementary *Corporate Business Plan 2012–2017* is also sought.

EXECUTIVE SUMMARY

In alignment with the Department of Local Government's *Integrated Planning and Reporting Framework*, the City has developed a draft *Strategic Community Plan 2012–2022* in consultation with its community and stakeholders. Feedback on the draft document has also been sought to determine the level of support for its proposed outcomes and objectives.

Overall, significant levels of support were received from the community for all proposed Outcomes and Objectives contained within the draft Plan. The City also obtained a reliable number of responses through the consultation process, which should support the confident consideration of results by the Council.

To demonstrate the translation of Strategic Initiatives into actions, the City has also developed a complementary draft *Corporate Business Plan 2012–2017* (Attachment 3 refers) in alignment with the Department of Local Government's *Integrated Planning and Reporting Framework*. This Plan is also presented for Council's consideration.

This report presents the results of phase two of the *Shaping our Future* community consultation process, outlines any amendments suggested to the document as a result of this process and requests the adoption of the draft *Strategic Community Plan 2012–2022* and draft *Corporate Business Plan 2012–2017*, as presented in Attachments 2 and 3, by an absolute majority of Council.

BACKGROUND

At its meeting held on 21 August 2012 (CJ154-08/12 refers), Council considered the results of phase one of the *Shaping our Future* community engagement initiative in the development of a draft *Strategic Community Plan 2012–2022*. As a result of the input received from phase one, a draft plan was developed and presented to Council, where approval to release the document for a three-week public comment period (“phase two”) was obtained.

The results of phase two of the *Shaping our Future* community consultation process are now presented to Council for its consideration and adoption of the final *Strategic Community Plan 2012–2022* and *Corporate Business Plan 2012–2017* is also requested.

DETAILS

Consultation Process

In phase two of the *Shaping our Future* initiative, the City undertook a consultation process by way of surveying identified target audiences on their level of support for the proposed Outcomes and Objectives within the draft *Strategic Community Plan 2012–2022*.

This aimed to encourage maximum feedback from the community as respondents were not required to read the whole draft plan in order to understand what it was proposing. By simplifying the task, the City was able to improve people’s motivation to participate in the consultation process.

The City sent surveys out to the following community stakeholder groupings:

1 Resident Surveys

Hardcopy surveys were sent to 3,000 randomly-selected residents from the City’s property database (500 households per ward), which were accompanied by a cover letter and Frequently Asked Questions document.

These surveys intended to capture the perspective of the broader community on the City’s draft *Strategic Community Plan 2012–2022*.

In light of the significant size of the draft plan, residents were offered the opportunity to view the document online. They were also informed that it was not necessary to read the plan in order to effectively participate in the consultation process, although it was encouraged.

2 Community Surveys

Hardcopy and electronic surveys and Frequently Asked Questions were sent to community members who attended a Stakeholder Roundtable Session or completed a survey as part of phase one of the *Shaping our Future* initiative. Those who were invited to participate in these events but were unable to attend were also sent Community Surveys. (A total of 807 surveys were sent directly to these groups, of which 113 electronic surveys were returned as undeliverable. As such, a total of 694 surveys were assumed to be received by the target audience).

The Community Survey was also extended to include the general public through an online survey and general advertising. To differentiate between respondents, a question was asked within the survey as to whether the respondent had attended the “Vision for Joondalup” Business Forum or a Stakeholder Roundtable Session during phase one of the community engagement initiative.

Again, respondents were offered the opportunity to view the draft Plan online.

3 Stakeholder Surveys

Hardcopy surveys were also sent to 39 identified stakeholders within the region (including State and Federal Government politicians within the City's boundaries, State Government departments, local governments within close proximity of the City, educational institutions and others), which were accompanied by a cover letter, Frequently Asked Questions document and a copy of the draft *Strategic Community Plan 2012–2022*. A full copy of the Plan was sent to stakeholders as it was more likely that qualitative responses would be the preferred method of response by this group.

To generally promote the phase two process, the following advertising channels were utilised:

- Significant website presence.
- Several local newspaper advertisements throughout the consultation period.
- Signage erected at all City libraries, Administration Centre and leisure centres.

Consultation Results

The full results of the phase two consultation process are provided at Attachment 1, however, the following general analysis on the outcomes is provided.

The City received a total of 386 surveys, of which 348 were deemed as valid. (That is, the survey was received before the closing date, sufficient contact details were provided, as stated on the survey, and a previous response by the same individual had not already been received by the City).

Responses were mainly received from the Resident Survey (295), while the Community Survey and Stakeholder Survey returned 44 and nine surveys respectively. In terms of the statistical reliability of these numbers, the Office of the Auditor General recommends that reliable population sampling achieve the following:

- Confidence level of 95% or above (the amount of certainty that will be tolerated).
- Sampling error of +/-5% or less (the margin of error in responses that is tolerated).
- Response distribution of 50% (a conservative assumption that the population may be split 50-50 on their support for an issue, requiring a larger sample size).

Whilst the methodology adopted by the City was not random sampling in its truest sense, applying the above scenario would require the City to receive a total of 384 surveys based on a total population of 152,406 to achieve a reliable level of responses.

Whilst 386 surveys were returned to the City, only 348 were considered valid and analysed. This is slightly less than the required 384, however, it should be noted that the average level of support across the questions was 89%, meaning that the response distribution for the City's survey would be significantly less than the 50% assumed by the Office of the Auditor General. This would result in a noticeable reduction in the number of valid surveys required for the results to be considered reliable.

As such, the City is confident that a reliable number of surveys were returned to support a high level of confidence in the results. The City also achieved an acceptable distribution of surveys returned across all wards, indicating limited bias present in the survey. In terms of demographics, an even spread across male and female respondents was noted, while the age of respondents was skewed to the 55 and over age brackets.

Key Outcomes

Overall, the City received significant levels of support for all proposed Aspirational Outcomes and Objectives contained within the draft *Strategic Community Plan 2012–2022*. On average, 89% of respondents either supported or strongly supported questions posed within the survey, with the most notable areas being:

Governance and Leadership

- Effective Representation: “To have a highly skilled and effective Council that represents the best interests of the community.”
- Corporate Capacity: “For the community to have confidence and trust in the City that it can deliver services effectively and transparently.”

Financial Sustainability

- Effective Management: “To conduct business in a financially sustainable manner.”

Quality Urban Environment

- Quality Open Spaces: “To have urban and green spaces which are attractive, well-utilised and enrich the lives of the community.”

Community Wellbeing

- Quality Facilities: “To provide facilities of the highest quality which reflect the needs of the community now and into the future.”
- Community Spirit: “To have proud and active residents who participate in local activities and services for the betterment of the community.”
- Community Safety: “For residents to feel safe and confident in their ability to travel and socialise within the community.”

The greatest level of *neutral* responses was received within the Key Theme of Economic Prosperity, Vibrancy and Growth. This possibly indicates a lower emphasis placed by the community on economic development activities; however overall, 82% of respondents did, in fact, indicate their support for these Objectives.

In terms of the general comments received from the community, most respondents provided anecdotal feedback on personal experiences they had with the City and its services (both positive and negative). Some respondents also highlighted matters that were very operational in nature and would be covered by a broader Strategic Initiative within the draft *Strategic Community Plan 2012–2022* or the draft *Corporate Business Plan 2012–2017*. All comments received are presented anonymously within Attachment 1 for Council’s consideration.

Stakeholder Responses

The City received feedback from nine stakeholders, namely:

- Hon. Michael Mischin MLC (Member for North Metropolitan Region)
- Hon. Edmund Joseph Dermer MLC (Member for North Metropolitan Region)
- Mr Albert Jacob MLA (Member for Ocean Reef)
- Department of Planning
- Landcorp
- Edith Cowan University
- West Coast Institute of Training
- WA Police Academy
- Joondalup Resort Hotel.

All stakeholders demonstrated full support for the City's proposed Aspirational Outcomes and Objectives. Full comments are provided within Attachment 1.

Suggested Amendments

Following the completion of phase two of the *Shaping our Future* initiative, several amendments have been made to the draft *Strategic Community Plan 2012–2022* prior to its final adoption by Council. The amendments are highlighted in yellow in Attachment 2 and are outlined as follows:

- Amending several typographical errors.
- Incorporation of attendance figures at all community forums.
- Additional section on the phase two consultation process.
- Additional section on key consultation and engagement facts.
- Change of terminology within the Governance and Leadership Indicator from statistical *validity* to the more appropriate term of statistical *reliability*. Confidence level also updated from 96% to 95%, (which aligns with the Office of the Auditor General recommendations for random sampling).
- Amended Strategic Initiative within the Community Spirit Objective, to include education programs.

The amendments are not considered major and do not alter the purpose and intention of the draft *Strategic Community Plan 2012–2022* that was released for community consultation.

Draft Corporate Business Plan 2012–2017

In accordance with the Department of Local Government's *Integrated Planning and Reporting Framework*, the City is required to develop a *Corporate Business Plan* to translate Council priorities identified within the *Strategic Community Plan* into City operations over a minimum four-year period.

The City has recently developed a draft *Corporate Business Plan 2012–2017* to align to the draft *Strategic Community Plan 2012–2022*. Although the plan is only required to cover four years under the *Local Government (Administration) Regulations 1996*, a decision was made to extend the duration of the draft *Corporate Business Plan 2012–2017* by one year to align with the City's *Five Year Capital Works Program*. The document would then be treated as a rolling-plan that is subject to annual reviews. This would allow for the *Annual Plan* to be drafted from a "slice" of the most recent financial period within the *Corporate Business Plan 2012-2017* and incorporate specific quarterly milestones in accordance with current annual planning practices. It would also allow for greater flexibility, in case projects need to be re-prioritised on an annual basis.

In terms of the structure, the draft *Corporate Business Plan 2012–2017* has been developed to demonstrate:

- direct alignment with the draft *Strategic Community Plan 2012–2022*;
- the source of planned actions across the City's internal *Integrated Planning Framework*;
- legislative requirements;
- the budget source – whether it is operational or capital; and
- the financial years in which the actions apply.

Where large and broad projects/plans align to more than one Strategic Initiative, the draft *Corporate Business Plan 2012–2017* uses an asterisk to identify replicated actions throughout the Plan.

In addition, many of the specific capital projects that are currently listed in the *Annual Plan 2012–2013* have been grouped according to their associated capital works programs. Greater detail on specific projects and their milestones will remain within the *Annual Plan 2012–2013*, rather than being contained within the draft *Corporate Business Plan 2012–2017*.

Issues and options considered:

With regard to the draft *Strategic Community Plan 2012–2022*, Council has the option to:

- 1 adopt the draft *Strategic Community Plan 2012–2022* with the suggested minor amendments, as presented in Attachment 2;
- 2 adopt the draft *Strategic Community Plan 2012–2022* subject to further amendments;
or
- 3 not adopt the draft *Strategic Community Plan 2012–2022*.

With regard to the draft *Corporate Business Plan 2012–2017*, Council has the option to:

- 1 adopt the draft *Corporate Business Plan 2012–2017*, as presented in Attachment 3;
- 2 adopt the draft *Corporate Business Plan 2012–2017*, with further amendments; or
- 3 not adopt the draft *Corporate Business Plan 2012–2017*.

In both circumstances, option 1 is the recommended option to ensure the City has sufficient time to review and align all major planning documents to the *Strategic Community Plan 2012–2022* and *Corporate Business Plan 2012–2017*, by 30 June 2013.

Legislation/Strategic Plan/Policy Implications:**Legislation:**

The process to develop the draft *Strategic Community Plan 2012–2022* and *Corporate Business Plan 2012–2017* is prescribed within the *Local Government (Administration) Regulations 1996*.

Further guidance on the achievement of best practice standards is outlined within the Department of Local Government's *Integrated Planning and Reporting Framework* and *Advisory Standards*.

The City has ensured that the process undertaken to develop the Plans meet all legislative requirements, as well as seeking to achieve best practice standards in accordance with the *Advisory Standards*.

Strategic Plan:

This report requests the adoption of the new draft *Strategic Community Plan 2012–2022* and *Corporate Business Plan 2012-2017*.

Key Focus Area Not Applicable.

Objective Not Applicable.

Policy:

Not Applicable.

Risk Management Considerations:

Should Council choose not to adopt the draft *Strategic Community Plan 2012–2022* and draft *Corporate Business Plan 2012–2017* at this time, there is a risk that further delays to the review of major informing plans will occur.

The City aims to have all relevant plans reviewed and endorsed in time for the Department of Local Government's 30 June 2013 deadline.

Financial/Budget Implications:

The development of the draft *Strategic Community Plan 2012–2022* has involved two phases of engagement and consultation, including advertising, printing, catering, facilitation costs and prize purchases (to encourage participation by the community).

The estimated cost of delivering both phases of the *Shaping our Future* initiative was approximately \$16,000.

Regional Significance:

Many of the projects in the draft *Strategic Community Plan 2012–2022* have regional significance. The document also highlights the importance of regional planning and cooperation in managing and responding to future challenges within the north-west region.

Sustainability Implications:

The draft *Strategic Community Plan 2012–2022* sets a strategic and sustainable direction for the City over the next ten years. It is underpinned by an ambition to establish the City as a leader in sustainable planning and development.

Consultation:

This report outlines the results of the phase two *Shaping our Future* initiative. Full details on the outcomes of the consultation process are provided at Attachment 1.

COMMENT

The draft *Strategic Community Plan 2012–2022* has been developed in partnership with the community and key stakeholders. The draft plan positions Joondalup to address the major challenges and opportunities over the next ten years and to therefore, achieve its aspirational direction.

The draft *Corporate Business Plan 2012–2017* reflects the strategic direction set by the draft *Strategic Community Plan 2012–2022* and outlines the five-year detailed delivery program for the City.

The City is confident that the documents presented to Council for adoption have been developed with significant and reliable input from the community and stakeholders and demonstrates a commitment to best practice in strategic and corporate business planning.

It should also be noted that both plans will be subject to further branding and an official launch will be conducted to raise awareness of their adoption. Efforts to contact participants to thank them for their input will also be undertaken and comments received during the consultation process that requested assistance from the City on specific personal matters will be raised as action requests for response by City officers.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council:

- 1** **NOTES the results of the phase two *Shaping our Future* consultation process on the draft *Strategic Community Plan 2012–2022*, as presented in Attachment 1 of this Report;**
- 2** **BY AN ABSOLUTE MAJORITY, ADOPTS the draft:**
 - 2.1** ***Strategic Community Plan 2012–2022*, as presented in Attachment 2 of this Report; and**
 - 2.2** ***Corporate Business Plan 2012–2017*, as presented in Attachment 3 of this Report.**

Appendix 12 refers

To access this attachment on electronic document, click here: [Attach12brf091012.pdf](#)

ITEM 15 LIST OF PAYMENTS MADE DURING THE MONTH OF JULY 2012

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Mike Tidy Corporate Services
FILE NUMBER:	09882, 101515
ATTACHMENTS:	Attachment 1 Chief Executive Officer's Delegated Municipal Payment List for the month of July 2012 Attachment 2 Chief Executive Officer's Delegated Trust Payment List for the month of July 2012 Attachment 3 Municipal and Trust Fund Vouchers for the month of July 2012

PURPOSE

To present to Council the list of accounts paid under the Chief Executive Officer's delegated authority during the month of July 2012 for noting.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of July 2012 totalling \$12,796,091.27.

It is recommended that Council NOTES the Chief Executive Officer's list of accounts for July 2012 paid under Delegated Authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 in Attachments 1, 2 and 3 to this Report, totalling \$12,796,091.27.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

DETAILS

The table below summarises the payments drawn on the funds during the month of July 2012. Lists detailing the payments made are appended as Attachments 1 and 2. The vouchers for the month are appended as Attachment 3.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques 93241 – 93488 & EF025716 – EF026265 Net of cancelled payments	\$ 8,717,588.19
	Vouchers 1007A-1012A & 1014A	\$ 3,666,753.34
Trust Account	Trust Cheques 205055-205115 Net of cancelled payments	\$ 411,749.74
Total		\$ 12,796,091.27

Issues and options considered:

The list of payments report was recently amended to include contract numbers where payments were made under approved contracts. Following the June end of year roll over, the contract numbers have not been able to be included. Until this is rectified, the earlier version is being produced instead.

Legislation/Strategic Plan/Policy Implications

Legislation

The Council has delegated to the Chief Executive Officer the exercise of its authority to make payments from the Municipal and Trust Funds, therefore in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the Chief Executive Officer is prepared each month showing each account paid since the last list was prepared.

Strategic Plan

Key Focus Area: Leadership and Governance.

Objective: 1.1 To ensure that the processes of Local Governance are carried out in a manner that is ethical, transparent and accountable.

Policy:

All expenditure included in the list of payments is drawn from the City's accounting records.

Risk Management Considerations:

In accordance with section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial/Budget Implications:

All expenditure from the Municipal Fund was included in the Annual Budget as adopted or revised by Council.

Regional Significance:

Not Applicable.

Sustainability Implications:

Expenditure has been incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

Consultation:

Not Applicable.

COMMENT

All Municipal Fund expenditure included in the list of payments is incurred in accordance with the 2012/13 Annual Budget as adopted and revised by Council at its meeting of 10 July 2012 or has been authorised in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Chief Executive Officer's list of accounts for July 2012 paid under Delegated Authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* forming Attachments 1, 2 and 3 to this Report, totalling \$12,796,091.27.

Appendix 13 refers

To access this attachment on electronic document, click here: [Attach13brf091012.pdf](#)

ITEM 16 LIST OF PAYMENTS MADE DURING THE MONTH OF AUGUST 2012

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Mike Tidy Corporate Services
FILE NUMBER:	09882
ATTACHMENTS:	Attachment 1 Chief Executive Officer's Delegated Municipal Payment List for the month of August 2012 Attachment 2 Chief Executive Officer's Delegated Trust Payment List for the month of August 2012 Attachment 3 Municipal and Trust Fund Vouchers for the month of August 2012

PURPOSE

To present to Council the list of accounts paid under the Chief Executive Officer's delegated authority during the month of August 2012 for noting.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of August 2012 totalling \$9,176,045.40.

It is recommended that Council NOTES the Chief Executive Officer's list of accounts for August 2012 paid under delegated authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 in Attachments 1, 2 and 3 to this Report, totalling \$9,176,045.40.

BACKGROUND

Council has delegated to the Chief Executive Officer the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

DETAILS

The table below summarises the payments drawn on the funds during the month of August 2012. Lists detailing the payments made are appended as Attachments 1 and 2. The vouchers for the month are appended as Attachment 3.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques 93489 -93749 & EF026266 – EF026749 Net of cancelled payments	\$5,329,833.01
	Vouchers 1016A -1022A & 1024A	\$3,814,240.59
Trust Account	Trust Cheques 205118 - 205176 Net of cancelled payments	\$31,971.80
Total		\$9,176,045.40

Issues and options considered:

The list of payments report was recently amended to include contract numbers where payments were made under approved contracts. Following the June end of year roll over, the contract numbers have not been able to be included. Until this is rectified, the earlier version is being produced instead.

Legislation/Strategic Plan/Policy Implications

Legislation The Council has delegated to the Chief Executive Officer the exercise of its authority to make payments from the Municipal and Trust Funds, therefore in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is prepared each month showing each account paid since the last list was prepared.

Strategic Plan

Key Focus Area: Leadership and Governance.

Objective: 1.1 To ensure that the processes of Local Governance are carried out in a manner that is ethical, transparent and accountable.

Policy:

All expenditure included in the list of payments is drawn from the City's accounting records.

Risk Management Considerations:

In accordance with section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial/Budget Implications:

All expenditure from the Municipal Fund was included in the Annual Budget as adopted or revised by Council.

Regional Significance:

Not Applicable.

Sustainability Implications:

Expenditure has been incurred in accordance with budget parameters, which have been structured on financial viability and sustainability principles.

Consultation:

Not Applicable.

COMMENT

All Municipal Fund expenditure included in the list of payments is incurred in accordance with the 2012/13 Annual Budget as adopted and revised by Council at its meeting of 10 July 2012 or has been authorised in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Chief Executive Officer's list of accounts for August 2012 paid under Delegated Authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* forming Attachments 1, 2 and 3 to this Report, totalling \$9,176,045.40.

Appendix 14 refers

To access this attachment on electronic document, click here: [Attach14brf091012.pdf](#)

ITEM 17 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 AUGUST 2012

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Mike Tidy Corporate Services
FILE NUMBER:	07882, 101515
ATTACHMENTS:	Attachment 1 Financial Activity Statement for the Period Ended 31 August 2012

PURPOSE

The August 2012 Financial Activity Statement is submitted to Council to be noted.

EXECUTIVE SUMMARY

At its Special meeting held on 10 July 2012 (JSC04-07/10 refers), Council adopted the Annual Budget for the 2012/13 Financial Year. The figures in this report are compared to the Adopted Budget figures.

The August 2012 Financial Activity Statement Report shows an overall favourable variance from operations and capital of \$3,060,978 for the period when compared to the 2012/13 Adopted Budget.

This variance can be summarised as follows:

The Operating surplus is \$1,224,204 above budget, made up of higher revenue of \$135,367 and lower operating expenditure of \$1,088,837.

Higher Operating revenues have been driven by higher Fees and Charges \$284,103, Investment Earnings \$244,333 and Contributions, Reimbursements and Donations \$105,981. Revenue is below budget on Grants and Subsidies \$475,481 and Rates \$52,367. The additional revenue arose from the Sale of Recyclables, Sports and Recreation Fees and from Investment income.

Operating expenditure is below budget on Materials and Contracts \$1,151,065, Utilities \$103,526 and Insurance \$34,200. Expenditure is over budget on Employee Costs \$116,367 and Depreciation \$78,308.

The Materials and Contracts favourable variance is spread across a number of areas including External Services Expenses of \$404,096; Material Purchases of \$196,859; Contributions and Donations of \$120,497 and Professional Fees of \$106,240. These are partially offset by an unfavourable variance for Waste Management Services of \$52,933.

The Capital Revenue and Expenditure deficit is \$1,787,822 below budget due to lower expenditure on Capital Projects of \$499,745, Capital Works of \$1,114,925 and Vehicle and Plant Replacements of \$571,151.

Further details of the material variances are contained in Appendix 3 of Attachment 1 to this Report.

It is recommended that Council NOTES the Financial Activity Statement for the period ended 31 August 2012 forming Attachment 1 to this Report.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996* requires a monthly Financial Activity Statement. At its meeting held on 11 October 2005, Council approved to accept the monthly Financial Activity Statement according to nature and type classification.

DETAILS

Issues and options considered:

The Financial Activity Statement for the period ended 31 August 2012 is appended as Attachment 1.

Legislation/Strategic Plan/Policy Implications:

Legislation: Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed.

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

Strategic Plan:

Key Focus Area: Leadership and Governance.

Objective: 1.3 To lead and manage the City effectively.

Policy:

Not Applicable.

Risk Management Considerations:

In accordance with Section 6.8 of the *Local Government Act 1995*, a local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial/Budget Implications:

Not Applicable.

Regional Significance:

Not Applicable.

Sustainability Implications:

Expenditure has been incurred in accordance with adopted budget parameters, which have been structured on financial viability and sustainability principles.

Consultation:

In accordance with Section 6.2 of the *Local Government Act 1995*, the annual budget was prepared having regard to the Strategic Financial Plan, prepared under Section 5.56 of the *Local Government Act 1995*, which was made available for public comment.

COMMENT

All expenditures included in the Financial Activity Statement are incurred in accordance with the provisions of the 2012/13 Adopted Budget or have been authorised in advance by Council where applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Financial Activity Statement for the period ended 31 August 2012 forming Attachment 1 to this Report.

Appendix 15 refers

To access this attachment on electronic document, click here: [Attach15brf091012.pdf](#)

REPORTS - CAPITAL WORKS COMMITTEE

ITEM 18 2013/14 FACILITY REFURBISHMENT PROJECTS

WARD: All

RESPONSIBLE DIRECTOR: Mr Mike Tidy
Corporate Services

FILE NUMBER: 77575, 101515; 07100; 11809

ATTACHMENTS:

Attachment 1	City's endorsed Master Planning Process
Attachment 2	Aerial Map of Sorrento Soccer and Tennis Clubrooms
Attachment 3	Aerial Map of Heathridge Park Clubroom
Attachment 4	Aerial Map of Timberlane Park Clubrooms
Attachment 5	Aerial Map of Admiral Park Toilets/Changerooms

PURPOSE

To consider the proposed buildings listed for refurbishment within the 2013/14 Capital Works Program.

EXECUTIVE SUMMARY

Each year the City undertakes one or two refurbishments (mini-makeovers) of community and sporting facilities. Within 2013/14 of the Five Year Capital Works Program there is currently \$180,143 proposed for the refurbishment of Sorrento Football (Soccer) Clubrooms and \$180,143 for the Sorrento Tennis Clubrooms. As these two buildings are located within Percy Doyle Reserve, it is recommended not to refurbish these buildings until the future of the site is determined through the Master Planning Project. In line with the Community Facility Review undertaken in 2011, the replacement buildings recommended for refurbishment in 2013/14 are Heathridge Park Clubroom and Timberlane Park Clubrooms.

It is recommended that Council:

- 1 *BY AN ABSOLUTE MAJORITY APPROVES a change to the listed refurbishment projects to be undertaken in 2013/14 from Sorrento Football (Soccer) Clubrooms and Sorrento Tennis Clubrooms to Timberlane Park Clubrooms and one other site to be determined in November 2012; and*
- 2 *REQUESTS a further report be submitted to the Capital Works Committee in November 2012 on the opportunity for upgrade of the Admiral Park facility to address requirements of sporting clubs utilising this facility.*

BACKGROUND

Each year the City undertakes one or two refurbishments (mini-makeovers) of community and sporting facilities. The scope of the projects are confined to refurbishing particular aspects of the facility such as the following:

- Painting;
- Replacing fixtures and fittings;
- Upgrading external environments such as pathways, landscapes, playgrounds signage;
- Kitchen facilities;
- Floor coverings;
- Toilets and Changerooms (including refurbishment or new extensions to the facility);
- Storage facilities (extensions to the facility);
- Heating/cooling system; and
- Window treatments.

The construction of new buildings or major facility extension works/redesign of a facility is a redevelopment project and is considered outside the scope of a facility refurbishment project. These projects are normally addressed as a separate redevelopment project within the Capital Works Program.

Refurbishment projects are undertaken in line with the City's endorsed Master Planning Process (Attachment 1 refers). The first phase is the Consultation and Scope of Works stages - this phase involves consultation with the regular user groups of the facility to determine functionality and aesthetic issues that can be addressed through the facility refurbishment. Also taken into consideration as part of the refurbishment are community safety, environmental health and access and inclusion issues regarding the particular facility. This information is then developed into a Scope of Works document and concept plans. These documents are then used for the second phase of the project – Estimated Costs and Construction.

The priority order for the refurbishment of facilities is based on the facility condition audit undertaken by the City and the recent Community Facility Review. The purpose of the Community Facility Review project was to review the City's community facilities and make priority recommendations for refurbishment and redevelopment works for the future based on utilisation levels and user group feedback.

A report was submitted to the September 2012 Capital Works Committee meeting for consideration. The outcome of the meeting was that *the Report relating to the 2013/14 Refurbishment Project be REFERRED BACK to the administration to allow further consideration of potential alternative projects to replace the Sorrento Football Clubrooms and Sorrento Tennis Clubrooms projects in the 2013/14 year of the City's Five Year Capital Works Program.*

DETAILS

Within 2013/14 of the Five Year Capital Works Program there is currently \$180,143 proposed for the refurbishment of Sorrento Football (Soccer) Clubrooms and \$180,143 for the Sorrento Tennis Clubrooms (Attachment 2 refers). As these two buildings are located within Percy Doyle Reserve, it was recommended as part of the Community Facility Review not to undertake facility refurbishment works on these buildings until the future of the site is determined through the Master Planning Project. Council considered the Percy Doyle Master Plan at the July 2012 meeting and endorsed the project to proceed to Stage 3 – Concept Design (CJ136-07/12 refers).

In line with the Community Facility Review undertaken in 2011, the replacement buildings recommended for refurbishment in 2013/14 are Heathridge Park Clubroom (Attachment 3 refers) and Timberlane Park Clubrooms (Attachment 4 refers).

The Heathridge Park Clubroom consists of a function room and kitchen/bar/storage area. The building was refurbished in 2009/10 with a funding contribution from the Federal Government as part of the Regional and Local Community Infrastructure Program (RLCIP). Works included a new kitchen/bar and storage area, painting, security screens and the external walls rendered/painted. However, as the budget for the project was pre-determined a number of issues with the facility could not be addressed at that time. One issue is the lack of toilet facilities within the clubroom - groups hiring the facility use the changerooms at the back of the Heathridge Leisure Centre. The other main issue at the facility is the lack of storage - no dedicated storage areas has resulted in the furniture and user group belongings being kept in the hall area therefore reducing the available space and affecting the aesthetics of the room. Both of these items have recently been identified as access issues as part of a recent facility Access Audit and they also impact on the usage of the facility with no regular annual hire groups currently located at the facility.

Therefore it is proposed that within this refurbishment, the construction of a toilet and storeroom extension is undertaken. Also the Ocean Ridge Amateur Football Club and Ocean Ridge Junior Football Club have made requests to the City over a number of years to cover the recently extended spectator area to provide a covered area for viewing the oval.

Timberlane Park Clubrooms consist of a function room, kitchen, storage, disabled toilet and the Kingsley Tennis Club has a function room, office, storage and kitchen area. The building was refurbished in 2007/08 with new kitchens, disabled toilet, floor coverings, painting and small extension to provide additional user group storage. Again, as the budget for the project was pre-determined a number of issues with the facility could not be addressed at that time.

One issue is the lack of changerooms within the facility - sporting groups using the oval do not have access to any at the park. Currently there is no senior sporting club located at the park due to the lack of changerooms. A changerooms extension is recommended as it is anticipated that senior sporting clubs can be located at the park once these facilities are provided.

The other main issue is the facility currently only has public toilets accessible from outside the facility that were constructed and fit-out as standard 'park toilets'. This facility is often used for functions and by large community groups with the main feedback received regarding the issue with the lack of available toilets inside the facility. As there is only one internally accessible toilet for hall users (disabled toilet), it is recommended that separate male and female public toilets that are accessible from inside the function room be constructed to improve the facility's functionality.

Another alternative for the refurbishment funds is to undertake works at Admiral Park (Attachment 5 refers). Admiral Park, Heathridge is currently utilised by the Ocean Ridge Junior Cricket Club and Whitford and Districts Senior Cricket Club in the summer and Joondalup and Districts Rugby League Club (Juniors and Seniors) in the winter. There is a small toilet/changeroom facility at the park that was built in 1989. Recently, the Joondalup and Districts Rugby League Club undertook an extension of the toilet/changerooms to create a covered, enclosed spectator area where they also have some storage facilities.

Legislation/Strategic Plan/Policy Implications

Legislation Not Applicable.

Strategic Plan

Key Focus Area: Community Wellbeing.

Objective: 5.2 To facilitate healthy lifestyles within the community.

Strategy: 5.2.1 The City provides high quality recreation facilities and programs.

Outcome: The Joondalup community is provided with opportunities to lead a healthy lifestyle.

Policy:

Not Applicable.

Risk Management Considerations:

If the City does not amend the facilities for refurbishment in 2013/14 and continues with those buildings currently listed (Sorrento Soccer Clubrooms and Sorrento Tennis Clubrooms), there is a risk of expending capital funds on buildings that may be consolidated as part of the Percy Doyle Master Plan project.

Financial/Budget Implications:

Currently within 2013/14 year of the Five Year Capital Works Program there is \$180,143 proposed for the refurbishment of Sorrento Football (Soccer) Clubrooms and \$180,143 for the Sorrento Tennis Clubrooms. It is proposed to reallocate these funds in part to Timberlane Park Clubrooms and a second facility to be identified and considered by the Capital Works Committee in November 2012.

All figures quoted in this report are exclusive of GST.

Regional Significance:

Not Applicable.

Sustainability Implications:

Environmental

All facility refurbishment projects are planned to reduce the impact of the carbon footprint and consider environmental sustainability design features where possible.

Social

The project will include consultation with existing sporting clubs and community groups of the facility to ensure that feedback received represents the needs of the user groups. All facility refurbishment projects will consider Access and Inclusion principles and will aim to enhance the amenity of the public space.

Economic

One of the main principles of the City's Master Planning Framework, which facility refurbishment projects align with, is the development of 'shared' and 'multipurpose' facilities to avoid duplication of facilities and reduce the ongoing maintenance and future capital expenditure requirements.

Consultation:

Once a decision is made on the facilities to undergo refurbishment in 2013/14 planning for the projects will commence with consultation with the regular hire groups to be undertaken in late 2012. The feedback received will be used to develop a Scope of Works document and concept plans. Following this, cost estimates are determined, budget allocations reviewed, works are tendered (if necessary) and the works are scheduled.

COMMENT

Given the status of the Percy Doyle Master Plan and future potential redevelopment works at the site, it is recommended not to refurbish the Sorrento Soccer and Tennis Clubrooms in 2013/14. The replacement buildings recommended for refurbishment in 2013/14 Timberlane Park Clubrooms and a second facility be identified and submitted to the Capital Works Committee in November 2012, following assessment of the requirements of the groups utilising Admiral Park, Heathridge.

VOTING REQUIREMENTS

Absolute Majority.

COMMITTEE RECOMMENDATION

The Committee recommendation to the Council for this report (as detailed below) was resolved by the Capital Works Committee at its meeting held on 2 October 2012.

The Committee recommendation is the same as recommended by City officers.

RECOMMENDATION

That Council:

- 1 BY AN ABSOLUTE MAJORITY APPROVES a change to the listed refurbishment projects to be undertaken in 2013/14 from Sorrento Football (Soccer) Clubrooms and Sorrento Tennis Clubrooms to Timberlane Park Clubrooms and one other site to be determined in November 2012; and**
- 2 REQUESTS a further report be submitted to the Capital Works Committee in November 2012 on the opportunity for upgrade of the Admiral Park facility to address requirements of sporting clubs utilising this facility.**

Appendix 16 refers

To access this attachment on electronic document, click here: [Attach16brf091012.pdf](#)

ITEM 19 ENTRY STATEMENTS

WARD:	All
RESPONSIBLE A/DIRECTOR:	Mr Charlie Reynolds Infrastructure Services
FILE NUMBER:	102315, 55541, 102623, 101515
ATTACHMENTS:	Nil.

PURPOSE

To provide an update to Council on the progress of the installation of entry statements for the northern and southern entrances to the City.

EXECUTIVE SUMMARY

Tenders were advertised on 31 March 2012, through state wide public notice, for the provision of City entry statements and associated landscaping works. The tender period was for two weeks and tenders closed on 18 April 2012 with quotes ranging from \$572,691 to \$885,987.

The tenders were evaluated and declined as all were over the allocated budget and the evaluation panel concluded that none of the tenders submitted provided value to the City, taking into account the budget for the project.

Following evaluation of the tenders the scope of works were revised and reduced to fit the budget. This included the City undertaking the paving and landscaping works and a change to the construction materials. A Quantity Surveyor was engaged by the City to provide an Opinion of Probable Cost of the revised scope of works which was \$477,000 and excluded the following:

- Excavation in rock or other poor ground conditions;
- Diversion of existing services;
- Escalation beyond September 2012;
- Professional fees;
- Contingency Allowances; and
- Landscaping and irrigation.

While the costs of some of these exclusions are unknown, a contingency allowance of \$24,000 and an estimated cost of landscaping and irrigation of \$25,000 increases the probable cost total to \$526,000; exceeding the remaining budget amount by \$196,000.

This represents a cost of \$263,000 per entry statement and is not considered value for money.

It is suggested that Council does not proceed with the project for the installation of entry statements at the northern and southern entrances to the City and reviews the concept design and project scope.

It is therefore recommended that Council REQUESTS the Chief Executive Officer to review the concept design and project scope for two entry statements for the City of Joondalup on Marmion Avenue at the following locations:

- 1 *North of Beach Road;*
- 2 *Adjacent to the northern boundary of Cranston Park,*

and provide a further report for Council's consideration.

BACKGROUND

Entry statements have been considered by the City over many years and in 2007 the City appointed a Landscape Architect, UDLA, to design the entry statements. UDLA attended a number of Strategy Sessions and conducted workshops with Elected Members to assist with the development of the preferred design. Following the final session with Elected Members on 19 August 2008, UDLA prepared a report which provided detailed design drawings and documentation. Subsequently, at its meeting held on 17 February 2009, Council resolved to:

- “1 *ENDORSE the concept design for the Entry Statements for the City of Joondalup; and*
- 2 *LIST for consideration in the Draft budget 2009/2010 an amount of \$375,750 for Entry Statements.”*

An amount of \$375,750 was included in the City's 2009/10 Capital Works Program for the construction of three entry statements. A revised cost estimate was provided from UDLA and it was determined that insufficient funds were available for the construction of three entry statements as originally proposed. However, sufficient funds were available to construct two entry statements, with the total cost of construction estimated to be \$293,894.

At its meeting held on 16 February 2010, it was resolved:

“That Council APPROVES the construction of two entry statements on Marmion Avenue at the following locations:

- 1 *North of Beach Road; and*
- 2 *Adjacent to the northern boundary of Cranston Park.”*

The southern location is to the north of the intersection with Beach Road and Marmion Avenue, Duncraig and the northern location is approximately 250 metres north of the intersection with Kinross Drive and Burns Beach Road, Kinross.

The southern entry statement falls under Main Roads WA (MRWA) jurisdiction and therefore the City sought approval from MRWA for the construction. Unfortunately, approval was not granted based on the following criteria:

- Nothing to be installed within the median;
- No reflective signage on posts to be installed; and
- Minimum clear zone of six metres from the edge of the road. This essentially eliminated the possibility of any structure being placed anywhere in the road reserve.

Options for amending the design were discussed with UDLA and the design was revised to include wire rope crash barriers.

Following a risk assessment of the southern entry statement and extensive discussions with MRWA, approval was finally granted to construct the southern entry statement provided that it was protected by wire rope barrier with a two metre offset and a 1.5 metre deflection for the length of the barrier. UDLA revised the designs accordingly. The revised cost estimate for both entry statements was \$370,000.

DETAILS

Delays in receiving MRWA approval for the southern entry statement led to the project being carried forward from 2011/12 to the 2012/13 Capital Works Program. The budget amount is \$340,000.

Tenders were advertised on 31 March 2012, through state wide public notice, for the provision of City entry statements and associated landscaping works. The tender period was for two weeks and tenders closed on 18 April 2012 with prices ranging from \$572,691 to \$885,987.

The tenders were evaluated and declined as all were over the allocated budget and the evaluation panel concluded that none of the tenders submitted provided value to the City, taking into account the budget for the project.

UDLA were requested to revise and reduce the scope of works to fit the budget to allow another tender to be recalled. The main changes to the scope included:

- Reconstituted limestone walls rather than natural limestone blocks;
- Aluminium Interpretive poles rather than mild steel; and
- Paving and soft landscaping removed (to be undertaken by the City).

A Quantity Surveyor provided an Opinion of Probable Cost (dated 14 September 2012) showing an estimated construction cost of \$477,000. This cost does not include:

- Excavation in rock or other poor ground conditions;
- Diversion of existing services;
- Escalation beyond September 2012;
- Professional fees;
- Contingency Allowances; and
- Landscaping and irrigation.

While the costs of some of these exclusions are unknown a contingency allowance of \$24,000 and an estimated cost of landscaping and irrigation of \$25,000 using contracted rates increases the probable cost total to \$526,000 exceeding the remaining budget amount by \$196,000.

This represents a cost of \$263,000 per entry statement and is not considered value for money.

Issues and options considered:

The following options are opened to the City:

- 1 The City can recall the tender with the reduced scope of works and re-consider the Entry Statement Project once the tenders are evaluated. It is however likely that following previous tender results and the costings received from the Quantity Surveyor that the tender results would be within 5% of the \$526,000 estimate which would exceed the budget.
- 2 Council can decide not to proceed with the Entry Statement Project.
- 3 Council can request that the Chief Executive Officer review the concept design and project scope for two entry statements for the City of Joondalup on Marmion Avenue at the following locations:
 - North of Beach Road;
 - Adjacent to the northern boundary of Cranston Park,
 and provide a further report for Council's consideration.

Option 3 is the preferred option as it allows the City to re-evaluate the project scope and propose a concept design considered to offer value for money.

Legislation/Strategic Plan/Policy Implications

Legislation Not Applicable.

Strategic Plan

Key Focus Area: The Built Environment.

Objective: 4.2 To progress a range of innovative and high quality urban development projects within the City.

Policy

Not Applicable.

Risk Management Considerations:

The entry statements have been designed in accordance with Australian Standards to minimise any risks associated with vehicle and pedestrian movement through the proposed entry statement.

Financial/Budget Implications:

Account No:	SSE2019
Budget Item:	Entry Statements
Budget Amount (2012/13):	\$ 340,000.00
Amount Spent to Date (2012/13):	\$ 808.32
Amount Committed to Date (2012/13):	\$ 9,210.00
Balance:	\$ 329,981.68

Additional expenditure from commencement of the project in June 2011 to 30 June 2012 is \$25,857.60 for consultancy works and ground service surveys. All figures quoted in this report are exclusive of GST.

Regional Significance:

Not Applicable.

Sustainability Implications:

Not Applicable.

Consultation:

Elected Members have previously had extensive opportunity to provide input into the entry statements design through a number of workshops with the designer. The most recent being a Strategy Session held in June 2011.

COMMENT

The installation of entry statements at the northern and southern entrances to the City would provide visitors and residents with a clear, unique and distinctive entry sign that is reflective of the City's aspirations. Such entry statements serve to inform people of where they are entering and provide a memorable gateway into the City of Joondalup.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The Committee recommendation to the Council for this report (as detailed below) was resolved by the Capital Works Committee at its meeting held on 2 October 2012.

The Committee recommendation is the same as recommended by City Officers.

RECOMMENDATION

That Council REQUESTS the Chief Executive Officer to review the concept design and project scope for two entry statements for the City of Joondalup on Marmion Avenue at the following locations:

- 1 North of Beach Road;**
- 2 Adjacent to the northern boundary of Cranston Park,**

and provide a further report for Council's consideration.

REPORTS – AUDIT COMMITTEE

ITEM 20 2011/12 ANNUAL FINANCIAL REPORT

WARD:	All
RESPONSIBLE DIRECTOR:	Mr Mike Tidy Corporate Services
FILE NUMBER:	102503, 101515
ATTACHMENTS:	Attachment 1 City of Joondalup Annual Financial Report 2011/12

PURPOSE

To consider the 2011/12 Annual Financial Statements and the auditor's report.

EXECUTIVE SUMMARY

In accordance with Section 6.4 of the *Local Government Act 1995*, the 2011/12 Annual Financial Report has been prepared and, together with the City's accounts, has been submitted to the City's auditors to conduct their annual audit.

The City's auditors have completed their audit, in accordance with the terms of their engagement and the requirements of Part 7 Division 3 of the *Local Government Act 1995*, and have submitted their audit report. A concise Financial Report (Financial Statements without supporting notes) will form part of the 2011/12 Annual Report.

The auditors' report and the Annual Financial Report for the 2011/12 financial year are presented to the Council for its consideration.

It is recommended that Council BY AN ABSOLUTE MAJORITY ACCEPTS the Annual Financial Report of the City of Joondalup and the accompanying audit report for the financial year 2011/12 forming Attachment 1 to this Report.

BACKGROUND

Section 6.4 of the *Local Government Act 1995* requires local governments to prepare an annual financial report and to submit both the report and its accounts to its auditor by 30 September each year. The City has met those requirements and the City's auditors have completed their audit of the accounts and the Annual Financial Report for the financial year 2011/12.

As has been past practice, a Concise Financial Report has also been prepared for inclusion in the City's Annual Report. The Annual Financial Report for the financial year 2011/12 is included as Attachment 1 to this report.

DETAILS

Issues and options considered:

The preparation of an Annual Financial Report and the submission of the report and the City's accounts to the auditors for audit are statutory requirements of the *Local Government Act 1995*.

The Annual Financial Report needs to be accepted by Council in order to enable the holding of the Annual General Meeting of Electors, at which the City's Annual Report containing the Concise Financial Report will be considered. The Annual Financial Report is also required to be submitted to the Director General of the Department of Local Government.

Outcome of the Audit

The audit has been completed with no issues of significance raised and the audit report is unqualified (Attachment 1 refers).

In terms of form and presentation, there are no changes to the Annual Financial Report of any consequence from the previous year. There have also been no significant changes to requirements under the Accounting Standards in terms of presentation or disclosure.

End of Financial Year Position

The City has finished the Financial Year with a Rate Setting Statement surplus greater than estimated. An estimated 30 June 2012 end of year surplus of \$2,650,015 was used as the opening balance in the 2012/13 Budget. The final end of year Rate Setting Statement surplus for 2011/12 is \$3,648,445; \$998,429 greater than estimated.

The final surplus is \$745,996 less than the \$4,394,441 reported to Council at its September 2012 meeting in the Financial Activity Statement to 30 June 2012 (CJ189-09/12 refers) which was prepared prior to the completion of the audit. The difference has resulted from transferring the mid-year budget review estimated surplus to the Waste Management Reserve as resolved by Council (CJ019-02/12 refers); reversing an amount of \$210,166 transferred to the Ocean Reef Marina Reserve by error, which has been identified at a later stage of the annual audit and the associated adjustments to the Reserves' interest.

In summary terms the \$998,429 additional surplus is made up of:

Description	Sub Total	Total
Additional Operating Surplus	\$1,894,620	
Reduced Capital Revenue	(\$988,639)	
Reduced Capital Expenditure	\$2,973,420	\$3,879,403
Less Reduced Net Funding Requirements		(\$2,880,972)
Net Variance		\$ 998,429

There are a number of offsets between revenue, expenditure and funding requirements:

- Increased revenue and reduced expenditure for parking is offset by a larger net transfer to the Parking Facility Reserve of \$95,850 more than anticipated;
- Increased expenditure for refuse collection offset by reduced actual contribution to the Materials Recovery Facility is offset by a reduced transfer from the Waste Management Reserve of \$522,702;
- Decreased capital expenditure for works and plant the bulk of which represents carry forwards and is therefore offset by a larger than expected transfer to the Capital Works Carried Forward Reserve and Vehicle Plant and Equipment Reserves of \$2,024,924; and
- The unspent balance of the Specified Area Rates for Woodvale Waters of \$34,211 is offset by its transfer to the Specified Area Rating – Woodvale Reserve.

After allowing for these offsets the adjusted surplus is made up of:

Description	Sub Total	Total
Additional Operating Surplus	\$1,241,857	
Reduced Capital Revenue	(\$988,639)	
Reduced Capital Expenditure	\$948,496	\$1,201,714
Less Increased Funding Requirements		(\$ 203,285)
Net Variance		\$ 998,429

As can be seen with reduced capital revenue and reduced capital expenditure offsetting each other the main underlying reason for the net additional surplus of \$998,429 is largely related to operating revenue and expenditure. Additional revenues from Fees and Charges and Investment Earnings and under expenditure on Employee Costs are the principal contributors.

Legislation/Strategic Plan/Policy Implications

Legislation

Local Government (Financial Management) Regulation 51(2) states:

“A copy of the annual financial report of a local government is to be submitted to the Departmental CEO within 30 days of the receipt by the local government’s CEO of the auditor’s report on that financial report.”

Section 5.53 of the *Local Government Act 1995* states:

5.53 Annual Reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain:*
 - (f) *the financial report for the financial year;*

Section 5.54 of the *Local Government Act 1995* states:

5.54. Acceptance of annual reports

(1) *Subject to subsection (2), the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*

** Absolute majority required.*

(2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

Section 6.4 of the *Local Government Act 1995* states:

6.4 Financial report

(1) *A local government is to prepare an annual financial report for the preceding financial year and such other financial reports as are prescribed.*

(2) *The financial report is to —*

(a) *be prepared and presented in the manner and form prescribed; and*

(b) *contain the prescribed information.*

(3) *By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor —*

(a) *the accounts of the local government, balanced up to the last day of the preceding financial year; and*

(b) *the annual financial report of the local government for the preceding financial year.*

Strategic Plan

Key Focus Area: Leadership and Governance.

Objective: 1.1 To ensure that the processes of local governance are carried out in a manner that is ethical, transparent and accountable.

Policy:

Not Applicable.

Risk Management Considerations:

Not Applicable.

Financial/Budget Implications:

Account No:	Opening Balance
Budget Item:	
Budget Amount:	\$ 2,650,015
Actual	\$ 3,648,444
Proposed Cost:	\$ 0
Balance:	\$ 998,429

All figures quoted in this report are exclusive of GST.

Regional Significance:

Not Applicable.

Sustainability Implications:

Not Applicable.

Consultation:

There is no legislative requirement to consult on the preparation of the Annual Financial Report, but the *Local Government Act 1995* requires an Annual General Meeting of Electors to be held and the City's Annual Report, incorporating the concise Financial Report, to be made available publicly. The full Annual Financial Report will also be publicly available.

COMMENT

The Annual Financial Report will be made available on the City's public website. A minimal number of printed, bound colour copies will be available for viewing at libraries, leisure centres and customer service centres.

In order for the City to meet its legislative requirements, it is recommended that the Council accepts the Annual Financial Report for the financial year 2011/12.

VOTING REQUIREMENTS

Absolute Majority.

COMMITTEE RECOMMENDATION

The Committee recommendation to the Council for this report (as detailed below) was resolved by the Audit Committee at its meeting held on 3 October 2012.

The original recommendation as presented by City officers to the Committee is as follows:

RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY ACCEPTS the Annual Financial Report of the City of Joondalup and the accompanying audit report for the financial year 2011/12, forming Attachment 1 to this Report.

Appendix 17 refers

To access this attachment on electronic document, click here: [Attach17brf091012.pdf](#)

- 8 REPORT OF THE CHIEF EXECUTIVE OFFICER**
- 9 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 10 REPORTS/PRESENTATIONS REQUESTED BY ELECTED MEMBERS**



**DECLARATION OF
FINANCIAL INTEREST/INTEREST THAT MAY AFFECT
IMPARTIALITY**

**To: CHIEF EXECUTIVE OFFICER
CITY OF JOONDALUP**

Name/ Position	
Meeting Date	
Item No/ Subject	
Nature of Interest	Financial Interest * Interest that may affect impartiality* <i>* Delete where not applicable</i>
Extent of Interest	
Signature	
Date	

Section 5.65(1) of the Local Government Act 1995 states that:

“A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by that member must disclose the nature of the interest:

- (a) *in a written notice given to the CEO before the meeting; or*
- (b) *at the meeting immediately before the matter is discussed.*



DECLARATION OF FINANCIAL INTEREST/INTEREST THAT MAY AFFECT IMPARTIALITY

**To: CHIEF EXECUTIVE OFFICER
CITY OF JOONDALUP**

Name/ Position	
Meeting Date	
Item No/ Subject	
Nature of Interest	Financial Interest * Interest that may affect impartiality* <i>* Delete where not applicable</i>
Extent of Interest	
Signature	
Date	

Section 5.65(1) of the Local Government Act 1995 states that:

“A member who has an interest in any matter to be discussed at a Council or Committee meeting that will be attended by that member must disclose the nature of the interest:

- (a) *in a written notice given to the CEO before the meeting; or*
- (b) *at the meeting immediately before the matter is discussed.*



**QUESTION TO BE ASKED AT
BRIEFING SESSION/COUNCIL MEETING**

TITLE <i>(Mr/Mrs/Ms/Dr)</i>	FIRST NAME	SURNAME	ADDRESS

QUESTIONS

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Please submit this form at the meeting or:

- **post** to The Chief Executive Officer, City of Joondalup, P O Box 21, Joondalup WA 6919
- **email** to council.questions@joondalup.wa.gov.au

Please note that:

- Questions asked at a **Briefing Session** must relate to matters contained on the draft agenda.
- Questions asked at a **Council meeting** can relate to matters that affect the operations of the City of Joondalup.
- Questions asked at a **Special Meeting of the Council** must relate to the purpose for which the meeting has been called

