

# agenda

## Briefing Session

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

**ON** **TUESDAY 11 MARCH 2014**  
**COMMENCING AT** **6.30pm**

**PUBLIC QUESTION TIME**

Members of the public are requested to lodge questions in writing by close of business on **Monday 10 March 2014**

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](mailto:council.questions@joondalup.wa.gov.au)

PO Box 21 Joondalup WA 6919

[www.joondalup.wa.gov.au](http://www.joondalup.wa.gov.au)

## BRIEFING SESSIONS

The following procedures for the conduct of Briefing Sessions were adopted at the Council meeting held on 19 November 2013:

### INTRODUCTION

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

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

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

and ensures that the elected body is fully informed to make the best possible decisions for the City of Joondalup community.

### PURPOSE OF BRIEFING SESSIONS

Briefing Sessions will involve Elected Members, employees as determined by the Chief Executive Officer 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:

- 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 among 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 matters listed for the Briefing Session. 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*, the *Local Government (Rules of Conduct) Regulations 2007* 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, however there is no legislative requirement to do so.
- 10 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.
- 11 Elected Members have the opportunity to request the Chief Executive Officer to prepare a report on a matter they feel is appropriate to be raised and which is to be presented at a future Briefing Session.

## PROCEDURES FOR PUBLIC QUESTION TIME

The following procedures for the conduct of Public Question Time at Briefing Sessions were adopted at the Council meeting held on 19 November 2013:

### Questions asked verbally

- 1 Members of the public are invited to ask questions at Briefing Sessions.
- 2 Questions asked at a Briefing Session must relate to a matter contained on the agenda.
- 3 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 full address.
- 4 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.
- 5 Statements are not to precede the asking of a question during public question time. Statements should be made during public statement time.
- 6 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.
- 7 Public question time will be allocated a 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 10 minutes, but the total time allocated for public question time is not to exceed 35 minutes in total.
- 8 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 an Elected Member and/or City employee to respond to the question  
or
  - 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.
- 9 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.

- 10 Questions and any responses will be summarised and included in the agenda of the next Briefing Session.
- 11 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 Act 1992* (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 may 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 five 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 agenda of the next 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 Act 1992* (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 may 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 at Briefing Sessions were adopted at the Council meeting held on 19 November 2013:

- 1 Members of the public are invited to make statements at Briefing Sessions.
- 2 Statements made at a Briefing Session must relate to a matter contained on the agenda.
- 3 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 full address.
- 4 Public statement time will be limited to two minutes per member of the public.
- 5 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.
- 6 Public statement time will be allocated a maximum time of 15 minutes. Public statement time is declared closed following the 15 minute allocated time period, or earlier if there are no further statements.
- 7 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.
- 8 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 agenda, they may bring it to the attention of the Presiding Member who will make a ruling.
- 9 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.
- 10 Statements will be summarised and included in the notes of the Briefing Session.

## PROCEDURES FOR DEPUTATIONS

- 1 Prior to the agenda of a Briefing Session being discussed by Elected Members, members of the public will be provided an opportunity to make a deputation at the Briefing Session.
- 2 Members of the public wishing to make a deputation at a Briefing Session may make a written request to the Chief Executive Officer by 4.00pm on the working day immediately prior to the scheduled Briefing Session.
- 3 Deputation requests are to be approved by the Presiding Member and must relate to matters listed on the agenda of the Briefing Session.
- 4 Other requirements for deputations are to be in accordance with clause 5.10 of the *City of Joondalup Meeting Procedures Local Law 2013* in respect of deputations to a committee.

### **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 Information110314.pdf](#)

## CITY OF JOONDALUP – BRIEFING SESSION

To be held in Conference Room 1, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday 11 March 2014** commencing at **6.30 pm**.

### ORDER OF BUSINESS

- 1 OPEN AND WELCOME**
- 2 DECLARATIONS OF FINANCIAL INTEREST/INTEREST THAT MAY AFFECT IMPARTIALITY**
- 3 DEPUTATIONS**
- 4 PUBLIC QUESTION TIME**

The following questions were submitted to the Briefing Session held on 11 February 2014:

**Mr N Crocker, Kingsley:**

*Re: Item 3 - Amendment No. 71 to District Planning Scheme No. 2 - Lot 549 (11) Moolanda Boulevard Kingsley - Consideration Following Public Consultation.*

*Q1 During this development and what, if any consideration, has been made as to the reduction of parking available to the Silver Chain as a result of the redevelopment?*

*A1 It is the City's intention that the existing car park on the site will be modified to maximise the availability of parking for the existing development. While a detailed design for the revised car park layout has not been finalised, a preliminary plan indicates that approximately 58 bays could remain on Lot 549, in addition to the car parking required to be made available to the shopping centre. Based on a review of the existing land uses (including Silver Chain), approximately 49 bays are required in accordance with the car parking standards prescribed for the land uses under the City's *District Planning Scheme No. 2* (DPS2). As the number of car bays that can be accommodated on Lot 549 remains in excess of the car parking that would be required under DPS2, there is considered to be adequate parking for the existing Silver Chain and Community Vision facilities.*

*Q2 Has the Silver Chain raised any concerns about the planned reduction in parking available and if so, how do they plan to address the current parking issues in this area?*

- A2 The City did not receive a submission from Silver Chain during public consultation on the amendment to DPS2. However, Silver Chain has been made aware of the changes to the car parking separately to the scheme amendment process.
- Q3 *If no comments have been received by Silver Chain, can I ask that the council look into the parking situation and the associated impact from this planned development?*
- A3 As stated in A1 above, the car parking that will be provided on-site will meet the requirements of DPS2, and it is therefore considered that there will be adequate car parking facilities made available to Silver Chain and Community Vision.

**Dr S Bailey, Kallaroo:**

*Re: Item 4 – Community Garden Pilot Project – Duncraig Edible Garden.*

- Q1 *Should Council not have the capacity to fund the project at this time, and there is an opportunity for the Duncraig Edible Garden Committee to access external funding to commence the project, would the Council then repay the organisation where the funding initially came from?*

- A1 The Mayor responded that the challenge is what work the City required to do both internally and externally.

The City is happy for the Duncraig Edible Garden Committee to explore opportunities should funding become available from either private enterprise or a state government grant to expedite the project should it be approved by Council on Monday 17 February 2014.

**Mr S Semenov, Hillarys:**

*Re: Item 2 Proposed Markets (Retail) at Westfield Whitford City Shopping Centre – Lot 501 (470) Whitfords Avenue, Hillarys.*

- Q1 *Will the City of Joondalup call for community witnesses at the State Administrative Tribunal Directions hearing and subsequent hearings at an appropriate time? The City of Joondalup has to respond by 4 March 2014, with Westfield Management Ltd responding by 4 April 2014.*

- A1 Mayor Pickard advised Mr Semenov that his question did not relate to the item on the agenda, and would not be responded to.

- Q2 *Attachment 3 – stamped page 24 – Aerial Map.*

*It states that residences within 30 metres along Banks Avenue will be consulted. If the map is drawn to scale, then Banks Avenue is more than 30 metres. Why have other areas not been consulted?*

- A2 The Director Planning and Community Development responded that it is not the City's intention to consult with nearby property owners, but to notify them of the approved commercial development in accordance with the City consultation protocols as the proposed development is compliant with the scheme.

## **5 PUBLIC STATEMENT TIME**

## **6 APOLOGIES AND LEAVE OF ABSENCE**

### **Apology**

Mayor Troy Pickard

### **Leave of Absence previously approved**

Cr Brian Corr	27 March to 5 April 2014 inclusive;
Cr Geoff Amphlett, JP	16 April to 29 April 2014 inclusive;
Cr Kerry Hollywood	16 April to 4 May 2014 inclusive;
Cr Liam Gobbert	16 April to 17 May 2014 inclusive;
Cr John Chester	1 May to 12 May 2014 inclusive.

## 7 REPORTS

### ITEM 1 DEVELOPMENT, CODE VARIATION AND SUBDIVISION APPLICATIONS - JANUARY 2014

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Ms Dale Page Planning and Community Development
<b>FILE NUMBER</b>	07032, 101515
<b>ATTACHMENTS</b>	Attachment 1 Monthly Development Applications Determined – January 2014 Attachment 2 Monthly Subdivision Applications Processed – January 2014 Attachment 3 Monthly Building R-Code Applications Decision – January 2014
<b>AUTHORITY / DISCRETION</b>	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

#### PURPOSE

For Council to note the number and nature of applications considered under delegated authority.

#### EXECUTIVE SUMMARY

Clause 8.6 of *District Planning Scheme No. 2* (DPS2) allows Council to delegate all or some of its development control powers to a committee or an employee of the City.

The purpose of delegation of certain powers by Council, in addition to other town planning matters, is to facilitate timely processing of development applications, *Residential Design Codes* (R-Code) applications and subdivision applications. The framework for the delegation of those powers is set out in resolutions adopted by Council and is reviewed on a two yearly basis, or as required. All decisions made by staff, acting under delegated authority as permitted under the delegation notice, are reported to Council on a monthly basis.

This report identifies the following applications determined by the administration with delegated authority powers during January 2014 (Attachments 1, 2 and 3 refer):

- 1 Planning applications (applications for planning approval (development applications) and R-Code applications).
- 2 Subdivision applications.
- 3 Building R-Code applications.

**BACKGROUND**

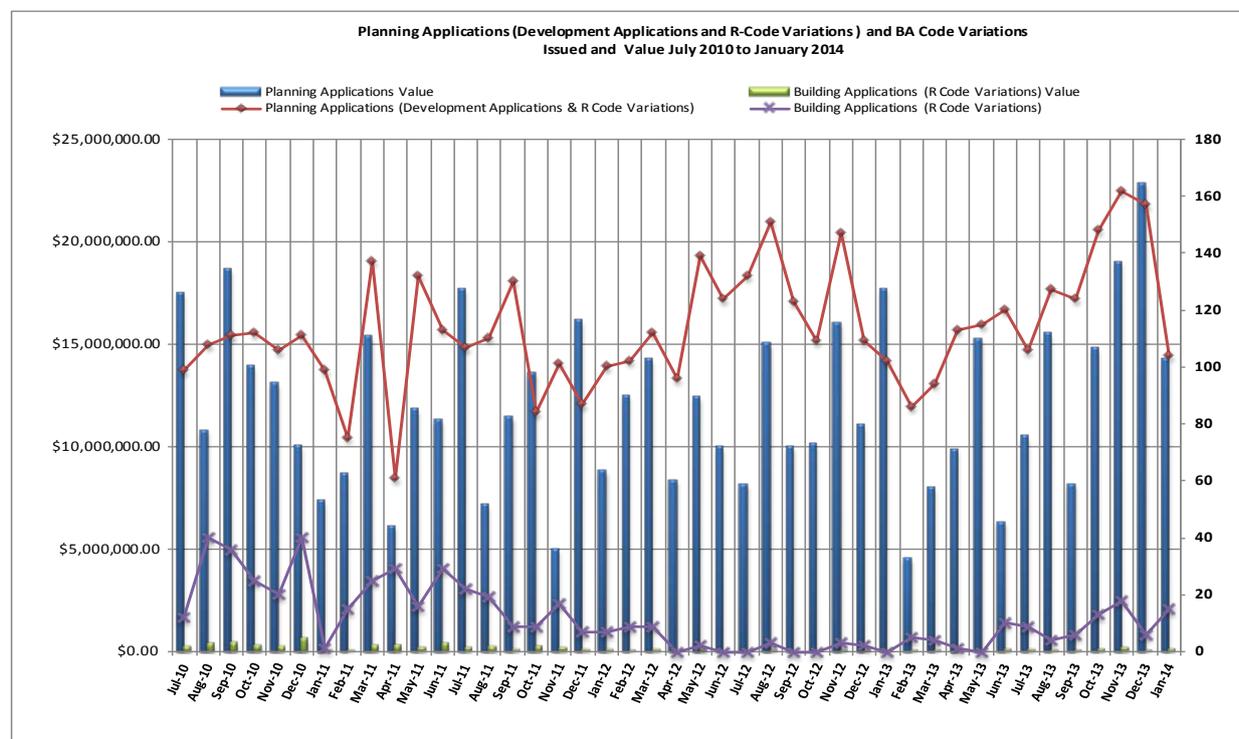
DPS2 requires that delegations be reviewed every two years, unless a greater or lesser period is specified by Council. At its meeting held on 25 June 2013 (CJ094-06/13 refers), Council considered and adopted the most recent Town Planning Delegations via its review of the Register of Delegation of Authority manual.

**DETAILS**

The number of applications determined under delegated authority during January 2014, is shown in the table below:

Applications determined under delegated authority – January 2014		
Type of Application	Number	Value (\$)
Planning applications (development applications and R-Codes applications)	104	\$ 14,223,628
Building applications (R-Codes applications)	15	\$132,150
<b>TOTAL</b>	<b>119</b>	<b>\$ 14,355,778</b>

The total number and value of planning and building r-code applications determined between July 2010 and January 2014 is illustrated in the graph below:



The number of development applications received during January was 104. (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 January was 210. Of these, 63 were pending additional information from applicants, and 43 were being advertised for public comment.

In addition to the above, 309 building permits were issued during the month of January with an estimated construction value of \$38,355,510.

The number of subdivision and strata subdivision referrals processed under delegated authority during January 2014 is shown in the table below:

<b>Subdivision referrals processed under delegated authority for January 2014</b>		
<b>Type of referral</b>	<b>Number</b>	<b>Potential additional new lots</b>
Subdivision applications	3	3
Strata subdivision applications	3	14

### **Issues and options considered**

Not applicable.

### **Legislation / Strategic Community Plan / policy implications**

**Legislation** *City of Joondalup District Planning Scheme No. 2.*

### **Strategic Community Plan**

**Key theme** Quality Urban Environment.

**Objective** Quality built outcomes.

**Strategic initiative** Buildings and landscaping is suitable for the immediate environment and reflect community values.

**Policy** Not applicable. All decisions made under delegated authority have due regard to any of the City's policies that apply to the particular development.

Clause 8.6 of DPS2 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.

### **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 119 applications were determined for the month of January 2014, with a total amount of \$56,192 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 R-Codes, any relevant policy and/or DPS2.

Of the 104 development applications determined during January 2014, consultation was undertaken for 58 of those applications. R-Codes applications for assessment against the applicable Design Principles (previously known as Performance Criteria), which are made as part of building applications, are required to include comments from adjoining landowners. Where these comments are not provided, the application will remain the subject of an R-Codes application, but be dealt with by Planning Approvals. The six subdivision applications processed during January 2014 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 Council, 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 and recommendations made under delegated authority in relation to the:**

- 1 Applications for planning approval and R-Codes applications described in Attachment 1 to this Report during January 2014;**
- 2 Subdivision applications described in Attachment 2 to this Report during January 2014;**
- 3 Building Residential Design Code applications described in Attachment 3 to this Report during January 2014.**

*Appendix 1 refers*

To access this attachment on electronic document, click here: [Attach1brf110314.pdf](#)

## ITEM 2 DRAFT CLIMATE CHANGE STRATEGY 2014-2019

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<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Governance and Strategy
<b>FILE NUMBER</b>	59091
<b>ATTACHMENTS</b>	Attachment 1 Draft Climate Change Strategy 2014-2019 Attachment 2 Community Consultation Plan
<b>AUTHORITY / DISCRETION</b>	Executive — The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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### PURPOSE

For Council to endorse the draft *City of Joondalup Climate Change Strategy 2014-2019* and to release it for community consultation.

### EXECUTIVE SUMMARY

Planning for the future impacts of climate change, is an important emerging issue for local government. Continuing to reduce greenhouse gas emissions to mitigate the effects of climate change is also an essential part of local government's role in managing the environment.

The draft *City of Joondalup Climate Change Strategy 2014-2019* provides guidance on the City's climate change management activities (both corporate and community) over the next five years. Responding effectively to climate change involves both reducing greenhouse gas emissions (mitigation) and being ready to adapt to climate change impacts as they occur (adaptation). Therefore the strategy has a dual purpose as follows:

- *Mitigation* – to continue to reduce greenhouse gas emissions to minimise the severity of climate change.
- *Adaptation* – to implement strategies to ensure the City is prepared and able to adapt to current and future impacts of climate change.

In developing climate change strategies or plans, most local governments address mitigation and adaptation separately. The City's draft *Climate Change Strategy 2014-2019* sets a new direction for the City's greenhouse gas mitigation activities and establishes an approach for the City to adapt to the impacts of climate change. The integration of climate change mitigation and adaptation into the one strategy not only demonstrates the City's innovation and leadership but will also create efficiencies and opportunities for the City's climate change management due to the inter-related nature of climate mitigation and adaptation activities.

The draft *Climate Change Strategy 2014-2019* has also been developed in accordance with federal government guidelines including the '*Climate Change Adaptation Actions for Local Government*' document.

The strategy has a corporate and community focus and includes both new and existing projects that will be implemented over the life of the plan in order to achieve the strategy's objectives and targets.

Implementation of the strategy will demonstrate the City's commitment to continuing its climate change mitigation activities and its intent to become a leader in climate change adaptation.

The draft *Climate Change Strategy 2014–2019* is shown as Attachment 1.

## **BACKGROUND**

Planning for the future impacts of climate change is an important emerging issue for local government. Climate change affects a number of areas that local government is responsible for managing including infrastructure, health services, water management, emergency management and the natural environment.

Continuing to reduce greenhouse gas emissions to mitigate the effects of climate change is also an essential part of local government's role in managing the environment.

The City developed the *Greenhouse Action Plan 2007-2011* to reduce energy use and greenhouse gas emissions within the City of Joondalup. Through the implementation of the *Greenhouse Action Plan* the City's greenhouse gas emissions decreased significantly. Some initiatives implemented as part of the plan include:

- installation of photovoltaic systems on a number of its community facilities
- installation of clean, renewable geothermal energy system for the Craigie Leisure Centre swimming pools
- 'energy smart' vehicles and offsetting of annual fleet emissions
- monitoring and reporting of energy consumption and greenhouse gas emissions generated through City operations
- implementation of a number of education initiatives to raise community awareness of energy efficiency and carbon pollution.

Following a review of the *Greenhouse Action Plan*, the City commenced development of a *Climate Change Strategy*. This strategy not only addresses greenhouse gas mitigation but also recommends strategies for the City to adapt to current and future impacts of climate change.

The effects of climate change will vary in scale and nature across the globe but will impact on temperature, rainfall, intensity and frequency of extreme weather events, wind strength and patterns, and ocean temperatures and currents. Predicting the exact scale and nature of climate change at a local level and the resulting impacts is challenging and will depend on the response of local climate systems and the level of future greenhouse gas emissions. However a large amount of research has been conducted within the scientific community which indicates that in 2070, it is expected that the City of Joondalup will have hotter, drier and windier summers with the number of days over 35°C nearly doubling. Winters will be drier, warmer and less windy as a result of fewer low pressure systems. Specifically these changes include:

- 2.7°C increase in temperature
- extreme heat days to increase from 28 to 54
- 19% decrease in rainfall
- 7% increase in potential evaporation
- wind speed to increase by 8% in summer and decrease by 14% in winter
- 2% decrease in relative humidity
- 1.4% increase in solar radiation.

The impacts associated with these climatic changes will affect the City's operations, infrastructure, activities and services as well as its environment and community. Expected climate change impacts within the region include (but are not limited to):

- coastal inundation and erosion as a result of sea level rise and increased storm surges
- reduced water availability
- increased flood risk
- increased bushfire risk
- increased spread of vector-borne diseases
- increased threats to habitats of flora and fauna
- increased damage to infrastructure
- health impacts particularly for those considered vulnerable.

At its meeting held on 24 September 2013 (CJ172-09/13 refers), Council endorsed the City becoming a signatory to the *Western Australian Local Government Association (WALGA) Climate Change Declaration*.

The *WALGA Climate Change Declaration* recognises that a collaborative approach is required to adapt to the impacts of climate change. The declaration strengthens local government's advocacy position by articulating a shared political commitment across the sector. Currently 25 Western Australian local governments and two regional councils are signatories.

Signing the declaration demonstrates the City's political commitment to climate change management and acknowledges the impacts of climate change and the importance of developing locally appropriate climate change management strategies.

The development of this *Climate Change Strategy* will ensure that the City meets its commitments under the *WALGA Climate Change Declaration*.

## DETAILS

The draft *Climate Change Strategy 2014-2019* provides guidance to the City's climate change activities over the next five years. The strategy has a dual purpose as follows:

- *Mitigation* – to continue to reduce greenhouse gas emissions to minimise the severity of climate change.
- *Adaptation* – to implement strategies to ensure the City is prepared and able to adapt to current and future impacts of climate change.

Combining mitigation and adaptation within the same strategy is considered to be best-practice and will enable the City to:

- demonstrate to the community that the City is committed to both climate change mitigation and adaptation
- identify projects that will have benefits for both mitigation and adaptation
- maximise funding opportunities.

The City has identified a number of overarching objectives to guide implementation of the strategy. Separate objectives have been identified for mitigation and adaptation and include:

#### Mitigation Objectives

- *To reduce the City's greenhouse gas emissions through effective energy management and improved energy efficiency.*
- *To reduce the City's greenhouse gas emissions through the increased use of renewable energy and alternative fuels.*
- *To reduce the City's net greenhouse gas emissions through the strategic purchase of carbon offsets.*
- *To support and encourage the community to reduce their greenhouse gas emissions.*

#### Adaptation Objectives

- *To improve the City's understanding of future climate scenarios and associated impacts for the City of Joondalup.*
- *To identify the likely risks to the City's environment, operations, infrastructure, activities and services as a result of climate change.*
- *To put in place strategies that will minimise the risk to the City's environment, operations, infrastructure, activities and services as a result of climate change.*
- *To support and encourage the community to prepare and adapt for climate change.*

In order to determine the level of risk to the City as a result of climate change impacts a risk assessment was undertaken. Both the City's *Risk Management Framework 2013* and the *Australian Greenhouse Office (AGO) Evaluation Framework* were utilised to assess climate change risk. The *AGO Evaluation Framework* was utilised in combination with the City's *Risk Management Framework 2013* as it is more relevant for climate change risk, particularly with the longer time scales over which climate change risk is being assessed.

Through the risk assessment process 11 overarching risks relating to climate change impacts for the City were identified, as shown in Table 1. For each of the risks a risk priority has been identified as well as an assessment of the City's level of influence to mitigate or manage the risk.

		RISK PRIORITY	LEVEL OF INFLUENCE
RISK 1	Increased damage to or loss of City buildings, infrastructure and assets due to climate change impacts (sea level rise, storm level surge, flooding, bushfire, extreme winds and the like).	Moderate	Direct
RISK 2	Future climatic changes may make it difficult to maintain the amenity of and service level to the City's parks, reserves, leisure facilities, landscaped areas and natural areas.	Moderate	Direct
RISK 3	The City's natural landscapes, habitats and biodiversity may become under increasing pressure from climate change impacts (decreased rainfall, increased temperatures, bushfires and the like).	Moderate	Indirect
RISK 4	The health and safety of residents and communities may be at risk from more intense extreme weather events, vector diseases, food safety and water quality issues.	Moderate	Indirect
RISK 5	The City's design, maintenance and replacement practices for City buildings, infrastructure and assets may not be suitable for future climatic conditions.	Moderate	Direct
RISK 6	The City may not have the necessary knowledge, planning or resources in place to adequately respond to future climate change impacts.	Moderate	Indirect
RISK 7	Future climate changes may result in a decrease in the wellbeing, safety and productivity of City of Joondalup staff.	Moderate	Direct
RISK 8	Future climate changes may lead to an increased need for service delivery as well as an increased cost to deliver services (in particular cost of utilities, resources and waste management).	Moderate	Indirect
RISK 9	The City's statutory land use planning documents may be unable to adequately address future climate change impacts.	Moderate	Direct
RISK 10	The wellbeing of residents and communities may decrease due to increased cost of living, more uncomfortable climates and a lack of readiness and resilience to adapt to future climatic conditions.	Moderate	Indirect
RISK 11	The expected or legislated role of local government in climate change adaption may be unclear or may change leading to increased regulatory and compliance requirements and increased potential for liability.	Moderate	Indirect

**Table 1 – City of Joondalup overarching climate change risks**

The *Climate Change Strategy 2014 – 2019* covers the following six Key Focus Areas:

- 1 Infrastructure and Assets.
- 2 Parks and Reserves.
- 3 Land-use Planning and Development.
- 4 Natural Environment.
- 5 Corporate Responsibility and Good Governance.
- 6 Community Wellbeing.

In order to address the overarching climate change risks, reduce greenhouse gases and achieve the objectives of the *Climate Change Strategy 2014-2019* projects have been identified within each of the six key focus areas. In total 41 projects have been identified which will be implemented over the life of the strategy.

A number of proposed projects within the *Climate Change Strategy 2014-2019* include quantifiable deliverables, in these instances the costs associated with the delivery of the projects are minimal or the City has obtained grant funding to assist with implementation of the initiative. For projects requiring large capital items such as the installation of photovoltaic (PV) systems or infrastructure upgrades the scope for implementation will be dependent on budget allocations and/or grant funding being provided on an annual basis.

The draft *Climate Change Strategy 2014-2019* also recommends that the City partner with key stakeholders, research institutions, agencies and utility providers including the Western Australian Local Government Association, the Water Corporation, Western Power, Synergy and the Department of Environment and Regulation to enable the City to build capacity and gain information relating to best practice approaches to climate change mitigation and adaptation.

To enable the City to monitor and measure its progress towards achieving the objectives of the strategy targets for mitigation and adaptation have also been established. Separate targets have been developed for the corporate and community sectors, as shown in Table 2 and Table 3.

<b>Corporate target</b>	Reduce net greenhouse gas emissions by 5 per cent per capita below 2012-13 emissions by 2018-19.  The City's net greenhouse gas emissions in 2012-13 were 100.6 kg per capita. The City will need to reduce net emissions by 5.03 kg per capita to reach this target.
<b>Community target</b>	Implement a minimum of two community mitigation projects or events per year.

**Table 2 – Corporate and Community Mitigation Targets**

The City's corporate mitigation target has been developed through a review of the City's energy use and emissions profile and giving consideration to the City's scope to make further energy efficiency and energy reduction improvements given that the City has already achieved a greater than 20% reduction in emissions since 2002 with many of the more easily achievable improvements already completed. While there is still scope for improvement, these initiatives are more challenging and often have larger budgets associated with implementation.

Under the draft *Climate Change Strategy 2014-2019* a corporate mitigation target of a 5% per capita reduction in greenhouse gas emissions is being proposed. 2012-13 is the City's most recent energy consumption data and will be used as the baseline year. The final implementation year of the *Climate Change Strategy*, 2018-19, is the target year. Per capita emission reduction targets have been proposed to account for new facilities and services for the City of Joondalup. The target relates to net emissions rather than total emissions and therefore includes any offsets that the City purchases such as offsetting fleet emissions through Carbon Neutral.

The rationale for the proposed 5% per capita reduction is that the City's new corporate greenhouse reduction goal:

- aligns with the Federal Government's greenhouse target of 5% reduction by 2020
- recognises the 20% reduction in greenhouse gas emissions already achieved
- balances environmental outcomes with financial responsibility.

Greenhouse gas reduction will be achieved through the implementation of the City's *Climate Change Mitigation Framework* which outlines three approaches for reducing the City's Corporate greenhouse gas emissions:

- 1 Reducing energy use through improvements in operations.
- 2 Utilising lower emission energy sources wherever practicable.
- 3 The purchase of offsets for unavoidable emissions.

Becoming more energy efficient and reducing greenhouse gas emission is the primary goal of the *Climate Change Mitigation Framework* with the purchase of offsets being used to support a reduction in the City's net greenhouse gas emissions.

This framework formalises the City's existing approach to mitigation and will also provide guidance when planning the City's future mitigation activities.

The proposed corporate adaptation target is based on a minimum number of projects implemented per year. Given the diversity of climate change impacts and the range of adaptation actions required it is not plausible to define a numerical target which can be effectively monitored and reported against.

<b>Corporate target</b>	Implement a minimum of five corporate adaptation projects per year.
<b>Community target</b>	Implement a minimum of two community adaptation projects or events per year.

**Table 3 – Corporate and Community Adaptation Targets**

The City does not have direct influence over the way that the community utilises energy, however the City can raise awareness of energy conservation and energy efficiency within the community. Furthermore it is not feasible for the City to obtain energy and greenhouse gas data for the community, therefore the City's community mitigation target is based on implementing a minimum number of community mitigation projects/events per year.

The proposed community adaptation target is based on a minimum number of projects being implemented per year. Given the diversity of climate change impacts and the range of adaptation initiatives included within the draft *Climate Change Strategy 2014-2019*, it is proposed that the number of projects implemented per year is used as the overall measure for achieving climate adaptation.

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

Council can either choose to release the *Climate Change Strategy 2014-2019* for community consultation:

- without modification
- or
- with amendments.

It is proposed that Council approves the release of the draft *Climate Change Strategy 2014-2019* for a period of 21 days, commencing Monday 24 March 2014. A *Community Consultation Plan* is included as Attachment 2.

**Legislation / Strategic Community Plan / policy implications**

<b>Legislation</b>	Not applicable.
<b>Strategic Community Plan</b>	
<b>Key theme</b>	The Natural Environment.
<b>Objective</b>	Environmental resilience.
<b>Strategic initiative</b>	Identify and respond to environmental risks and vulnerabilities.
<b>Policy</b>	Development and implementation of the <i>Climate Change Strategy 2014-2019</i> is consistent with the objectives within the City's <i>Sustainability Policy</i> .

**Risk management considerations**

The impacts of climate change pose a risk to the City's infrastructure, operations, services, environment and community. Failure to take adequate steps to adapt to the impacts of climate change will mean that risks to the City's infrastructure, operations, services, environment and community will be increased.

In developing the *Climate Change Strategy 2014-2019* a risk assessment process was undertaken to identify risks to the City as a result of climate change. The *Climate Change Strategy 2014-2019* provides a platform for the City to anticipate and take steps to address the likely impacts of climate change and is in line with the City's overall 'risk prudent' appetite.

**Financial/budget implications**

Implementation of the City's *Climate Change Strategy 2014-2019* has financial implications for the City. Funds to implement projects within the strategy will be subject to the City's annual Budget approval process. Projects identified as existing within the strategy are approved within existing service levels and have budgets allocated within existing Operating or Capital Works Budgets.

A number of new projects within the *Climate Change Strategy 2014-2019* have no additional requirements beyond existing staff resources. New projects that are dependent on outcomes of studies or investigations, such as the *Coastal Adaptation Planning and Implementation Project* and the *Water Recycling Opportunity Study*, will be subject to detailed costing and the City's budget approval process prior to being implemented.

**Regional significance**

The issues and challenges that the City faces in regard to climate change are common to other local governments within the region. Sharing information and knowledge and working in partnership with other local governments will be progressed wherever possible as part of the implementation of the *Climate Change Strategy 2014-2019*.

**Sustainability implications**

Climate change is now widely recognised as unavoidable and is likely to have a significant effect on the environment and society. Projected changes to the climate include increased temperatures, increased number of extreme heat days, decreased rainfall, increased intensity of storm events as well as sea level rise and increased storm surge.

### Environmental

Changes to climatic conditions will have significant impacts on the City's natural environment, impacting on groundwater levels, habitats, biodiversity and bushfire risk. Undertaking climate change mitigation and adaptation measures is fundamental to managing the City's local natural environment.

### Social

Projected climate changes will also impact on the City's residents and communities. Vulnerable residents such as the elderly may be at risk from increased temperatures and extreme heat days. Increasing cost of utilities may place more stress on families and communities and may lead to a greater need for City services. Residents and communities are more likely to be at risk from increases in vector diseases, flooding, bushfire or extreme weather events.

### Economic

Early investment in preparation and adaptation planning will help the City avoid or minimise climate change impacts and reduce the costs of adaptation and impacts when they occur. Reduction of greenhouse gas emissions through increasing energy efficiency in buildings, street lighting and vehicle fleet may lead to financial savings for the City in the future.

### **Consultation**

Following Council endorsement, the *Climate Change Strategy 2014-2019* will be released for community consultation for a period of 21 days which is consistent with the City's *Community Consultation and Engagement Policy*. It is proposed that a final *Climate Change Strategy 2014-2019*, including amendments as a result of the consultation period, will be presented to Council for endorsement at the June 2014 Council meeting.

### **COMMENT**

The *City of Joondalup Climate Change Strategy 2014-2019* provides strategic guidance to the City's climate change activities over the next five years and outlines both greenhouse gas mitigation and climate change adaptation projects for the City.

The City is already undertaking a number of climate mitigation and adaptation initiatives and the *Climate Change Strategy 2014-2019* has been developed to incorporate these existing activities. New projects have been included within the strategy where gaps in current City climate change mitigation or adaptive initiatives have been identified.

Development of the strategy demonstrates the City's commitment to continuing climate change mitigation activities and its intent to become a leader in climate change adaptation.

Implementation of the strategy, in partnership with key stakeholders, will ensure the City, its environment and community will be more resilient, better prepared and better able to adapt to future climatic conditions.

## **VOTING REQUIREMENT**

Simple Majority.

## **RECOMMENDATION**

**That Council ENDORSES the release of the draft *Climate Change Strategy 2014-2019*, included as Attachment 1 to this Report, for community consultation in accordance with the *Community Consultation Plan* included as Attachment 2 to this Report.**

*Appendix 2 refers*

*To access this attachment on electronic document, click here: [Attach2brf110314.pdf](#)*

## ITEM 3 EXECUTION OF DOCUMENTS

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Governance and Strategy
<b>FILE NUMBER</b>	15876, 101515
<b>ATTACHMENTS</b>	Attachment 1 Documents executed by affixing the Common Seal for the period 4 February 2014 to 17 February 2014.
<b>AUTHORITY / DISCRETION</b>	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

### PURPOSE

For Council to note the documents executed by means of affixing the Common Seal for the period 4 February 2014 to 17 February 2014 (Attachment 1 refers).

### EXECUTIVE SUMMARY

The City 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 Council for information on a regular basis.

*It is therefore recommended that Council NOTES the Schedule of Documents covering the period 4 February 2014 to 17 February 2014, executed by means of affixing the Common Seal, as detailed in Attachment 1 to this Report.*

### BACKGROUND

During the period 4 February 2014 to 17 February 2014, three documents were executed by affixing the Common Seal. A summary is provided below:

Type	Number
Lease Agreement	1
Licence Agreement	1
Withdrawal of Caveat	1

### Issues and options considered

Not applicable.

**Legislation / Strategic Community Plan / policy implications**

**Legislation** *Local Government Act 1995.*

**Strategic Community Plan**

**Key theme** Governance and Leadership.

**Objective** Corporate capacity.

**Strategic initiative** Demonstrate accountability through robust reporting that is relevant and easily accessible by the community.

**Policy** Not applicable.

**Risk management considerations**

Not applicable.

**Financial/budget implications**

Not applicable.

**Regional significance**

Not applicable.

**Sustainability implications**

Not applicable.

**Consultation**

Not applicable.

**COMMENT**

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

**VOTING REQUIREMENTS**

Simple Majority.

## **RECOMMENDATION**

**That Council NOTES the Schedule of Documents covering the period 4 February 2014 to 17 February 2014, executed by means of affixing the Common Seal, as detailed in Attachment 1 to this Report.**

*Appendix 3 refers*

*To access this attachment on electronic document, click here: [Attach3brf110314.pdf](#)*

## **ITEM 4                      STATUS OF PETITIONS**

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Governance and Strategy
<b>FILE NUMBER</b>	05386, 101515
<b>ATTACHMENTS</b>	Attachment 1              Status of Petitions – 21 February 2012 to 17 February 2014
<b>AUTHORITY / DISCRETION</b>	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for ‘noting’).

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### **PURPOSE**

For Council to note the status of outstanding petitions.

### **BACKGROUND**

At its meeting held on 16 December 2008 (CJ261-12/08 refers), Council considered a report in relation to petitions.

As part of that report, it was advised that quarterly reports would be presented to Council in the future.

### **DETAILS**

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

Attachment 1 provides a list of all outstanding petitions, which were received during the period 21 February 2012 to 17 February 2014, with a comment on the status of each petition.

**Legislation / Strategic Community Plan / policy implications**

**Legislation** *City of Joondalup Meeting Procedures Local Law 2013.*

**Strategic Community Plan**

**Key Themes** Governance and Leadership.

**Objective** Active democracy.

**Strategic Initiatives**

- Fully integrate community consultation practices into City activities.
- Optimise opportunities for the community to access and participate in decision-making processes.
- Adapt to community preferences for engagement formats.

**Policy Implications**

Each petition may impact on the individual policy position of the City.

**Risk Management Considerations**

Failure to give consideration to the request of the petitioners and take the appropriate actions may impact on the level of satisfaction of the community.

**Financial/Budget Implications**

Individual requests made by the way of petitions may have financial implications.

**Regional Significance**

Not applicable.

**Sustainability Implications**

Not applicable.

**Consultation**

Not applicable.

**COMMENT**

The list of petitions is presented to Council for information, detailing the actions taken to date and the actions proposed to be undertaken for those petitions that remain outstanding.

## VOTING REQUIREMENTS

Simple Majority.

## RECOMMENDATION

### That Council NOTES:

- 1 the status of outstanding petitions submitted to Council during the period 21 February 2012 to 17 February 2014, forming Attachment 1 to this Report;
- 2 that in relation to the establishment of a community garden in Regents Park or Charing Cross Park, Joondalup:
  - 2.1 Council supported a pilot community garden project in Duncraig at its meeting held on 17 February 2014 (CJ004-02/14 refers);
  - 2.2 a community garden is not proposed to be installed in Regents Park or Charing Crossing Park, Joondalup;
  - 2.3 the lead petitioner will be advised accordingly;
- 3 that in relation to the petition requesting that Council does not approve the sale of any portion of Lot 971, 52 Creaney Drive, Kingsley, a report is being prepared and will be submitted to a future Council meeting;
- 4 that a report in relation to the petition requesting the installation of exercise equipment on Kanangra Park, Greenwood was presented to Council at its meeting held on 17 February 2014 (CJ022-02/14 refers);
- 5 that a report in relation to the petition requesting the installation of a roundabout at Hepburn Avenue and Lilburne Road, Duncraig to facilitate safer traffic flow is proposed to be presented to Council at its meeting to be held on 15 April 2014;
- 6 that in relation to the petition requesting that Council reconsider the operating hours of the Local Area Gamers (LAG) located at Westfield Whitford City due to the potential for significant negative impact on the health and well-being of teenagers and their families:
  - 6.1 operating hours are not a planning consideration for the City as it does not affect the amenity of the surrounding area;
  - 6.2 the lead petitioner will be notified accordingly.

*Appendix 4 refers*

To access this attachment on electronic document, click here: [Attach4brf110314.pdf](#)

## ITEM 5                      MINUTES OF EXTERNAL COMMITTEE

<b>WARD</b>	All	
<b>RESPONSIBLE DIRECTOR</b>	Mr Jamie Parry Governance and Strategy	
<b>FILE NUMBER</b>	48543, 101515	
<b>ATTACHMENT</b>	Attachment 1	Minutes of the Local Emergency Management Committee meeting held 6 February 2014
	<i>(Please Note:</i>	<i>These minutes are only available electronically)</i>
<b>AUTHORITY / DISCRETION</b>	Information - Includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting')	

### PURPOSE

For Council to note the minutes of the Local Emergency Management Committee.

### EXECUTIVE SUMMARY

The following minutes are provided:

- Local Emergency Management Committee meeting held on 6 February 2014.

### DETAILS

The following information details those matters that would be of interest to the City of Joondalup and discussed at the Local Emergency Management Committee.

#### **Local Emergency Management Committee – 6 February 2014**

A meeting of the Local Emergency Management Committee was held on 6 February 2014.

Cr John Chester is Council's representative on the Local Emergency Management Committee, with Cr Sam Thomas being the deputy.

There were no matters of significant interest to the City of Joondalup resolved at the Local Emergency Management Committee meeting.

**Legislation / Strategic Community Plan / policy implications**

**Legislation**

Not applicable.

**Strategic Community Plan**

Not applicable.

**Key theme**

Not applicable.

**Objective**

Not applicable.

**Strategic initiative**

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 Local Emergency Management Committee meeting held on 6 February 2014 forming Attachment 1 to this Report.**

*To access this attachment on electronic document, click here: [externalminutes110314.pdf](#)*

## **ITEM 6                      WESTERN                      AUSTRALIAN                      TREASURY CORPORATION MASTER LENDING AGREEMENT**

<b>WARD</b>	All	
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services	
<b>FILE NUMBER</b>	46717, 101515	
<b>ATTACHMENTS</b>	Attachment 1	Master Lending Agreement between Western Australian Treasury Corporation and City of Joondalup.
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

### **PURPOSE**

For Council to consider and approve the execution of the Western Australian Treasury Corporation (WATC) *Master Lending Agreement*.

### **EXECUTIVE SUMMARY**

The WATC is implementing a *Master Lending Agreement* (MLA) for local governments that incorporates all current and future loans under the one agreement instead of having to execute individual loan agreements for each and every loan advanced by WATC.

The MLA is being implemented to improve the efficiency of the lending process for local governments and to incorporate the security interest registration provisions prescribed under the Commonwealth *Personal Property Securities Act 2009* (PPSA).

The MLA has been drafted by the State Solicitor's Office and, apart from reference to the PPSA, it is no different to the loan agreements previously executed for the City's existing borrowings.

*It is therefore recommended that Council:*

- 1     *APPROVES the execution of the Western Australian Treasury Corporation Master Lending Agreement as at Attachment 1 to this Report and the affixing of the City of Joondalup Common Seal thereto;*
  
- 2     *AUTHORISES the Chief Executive Officer to sign schedule documents under the Western Australian Treasury Corporation Master Lending Agreement for borrowings approved by Council in accordance with SECTION 9.49A(4) the Local Government Act 1995.*

## BACKGROUND

A separate loan agreement has traditionally been required to be executed for each individual loan advanced by WATC. The MLA will substitute for individual loan agreements and incorporates all existing and future loans under the one agreement.

In addition the MLA will incorporate the security interest registration provisions prescribed under the PPSA. This legislation provides a national registration process for recording the interests that parties have in property. Section 6.21 (2) of the *Local Government Act 1995* provides that borrowings, credit or financial accommodation extended to a local government can only be secured over the general funds of the local government. It is this interest that the WATC will register with the PPSA.

## DETAILS

The City has been advised that the WATC is implementing a MLA incorporating all existing and future borrowings by the City to improve the efficiency of the lending process and to incorporate the security interest registration process introduced under the PPSA.

Together with the MLA, the WATC has also entered its security interest over the City's general fund under section 6.21 of the *Local Government Act 1995* into the *Personal Property Security Register* established under the PPSA.

The MLA will not obviate any of the existing Council decision-making processes. A decision to borrow will still need to be either dealt with by Council as part of the Annual Budget adoption or if a proposal to borrow is not included in the Budget, it requires an absolute majority resolution of Council in accordance with 6.20 (2) of the *Local Government Act 1995*.

## Issues and options considered

The option of continuing with individual loan contracts is inefficient, administratively cumbersome and no longer feasible. The MLA is a sensible option and is more appropriate for local government operations.

## Legislation / Strategic Community Plan / policy implications

**Legislation** Sections 6.21 and 6.24 of the *Local Government Act 1995*.  
*Personal Property Securities Act 2009 (Cwlth)*.

### Strategic Community Plan

**Key theme** Not applicable.

**Objective** Not applicable.

**Strategic initiative** Not applicable.

**Policy** Not applicable.

## Risk management considerations

The WATC MLA is a consolidated loan agreement, the execution of which does not cause any additional risk to the City.

**Financial/budget implications**

Not applicable.

**Regional significance**

Not applicable.

**Sustainability implications**

Not applicable.

**Consultation**

The MLA has been drafted by the State Solicitor's Office and has been reviewed by the City's Principal Legal Officer.

**COMMENT**

The WATC MLA is being introduced to streamline and simplify the borrowing process for local government and its execution is recommended.

**VOTING REQUIREMENTS**

Simple Majority.

**RECOMMENDATION****That Council:**

- 1 APPROVES the execution of the Western Australian Treasury Corporation Master Lending Agreement as at Attachment 1 to this Report and the affixing of the City of Joondalup Common Seal thereto;**
- 2 AUTHORISES the Chief Executive Officer to sign schedule documents under the Western Australian Treasury Corporation Master Lending Agreement for borrowings approved by Council in accordance with SECTION 9.49A(4) the Local Government Act 1995.**

*Appendix 5 refers*

To access this attachment on electronic document, click here: [Attach5brf110314.pdf](#)

## **ITEM 7 LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2014**

<b>WARD</b>	All	
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services	
<b>FILE NUMBER</b>	09882, 101515	
<b>ATTACHMENTS</b>	Attachment 1	Chief Executive Officer's Delegated Municipal Payment List for the month of January 2014
	Attachment 2	Chief Executive Officer's Delegated Trust Payment List for the month of January 2014
	Attachment 3	Municipal and Trust Fund Vouchers for the month of January 2014
<b>AUTHORITY / DISCRETION</b>	Information – includes items provided to Council for Information purposes only that do not require a decision of Council (that is for noting).	

---

### **PURPOSE**

For Council to note the list of accounts paid under the Chief Executive Officer's delegated authority during the month of January 2014.

### **EXECUTIVE SUMMARY**

This report presents the list of payments made under delegated authority during the month of January 2014 totalling \$10,969,695.00.

*It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for January 2014 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 \$10,969,695.00.*

### **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 January 2014. 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 & EFT Payments - 97486 - 97647 & EF036926 – EF037520	\$7,088,020.96
	Net of cancelled payments Vouchers 1222A & 1224A - 1227A & 1233A - 1234A & 1238A - 1239A	\$3,859,854.04
Trust Account	Trust Cheques 206129 – 206167	
	Net of cancelled payments	\$21,820.00
<b>Total</b>		\$10,969,695.00

### Issues and options considered

There are two options in relation to the list of payments.

#### Option 1

That Council declines to note the list of payments paid under delegated authority. The list is required to be reported to Council in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, and the payments listed have already been paid under the delegated authority. This option is not recommended.

#### Option 2

That Council notes the list of payments paid under delegated authority. This option is recommended.

### Legislation / Strategic Community 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 Community Plan

**Key theme** Financial Sustainability.

**Objective** Effective management.

**Strategic Initiative** Not applicable.

**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**

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 2013–14 Annual Budget as adopted by Council at its meeting held on 25 June 2013 (CJ117-06/13 refers) and subsequently revised 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 January 2014 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 \$10,969,695.00.**

*Appendix 6 refers*

To access this attachment on electronic document, click here: [Attach6brf110314.pdf](#)

## **ITEM 8                      FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2014**

<b>WARD</b>	All	
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services	
<b>FILE NUMBER</b>	07882, 101515	
<b>ATTACHMENTS</b>	Attachment 1	Financial Activity Statement for the period ended 31 January 2014
<b>AUTHORITY / DISCRETION</b>	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').	

### **PURPOSE**

For Council to note the Financial Activity Statement for the period ended 31 January 2014.

### **EXECUTIVE SUMMARY**

Council adopted the Annual Budget for the 2013-14 Financial Year at its meeting held on 25 June 2013 (CJ117-06/13 refers). The figures in this report are compared to the Adopted Budget figures.

The January 2014 Financial Activity Statement Report shows an overall favourable variance from operations and capital, after adjusting for non-cash items, of \$4,214,110 for the period when compared to the 2013-14 Adopted Budget.

The variance can be summarised as follows:

The operating surplus is \$5,048,255 higher than budget, made up of higher operating revenue of \$1,057,875 and lower operating expenditure of \$3,990,380.

Operating revenue is below budget on Grants and Subsidies \$1,101,525. This is offset by higher revenues on Rates \$655,082, Specified Area Rates \$3,636, Profit on Asset Disposal \$1,147,210, Fees and Charges \$80,926, Interest Earnings \$174,093, Other Revenue \$64,146 and Contributions, Reimbursements and Donations \$34,307.

Operating expenditure is below budget on Materials and Contracts \$2,177,141, Depreciation \$1,008,248, Utilities \$234,390, Employee Costs \$644,148 and Interest Expenses \$2,024. This is partially offset by higher expenditure on Loss on Asset Disposal \$56,387 and Insurance Expenses \$19,185.

The Capital Deficit is \$794,839 below budget primarily due to higher revenue from Capital Contributions \$1,376,818 and Equity Distribution (TPRC) \$666,666 as well as lower than budgeted expenditure on Capital Projects \$1,545,904 and Motor Vehicle Replacement \$894,443. This is partially offset by lower revenue from Capital Grants and Subsidies \$423,236 and higher expenditure on Capital Works \$2,872,389 and Tamala Park Development Costs \$393,368.

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

*It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 January 2014 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 (CJ211-10/05 refers), 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 January 2014 is appended as Attachment 1.

### **Legislation / Strategic Community 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 Community Plan**

**Key theme** Financial Sustainability.

**Objective** Effective management.

**Strategic initiative** Not applicable.

**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 2013-14 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 January 2014 forming Attachment 1 to this Report.**

*Appendix 7 refers*

To access this attachment on electronic document, click here: [Attach7brf110314.pdf](#)

## ITEM 9                      REQUEST FOR ADDITIONAL SUBSIDIES - FACILITY HIRE SUBSIDY POLICY

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services
<b>FILE NUMBER</b>	101271, 101515
<b>ATTACHMENTS</b>	Nil
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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### PURPOSE

For Council to give consideration to apply additional subsidies for the hire of City facilities.

### EXECUTIVE SUMMARY

At its meeting held on 20 November 2012 (CJ234-11/12 refers), Council adopted a *Property Management Framework* which is intended to provide the City with a guide to managing all property under the City's ownership, care and control. It contains specific requirements for the classifying of property and its usage.

As part of the framework, Council also reviewed various supporting policies to assist it in managing property and users of City facilities. The revised *Facility Hire Subsidy Policy* allows for various levels of subsidisation of the hire fees for certain community groups. The policy states that where a community group wishes for further subsidisation, application must be made to the City with a report presented to Council for its consideration.

The City has recently completed the annual bookings for use of its facilities for 2014. Consequently, the following groups have sought further subsidisation in accordance with the policy.

Groups who also requested further subsidisation in 2013 are as follows:

- Lions Club of Whitford.
- Burns Beach Coffee Club.
- Burns Beach Ladies Walking Group.
- Greenwood Weight Watchers Club.
- Hillarys Weight Watchers Club.
- Hindu Swayamsevak Sangh Australia.
- Kallaroo Embroidery Club – Flinders Park Community Centre.
- Thread Magic – Ellersdale Park Clubroom.
- Northern Districts Bridge Club.
- Weight Watchers Federation Padbury-Woodvale Group.
- Mah-Jong Club.

Groups requesting further subsidisation for the first time in 2014 are as follows:

- Easybeat Walkers.
- Burns Beach Social Group.
- Grandparents Rearing Grandchildren.
- Kinross Playgroup.
- Wallabies Badminton Club.
- Sorrento Sandgropers Badminton Club.
- Greenwood Tennis Club - Juniors.
- Ocean Ridge Tennis Club - Juniors.

It is recommended that Council consider each request on a case by case basis.

## **BACKGROUND**

The City of Joondalup manages 148 facilities utilised by approximately 300 community groups over 19,000m<sup>2</sup> of land either as freehold or managed property which is reserved or dedicated under the *Land Administration Act 1997*. This property has been set aside for a diversity of purposes, such as recreation, public open space, drainage and administrative or infrastructure purposes.

In previous years, property management arrangements for City owned and managed property were approached on an ad-hoc basis. This resulted in varying management methods and inconsistent leasing; licensing; and facility hire conditions (including the application of subsidised use).

In an effort to apply greater consistency to property management, at its meeting held on 20 November 2012 (CJ234-11/12 refers) the Council adopted a framework that takes a broad approach and addresses the myriad of issues involved in property management. It is intended to provide a consistent and concise methodology for the future.

## **DETAILS**

At its meeting held on 20 November 2012 (CJ234-11/12 refers), Council adopted a new policy relating to subsidised use of City facilities that is to:

- provide guidance on determining the extent of subsidy to be offered to groups hiring City-managed facilities
- ensure facility hire subsidies are applied in a consistent, transparent and equitable manner.

The policy applies to all local not-for-profit community groups and groups from educational institutions hiring City-managed facilities on a regular or casual basis, excluding facilities contained within the City of Joondalup Leisure Centre - Craigie. The policy applies to organised groups only and does not apply to individuals.

The policy allocates a level of subsidy to user groups. The City will subsidise the cost of facility hire charges for City-managed facilities for local not-for-profit community groups and groups from educational institutions if the group is able to demonstrate that at least 50% of its active members/participants reside within the City of Joondalup. These groups are categorised within the policy based on the nature of the group, that is, groups that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over.

Notwithstanding the above, the City reserves the right that if a group is booking a facility at a subsidised rate and it is not being utilised it may charge that group for the unutilised booking of that facility at the full community rate.

The process the City follows when booking facilities for regular hire groups is via two ways, being:

- annual users
- seasonal users.

Annual users are those groups who hire a City facility for a calendar year, where a seasonal user is a group that books either for a winter or summer season, which are regarded traditional sports seasons.

In regard to dealing with requests for additional subsidies over and above what is permitted within the policy, the policy states:

*“A group may apply for an additional subsidy under special circumstances. Applications must be made in a written submission to the Chief Executive Officer. All such applications will be assessed by the City and referred to Council for determination.*

*Additional subsidies will be provided for the following:*

- *Any group who has provided recent, significant cash or in-kind contribution(s) towards the total value of the construction of a hired facility.*
- *Any group who is experiencing significant financial difficulties.*
- *Any other group who can provide reasonable justification for receiving an additional subsidy.*

*Submissions for additional subsidies will be assessed on a case-by-case basis and will apply for one year/season. A new application must be made in each following year/season.”*

The City has recently completed the annual bookings for use of its facilities for 2014. Consequently, the following groups have sought further subsidisation in accordance with the policy.

Groups who also requested further subsidisation in 2013 are as follows:

- Lions Club of Whitford.
- Burns Beach Coffee Club.
- Burns Beach Ladies Walking Group.
- Greenwood Weight Watchers Club.
- Hillarys Weight Watchers Club.
- Hindu Swayamsevak Sangh Australia.
- Kallaroo Embroidery Club – Flinders Park Community Centre.
- Thread Magic – Ellersdale Park Clubroom.
- Northern Districts Bridge Club.
- Weight Watchers Federation Padbury-Woodvale Group.
- Mah-Jong Club.

Groups requesting further subsidisation for the first time in 2014 are as follows:

- Easybeat Walkers.
- Burns Beach Social Group.
- Grandparents Rearing Grandchildren.
- Kinross Playgroup.
- Wallabies Badminton Club.
- Sorrento Sandgropers Badminton Club.
- Greenwood Tennis Club - Juniors.
- Ocean Ridge Tennis Club - Juniors.

#### Lions Club of Whitford

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy per week</b>	<b>Potential additional cost</b>
Gibson Park Community Facility	Community Service and Charitable Groups - Groups that operate to raise funds for charity and/or provide volunteer-based community services to the community.	100% up to a maximum of 10 hours per week.	29.3	19.3 hrs /wk	\$26,549.19

The Lions Club of Whitford is one of four Lions Clubs that hire the Gibson Park Community Facility. The Gibson Park Community Facility was built with the main purpose to house the Lions Clubs that operate within the City of Joondalup, while also providing an additional facility that would be accessible to the community. The other three Lions Clubs (Duncraig, Kingsley and Ocean Reef) operate within the allocated subsidised hours as per the policy for this facility.

The group has booked 1,524 hours for 2014, averaging approximately 29.3 hours per week, to enable it to conduct regular meetings and undertake the necessary work in preparing for many of its charitable fundraising events. The current booking request covers the club's known projects for 2014, but does not include additional charity work that they need to undertake with various requests received throughout the year. In previous years these requests have amounted to approximately 260 hours.

It is understood that one of the challenges faced by the group when wanting to access their storage facilities to allow members to undertake their work is that they cannot access the toilets. This therefore requires them to book the function area, so they can undertake their work within their storage areas and gaining access to the toilet facilities without disturbing another user group.

The group has requested the City provide an extension of their subsidy from 10 hours per week to include all existing bookings plus bookings for new projects that will likely eventuate throughout the year.

The group, along with other Lions Clubs provide valuable services to the community in assisting many charities, community groups and other people in need. Limiting access to the Gibson Park Community Facility may restrict the club's ability to provide these services.

Consequently, it is suggested that Council give consideration to extending the club's 100% subsidy from 10 hours to 25 hours per week for 2014 only.

In 2013, this group requested an unlimited waiver of all fees associated with its unlimited use of the facility. Council did not approve their request for an unlimited waiver however did approve to extend their 100% subsidy from 10 hours per week to 30 hours per week. It is noted that the group has reduced their bookings in 2014 compared to 2013, hence the reduction in the additional subsidised hours requested.

#### Burns Beach Coffee Club

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Jack Kikeros Community Hall	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	1.9	N/A	\$645.84

The Burns Beach Coffee Club hires the Jack Kikeros Community Hall in Burns Beach for two hours per week. The group has advised that they are a not-for-profit group comprising ladies that gather socially on a regular basis with more than 50% of members residing within the City of Joondalup, however are not an incorporated body.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-For-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for two hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Burns Beach Ladies Walking Group

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Jack Kikeros Community Hall	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.5	N/A	\$856.70

The Burns Beach Ladies Walking Group has advised that they are a not-for-profit group, with more than 50% City of Joondalup residents, comprising ladies that gather socially on a regular basis, however are not an incorporated body.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-for-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for two and a half hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Greenwood Weight Watchers Club

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Greenwood/Warwick Community Care Centre	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	1.9	N/A	\$659.00

The Greenwood Weight Watchers Club currently hires the Dining/Kitchen Room of the Greenwood/Warwick Community Care Centre for two hours per week. The club has indicated it is a not-for-profit organisation through their affiliation with the Weight Watchers Federation of WA (Inc) and more than 50% of its members are City of Joondalup residents, but it is not exclusively for persons 55 years and over.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an “Other Not-for-Profit Community Group” and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for two hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

#### Hillarys Weight Watchers Club

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Guy Daniel Clubroom	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.8	N/A	\$1,944.08

The Hillarys Weight Watchers Club currently hires the Main Hall of the Guy Daniel Clubroom in Heathridge for three hours per week. The club has indicated it is a not-for-profit organisation through their affiliation with the Weight Watchers Federation of WA (Inc) and more than 50% of its members are City of Joondalup residents, but it is not exclusively for persons 55 years and over.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an “Other Not-for-Profit Community Group” and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for three hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Hindu Swayamsevak Sangh Australia

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Dorchester Hall	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.9	N/A	\$1,736.25

The Hindu Swayamsevak Sangh Australia group hires Dorchester Hall for three hours per week on a Thursday morning to provide yoga, exercise and health activities for its members. While membership to the group is not exclusive to people aged 55 years or over, all of their members who attend the session at Dorchester Hall are over 55. The group is a not-for-profit group with more than 50% of members residing within the City of Joondalup.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an “Other Not-for-Profit Community Group” and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for three hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Kallaroo Embroidery Group

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Flinders Park Community Centre	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	3.8	N/A	\$2,578.88

The Embroiders Guild of WA operates from a facility in Ardross, however in recent times has established two groups in the northern suburbs, the Kallaroo Embroidery Group and Thread Magic.

The Kallaroo Embroidery Group is a not-for-profit group (under the affiliation with the Embroiders Guild of WA) and has more than 50% of members as City of Joondalup residents, however is not exclusive to those persons 55 years and older. Previously, the group has utilised the Flinders Park Community Centre at 100% subsidy, however with the revised policy they are classified as an “Other Not-for-Profit Community Group”, and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for five hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

#### Thread Magic

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Ellersdale Park Clubroom	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	1.2	N/A	\$699.38

The Embroiders Guild of WA operates from a facility in Ardross, however in recent times has established a group of people from the northern suburbs, Thread Magic, which hires the Ellersdale Park Clubroom for five hours per month.

The Thread Magic Group is a not-for-profit group (under the affiliation with the Embroiders Guild of WA) and has more than 50% of members as City of Joondalup residents, however is not exclusive to those persons 55 years and older. Previously, the group has utilised the Ellersdale Park Clubroom at 100% subsidy, however with the revised policy they are classified as an “Other Not-for-Profit Community Group”, and would be entitled to a 50% subsidy on a continuous basis.

It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for one and a half hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Northern Districts Bridge Club

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Seacrest Park Community Sporting Facility	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	7.8	N/A	\$5,342.90

The Northern Districts Bridge Club relocated to the Joondalup area from the City of Wanneroo approximately seven years ago and has hired Sorrento Hall (until 2012) and then the Seacrest Park Community Sporting Facility for eight hours per week.

The Northern Districts Bridge Club is a not-for-profit group with more than 50% of members residing within the City of Joondalup, however, is not exclusive to those persons 55 years and older. Previously, the group has utilised City facilities at 100% subsidy, however with the revised policy they are classified as an “Other Not-for-Profit Community Group”, and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for eight hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Weight Watchers Federation (Padbury-Woodvale Group)

<b>Facility hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Fleur Freame Meeting Room	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.0	N/A	\$634.40

The Weight Watchers Federation (Padbury-Woodvale Group) has previously hired the Dining Room in the Whitford Senior Citizens Centre but relocated to the Fleur Freame Meeting Room in 2013, which they hire for two hours per week.

The Club has indicated it is a not-for-profit organisation through their affiliation with the Weight Watchers Federation of WA (Inc) and more than 50% if its members are City of Joondalup residents, but it is not exclusively for persons 55 years and over. Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an “Other Not-for-Profit Community Group” and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for one and a half hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

#### Mah-jong Club

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Ellersdale Park Clubroom	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	4.1	N/A	\$2,485.40

The Mah-jong Club is a group that meet in the Ellersdale Clubroom in Warwick to practice and play the game of Mah-jong. The group mainly comprises seniors, though the club is not exclusively for persons 55 years and older. The club has more than 50% of its members as City of Joondalup residents and is consistent with a not-for-profit club, although it is not incorporated.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an “Other Not-for-Profit Community Group” and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for four hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

#### Groups requesting further subsidisation for the first time in 2014

The following groups have a requested a further subsidy, in accordance with the policy, for the first time in 2014.

Easybeat Walkers

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Padbury Hall	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	3.0	N/A	\$2,590.09

The Easybeat walkers are a not-for-profit, incorporated, social fitness group that meets on a weekly basis at Padbury Hall for exercise sessions. The group has more than 50% of its members as City of Joondalup residents.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-for-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

Burns Beach Social Group

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Jack Kikeros Community Hall	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	0.9	N/A	\$316.32

The Burns Beach Social Group has advised that they are a not-for-profit group comprising residents (predominantly pensioners) of the Burns Beach Caravan Park that gather socially on a regular basis, however are not an incorporated body.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-for-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

#### Grandparents Rearing Grandchildren

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
Kingsley Memorial Clubrooms	None	None	0.6	N/A	\$767.05

The Grandparents Rearing Grandchildren group is an incorporated, not for profit group which meets on a monthly basis at the Kingsley Memorial Clubrooms (since 2002) as a support service to grandparents who have assumed responsibility for the rearing of their grandchildren.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with the revised policy, as the group does not have 50% of their members residing in the City of Joondalup they are not eligible for a subsidy. The group has 49 members with 23 (47%) residing in the City of Joondalup.

The group has requested the City give consideration to waiving the fees associated with their monthly booking.

It is suggested that, while the group is not currently eligible for a subsidy, they are very close to meeting the 50% City of Joondalup resident criteria, and as membership fluctuates they may be eligible in the future. Therefore it is suggested that Council give consideration to approving a 100% fee waiver up to 0.56 hours per week (29 hours per year) for their 2014 bookings.

#### Kinross Playgroup

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy</b>	<b>Potential additional cost</b>
McNaughton Park Clubrooms	None	None	13.8	N/A	\$19,044.00

The Kinross Playgroup is a not-for-profit group (affiliated through Playgroup WA) which meets several times a week at the McNaughton Park Clubroom in Kinross.

Previously the group has been regarded as a playgroup that is run on a voluntary basis by parents and caregivers which provide a range of play activities and therefore received a 100% subsidy for up to 50 hours per week. In accordance with revised policy, as the group does not have 50% of their members residing in the City of Joondalup they are not eligible for a subsidy. The group has 99 members with 46 (46%) residing in the City of Joondalup.

The group has requested the City give consideration to waiving the fees associated with their monthly booking.

The group operates from the McNaughton Park Clubroom in Kinross, which is less than one kilometre from the City's northern boundary, and therefore it is understandable that the group will attract participants from the neighbouring local government. Therefore it is suggested that Council give consideration to approving a 100% fee waiver up to 14 hours per week for their 2014 bookings.

#### Wallabies Badminton Club

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy per week</b>	<b>Potential additional cost</b>
Heathridge Leisure Centre	Adult Recreational or Sporting Group	50% Continually	7.0	N/A	\$2,520.00

The Wallabies Badminton Club hires the courts at Heathridge Leisure Centre in Heathridge for approximately seven hours per week. The group has advised that they are a not-for-profit group with more than 50% of members residing within the City of Joondalup. They have 30 members of which 83% are over the age of 55.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-For-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

#### Sorrento Sandgropers Badminton Club

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy per week</b>	<b>Potential additional cost</b>
Duncraig Leisure Centre	Adult Recreational or Sporting Group	50% Continually	6.1	N/A	\$2,212.00

The Sorrento Sandgropers Badminton Club hires the courts at Duncraig Leisure Centre in Duncraig for approximately six hours per week. The group has advised that they are a not-for-profit group with more than 50% of members residing within the City of Joondalup. They have 28 members of which 89% are over the age of 55.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an “Other Not-For-Profit Community Group” and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

#### Greenwood Tennis Club - Juniors

<b>Facility Hired</b>	<b>Classification within Policy</b>	<b>Extent of subsidy</b>	<b>Average Number of hours booked per week</b>	<b>Number of hours exceeding subsidy per week</b>	<b>Potential additional cost</b>
Warwick Open Space Tennis Courts	Junior Recreational or Sporting Group	100% up to 10 hours per week	108	98 hrs /wk	\$4,069.98

The Greenwood Tennis Club is a not for profit group with both senior and junior members. The group books the Warwick Open Space Tennis Courts and has a lease on the tennis clubroom section of the Warwick Sports Centre.

The junior section of the club has 65 members and books the courts on a 12 month basis. They have previously been regarded as a junior sporting and recreational group and therefore received a 100% subsidy on their bookings. Under the revised policy, the group would not be entitled to a subsidy as only 20% of its junior members reside within the City of Joondalup.

The group has written to the City requesting they receive a waiver of the fees associated with their junior bookings in 2014.

It is noted that this group is based in the south eastern corner of the City and therefore it is understandable that the group will attract participants from the neighbouring local governments. In addition, the hire of tennis courts is different to the hire of a park in that a typical junior sporting club can have a lot more participants on a park compared to one tennis court. Consequently, the total hours of court hire for a junior tennis club is going to be comparatively higher than other clubs whose sport is conducted on a park.

Therefore it is suggested that Council give consideration to approving a 100% fee waiver up to 108 hours per week to the Greenwood Tennis Club (Juniors) for their 2014 bookings.

Ocean Ridge Tennis Club - Juniors

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy per week	Potential additional cost
Heathridge Park Tennis Courts	Junior Recreational or Sporting Group	100% up to 10 hours per week	30	20 hrs /wk	\$879.46

The Ocean Ridge Tennis Club is a not for profit group with both senior and junior members, and more than 50% of members residing in the City of Joondalup. The group books the Heathridge Park Tennis Courts and has a lease on the tennis clubroom section of the Guy Daniel Clubroom.

The junior section of the club has 41 members and books the courts on a 12 month basis. They have previously been regarded as a junior sporting and recreational group and therefore received a 100% subsidy on their bookings. Under the revised policy, the group would be entitled to a maximum of 10 hours per week of 100% subsidised hire as they have less than 100 junior members.

The group has written to the City requesting the 10 hours per week of 100% subsidised use is extended to 30 hours per week to cover all of their bookings for the 2014 year.

It is noted that the hire of tennis courts is different to the hire of a park in that a typical junior sporting club can have a lot more participants on a park compared to one tennis court. Consequently, the total hours of court hire for a junior tennis club is going to be comparatively higher than other clubs whose sport is conducted on a park. Therefore, it is suggested that Council give consideration to extending the subsidised hours of hire for Ocean Ridge Tennis Club (Juniors) to 30 hours per week.

**Issues and options considered**

The Council may:

- approve each of the requests for additional subsidies on a case by case basis
- approve in part each of the requests on a case by case  
or
- decline the request for additional subsidies on a case by case basis.

**Legislation / Strategic Community Plan / policy implications**

**Legislation** Section 6.12 of the *Local Government Act 1995*.

**Strategic Community Plan**

**Key theme** Financial Sustainability.

**Objective** Financial diversity.

**Strategic initiative** Identify opportunities for new income streams that are financially sound and equitable.

**Policy***Facility Hire Subsidy Policy.***Risk management considerations**

The following risks may happen pending the consideration of the additional requests for subsidised use of City facilities:

- The user groups may not have the financial capacity to meet the costs proposed by the City for the additional use above the group's allocated subsidy.
- The City compromises its strategic initiative in examining alternative revenue streams.
- Incorrectly classifying the groups may set a precedent and cause complications in classifying other groups when determining subsidies.

**Financial/budget implications**

The cost to the City across all levels of subsidised use of City facilities is approximately \$1.4 million dollars. If the City was to extend the subsidies and waive the fees proposed for additional usage of City facilities for these groups, the City will lose approximately \$76,530.92 in income for 2014.

**Regional significance**

Requests for subsidised use only apply to users of City facilities that have a minimum of 50% members being resident to the City of Joondalup.

**Sustainability implications**

The *Property Management Framework* aims to support the equitable, efficient and effective management of City-owned and managed properties. The framework recognises the value and community benefit of activities organised and provided for by community groups, by subsidising such groups where appropriate. The framework also aims to protect and enhance the City's property assets for the benefit of the community and for future generations.

**Consultation**

Not applicable.

**COMMENT**

The intent of the recently adopted *Facility Hire Subsidy Policy* was not about generating additional income but to achieve more equitable and greater use of City facilities. It is important that the classification of groups within the policy for levels of subsidisation remains consistent, however, if a group requires further consideration relating to fees, it is open to Council to waive these fees.

One of the objectives of the *Property Management Framework* was to stop groups booking facilities on a just-in-case situation. Such bookings then prevent other groups/individuals from gaining access to those facilities.

**VOTING REQUIREMENTS**

Simple Majority.

**RECOMMENDATION**

**That Council:**

- 1**      **AGREES** to extend the 100% subsidised use to the Lions Club of Whitfords subject to the club demonstrating that 50% of its active members/participants reside within the City of Joondalup for the use of the Gibson Park Community Facility and other associated City facilities to a maximum 25 hours per week;
- 2**      **DOES NOT AGREE** to the request for additional subsidies as per the *Facility Hire Subsidy Policy* for the following groups:
  - 2.1      Burns Beach Coffee Group – Jack Kikeros Community Hall;
  - 2.2      Burns Beach Ladies Walking Group – Jack Kikeros Community Hall;
  - 2.3      Greenwood Weight Watchers Club – Greenwood/Warwick Community Care Centre;
  - 2.4      Hillarys Weight Watchers Club – Guy Daniel Clubroom;
  - 2.5      Hindu Swayamsevak Sangh Australia – Dorchester Hall;
  - 2.6      Kallaroo Embroidery Club – Flinders Park Community Centre;
  - 2.7      Thread Magic – Ellersdale Park Clubroom;
  - 2.8      Northern Districts Bridge Club – Seacrest Park Community Sporting Facility;
  - 2.9      Weight Watchers Federation Padbury-Woodvale Group – Fleur Freame Meeting Room;
  - 2.10     Mah-Jong Club – Ellersdale Park Clubroom;
  - 2.11     Easybeat Walkers – Padbury Hall;
  - 2.12     Burns Beach Social Group – Jack Kikeros Hall;
  - 2.13     Wallabies Badminton Club – Heathridge Leisure Centre;
  - 2.14     Sorrento Sandgropers Badminton Club – Duncraig Leisure Centre.
- 3**      **AGREES** to waive the fees for the following groups for the following facilities for 2014 that is over and above the level of subsidisation contained within the *Facility Hire Subsidy Policy*:

<b>Group</b>	<b>Facility</b>	<b>Level of Subsidy under Policy</b>	<b>Fees Waived - average hours per week</b>
<b>Burns Beach Coffee Group</b>	<b>Jack Kikeros Community Hall</b>	<b>50%</b>	<b>Maximum of 1.9 hours per week</b>
<b>Burns Beach Ladies Walking group</b>	<b>Jack Kikeros Community Hall</b>	<b>50%</b>	<b>Maximum of 2.5 hours per week</b>
<b>Greenwood Weight Watchers Club</b>	<b>Greenwood/Warwick Community Care Centre</b>	<b>50%</b>	<b>Maximum of 1.9 hours per week</b>
<b>Hillarys Weight Watchers Club</b>	<b>Guy Daniel Clubroom</b>	<b>50%</b>	<b>Maximum of 2.8 hours per week</b>
<b>Hindu Swayamsevak Sangh Australia</b>	<b>Dorchester Hall</b>	<b>50%</b>	<b>Maximum of 2.9 hours per week</b>

<b>Group</b>	<b>Facility</b>	<b>Level of Subsidy under Policy</b>	<b>Fees Waived - average hours per week</b>
<b>Kallaroo Embroidery Group</b>	<b>Flinders Park Community Centre</b>	<b>50%</b>	<b>Maximum of 3.8 hours per week</b>
<b>Thread Magic</b>	<b>Ellersdale Park Clubroom</b>	<b>50%</b>	<b>Maximum of 1.2 hours per week</b>
<b>Northern Districts Bridge Club</b>	<b>Seacrest Park Community Sporting Facility</b>	<b>50%</b>	<b>Maximum of 7.8 hours per week</b>
<b>Weight Watchers Federation Padbury-Woodvale Group</b>	<b>Fleur Freame Meeting Room</b>	<b>50%</b>	<b>Maximum of 2.0 hours per week</b>
<b>Mah-jong Club</b>	<b>Ellersdale Park Clubrooms</b>	<b>50%</b>	<b>Maximum of 4.1 hours per week</b>
<b>Easybeat Walkers</b>	<b>Padbury Hall</b>	<b>50%</b>	<b>Maximum of 3.0 hours per week</b>
<b>Burns Beach Social Group</b>	<b>Jack Kikeros Hall</b>	<b>50%</b>	<b>Maximum of 0.9 hours per week</b>
<b>Wallabies Badminton Club</b>	<b>Heathridge Leisure Centre</b>	<b>50%</b>	<b>Maximum of 7.0 hours per week</b>
<b>Sorrento Sandgropers Badminton Club</b>	<b>Duncraig Leisure Centre</b>	<b>50%</b>	<b>Maximum of 6.1 hours per week</b>

- 4 **AGREES to waive the fees for the Grandparents Rearing Grandchildren group to a maximum of 0.9 hours average per week;**
- 5 **AGREES to waive the fees for the Kinross Playgroup group to a maximum of 14 hours average per week;**
- 6 **AGREES to waive the fees for the Greenwood Tennis Club (Juniors) group to a maximum of 108 hours average per week;**
- 7 **AGREES to extend the 100% subsidised use to the Ocean Ridge Tennis Club (Juniors) for the use of the Heathridge Park Tennis Courts and other associated City facilities to a maximum 30 hours per week;**
- 8 **NOTES that the *Facility Hire Subsidy Policy* states that requests for additional subsidies apply for one year/season and a new application must be made in each following year/season.**

## **ITEM 10                      CENTRAL PARK BUSHLAND MANAGEMENT PLAN 2014-2019**

<b>WARD</b>	North
<b>RESPONSIBLE DIRECTOR</b>	Mr Nico Claassen Infrastructure Services
<b>FILE NUMBER</b>	05998, 101515
<b>ATTACHMENTS</b>	Attachment 1              Central Park Bushland Management Plan 2014-2019
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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### **PURPOSE**

For Council to review and endorse the *Central Park Bushland Management Plan 2014-2019*.

### **EXECUTIVE SUMMARY**

The City of Joondalup is responsible for the management of 108 individual areas of remnant bushland. Conservation activities are undertaken by City staff, contractors and bushland friends' group volunteers to enhance and protect the biodiversity values within these areas in order to reduce environmental threats.

Environmental threats have the capacity to degrade and lessen environmental values and include weeds, plant pathogens, fire, non-native fauna species and human impacts such as four wheel drive access and informal pathways. In order to provide strategic ongoing management of the City's natural areas and protect native vegetation and ecosystems, management plans are being developed for the City's natural areas.

Central Park has been listed for protection within Schedule 5 of the City's *District Planning Scheme No. 2 (DPS2)* in recognition of the environmental values of the bushland contained within the park. It is not a Bush Forever site which speaks more about its small size, rather than the richness of its biodiversity.

The *Central Park Bushland Management Plan 2014-2019* has been developed to provide direction for the management of the park over the next five years. The plan describes the potential environmental impacts, risks and threats that are likely to affect the biodiversity values of the area. The plan proposes management strategies to be implemented over the life of the plan in order to minimise potential impacts.

*It is therefore recommended that Council:*

- 1 *ENDORSES the Central Park Bushland Management Plan 2014-2019 forming Attachment 1 to this Report;*
- 2 *SUPPORTS the City approaching the West Coast Institute of Training to discuss progressing a formal 'Friends of Central Park Bushland' arrangement with the students and teaching staff.*

## **BACKGROUND**

The City is developing management plans for its natural areas according to the individual priority ranking of the reserve as established as part of the City's participation in the Perth Biodiversity Project. Management plans are being developed for the majority of the City's natural areas and will vary in detail depending on whether the area is classified as:

- major conservation or coastal area
- high priority area
- medium priority area
- generic wetlands area.

A schedule has been established for the development and implementation of Natural Area Management Plans on an ongoing basis. In order to provide a holistic and coordinated approach to the management of key environmental threats across the City, pathogen, weed and fire management plans will also be developed.

The *Central Park Bushland Management Plan 2014-2019* was developed and circulated in a green paper to Elected Members on 10 May 2013, with comments to be provided by 27 May 2013. The plan has been revised to incorporate some of the comments received.

## **DETAILS**

Central Park bushland occupies an area of 5.6 hectares and is situated adjacent to the south of the City's main Administration Building and Civic Centre. The bushland is not a registered Bush Forever Reserve but is listed for protection on Schedule 5 of DPS2, because of its biodiversity values.

The bushland contained within Central Park has been assessed in the main as being in "good condition". The assessment was undertaken following the bush fires that occurred in 2011. Had the assessment been undertaken today, it is expected that the bushland would be assessed as being in "very good condition". This is due to the bushland's natural recovery, and the extensive weed control programs that have been undertaken, focusing on grasses, broadleaf weeds and Cape Tulip as the main targets for weed removal.

The *Central Park Bushland Management Plan 2014-2019* (Attachment 1 refers) recommends that bushland management strategies focus on the following key management areas:

- weed control
- fire
- introduced fauna
- plant diseases and pathogens
- parkland.

The aims of the *Central Park Bushland Management Plan 2014-2019* are to:

- establish a baseline description of the environment to guide future environmental planning and recommend management actions
- outline key environmental threats and management strategies to minimise impact and protect conservation and recreation values
- outline management actions to address key threats including monitoring and reporting.

The key environmental threats to the bushland in Central Park have been identified as being:

- introduced weeds
- fire
- introduced fauna
- plant diseases and pathogens.

The proposed management actions will substantially reduce these threats and with continued active management Central Park bushland will provide enhanced environmental values.

A list of environmental weeds was compiled during the site assessment of Central Park bushland in March and April 2012. As the survey was undertaken during the warmer months of April and May some species of winter and spring active weeds are unlikely to have been presenting. A further weed mapping exercise was conducted between July and October 2013 to capture this data.

While the plan includes recommendations to install artificial nesting hollows, it should be stated that this action has been completed.

### **Issues and options considered**

Council may choose to:

- endorse the *Central Park Bushland Management Plan 2014-2019* as presented
- endorse the *Central Park Bushland Management Plan 2014-2019* with modifications or
- not endorse the *Central Park Bushland Management Plan 2014-2019*.

Option one is recommended.

### **Legislation / Strategic Community Plan / policy implications**

**Legislation** Not applicable.

#### **Strategic Community Plan**

**Key theme** The Natural Environment.

**Objective** Environmental resilience.

**Strategic initiative**

- Identify and respond to environmental risks and vulnerabilities.
- Demonstrate current best practice in environmental management.

**Policy**

The objectives of the *Central Park Bushland Management Plan 2014-2019* are consistent with the City's *Sustainability Policy*.

**Risk management considerations**

A coordinated and planned approach is required to address issues in natural areas and provide strategies for ongoing long term management. If management plans are not developed to guide conservation efforts within the City's natural areas, there is a risk that the overall condition of native vegetation within the City would degrade and an important amenity will be lost.

The *Central Park Bushland Management Plan 2014-2019* includes a number of management actions to protect the biodiversity values of the conservation area. If the management plan is not endorsed, there are risks associated with the long term protection of the native vegetation and ecosystems that exist with the area.

The adoption and implementation of the *Central Park Management Plan 2014-2019* will help retain and improve upon the biodiversity values of the bushland. If the plan is not adopted, it is considered that without sound strategic planning, the bushland may degrade. This in turn can add to the risk of bush fires and a considerable loss of amenity for the Joondalup City Centre.

**Financial/Budget implications**

The *Central Park Bushland Management Plan 2014-2019* was developed using internal and external resources. The implementation of the plan will be phased to enable delivery of management actions to remain within the current budget allocation and will be subject to the City's annual budget approval process.

**Regional significance**

Not applicable.

**Sustainability Implications**

Environmental threats have the potential to degrade natural areas and reduce biodiversity values. The development and implementation of the *Central Park Bushland Management Plan 2014-2019* will ensure that measures are taken to address threats within the natural area and provide strategies for ongoing long term management which will result in protection of Central Park's natural environment.

## Consultation

The City has a close working relationship with the Land and Conservation Department at the West Coast Institute of Training which shares a boundary on the southern side of the bushland in Central Park. The bushland is used extensively by the students for study activities and the City's natural areas staff have been invited on occasion to present to students. The *Central Park Bushland Management Plan 2014-2019* was submitted to the Institute for comment and they were fully supportive of the plan's intent and recommendations.

Central Park does not have a bushland friends group. Historically, students undertaking land care training at the West Coast Institute of Training have undertaken voluntary work in Central Park bushland, in an informal friends group arrangement. Recently the City has been in discussion with West Coast Institute of Training, with the intention of forming a friends group.

This report does not suggest following a full public consultation process for the following reasons:

- The *Central Park Bushland Management Plan 2014-2019* does not include recommendations that suggest changes to the structure, or the usage of the park. Other than a reduction in weed growth no discernible changes will be noticed by park users, and public consultation would be of no benefit.
- The bushland section of Central Park encompassed by the plan is only adjacent to three private residences. Central Park is comparatively isolated from residential areas.

## COMMENT

The *Central Park Bushland Management Plan 2014-2019* will inform and prioritise maintenance activities and Capital Works Programs over the coming five year period. The plan will also increase opportunities for the City to apply for grant funding and will guide employees and future friends groups or other volunteer activities operating within the bushland. The plan is acknowledged as a crucial step on the path to managing this important remnant bushland to a standard deserving of its location and biodiversity value.

The plan will be monitored to track the progress of the implementation of the strategies contained and a review of the plan will be undertaken after five years.

While Central Park does not have a bushland friends group, students undertaking land care training at the West Coast Institute of Training have undertaken voluntary work in the bushland in an informal friends group arrangement. The City has approached the West Coast Institute of Training to progress formalising a 'Friends of Central Park Bushland' arrangement following endorsement of the plan.

## **VOTING REQUIREMENTS**

Simple Majority.

## **RECOMMENDATION**

### **That Council:**

- 1 ENDORSES the *Central Park Bushland Management Plan 2014-2019* forming Attachment 1 to this Report;**
- 2 SUPPORTS the City approaching the West Coast Institute of Training to discuss progressing a formal 'Friends of Central Park Bushland' arrangement with the students and teaching staff.**

*Appendix 8 refers*

*To access this attachment on electronic document, click here: [Attach8brf110314.pdf](#)*

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



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

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

<b>Name/ Position</b>	
<b>Meeting Date</b>	
<b>Item No/ Subject</b>	
<b>Nature of Interest</b>	Financial Interest * Interest that may affect impartiality* <span style="float: right;"><i>* Delete where not applicable</i></span>
<b>Extent of Interest</b>	
<b>Signature</b>	
<b>Date</b>	

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**

<b>Name/ Position</b>	
<b>Meeting Date</b>	
<b>Item No/ Subject</b>	
<b>Nature of Interest</b>	Financial Interest * Interest that may affect impartiality* <span style="float: right;"><i>* Delete where not applicable</i></span>
<b>Extent of Interest</b>	
<b>Signature</b>	
<b>Date</b>	

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](mailto: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

