

agenda

Ordinary Meeting of Council

NOTICE IS HEREBY GIVEN THAT THE NEXT ORDINARY MEETING OF THE COUNCIL OF THE CITY OF JOONDALUP WILL BE HELD IN THE COUNCIL CHAMBER, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP

ON **TUESDAY 21 SEPTEMBER 2021**

COMMENCING AT **7.00pm**

JAMES PEARSON
Chief Executive Officer
17 September 2021

Acknowledgement of Traditional Custodians

The City of Joondalup acknowledges the traditional custodians of the land, the Whadjuk people of the Noongar nation, and recognises the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. The City of Joondalup pays its respects to their Elders past and present and extends that respect to all Aboriginal and Torres Strait Islander peoples.

This document is available in alternate formats upon request

PUBLIC QUESTION TIME

Residents and / or ratepayers of the City of Joondalup are requested to lodge questions in writing by 9.00am on **Monday 20 September 2021**.

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

QUESTIONS TO

council.questions@joondalup.wa.gov.au

PO Box 21 Joondalup WA 6919

www.joondalup.wa.gov.au

IMPORTANT INFORMATION

ATTENDANCE AT MEETINGS DURING STATE OF EMERGENCY

As the State is now in Phase 5 of the COVID-19 roadmap, public attendance numbers at City of Joondalup meetings has been changed accordingly, where public attendance at Briefing Sessions and Council Meetings are no longer restricted, and Council Chamber can be at full capacity.

There is no longer a requirement to pre-register to attend meetings or pre-register for public question time and / or public statement time. The registers for public question time and public statement time will be available in the lobby for interested residents to complete upon arrival.

There is still the requirement for the City to maintain a mandatory contact register. Residents are requested to scan the City of Joondalup SafeWA QR Code on entry to the Council Chamber or complete the manual contact register located in the lobby before entering Chamber.

For your health and safety, members of the public are reminded to:

- follow the direction of the Presiding Members and City employees when attending meetings
- maintain physical distancing where possible
- use the hand sanitiser that is provided by the City at the venue
- not attend a meeting should they feel unwell or if they have been in contact with a known COVID-19 case, or been overseas in the preceding two weeks
- download the SafeWA app from the [Apple App Store](#) or the [Google Play Store](#).

Members of the public are able to access audio of the proceedings at <https://joondalup.wa.gov.au/kb/resident/live-council-meeting-audio-feed>.

Further information can be provided by contacting the Governance Coordinator on 9400 4369.

CIVIC CENTRE EMERGENCY PROCEDURES

The City of Joondalup values the health and safety of all visitors to City of Joondalup facilities. The following emergency procedures are in place to help make evacuation of the City of Joondalup Civic Centre safe and easy.

Alarms

The City of Joondalup emergency system has two alarm tones:

- Alert Tone (Beep... Beep... Beep)
- Evacuation Tone (Whoop...Whoop...Whoop)

On hearing the Alert Tone (Beep... Beep... Beep):

- DO NOT EVACUATE ON THIS TONE.
- Remain where you are.
- All designated Fire Wardens will respond and assess the immediate area for danger.
- Always follow instructions from the designated Fire Wardens.

On hearing the Evacuation Tone (Whoop...Whoop...Whoop):

- Evacuate the building immediately as directed by a Fire Warden or via the nearest safe exit.
- Do not use lifts.
- Remain calm and proceed to the designated Assembly Area (refer to site plan below).
- People with impaired mobility (those who cannot use the stairs unaided) should report to a Fire Warden who will arrange for their safe evacuation.
- Do not re-enter the building until authorised to do so by Emergency Services.



CODE OF CONDUCT

Council Members and Committee Members are to observe the City's adopted *Code of Conduct for Council Members, Committee Members and Candidates*. The following general principles guide the behaviours of Council Members (being the Mayor and Councillors) and other committee members while performing their role at the City:

Personal Integrity

- (1) A council member or committee member should –
 - (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) identify and appropriately manage any conflict of interest; and
 - (e) avoid damage to the reputation of the City.
- (2) A council member or committee member should –
 - (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision-making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the City in relation to the performance of their role.

Relationship with others

- (1) A council member or committee member should –
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

Accountability

A council member or committee member should –

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to Council or Committee meetings, Briefing Sessions or Strategy Sessions; and
- (d) be open and accountable to, and represent, the community in the district.

Employees are bound by the City's *Code of Conduct for Employees* which details similar provisions to be observed.

COUNCIL MEETINGS

The following procedures for the conduct of Council Meetings were adopted at the Council Meeting held on 21 April 2020:

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 COUNCIL MEETINGS

Council Meetings will involve Elected Members, employees as determined by the Chief Executive Officer and external advisors (where appropriate) and will be open to the public. Council Meetings are formal meetings where Elected Members consider and make decisions on matters.

PROCEDURES FOR COUNCIL MEETINGS

The following procedures will apply to Council Meetings that are conducted by the City.

- 1 Council Meetings 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 Council Meetings 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 Council Meeting 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 Council Meetings. If the Mayor is unable or unwilling to assume the role of Presiding Member, then the Deputy Mayor may preside at the Council Meetings. If the Deputy Mayor is unable or unwilling, those Elected Members present may select one from amongst themselves to preside at the Council Meeting.
- 5 There is to be no debate among Elected Members on any matters raised during the Council Meeting.
- 6 Relevant employees of the City will be available to respond to questions on matters listed on the agenda for the Council Meeting.
- 7 All Elected Members will be given a fair and equal opportunity to participate in the Council Meeting.
- 8 The Presiding Member will ensure that time is made available to allow for all matters of relevance to be covered.
- 9 Good governance principles recommend that Elected Members, employees and relevant consultants shall disclose their interests on any matter listed for the Council Meetings. When disclosing an interest the following provisions apply:
 - (a) Interests are to be disclosed in accordance with the provisions of the *Local Government Act 1995*, the *Local Government (Model Code of Conduct) Regulations 2021* and the City's *Code of Conduct*.
 - (b) Elected Members disclosing a financial interest or a proximity 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) The remaining Elected Members may agree that an Elected Member disclosing a financial or proximity interest may participate in discussion on the matter if the remaining Elected Members agree:
 - (i) is so trivial or insignificant as to be unlikely to influence the disclosing Elected Member's conduct in relation to the matter
 - or
 - (ii) is common to a significant number of electors and ratepayers of the City,and a record of that agreement is to be made in the minutes kept for the Council Meeting.
 - (d) 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 Council Meetings.

PROCEDURES FOR PUBLIC QUESTION TIME

Where a meeting of a committee is open to the public the procedures for public question time and public statement time apply. In this regard these procedures are amended by substituting "Council" with "Committee" to provide proper context.

Questions asked Verbally

- 1 Members of the public are invited to ask questions at Council Meetings.
- 2 Questions asked at an Ordinary Council meeting must relate to a matter that affects the City of Joondalup. Questions asked at a Special meeting of Council must relate to the purpose for which the meeting has been called.
- 3 A register will be provided for those persons wanting to ask questions to enter their name. The Presiding Member may call persons registered to come forward in an order that allows the maximum opportunity for as many people as possible to address the meeting on the widest range of matters that are listed in the agenda. Persons that come forward are to state 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 person.
- 5 Statements are not to precede a question during public question time and questions must be succinct and to the point. Statements can only 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 and may be extended in intervals of up to 10 minutes by resolution of Council, but the total time allocated for public questions to be asked and responses to be given is not to exceed 35 minutes in total. Public question time is declared closed following the expiration of the allocated time period, or earlier than such time where there are no further questions.
- 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 be defamatory on a particular Elected Member or City employee. The Presiding Member shall decide to:
 - accept or reject any question and their decision is final
 - nominate a 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 Council meeting.

- 9 Where an Elected Member is of the opinion that a member of the public is:
- asking a question at a Council meeting, that does not relate to a matter affecting the City
 - 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 response will be summarised and included in the minutes of the Council meeting.
- 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 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 asked at an Ordinary Council meeting must relate to a matter that affects the City of Joondalup. Questions asked at a Special meeting of Council must relate to the purpose for which the meeting has been called.
- 3 The City will accept a maximum of five (5) written questions per City of Joondalup resident / ratepayer. To ensure equity and consistency, each part of a multi-part question will be treated as a question in its own right.
- 4 Questions lodged by 9.00am on the day immediately prior to the scheduled Council meeting will be responded to, where possible, at the Council meeting. 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 their 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.
- 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 a Council meeting 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 Council meeting.
- 8 A person who submits written questions may also ask questions at a Council meeting and questions asked verbally may be different to those submitted in writing.

- 9 Questions and any response will be summarised and included in the minutes of the Council meeting.
- 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.

Written questions should be sent via email to council.questions@joondalup.wa.gov.au.

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

- 1 Members of the public are invited to make public statements verbally at Council meetings.
- 2 Statements made at an Ordinary Council meeting must relate to a matter that affects the City of Joondalup. Statements made at a Special meeting of Council must relate to the purpose for which the meeting has been called.
- 3 A register will be provided for those persons wanting to make a statement to enter their name. The Presiding Member may call persons registered to come forward in an order that allows the maximum opportunity for as many people as possible to address the meeting on the widest range of matters that are listed in the agenda. Persons that come forward are to state their name and full address.
- 4 Public statement time will be limited to two minutes per person.
- 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 than such time where 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 Council meeting, that does not relate to a matter affecting the City, they may bring it to the attention of the Presiding Member who will make a ruling.
- 9 Statements will be summarised and included in the minutes of the Council meeting.

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LATE ITEMS / ADDITIONAL INFORMATION

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

[AdditionalInformation_210921.pdf](#)

CITY OF JOONDALUP

Notice is hereby given that a Meeting of the Council will be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday 21 September 2021** commencing at **7.00pm**.

JAMES PEARSON
Chief Executive Officer
17 September 2021

Joondalup
Western Australia

VISION

“A global City: bold, creative and prosperous.”

PRIMARY VALUES

- Transparent.
- Accountable.
- Honest.
- Ethical.
- Respectful.
- Sustainable.
- Professional.

DISTINGUISHING VALUES

Bold

We will make courageous decisions for the benefit of our community and future generations.

Ambitious

We will lead with strength and conviction to achieve our vision for the City.

Innovative

We will learn and adapt for changing circumstances to ensure we are always one step ahead.

Enterprising

We will undertake ventures that forge new directions for business and the local community.

Prosperous

We will ensure our City benefits from a thriving economy built on local commercial success.

Compassionate

We will act with empathy and understanding of our community's needs and ambitions.

AGENDA

ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

Note: Members of the public are advised that prior to the opening of the Council Meeting, Mayor the Hon. Albert Jacob, JP will acknowledge the traditional custodians of the land and say a prayer.

DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY

Disclosures of Financial Interest / Proximity Interest

Nil.

Disclosures of interest affecting Impartiality

Elected Members (in accordance with clause 22 of Schedule 1 of the *Local Government [Model Code of Conduct] Regulations 2021*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member / employee is also encouraged to disclose the nature of their interest.

Name / Position	Ms Dale Page, Director Planning and Community Development.
Item No. / Subject	CJ132-09/21 - Development and Subdivision Applications - July 2021.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Interest relates to an amalgamation/subdivision application for Ocean Reef Marina that is referenced in the report. The City is not the approval authority and provided a recommendation on the proposal to the WAPC. Ms Page is a Board Director of Development WA. Ms Page has no knowledge of or involvement in the assessment or recommendation on the application.

PUBLIC QUESTION TIME

The following summarised questions were taken on notice at the Council Meeting held on Tuesday 17 August 2021.

Mr M Moore, Edgewater:

Re: CJ112-08/21 - Proposed Amendments to the Joondalup Activity Centre Plan.

Q1 Table 16 estimates that an additional 6,558 jobs will have been created in the Joondalup Activity Centre by 2021, how many additional jobs have been created to date?

A1 There are no employment estimates by place of work outside of the census periods. The next data available will be from the 2021 Census with first releases expected in 2022. Further information regarding the census can be found at <https://www.abs.gov.au/census/2021-data-releases>

Mr P Poulter, Ocean Reef:

Re: Resolute Way, Ocean Reef.

Q1 Can an update be provided to the residents of Resolute Way, as to what plans are there to keep Resolute Way a residential street with no thru traffic, now that the road has become the marina north entry / exit point?

A1 Resolute Way is classified in the Main Roads Western Australia Functional Road Hierarchy as a Local Access Road (A), the road is designed to carry approximately 3,000 vehicles per day and is the responsibility of the local government. Roads such as Resolute Way allow traffic to connect to the wider road network and higher order roads such as Ocean Reef Road (District Distributor B Road) and Constellation Drive (Local Distributor Road).

The function of Resolute Way is unlikely to change in the near future, however the City monitors its road network utilising its Traffic Count Program of which Local Access Roads are programmed approximately every three to five years, and this data will guide the City in making road infrastructure considerations in future years.

PUBLIC STATEMENT TIME

APOLOGIES AND LEAVE OF ABSENCE

CONFIRMATION OF MINUTES

MINUTES OF COUNCIL MEETING HELD ON 17 AUGUST 2021

RECOMMENDATION

That the Minutes of the Council Meeting held on 17 August 2021 be confirmed as a true and correct record.

ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

PETITIONS

PETITION IN RELATION TO PREVENTING THE REMOVAL OF THE EXISTING SHEOAK TREES FROM MEDIAN ISLANDS LOCATED BETWEEN 11 AND 12/14 ST SEBASTIEN CHASE, ILUKA

A 26 signature petition has been received from residents of the City of Joondalup in relation to preventing the removal of existing Sheoak trees from the median islands located between 11 and 12/14 St Sebastien Chase, Iluka.

The loss of these trees would mean the loss of bird life in the area and loss of existing aesthetic view of the streets. This particular area of Iluka is one of the oldest in the suburb and the original area of show houses. The street was designed to be pleasing to the eye for visitors and residents alike. Taking out the Sheoak trees would lessen street appeal and spoil the ambience of the area.

PETITION IN RELATION TO A REQUEST TO COMPLETE THE INSTALLATION OF LANE 5 IN SORRENTO THROUGH TO CLONTARF STREET ENABLING PROPER ACCESS TO RESIDENCES ALONG LANE 1 AND 5

A 48 signature petition has been received from residents of the City of Joondalup in relation to a request to complete the installation of Lane 5 in Sorrento through to Clontarf Street, enabling proper access to residences along Lane 1 and 5.

Lane 5 is within HOA3 and with infill development expected in the future, the infrastructure within these areas should, as a minimum, be completed to a level able to support the expected increased population and usage impacts. There are safety implications at stake and the City needs to take into account the social implications and costs of not completing the laneway instead of just the immediate construction costs of completing the work it should have done previously.

PETITION IN RELATION TO THE CITY UNDERTAKING A PROCESS REGARDING THE RENAMING, REVIEWING AND DEVELOPMENT OF THE LANEWAYS IN SORRENTO AND MARMION

A 61 signature petition has been received from residents of the City of Joondalup in relation to the City undertaking a process regarding the renaming, reviewing and development of the laneways in Sorrento and Marmion to:

- Rename them to reflect that homes are built and are being built in increasing numbers, along the lanes and those addresses need to be recognised and utilised for important services such as emergency response and postal delivery.
- Review the capability, where possible, of making lanes one way for vehicle traffic.
- Develop a costing and timeframe for the upgrade of the lane road surfaces and kerbing.

PETITION IN RELATION TO RETAINING A POND FACILITY WITHIN MCCUBBIN PARK, WOODVALE AND ENSURE ONGOING MAINTENANCE COSTS CONTINUE TO BE FUNDED BY THE CITY

A 258 signature petition has been received from residents of the City of Joondalup in relation to retaining a pond facility within McCubbin Park, Woodvale of similar scope to the long-standing existing pond.

Ensure that the ongoing maintenance costs associated with the pond and associated infrastructure continue to be funded by the City of Joondalup to the benefit of residents from Woodvale and surrounds who enjoy the amenity provided by the McCubbin Park Pond, and to the ongoing benefit of wildlife that use it.

RECOMMENDATION

That the following petitions be RECEIVED, REFERRED to the Chief Executive Officer and subsequent reports presented to Council for consideration:

- 1 Petition in relation to preventing the removal of existing Sheoak trees from the median islands located between 11 and 12/14 St Sebastien Chase, Iluka;**
- 2 Petition in relation to a request to complete the installation of Lane 5 in Sorrento through to Clontarf Street enabling proper access to residences along Lane 1 and 5;**
- 3 Petition in relation to the City undertaking a process regarding the renaming, reviewing and development of the laneways in Sorrento and Marmion;**
- 4 Petition in relation to retaining a pond facility within McCubbin Park, Woodvale and ensure ongoing maintenance costs continue to be funded by the City.**

REPORTS

Disclosure of interest affecting Impartiality

Name / Position	Ms Dale Page, Director Planning and Community Development.
Item No. / Subject	CJ132-09/21 - Development and Subdivision Applications - July 2021.
Nature of Interest	Interest that may affect impartiality.
Extent of Interest	Interest relates to an amalgamation/subdivision application for Ocean Reef Marina that is referenced in the report. The City is not the approval authority and provided a recommendation on the proposal to the WAPC. Ms Page is a Board Director of Development WA. Ms Page has no knowledge of or involvement in the assessment or recommendation on the application.

CJ132-09/21 DEVELOPMENT AND SUBDIVISION APPLICATIONS - JULY 2021

WARD	All
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBERS	07032, 101515
ATTACHMENTS	Attachment 1 Monthly Development Applications Determined - July 2021 Attachment 2 Monthly Subdivision Applications Processed - July 2021
AUTHORITY / DISCRETION	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 during July 2021.

EXECUTIVE SUMMARY

Schedule 2 (Deemed provisions for local planning schemes) of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) provide for Council to delegate powers under a local planning scheme to the Chief Executive Officer (CEO), who in turn has delegated them to employees of the City.

The purpose of delegating certain powers to the CEO and officers is to facilitate the timely processing of development and subdivision applications. The framework for the delegations of those powers is set out in resolutions by Council and is reviewed annually, or as required.

This Report identifies the development applications determined by the administration under delegated authority powers during July 2021 (Attachment 1 refers), as well as the subdivision application referrals processed by the City during July 2021 (Attachment 2 refers).

BACKGROUND

Clause 82 of schedule 2 (Deemed provisions for local planning schemes) of the Regulations enables Council to delegate powers under a local planning scheme to the CEO, and for the CEO to then delegate powers to individual employees.

At its meeting held on 15 June 2021 (CJ079-06/21 refers), Council considered and adopted the most recent Town Planning Delegations.

DETAILS

Subdivision referrals

The number of subdivision and strata subdivision referrals processed under delegated authority during July 2021 is shown in the table below:

Type of subdivision referral	Number of referrals	Potential additional new lots
Subdivision applications	8	7
Strata subdivision applications	14	16
TOTAL	22	23

Of the subdivision referrals, 13 were to subdivide in housing opportunity areas, with the potential for 15 additional lots.

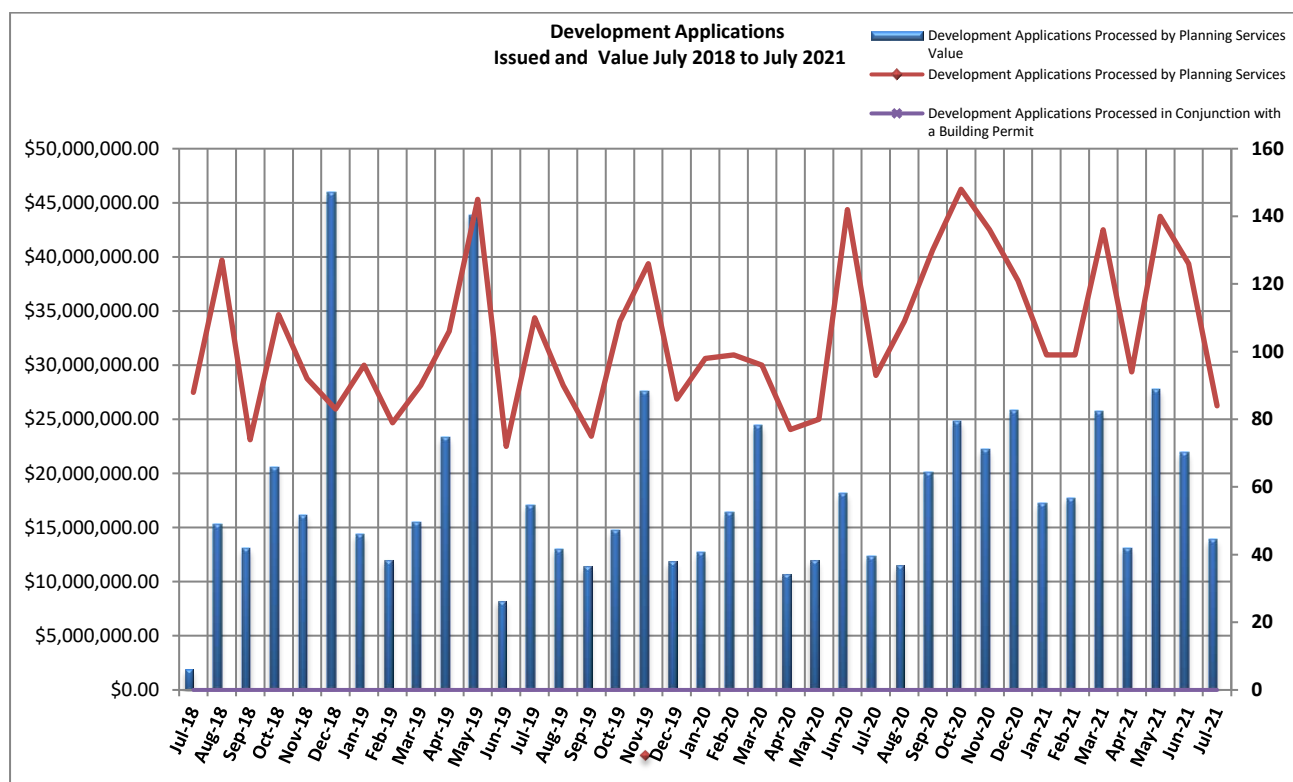
Development applications

The number of development applications determined under delegated authority during July 2021 is shown in the table below:

	Number	Value (\$)
Development applications processed by Planning Services	84	\$13,902,452

Of the 84 development applications, five were for new dwelling developments in housing opportunity areas, proposing a total of 11 additional dwellings.

The total number and value of development applications determined between July 2018 and July 2021 is illustrated in the graph below:



The number of development applications received during July 2021 was 108.

The number of development applications current at the end of July was 253. Of these, 38 were pending further information from applicants and five were being advertised for public comment.

In addition to the above, 294 building permits were issued during the month of July with an estimated construction value of \$41,693,374.

Issues and Options Considered

Not applicable.

Legislation / Strategic Community Plan / Policy Implications

Legislation

*City of Joondalup Local Planning Scheme No. 3.
Planning and Development (Local Planning Schemes)
Regulations 2015.*

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.

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

Clause 82 of schedule 2 of the Regulations permits the local government to delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties. Development applications were determined in accordance with the delegations made under clause 82 of schedule 2 of the Regulations.

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 84 development applications were determined for the month of July with a total amount of \$46,979.45 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 *Local Planning Scheme 3* and the Regulations.

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 development applications described in Attachment 1 to Report CJ132-09/21 during July 2021;**
- 2 subdivision applications described in Attachment 2 to Report CJ132-09/21 during July 2021.**

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1brf210914.pdf](#)

CJ133-09/21**EXECUTION OF DOCUMENTS**

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Office of the CEO
FILE NUMBER	15876, 101515
ATTACHMENT	Attachment 1 Documents sealed by affixing the Common Seal during the period 3 to 18 August 2021
AUTHORITY / DISCRETION	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 3 to 18 August 2021.

EXECUTIVE SUMMARY

The City enters into various agreements by affixing the 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 the Council NOTES the Schedule of Documents executed by means of affixing the Common Seal for the period 3 to 18 August 2021, as detailed in Attachment 1 to Report CJ133-09/21.

BACKGROUND

For the period 3 to 18 August 2021, seven documents were executed by affixing the Common Seal. A summary is provided below:

Type	Number
Section 70A Notification	4
Removal of Section 70A Notification	1
Replacement Legal Agreement	1
Restrictive Covenant	1

DETAILS**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.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial / budget implicationsCurrent financial year impact

Not applicable.

Future financial year impact

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 executed by means of affixing the Common Seal for the period 3 to 18 August 2021, as detailed in Attachment 1 to Report CJ133-09/21.

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf210914.pdf](#)

CJ134-09/21**STATUS OF PETITIONS**

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBERS	05386, 101515
ATTACHMENT	Attachment 1 Status of Petitions - 16 August 2016 to 17 August 2021
AUTHORITY / DISCRETION	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 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 to Report CJ134-09/21 provides a list of all outstanding petitions, which were received during the period 16 August 2016 to 17 August 2021, 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 16 August 2016 to 17 August 2021, forming Attachment 1 to Report CJ134-09/21;**
- 2 in relation to the petition requesting Council create a working group to review and develop appropriate signage guidelines and policy to allow small business to have a say on signage and place-making within the City of Joondalup, a report will be presented to a future Council meeting to consider possible amendments to the *Local Government and Public Property Local Law 2014*;**

3 in relation to the petition requesting that:

- 3.1 provision be made in the next upcoming budget to install traffic light controls, including pedestrian controls at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury;**
- 3.2 Council resolutely lobby the State Government's Main Roads Department, as the regulator for such installations, so that permission can be obtained for such an installation to proceed,**

the City was advised that during the 2021 State Government elections a promise was made for a potential upgrade of this intersection, and the City has now received confirmation of the election funding and will liaise with Main Roads WA to develop options;

- 4 in relation to the petition requesting Council construct a single universal-access toilet on a time lock system at Sir James McCusker Park in Iluka close to the barbeque and picnic area, as per Council's decision at its meeting held on 15 June 2021 (CJ088-06/21 refers), the City is arranging for community consultation to be undertaken;**
- 5 in relation to the petition requesting Council to rezone the North Burns Beach as a dog beach, it is anticipated that a report will be presented to Council at its meeting to be held on 16 November 2021;**
- 6 in relation to a petition requesting Council amend the *Childcare Premises Local Planning Policy* so the intent of the policy is that no childcare operations (excluding family day care services) are to be located adjoining or opposite a residential property, a review has commenced on the *Childcare Premises Local Planning Policy* and that a report will be presented to Council at its meeting to be held on 16 November 2021;**
- 7 in relation to a petition requesting Council extend the discount of the Greenwood Tennis Clubs discount in respect of court hire fees for seniors, a report was presented to Council at its meeting held on 17 August 2021 (CJ120-08/21 refers);**
- 8 in relation to a petition requesting Council to reinstate the 14 week maximum term for the Burns Beach Markets, a report was presented to Council at its meeting held on 17 August 2021 (CJ119-08/21 refers);**
- 9 in relation to a petition opposing the reclassification of any part of Burns Beach as a dog exercise beach, it is anticipated that a report will be presented to Council at its meeting to be held on 16 November 2021;**
- 10 in relation to a petition requesting the removal of the basketball and handball courts from the Braden Park Playground upgrade currently underway and to add them to the plan for the proposed skate park, a motion carried at the Council meeting held on 17 August 2021 (C81-08/21 refers), calling for the City to undertake community consultation post the installation of the basketball pad and to bring a report back for Council's consideration at its meeting to be held in February 2022;**

- 11 in relation to a petition requesting the City investigate options to install an artificial reef, in partnership with the relevant State Government stakeholders, between Mullaloo Point and the south wall of the new Ocean Reef Marina:
- 11.1 the City acknowledges the request for further investigation into the installation of an artificial reef between Mullaloo Point and the south wall of the new Ocean Reef Marina;
- 11.2 the area is outside the City's boundary of which the City has no jurisdiction;
- 11.3 the lead petitioner has been advised accordingly;
- 12 in relation to a petition requesting the City support glyphosate use advisory signage being left in place for a minimum of 24 hours following the application of glyphosate as undertaken within City of Joondalup managed land, and glyphosate advisory signage being left in place to protect health despite the very small cost to Special Area Rate (SAR) payments each year:
- 12.1 at its meeting held on 17 August 2021 (C63-07/21 refers) Council did not support this request and the prior Council decision of 18 May 2021 (CJ063-05/21 refers) remains in effect;
- 12.2 the lead petitioner has been advised accordingly;
- 13 in relation to a petition requesting the City upgrade the Duncraig Early Learning Centre with an additional toilet and sewer connection, it is anticipated that a report will be presented to Council at a future Council meeting;
- 14 in relation to a petition requesting the City approve the proposed childcare centre at Lots 243 and 244 (44 and 46) Grand Ocean Entrance, Burns Beach, a report was presented to Council at its meeting held on 17 August 2021 (CJ113-08/21 refers);
- 15 in relation to a petition requesting the City prepare options for the expansion and redevelopment of the Whitford Senior Citizens Club and Whitford Library Services, a report will be presented to a future Council meeting;
- 16 in relation to a petition requesting the City support the installation of speed limit signage on Marina Boulevard, Ocean Reef that says "Remember 50 kilometre per hour built up areas", and advocating to Main Roads WA to erect speed limit signage on Marina Boulevard:
- 16.1 Council at its meeting held on 17 November 2020 (CJ174-11/20 refers) resolved the following;
- "That Council:*
- 1 *NOTES that Main Roads WA no longer supports the use of and / or installation of "REMEMBER 50km/hr IN BUILT-UP AREA" signs in Western Australia;*
- 2 *NOTES Main Roads WA's request for assistance from the City to remove the "REMEMBER 50km/hr IN BUILT-UP AREA" signs by December 2020;*

- 3 ***DOES NOT SUPPORT Main Roads WA's request for assistance from the City to proactively remove "REMEMBER 50km/hr IN BUILT-UP AREA" signs;***
- 4 ***ADVISES Main Roads WA that "REMEMBER 50km/hr IN BUILT-UP AREA" sign removal will occur by natural attrition when signs reach the end of their useful life and not beforehand, and subject to the successful implementation of alternative speed awareness programs."***

16.2 advises the lead petitioner accordingly.

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf210921.pdf](#)

CJ135-09/21**MINUTES OF REGIONAL COUNCIL MEETINGS****WARD**

All

**RESPONSIBLE
DIRECTOR**Mr Jamie Parry
Governance and Strategy**FILE NUMBERS**

03149, 41196, 101515

ATTACHMENTS

Attachment 1 Mindarie Regional Council - Special Council Meeting Minutes - 8 July 2021

Attachment 2 Tamala Park Regional Council - Special Council Meeting Minutes - 19 July 2021

Attachment 3 Mindarie Regional Council - Ordinary Council Meeting Minutes - 12 August 2021

Attachment 4 Tamala Park Regional Council - Ordinary Council Meeting Minutes - 19 August 2021

Attachment 5 Mindarie Regional Council - Special Council Meeting Minutes - 19 August 2021

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

AUTHORITY / DISCRETION

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 various bodies on which the City has current representation.

EXECUTIVE SUMMARY

The following minutes are provided:

- Minutes of the Special Council meeting of the Mindarie Regional Council held on 8 July 2021.
- Minutes of the Special Council meeting of the Tamala Park Regional Council held on 19 July 2021.
- Minutes of the Ordinary Council meeting of the Mindarie Regional Council held on 12 August 2021.
- Minutes of the Ordinary Council meeting of the Tamala Park Regional Council held on 19 August 2021.
- Minutes of the Special Council meeting of the Mindarie Regional Council held on 19 August 2021.

DETAILS

Mindarie Regional Council

A Special Meeting of the Mindarie Regional Council was held on 8 July 2021.

Mayor Albert Jacob, JP and Cr Russ Fishwick, JP were Council's representatives at the Special Council meeting of the Mindarie Regional Council held on 8 July 2021.

The attached minutes detail those matters that were discussed at the Mindarie Regional Council meeting that may be of interest to the City of Joondalup (Attachment 1 refers).

An Ordinary Meeting of the Mindarie Regional Council was held on 12 August 2021.

Mayor Albert Jacob, JP and Cr Russ Fishwick, JP were Council's representatives at the Ordinary Council meeting of the Mindarie Regional Council held on 12 August 2021.

The attached minutes detail those matters that were discussed at the Mindarie Regional Council meeting that may be of interest to the City of Joondalup (Attachment 3 refers).

A Special Meeting of the Mindarie Regional Council was held on 19 August 2021.

Mayor Albert Jacob, JP and Cr Russ Fishwick, JP were Council's representatives at the Special Council meeting of the Mindarie Regional Council held on 19 August 2021.

The attached minutes details those matters that were discussed at the Mindarie Regional Council meeting that may be of interest to the City of Joondalup (Attachment 5 refers).

Tamala Park Regional Council

A Special Meeting of the Tamala Park Regional Council was held on 19 July 2021.

Cr John Chester and Cr Philippa Taylor were Council's representatives at the Special Council meeting of the Tamala Park Regional Council held on 19 July 2021.

The attached minutes detail those matters that were discussed at the Tamala Park Regional Council meeting that may be of interest to the City of Joondalup (Attachment 2 refers).

An Ordinary Meeting of the Tamala Park Regional Council was held on 19 August 2021.

Cr John Chester and Cr Philippa Taylor were Council's representatives at the Ordinary Council Meeting of the Tamala Park Regional Council held on 19 August 2021.

The attached minutes detail those matters that were discussed at the Tamala Park Regional Council meeting that may be of interest to the City of Joondalup (Attachment 4 refers).

Legislation / Strategic Community Plan / Policy Implications

Legislation Not applicable.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Strong leadership.

Strategic initiative Seek out City representation on key external and strategic bodies.

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:

- 1 Special Council meeting of the Mindarie Regional Council held on 8 July 2021 forming Attachment 1 to Report CJ135-09/21;
- 2 Special Council meeting of the Tamala Park Regional Council held on 19 July 2021 forming Attachment 2 to Report CJ135-09/21;
- 3 Ordinary Council meeting of the Mindarie Regional Council held on 12 August 2021 forming Attachment 3 to Report CJ135-09/21;
- 4 Ordinary Council meeting of the Tamala Park Regional Council held on 19 August 2021 forming Attachment 4 to Report CJ135-09/21;
- 5 Special Council meeting of the Mindarie Regional Council held on 19 August 2021 forming Attachment 5 to Report CJ135-09/21.

To access this attachment on electronic document, click here: [RegionalMinutes210914.pdf](#)

CJ136-09/21 CORPORATE BUSINESS PLAN REVIEW 2021-22 TO 2025-26

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	52605, 101515
ATTACHMENT	Attachment 1 Corporate Business Plan 2021-22 to 2025-26
AUTHORITY / DISCRETION	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 adopt the *Corporate Business Plan 2021-22 to 2025-26* as shown in Attachment 1 to Report CJ136-09/21.

EXECUTIVE SUMMARY

The *Corporate Business Plan* translates the City's *Strategic Community Plan, Joondalup 2022*, into a five-year delivery program and contains the major projects and priorities which the City proposes to deliver over the five-year period.

In accordance with the *Local Government (Administration) Regulations 1996*, the City is required to review its *Corporate Business Plan* annually and submit to Council for adoption.

The *Corporate Business Plan* requires adoption by Council by an absolute majority.

It is therefore recommended that Council adopts the Corporate Business Plan 2021-22 to 2025-26 as shown in Attachment 1 to Report CJ136-09/21.

BACKGROUND

All local governments are required to produce a plan for the future under section 5.56 (1) of the *Local Government Act 1995*. The minimum requirement to meet the intent of the plan for the future is the development of a *Strategic Community Plan* and a *Corporate Business Plan*.

An amendment to the *Local Government (Administration) Regulations 1996* was made in August 2011, requiring all local governments to prepare a *Strategic Community Plan* and *Corporate Business Plan* by 30 June 2013. The Regulations also required local governments to review their *Corporate Business Plan* annually, with modifications to be considered and adopted by Council by an absolute majority decision

Council adopted the City's first *Corporate Business Plan* in October 2012 (CJ210-10/12 refers), in accordance with the *Local Government (Administration) Regulations 1996*. Since 2012, the City has updated its *Corporate Business Plan* annually in line with current projects and priorities and in line with major and minor reviews of the *Strategic Community Plan, Joondalup 2022*.

Requirements from the Department of Local Government, Sport and Cultural Industries in developing a *Corporate Business Plan* are relatively flexible with no specific template offered. The *Integrated Planning and Reporting Framework (IPFR)* and Guidelines (September 2016) and the *IPFR Advisory Standard* outline the minimum recommended content.

The plan should:

- be a minimum of four years
- identify strategies, services, priorities and major projects in alignment with the *Strategic Community Plan*
- demonstrate the capacity of the local government to deliver the plan
- be reviewed annually with year one in alignment with the Annual Budget
- align with a local government's informing strategies of the *Workforce Plan*, *Asset Management Strategy*, long-term *Financial Plan* and financial assumptions
- be adopted by Council by an absolute majority.

DETAILS

The *Corporate Business Plan* is a document which provides a medium-term delivery plan for the *Strategic Community Plan* and contains the services, projects and programs to be undertaken over a five-year period which are aligned with the *Strategic Financial Plan*, *Asset Management Strategy* and *Workforce Plan*.

The City's *Corporate Business Plan 2021-22 to 2025-26* includes the following:

- **Roles and Responsibilities** - The roles and responsibilities of Council and the organisation in developing and adopting the *Corporate Business Plan* are outlined on pages 11-12.
- **The Role of the *Corporate Business Plan*** - This is outlined on page 13.
- **Alignment with other City Plans** - Information on how the *Corporate Business Plan* aligns with the *Strategic Community Plan*, *Strategic Financial Plan*, *Asset Management Strategy*, *Workforce Plan*, and the *IT Strategic Plan* is provided on pages 15-19.
- **Impact of COVID-19** - The potential for the global pandemic to impact on the delivery of City services, projects and programs is highlighted on page 20. While services, projects and programs are planned for 2021-22, a level of uncertainty exists within the social, economic and financial environment which may affect the delivery of planned activities. A summary of the response and recovery actions being taken by the City are also outlined on page 20.
- **Strategic Priorities for 2021-22 to 2025-26** - The priorities highlight the alignment of transformational projects in *Joondalup 2022* and the achievement of key objectives and strategic initiatives over the next five years on pages 21-24.

- **Priority Projects and Projects to be delivered in 2021-22** - Focus is given to some of the major projects programs within the *2021-22 Budget* which will have a significant impact on the City's infrastructure and urban environment and which will contribute to the quality of life for the community in 2021-22. These are outlined on pages 25-26.
- **Outline of City Services** - Information is provided on City services and sub-services (projects and programs) within each key theme of the *Corporate Business Plan* on pages 27-38. Costs and Full Time Equivalent (FTE) staffing levels associated with each service have been provided for greater clarity and transparency. This also includes information on whether there is an FTE change in 2021-22 compared with the previous year.
- **Projects and Activities Section** - Each key theme contains a brief description of the key projects and programs that the City proposes to deliver in the 2021-22 financial year on pages 39-107. Quarterly milestones are set for each project and program. A report will be presented to Council at the end of each quarter detailing progress against these milestones. Progress against the *Capital Works Program 2021-22* will be provided with the quarterly reports.
- **Detailed financial information** includes the following:
 - Financial Summary - pages 108-109.
 - Capital Expenditure - excluding escalation - pages 110-112.
 - Rate Setting Projections - pages 113-115.
 - General Financial Projection Assumptions - pages 116-119.

Issues and options considered

Council can either:

- adopt the *Corporate Business Plan 2021-22 to 2025-26*
or
- adopt the *Corporate Business Plan 2021-22 to 2025-26*, subject to further amendments.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government (Administration) Regulations 1996.
Regulation 19DA Corporate Business Plans, Requirements
(Act section 5.56).*

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

For the community to have confidence and trust in the City that it can deliver services effectively and transparently.

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

Policy Not applicable.

Risk management considerations

It is a legislative requirement for the City to review its *Corporate Business Plan* annually and submit modifications to Council for adoption by an absolute majority. A failure to achieve this in a timely manner could result in a circumstance of non-compliance.

Identification and management of risk relating to services, projects and programs are integrated within the City's systems and processes.

Financial / budget implications

The annual review of the *Corporate Business Plan* provides an opportunity for the City to reassess forecasted timeframes in accordance with resourcing strategies to ensure the sustainable delivery of projects.

The financial information contained within the revised *Corporate Business Plan* is drawn directly from the draft *Strategic Financial Plan 2020-21 to 2029-30* and *Capital Works Program 2021-22 to 2025-26*.

It should be noted that the draft *Strategic Financial Plan 2020-21 to 2029-30* was presented to Council in July 2021 and will be subject to further review with Elected Members. Any endorsed changes following this review will then be reflected in the final *Corporate Business Plan 2021-22 to 2025-26*.

Regional significance

Many of the projects in the *Corporate Business Plan* have regional significance and highlight the importance of regional planning and cooperation in managing and responding to future challenges within the north metropolitan region.

Sustainability implications

The *Corporate Business Plan* demonstrates the operational capacity of the City to achieve its aspirational outcomes and objectives over the medium term. Project planning and prioritisation within the plan is based on the City's ambition to deliver services sustainably and affordably.

The projects and programs in the *Corporate Business Plan* are aligned to the key themes in *Joondalup 2022* which have been developed to ensure the sustainability of the City.

The key themes are as follows:

- Governance and Leadership.
- Financial Sustainability.
- Quality Urban Environment.
- Economic Prosperity, Vibrancy and Growth.
- The Natural Environment.
- Community Wellbeing.

Consultation

Community consultation is not required for the annual review of the *Corporate Business Plan* however, a public notice is required by legislation following the adoption of any changes to the plan by Council.

COMMENT

It is important that the City provides the community with a clear plan of the projects and activities it intends to deliver. The City's *Corporate Business Plan* provides a useful tool for measuring performance over the medium term (five-years), and against the priority projects and programs in the first year where specific milestones are provided for each quarter.

Measuring performance on the timely delivery of projects and programs enables the community to assess the City's achievements against the *Corporate Business Plan* and the *Strategic Community Plan*.

The City's *Corporate Business Plan 2021-22 to 2025-26* is in line with the Department of Local Government, Sports and Cultural Industries' *Integrated Planning and Reporting Framework* and *Guidelines* which set out the requirements for local governments to undertake planning and reporting.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY ADOPTS the *Corporate Business Plan 2021-22 to 2025-26*, as shown in Attachment 1 to Report CJ136-09/21.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf210921.pdf](#)

CJ137-09/21**LIST OF PAYMENTS MADE DURING THE MONTH OF JULY 2021**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	09882, 101515
ATTACHMENTS	<p>Attachment 1 Chief Executive Officer's Delegated Municipal Payment List for the month of July 2021</p> <p>Attachment 2 Chief Executive Officer's Delegated Municipal Payment List (Bond Refunds) for the month of July 2021</p> <p>Attachment 3 Municipal and Trust Fund Vouchers for the month of July 2021</p>
AUTHORITY / DISCRETION	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 July 2021.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of July 2021, totalling \$15,261,466.97.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for July 2021 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 Report CJ137-09/21, totalling \$15,261,466.97.

BACKGROUND

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

DETAILS

The table below summarises the payments drawn on the funds during the month of July 2021. Lists detailing the payments made are appended as Attachments 1 and 2 to Report CJ137-09/21.

The vouchers for the month are appended as Attachment 3 to Report CJ137-09/21.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques & EFT Payments 111454 - 111474 & 111476 - 111502 & 111504 - 111594 & EF093788 - EF094155 & EF094167 - EF094408	\$10,370,369.20
	Net of cancelled payments Vouchers 3094A-3105A	\$4,877,860.87
	Bond Refund Cheques & EFT Payments 111453 & 111475 & 111503 & 111595 & EF091456 - EF094166 Net of cancelled payments.	\$13,236.90
Total		\$15,261,466.97

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

Changes in the treatment of bonds received and repaid, from being held in the Trust Fund to now being reflected in the Municipal Fund, have arisen from a directive by the Office of the Auditor General.

COMMENT

All Municipal Fund expenditure included in the list of payments is incurred in accordance with the *2021-22 Adopted Budget* as adopted by Council at its meeting held on 15 June 2021 (CJ092-06/21 refers), or has been authorised in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Chief Executive Officer's list of accounts for July 2021 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 Report CJ137-09/21, totalling \$15,261,466.97.

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf210914.pdf](#)

CJ138-09/21**FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JULY 2021**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	07882, 101515
ATTACHMENTS	Attachment 1 Financial Activity Statement Attachment 2 Investment Summary Attachment 3 Supporting Commentary
AUTHORITY/ DISCRETION	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 July 2021.

EXECUTIVE SUMMARY

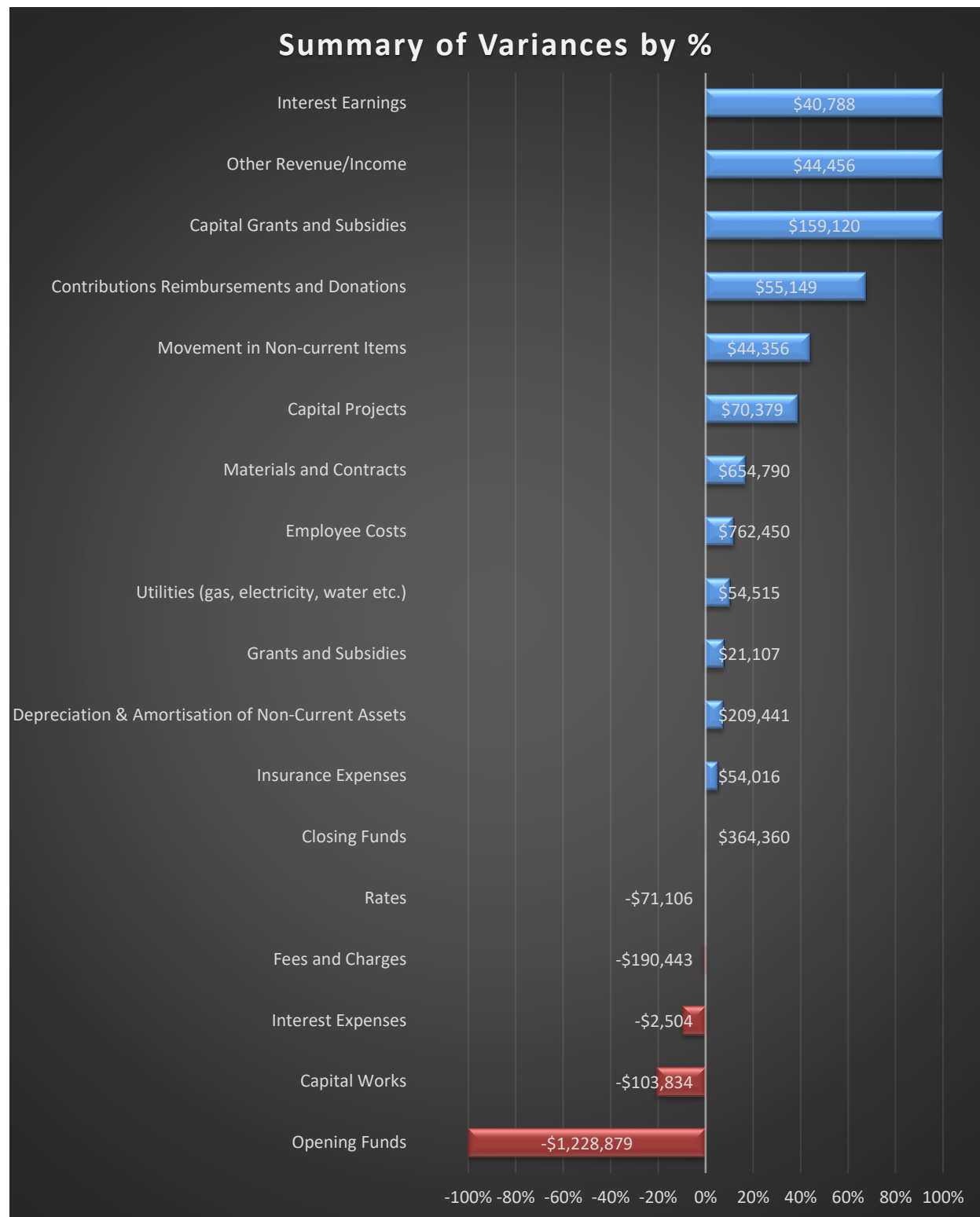
At its meeting held on 15 June 2021 (CJ092-06/21 refers), Council adopted the *2021-22 Annual Budget*. The figures in this Report are compared to the adopted budget.

The July 2021 Financial Activity Statement Report shows an overall favourable variance of \$364,360 from operations and capital, after adjusting for non-cash items.

It should be noted that this variance does not represent a projection of the end of year position or that these funds are surplus to requirements. It represents the year-to-date position to 31 July 2021 and results from a number of factors identified in the report, including the opening funds position which is subject to the finalisation of the *2020-21 Annual Financial Statements*.

There are a number of factors influencing the favourable variance, but it is predominantly due to timing of revenue and expenditure compared to the budget estimate in July and the finalisation of 2020-21 end of year process which has meant that the opening funds total is currently not included. The notes in Attachment 3 identify and provide commentary on the individual key material revenue and expenditure variances to date.

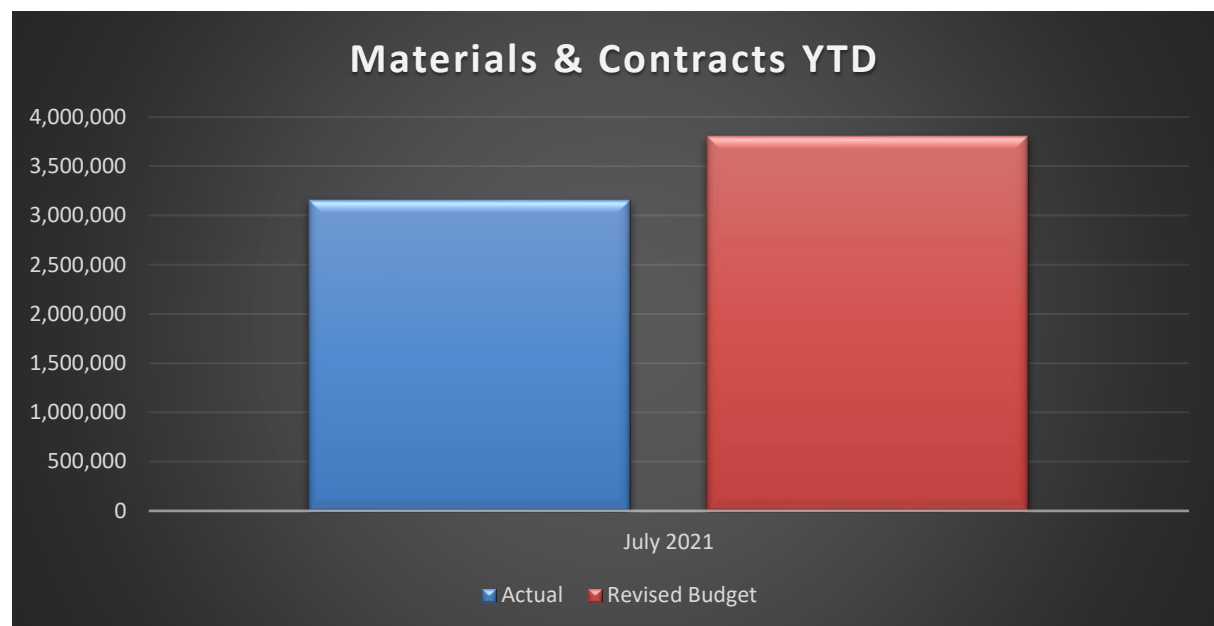
The key elements of the variance are summarised below:



The significant variances for July were:

Materials and Contracts

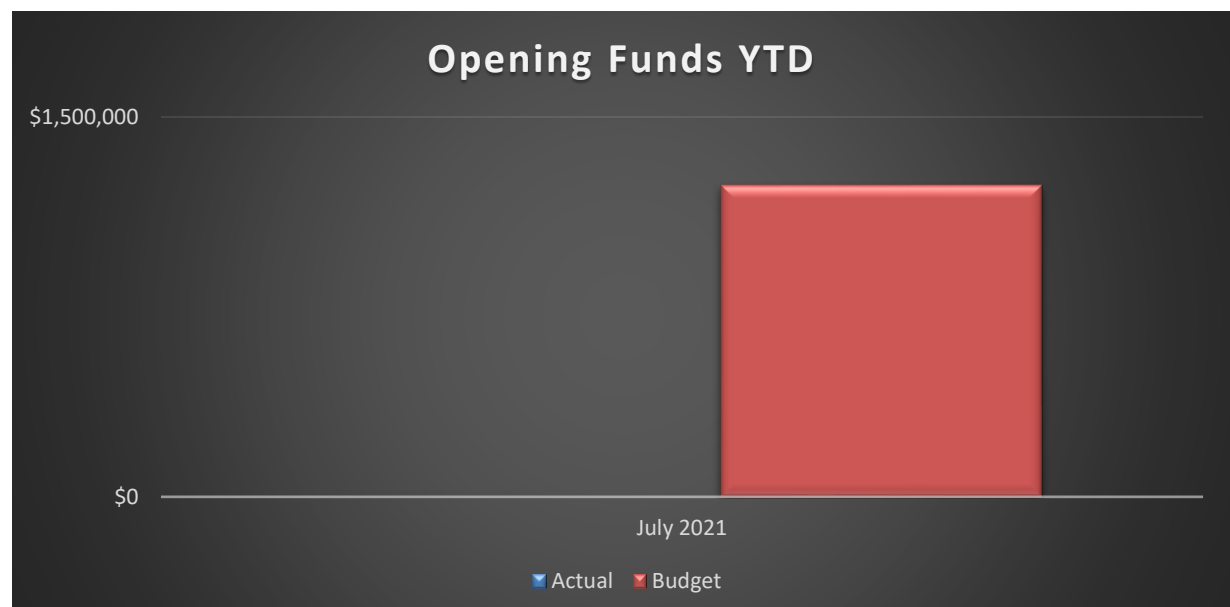
\$654,790



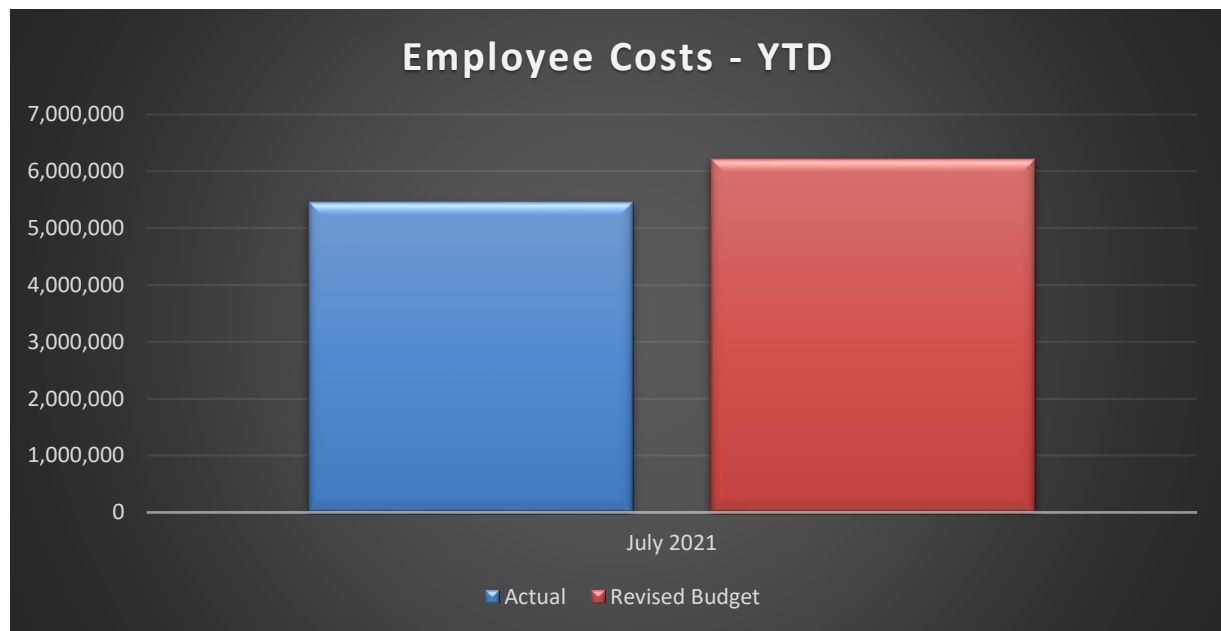
Materials and Contracts expenditure is \$654,790 below budget. This is spread across a number of different areas including External Service Expenses \$242,382, Travel Vehicles & Plant \$110,699, Professional Fees & Costs \$90,366, Accommodation & Property \$57,929 and Public Relations, Advertising & Promotions \$50,821.

Opening Funds

(\$1,228,879)



Opening Funds for July 2021 is \$1,228,879 below budget. The variation in the Closing Funds for the period ended 30 June 2021 is prior to end of year adjustments being processed. The final balance will be available after the Financial Statements for 2020-21 have been audited.

Employee Costs**\$762,450**

Employee Costs expenditure is \$762,450 below budget. Favourable variances predominantly arose from vacancies in various areas compared to budget estimates.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 July 2021 forming Attachment 1 to Report CJ138-09/21.

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 July 2021 is appended as Attachment 1 to Report CJ138-09/21.

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* 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 funds for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial / Budget Implications

All amounts quoted in this Report are exclusive of GST.

Regional Significance

Not applicable.

Sustainability Implications

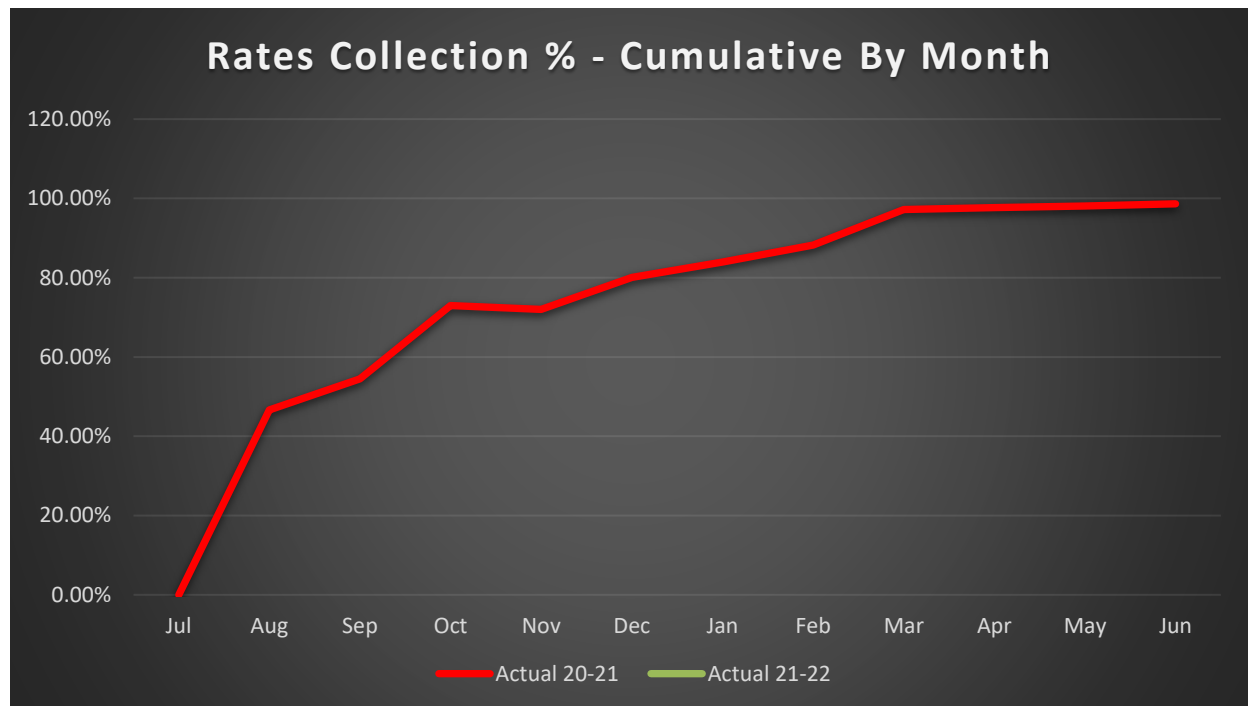
Expenditure has been incurred in accordance with adopted budget parameters, which have been structured on financial viability and sustainability principles.

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*.

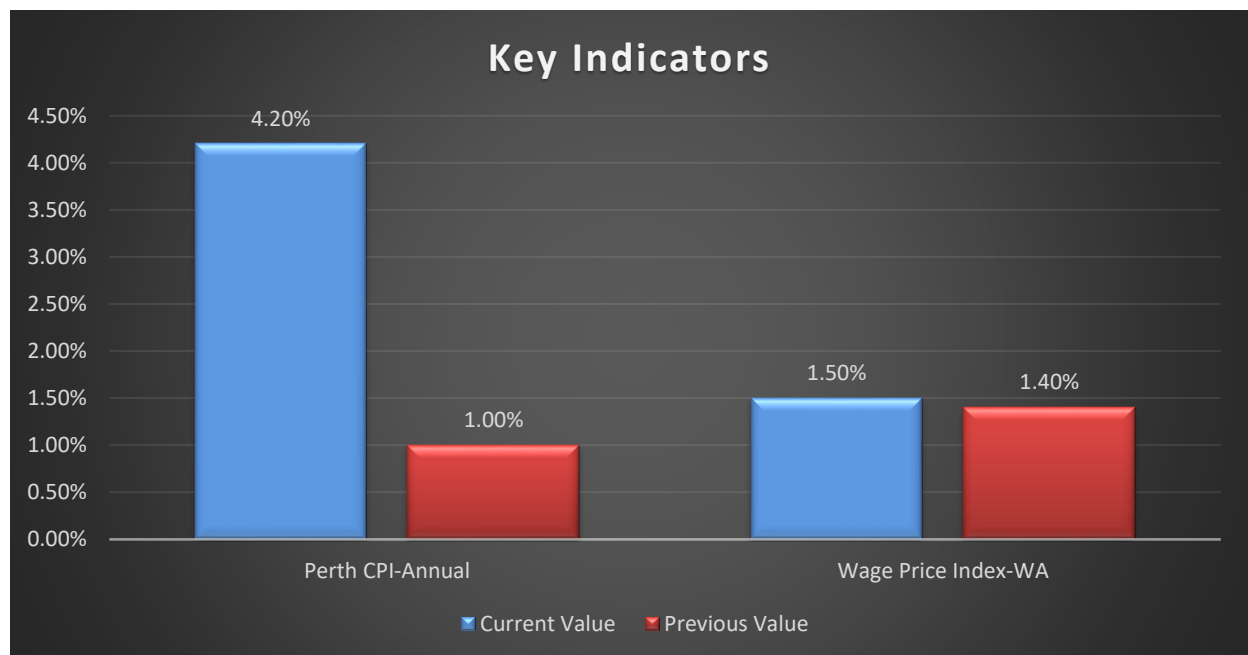
KEY INDICATORS

Rates Collection



Rates notices for 2021-22 were issued in the third week of July 2021 therefore collection rate performance data for July is not available.

Economic Indicators



During July the Perth CPI for the second quarter of 2021 was released. This saw a significant rebound that has been reflected across all other capital cities. The latest wages data from the WA Treasury shows a lift in the year-on-year WA Wage Price Index at the end of the first quarter.

COMMENT

All expenditure included in the Financial Activity Statement is incurred in accordance with the provisions of the 2021-22 adopted budget or has 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 July 2021 forming Attachment 1 to Report CJ138-09/21.

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf210914.pdf](#)

CJ139-09/21**2021-22 BUDGET AMENDMENT - PROJECTS
CARRIED FORWARD FROM 2020-21 AND
FEDERAL ASSISTANCE GRANTS**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	109072, 101515
ATTACHMENT	Attachment 1 List of Capital Works Projects
AUTHORITY / DISCRETION	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 approve amendments to the *2021-22 Budget* reflecting 2020-21 Capital Works projects carried forward into 2021-22 and advance receipt of part of the Federal Assistance Grants in 2020-21.

EXECUTIVE SUMMARY

The *2020-21 Capital Works Program* was largely complete at 30 June 2021. A number of projects were in the final stages of completion at that date, some awaiting final supplier invoices while others either relate to phase two of the *Local Roads and Communities Infrastructure Program* (LRCI), are designated multi-year projects or are those projects with works delayed into 2021-22. The funds unspent in 2020-21 in respect of these projects are required to be carried forward into 2021-22 to facilitate the associated expenditure required to complete the projects.

The City also received part of the 2021-22 Federal Assistance Grants in advance in June 2021 which is required to be carried forward into 2021-22 to fund expenditure in this financial year.

BACKGROUND

Each year, as part of the “end of financial year process”, the City reviews the status of projects in the Capital Works Program and considers if unspent funds are required to be carried forward into the next financial year to complete or continue projects commenced in the prior year. Projects that require this treatment at the end of 2020-21 have been identified and thus require amendments to the *2021-22 Budget* expenditure estimates.

Each year, the Grants Commission allocates Federal Assistance Grants to all local governments, including the City. Such an allocation was made for 2021-22, however the City received a portion of this grant in advance in 2020-21. Being an untied grant, this is recognised as revenue in 2020-21 and the corresponding cash funds are held in a restricted reserve to be carried forward into 2021-22 to be expended.

DETAILS

Capital Works projects to be carried forward from 2020-21

The 2020-21 Capital Works Program is largely completed, however approximately 71 projects have been identified that will continue into 2021-22. Several of these are multi-year projects for which work was already budgeted to continue in 2021-22. Several projects are awaiting completion pending certain works to be done by State agencies, which is expected to be done within the first quarter of the current financial year.

In many cases, this project status was already forecast and reflected in the *2021-22 Budget*, but final results at 30 June 2021 necessitate amendments to these budget estimates.

Expenditure into 2021-22 is funded by a combination of:

- municipal funding (that is funds from rates levied) allocated to projects not fully expended in 2020-21, and being carried forward into 2021-22
- reserve funds not fully expended in 2020-21 and held in reserve to be applied in 2021-22
- grant funds received in 2020-21 but not fully applied and, therefore, to be recognised as revenue in 2021-22 to the extent unspent in the previous year
- grant funds expected in 2020-21 but not received, which are now expected to be received in 2021-22
- projects in respect of which actual expenditure in 2020-21 exceeded earlier 2020-21 end-of-year forecasts and which, therefore, require amendment to 2021-22 budget expenditure and funding brought forward estimates to accommodate actual results.

Budgeted capital works expenditure in 2021-22 requires amendment as a result. Typically, in past years, such amendments were affected as part of the mid-year budget review. Amendments are sought earlier this time to facilitate works being undertaken sooner.

As listed in Attachment 1 to Report CJ139-09/21, a total of 71 projects require budget amendments as follows:

Total expenditure increase	\$4,936,028
----------------------------	-------------

Funded by:

Municipal funds carried forward from 2020-21	\$1,630,010
Reserve funds unspent in 2020-21	\$1,356,141
Grant revenue to be added in 2021-22	\$1,944,677
Contribution revenue to be added in 2021-22	<u>\$ 5,200</u>
Total funding	<u>\$4,936,028</u>

Key projects include the following:

- Emerald Park Community Facility Upgrade. Additional funding was identified as necessary when the contract for the project works was approved by Council at its meeting held on 17 August 2021 (CJ123-08/21 refers).
- Over half of the identified projects comprising multi-year projects continuing into 2021-22.
- A number of projects delayed in 2020-21 due to pending power connections by Western Power.
- Some projects delayed into 2021-22 due to adverse weather conditions that prevented completion by 30 June 2021.

Advance receipt of 2021-22 Federal Assistance Grants in 2020-21

The WA Local Government Grants Commission allocates Federal Assistance Grants (General Purpose and Local Roads) to each local government in Western Australia. As the allocation is typically made late in June each year, the City's annual budget includes an estimate of these grant allocations. Total Federal Assistance Grants were budgeted in 2021-22 as follows:

General Purpose grant	\$3,349,022
Local Roads grant	\$2,246,728

The final grant allocations approved by the Grants Commission were slightly higher than the adopted budget. Taking this into account, along with the advance received in the previous financial year, the following amendment to the *2021-22 Budget* is required:

	General Purpose	Local Roads	Total
CoJ Allocation 2021-22	3,509,339	2,409,530	5,918,869
Less: Advance in 2020-21	(1,711,864)	(1,261,610)	(2,973,474)
Balance in 2021-22	1,797,475	1,147,920	2,945,395
Adopted Budget 2021-22	3,349,022	2,246,728	5,595,750
Budget 2021-22 reduction	(\$1,551,547)	(\$1,098,808)	(\$2,650,355)

Issues and options considered

Option 1 – Do not amend the *2021-22 Budget*

Council can choose not to amend the *2021-22 Adopted Budget*. This would restrict the City's ability to incur the necessary capital works expenditure in 2021-22 given that this is additional to the current budget.

This option is not recommended.

Option 2 – Amend the *2021-22 Budget*

Amending the *2021-22 Adopted Budget* will allow the City to incur the necessary expenditure to complete the identified capital works projects.

This option is recommended.

Legislation / Strategic Community Plan / Policy implications

Legislation

Section 6.8 of the *Local Government Act 1995*.

“(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

- (a) is incurred in a financial year before the adoption of the annual budget by the local government; or
- (b) is authorised in advance by resolution*; or
- (c) is authorised in advance by the mayor or president in an emergency

(1a) In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.”

* Absolute majority required

Strategic Community Plan

Key theme Financial Sustainability.

Objective Effective management.

Strategic initiative Not applicable.

Policy Not applicable.

Risk management considerations

The City's ability to complete capital works projects from 2020-21 carrying over into the current financial year will be constrained in the absence of a budget amendment to accommodate the necessary expenditure. The expenditure is to be met from funds unspent from the previous financial year as well as additional grant funding now expected to be received, so no new funding is required to be allocated.

The amendment in relation to the Federal Assistance Grants is necessary to reflect the actual allocation and payments to be received in 2021-22. If the amendment is not made, an actual variance to budget will be reported each month, as in previous years, until an amendment can be affected at the mid-year budget review.

Financial / budget implications

The total additional capital works expenditure required in 2021-22 is \$4,936,028 (Attachment 1 refers). This includes \$1,949,877 in additional grants and contributions revenue with the balance to be met from municipal and reserve funds unspent in the previous financial year.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The proposed amendments will allow the City to incur the necessary expenditure to complete projects being carried over from the previous financial year and will allow the *2021-22 Budget* to more accurately reflect revenue and expenditure estimates.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY:

- 1** **NOTES** the proposed increase to *2021-22 Capital Works Budget* as set out in Attachment 1 to Report CJ139-09/21, to be met by unspent municipal and reserve funds available at 30 June 2021 and additional grants and contributions revenue anticipated in 2021-22;
- 2** **INCREASES** the *2021-22 Capital Works Budget* expenditure by \$4,936,028;
- 3** **INCREASES** the 2021-22 Non-operating Grant, Subsidies and Contributions Budget comprising higher non-operating grant revenue \$1,944,677 and non-operating contributions \$5,200;
- 4** **INCREASES** the 2021-22 Transfers from Restricted Reserves Budget by \$1,630,010 from the Capital Works Carried Forward Reserve drawn from municipal funds unspent and transferred into the Reserve at 30 June 2021;
- 5** **INCREASES** the 2021-22 Transfers from Restricted Reserves Budget by \$993,452 from the Asset Renewal Reserve drawn from funds unspent at 30 June 2021;
- 6** **INCREASES** the 2021-22 Transfers from Restricted Reserves Budget by \$362,689 from the Strategic Asset Reserve drawn from funds unspent at 30 June 2021;
- 7** **REDUCES** the 2021-22 Federal Assistance Grants revenue Budget by \$2,650,355 comprising a reduction of \$1,551,547 in respect of the General Purpose grant budget and a reduction of \$1,098,808 in respect of the Local Roads grant budget.

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf210914.pdf](#)

CJ140-09/21**INVITATION 016/21 - TO JOIN PANEL OF PRE-QUALIFIED SUPPLIERS FOR THE SUPPLY AND DELIVERY OF TREE STOCK**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	109549, 101515
ATTACHMENTS	Attachment 1 Schedule of Items Attachment 2 Summary of Submissions Attachment 3 Confidential - Invitation Summary
AUTHORITY / DISCRETION	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 accept the offers submitted by N.E.J. Investments Pty Ltd as Trustee for Great Scott Family Trust t/as Arborwest Tree Farm, Quito Pty Ltd as Trustee for the Quito Unit Trust t/as Benara Nurseries, Ellenby Tree Farm Pty Ltd t/as Ellenby Tree Farm and Plant Force Investments Pty Ltd (Plantrite) to join the panel of pre-qualified suppliers for the supply and delivery of tree stock.

EXECUTIVE SUMMARY

Invitations were advertised on 5 June 2021 through state-wide public notice and published by Tenderlink for the supply and delivery of tree stock. Invitations closed on 23 June 2021. A submission was received from each of the following:

- N.E.J. Investments Pty Ltd as Trustee for Great Scott Family Trust t/as Arborwest Tree Farm.
- Quito Pty Ltd as Trustee for the Quito Unit Trust t/as Benara Nurseries.
- Ellenby Tree Farm Pty Ltd t/as Ellenby Tree Farm.
- Plantforce Investments Pty Ltd (Plantrite).

The submissions from Arborwest Tree Farm, Benara Nurseries, Ellenby Tree Farm and Plantrite represent best value to the City. Each respondent demonstrated a good level of understanding and appreciation of the required tasks and provided sufficient information to demonstrate they have the experience and capability to deliver the goods and services.

Each respondent provided details of its experience delivering similar goods and services to many local governments in Western Australia such as the Cities of Stirling, Swan, Nedlands, Melville and various other organisations. Three of the respondents are panel members of the current tree stock panel of pre-qualified suppliers for the City of Joondalup.

It is therefore recommended that Council:

- 1 ACCEPTS the offer submitted by N.E.J. Investments Pty Ltd as Trustee for Great Scott Family Trust t/as Arborwest Tree Farm to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years;*
- 2 ACCEPTS the offer submitted by Quito Pty Ltd as Trustee for the Quito Unit Trust t/as Benara Nurseries to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years;*
- 3 ACCEPTS the offer submitted by Ellenby Tree Farm Pty Ltd t/as Ellenby Tree Farm to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years;*
- 4 ACCEPTS the offer submitted by Plantforce Investments Pty Ltd (Plantrite) to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years.*

BACKGROUND

The City has a requirement to establish a panel of pre-qualified suppliers and engage a panel contractor or contractors to supply and deliver tree stock to various locations within the City on a when required basis. The contractor shall supply and deliver tree stock:

- when such works are required by the City
- at the direction of the Superintendent.

During the term of the panel the panel members will be invited to submit a schedule of rates quotation for a fixed term for the goods and services specified in the Invitation. Selection of suppliers will be based on price then availability. Each contract established between the City and pre-qualified supplier shall not exceed 12 months.

All quotations sought during the term of the panel will be requested through the City's Vendorpanel electronic quotation system. Pre-qualified suppliers will be established in the system at the commencement of the panel.

Offer assessment is based on the best value for money concept. Best value is determined after considering whole of life costs, fitness for purpose, suppliers' experience and performance history, productive use of City resources and other environmental or local economic factors.

DETAILS

The invitation to join the panel of pre-qualified suppliers for the supply and delivery of tree stock was advertised through statewide public notice and published by Tenderlink on 5 June 2021. The invitation period was for two weeks and invitations closed on 23 June 2021.

Submissions

A submission was received from each of the following:

- N.E.J. Investments Pty Ltd as Trustee for Great Scott Family Trust t/as Arborwest Tree Farm.

- Quito Pty Ltd as Trustee for the Quito Unit Trust t/as Benara Nurseries.
- Ellenby Tree Farm Pty Ltd t/as Ellenby Tree Farm.
- Plantforce Investments Pty Ltd (Plantrite).

The schedule of items as listed in the Invitation is provided in Attachment 1 to Report CJ140-09/21.

A summary of the submissions including the location of each supplier is provided in Attachment 2 to Report CJ140-09/21.

A confidential Invitation summary is provided in Attachment 3 to Report CJ140-09/21.

Evaluation Panel

The evaluation panel comprised three members:

- one with contract preparation skills
- two with the appropriate operational expertise and involvement in supervising the contract.

The panel carried out the assessment of submissions in accordance with the City's evaluation process in a fair and equitable manner.

Compliance Assessment

All offers received were assessed as compliant and remained for further consideration.

Qualitative Assessment

The qualitative weighting method of evaluation was selected to evaluate the offers for this requirement. Prior to assessment of individual submissions, a determination was made, based on the selection criteria, of what would be an acceptable qualitative score that would indicate the ability of the supplier to satisfactorily deliver the goods and services. The predetermined minimum acceptable qualitative score was set at 50%.

The qualitative criteria and weighting used in evaluating the submissions received were as follows:

Qualitative Criteria		Weighting
1	Capacity	65%
2	Demonstrated experience in providing similar services	15%
3	Demonstrated understanding of the required tasks	15%
4	Social and economic effects on the local community	5%

Ellenby Tree Farm scored 59.6% and was ranked fourth in the qualitative assessment. It demonstrated a good level of understanding of the required tasks. It has prior experience providing similar services to the City of Nedlands (native and exotic trees), the City of Perth (street tree supply) and the City of Melville (street tree supply).

It also stated it has provided trees recently to the to the City under the *Leafy City Program*. It has sufficient capacity to deliver the service.

Plantrite scored 62.7% and was ranked third in the qualitative assessment. It demonstrated a good level understanding of the required tasks, by providing a brief outline of the measures it takes in its nursery production process. Plantrite demonstrated reasonable experience by providing examples of similar services for supply and delivery of trees and stock to the Cities of Stirling and Swan. It has sufficient capacity to provide the service. It is a member of the current tree stock panel of pre-qualified suppliers.

Benara Nurseries scored 64.2% and was ranked second in the qualitative assessment. It demonstrated it has the industry experience and capacity to deliver the service. It has been providing advanced trees and shrub stock to various organisations including state and local governments in Western Australia. It demonstrated a good level of understanding of the required tasks. It is a member of the current tree stock panel of pre-qualified suppliers.

Arborwest Tree Farm scored 65.6% and was ranked first in the qualitative assessment. It demonstrated a good level of understanding of the required tasks. It demonstrated considerable experience supplying tree stock to various organisations including City of Subiaco (project value \$16,270 - May 2021), Perth Plant Express, (project value \$8,470 - January 2021) and Tim Davies Landscaping (project value \$21,923 - June 2021). It is a member of the current tree stock panel of pre-qualified suppliers. The company demonstrated it has the industry experience and required capacity to provide the goods and services.

Given the minimum acceptable qualitative score of 50%, Arborwest Tree Farm, Benara Nurseries, Plantrite and Ellenby Tree Farm Pty Ltd qualified for stage two of the assessment.

Price Assessment

The panel carried out a comparison of the rates provided by each supplier in order to assess value for money to the City. The rates submitted by each supplier are indicative and for assessment purposes only. These rates are not expected to apply during the term of the Panel. Quotations will be sourced from pre-qualified suppliers during the term of the Panel.

The estimated expenditure over a 12-month period will vary based on demand and is subject to change in accordance with operational requirements. For the purposes of comparison of the financial value of the offers, the indicative rates submitted by each supplier have been applied to actual historical usage data of all existing scheduled items and projected usage for new items. This provides a value of each offer for comparative evaluation purposes based on the assumption that the historical pattern of usage is maintained.

For estimation purposes, a 1.5% CPI increase was applied to the rates in years two and three.

Respondent	Year 1	Year 2	Year 3	Total	* No. of Scheduled Items
Arborwest Tree Farm	\$18,125	\$18,397	\$18,672	\$55,194	9
Benara Nurseries	\$91,236	\$92,604	\$93,993	\$277,833	29
Plantrite	\$83,772	\$85,028	\$86,304	\$255,104	20
Ellenby Tree Farm	\$39,857	\$40,455	\$41,061	\$121,373	17

* Number of scheduled most commonly used items (in total 41 items with usage data) where prices were submitted.

It is not possible to rank prices in order value, as each respondent did not offer prices for the same items from the 41 scheduled most commonly used items.

As each respondents product availability is different, each selected only the items their organisation is able to supply from the 41 scheduled most commonly used items.

During the financial year 2020-21, the City incurred \$109,571 for tree stock.

Evaluation Summary

Respondent	Weighted Percentage Score	Qualitative Ranking	Total Estimated Price	* No. of Scheduled Items
Arborwest Tree Farm	65.6%	1	\$55,194	9
Benara Nurseries	64.2%	2	\$277,833	29
Plantrite	62.7%	3	\$255,104	20
Ellenby Tree Farm	59.6%	4	\$121,373	17

* Number of scheduled most commonly used items indicated able to supply. The variances in supplied items have driven the differences between estimated values from the different Respondents.

Based on the evaluation result the panel concluded that the offers from Arborwest Tree Farm, Benara Nurseries, Plantrite and Ellenby Tree Farm provide value to the City and are therefore recommended for inclusion in the panel.

Issues and options considered

The City has a requirement to establish a panel of pre-qualified suppliers and engage a panel contractor or contractors to supply and deliver tree stock to various locations within the City on a when required basis. The City does not have the internal resources to provide the required services and requires the appropriate external contractor/s to provide the service.

The City reserves the right to appoint up to six members to the panel of pre-qualified suppliers. The City may terminate a pre-qualified supplier from the panel without affecting the remaining members of the panel.

Legislation / Strategic Community Plan / Policy implications

Legislation

A statewide public invitation was advertised, opened and evaluated in accordance with regulations 24A and 24AH of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where if a local government decides to establish a panel of pre-qualified suppliers of particular goods or services, persons are to be publicly invited to apply to join the panel.

Strategic Community Plan

Key theme The Natural Environment.

Objective Environmental resilience.

Strategic initiative Demonstrate current best practice in environmental management for local water, waste, biodiversity and energy resources.

Policy*Purchasing Policy.***Risk management considerations**

Should the panel not proceed, the risk to the City will be high as the failure to engage contractor/s in time for the supply of trees could jeopardise the delivery of the winter tree planting program and the replacement trees for the Leafy City project.

It is considered that the panel will represent a low risk to the City as the recommended panel members are well-established suppliers with industry experience and capacity to provide the goods and services to the City.

Financial / budget implications

Account no.	W2169 (PDP2252).
Budget Item	Supply of tree stock.
Budget amount	\$ 111,214
Amount spent to date	\$ 9,943
Committed	\$ 19,249
Proposed cost	\$ 80,991
Balance	\$ 1,031

The balance does not represent a saving at this time. The actual expenditure will depend on actual usage under each contract established between the City and pre-qualified suppliers.

No contracts have been entered into at this time. Contracts will be established on the basis of prices quoted from panel members during the term of the panel. The maximum spend in 2020-21 is dictated by the budget available.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

The provision of trees is a climate change mitigation strategy as outlined in the City's *Climate Change Strategy 2014-19*.

Natural shade from a mature tree canopy reduces exposure to ultra-violet rays and provides additional benefits such as:

- reduces ambient air temperature via transpiration through leaves
- makes communities more liveable for people and their activities
- contributes to general health and well being
- oxygenate and clean the air
- provide canopy and habitat for wildlife.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submissions in accordance with the qualitative criteria in a fair and equitable manner and concluded that the Offers representing best value to the City are those submitted by Arborwest Tree Farm, Benara Nurseries, Plantrite and Ellenby Tree Farm.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **ACCEPTS** the offer submitted by N.E.J. Investments Pty Ltd as Trustee for Great Scott Family Trust t/as Arborwest Tree Farm to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years;
- 2 **ACCEPTS** the offer submitted by Quito Pty Ltd as Trustee for the Quito Unit Trust t/as Benara Nurseries to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years;
- 3 **ACCEPTS** the offer submitted by Ellenby Tree Farm Pty Ltd t/as Ellenby Tree Farm to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years;
- 4 **ACCEPTS** the offer submitted by Plantforce Investments Pty Ltd (Plantrite) to join the panel of pre-qualified suppliers for the supply and delivery of tree stock as specified in Invitation 016/21 for a period of three years.

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8brf210914.pdf](#)

CJ141-09/21**DECLARATION OF MITCHELL FREEWAY FROM
BURNS BEACH ROAD TO HESTER AVENUE**

WARD	All
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBER	106097, 101515
ATTACHMENTS	Attachment 1 Main Roads Western Australia Drawing No. 200921-378-02 Attachment 2 Main Roads Western Australia Drawing No. 201921-0032-00
AUTHORITY / DISCRETION	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

To seek Council's endorsement to the proclamation of a section of the Mitchell Freeway including its associated ramps and paths as 'Highway'.

EXECUTIVE SUMMARY

The City has been notified by Main Roads WA (MRWA) advising that it intends to formalise responsibility for the section of Mitchell Freeway including its associated ramps and paths from Burns Beach Road to Hester Avenue. The Commissioner of Main Roads intends making a recommendation to the Minister for Transport to proclaim the road and ramps as 'highway' in accordance with section 13 of the *Main Roads Act 1930* and thus formalise its responsibility. The new paths associated with the Mitchell Freeway will be included in this proclamation as 'Main Roads Controlled Path'.

The section of Mitchell Freeway proposed for proclamation as a 'highway' is shown on Main Roads WA Drawings Numbers 200921-378-02 and 201921-0032-00 (Attachments 1 and 2 refer).

MRWA has provided these drawings which it requests be endorsed with the details of the Council's resolution number and date of meeting in support of the proposal, including the Chief Executive Officer's signature. This proclamation is the formalisation of existing responsibilities and has no impact on the City.

In the interest of simplifying processes for future proclamations for State managed roads, it is proposed that Council authorises the Chief Executive Officer to adequately deal with administrative land tenure matters in relation to major roads.

It is therefore recommended that Council:

- 1 *AGREES with the proposal submitted by Main Roads WA to proclaim the section of Mitchell Freeway from Burns Beach Road to Hester Avenue as a 'Highway' as detailed on Main Roads Western Australia Drawing Numbers 200921-378-02 and 201921-0032-00;*
- 2 *AUTHORISES the Chief Executive Officer to endorse Main Roads Western Australia Drawing Numbers 200921-378-02 and 201921-0032-00 for this proclamation;*
- 3 *AUTHORISES the Chief Executive Officer to endorse future proclamations of roads for the purpose of formalisation of Main Roads WA responsibility for the care, control and management of State Roads.*

BACKGROUND

The Mitchell Freeway between Burns Beach Road and Hester Avenue Freeway was opened to traffic in August 2017. As part of the process, there is a requirement for this section of the freeway to be proclaimed. The purpose of the proclamation is to formalise Main Roads WA's responsibility for the care, control and management of the road and its associated ramps and paths. Prior to recommending to the Minister of Transport that the declaration proceed, the Commissioner of Main Roads WA has requested that Council's formal endorsement of the proposal as part of the proclamation process.

The proclamation process is a formalisation of existing responsibilities. In the case of the Mitchell Freeway, responsibility has always been with Main Roads WA. Proclamation can also take place following the transfer of administrative responsibility of a local road to Main Roads WA.

DETAILS

Mitchell Freeway

Main Roads WA is the State Government authority responsible for the management of State Roads in Western Australia. Roads declared as 'highway' or 'main road' are primary transport routes on the road network, such as Marmion Avenue, Wanneroo Road and Ocean Reef Road east of Marmion Avenue. The purpose of this declaration is to enable Main Roads WA to incorporate the section of the Mitchell Freeway between Burns Beach Road and Hester Avenue into the remainder of the freeway and highway network. The City of Wanneroo has endorsed the proclamation for the section of the Mitchell Freeway extension within its boundary at its Council meeting held on 20 April 2021.

Main Roads WA has supplied two copies of the drawings showing the extents of the proclamation. If Council agrees with this proclamation both copies will be signed by the Chief Executive Officer, with one set kept for Council records and the other one returned to Main Roads WA with a copy of the Council's resolution of the proclamation. Following proclamation, a copy of the final drawings showing gazettal details will be sent to Council for final recording.

Proclamation Process

The proclamation process is a formalisation of the existing administrative boundaries of responsibility. For the Mitchell Freeway extension, responsibility for the care, control and maintenance was already with Main Roads WA. Where a transfer of road from local road to State road occurs, agreement is sought between the local government and Main Roads WA prior.

Examples of the process include the recent transfer of sections of Ocean Reef Road and Marmion Avenue.

At its meeting held on 19 March 2019 (CJ029-03/19 refers), Council supported in-principle the reclassification of Ocean Reef Road from Marmion Avenue to the boundary with the City of Wanneroo to a State road classification. Following an interim maintenance agreement, Main Roads WA took over full responsibility for this section of road on 21 May 2021.

At its meeting held on 15 June 2021 (CJ089-06/21 refers), Council supported in-principle the reclassification and transfer of Marmion Avenue from Ocean Reef Road to the boundary with the City of Wanneroo to a State road classification. Main Roads WA took over full responsibility for this section of road on 21 June 2021.

The transfer of the roads was presented to and supported by Council; both will require endorsement for the proclamation at some point in the future. Timely engagement between the City and Main Roads WA is beneficial to both parties. Less time spent on formalities allows the City to focus on its primary function, service delivery for its customers. Delegating authority to the Chief Executive Officer to endorse future proclamations will assist the City in its primary function.

Issues and options considered

As a consequence of the formal proclamation process, Main Roads WA becomes the sole provider for this road and is therefore responsible for all maintenance, refurbishment and construction works on the Freeway. This then relieves the City of any potential responsibility.

MRWA are required to adhere to the *Main Roads Act 1930, Part 4 – ‘Highways and main roads’* when dealing with proclaiming state roads. Specifically, section 13 deals with this process, which is effectively a recommendation from the Commissioner of Main Roads to the Governor to proclaim the road a highway or a main road.

Under section 13A local governments are to be consulted with matters to do with highways or main roads, and outlines the following:

“(2) *Before making any recommendation to the Governor –*

- (a) that any road be declared to be a highway or main road; or*
- (b) that the plans of any proposed new highway or main road or deviation from an existing highway or main road be approved,*

the Commissioner shall cause a notification to be given in writing to the local government of each district in which the road so to be declared is situated or the new road or deviation is proposed to be made of his intention to make the recommendation and shall inform the local government of a date, being not less than 30 days from the date of the notification, before which any objections by that local government may be made, and any such objection shall be considered by the Commissioner and responded to by him before making his recommendation.

- (3) Any local government which feels aggrieved by any recommendation may, within 30 days after notification of the response of the Commissioner following his consideration of that local government’s objections, appeal to the Minister, who may vary or disallow the proposed recommendation.”*

As such, the power to proclaim rests solely with the Governor, on the recommendation of the Commissioner or by appeal from the Minister. It is unlikely in this situation that the City will have sufficient basis to effectively appeal any recommendation to the Governor. It has been purported that there has been no formal objections to any proclamation / transfers by MRWA in recent history.

Regarding the issue of future proclamations, there are two options to consider:

Option 1

Authorise the Chief Executive Officer to endorse future Main Roads WA proclamations for the formalisation of the responsibility for the care, control and maintenance of State Roads.

This is the preferred option. The advantage is that it simplifies the process for formalisation of responsibility of State roads.

Option 2

Retain authority to endorse future Main Roads WA proclamations for the formalisation of the responsibility for the care, control and maintenance of State Roads.

The advantage of this option is that Council can retain decision making, however would delay the formalisation process for future cases.

Legislation / Strategic Community Plan / Policy implications

Legislation *Section 13 of the Main Roads Act 1930.*

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Integrated spaces.

Strategic initiative Provide for diverse transport options that promote enhanced connectivity.

Policy Not applicable.

Risk management considerations

The only risk consideration in relation to this item would be potential reputational risk arising from the public and the state government dependent on the position adopted by the City.

Financial / budget implications

There are no financial or budget implications for Council as Main Roads WA becomes the sole provider of the road and is therefore responsible for all maintenance, refurbishment and construction works on the Freeway.

In regard to future proclamations, savings to the City associated with the transfer of sections of Marmion Avenue and Ocean Reef Road have been detailed in the relevant reports. This includes maintenance costs and asset depreciation costs.

Regional significance

The Mitchell Freeway is the major north-south arterial road to the north of the Perth CBD.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Authorising the Chief Executive Officer to endorse Main Roads WA proclamations will reduce time taken to formalise the responsibility for the care, control and management of State Roads. This would simplify the process and is consistent with the City's commitment to strong customer service.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **AGREES** with the proposal submitted by Main Roads WA to proclaim the section of Mitchell Freeway from Burns Beach Road to Hester Avenue as a 'Highway' as detailed on Main Roads Western Australia Drawing Numbers 200921-378-02 and 201921-0032-00;
- 2 **AUTHORISES** the Chief Executive Officer to endorse Main Roads Western Australia Drawing Numbers 200921-378-02 and 201921-0032-00 for this proclamation;
- 3 **AUTHORISES** the Chief Executive Officer to endorse future proclamations of roads for the purpose of formalisation of Main Roads WA responsibility for the care, control and management of State Roads.

Appendix 9 refers

To access this attachment on electronic document, click here: [Attach9brf210914.pdf](#)

URGENT BUSINESS

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NOTICE OF MOTION NO. 1 - CR CHRISTOPHER MAY - ADDITIONAL LIGHTING AT BRIDGEWATER PARK, KALLAROO AND OTAGO PARK, CRAIGIE

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr May has given notice of his intention to move the following Motion at the Council meeting to be held on 21 September 2021:

That Council REQUESTS the Chief Executive Officer prepare a report on the feasibility and costs associated with the installation of additional lighting in:

- 1 Bridgewater Park, Kallaroo, between the toilet block and Batavia Place;***
- 2 Otago Park, Craigie, between Revitalise Circuit and Fenellia Crescent.***

REASON FOR MOTION

To allow Council to consider options for improvement to lighting at the above parks for passive recreational use. These locations present a lack of spillage from streetlights during the evenings and early mornings. Many residents have experienced safety concerns when using these parks in the early mornings and evenings, particularly during the winter months.

While the ovals at large are illuminated for users, some key access points to these parks are not.

This motion will facilitate options being presented to Council to consider improving overall lighting with cost effective, energy efficient options for passive recreational use for pedestrians, exercisers and dog walker. This is particularly relevant as these areas of Kallaroo and Craigie have experienced urban infill and larger numbers of families and individuals using the City's parks.

OFFICER'S COMMENT

A report can be prepared.

NOTICE OF MOTION NO. 2 - HON. MAYOR ALBERT JACOB, JP - SPEED ZONING ON COASTAL ROADS

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Mayor Albert Jacob, JP has given notice of his intention to move the following Motion at the Council meeting to be held on 21 September 2021:

That Council ADVISES the Minister for Transport, Planning, Ports, the Acting Commissioner of Main Roads WA, and the Local State Members for Hillarys and Joondalup, that it reiterates part 3.3 of its resolution of 18 May 2021 (CJ063-05/21 refers) regarding Council's support for a maximum 50 kilometres per hour speed limit along all City of Joondalup roads adjoining the foreshore between the suburbs of Burns Beach and Marmion.

REASON FOR MOTION

I have received feedback that Main Roads have requested an express statement from the City of Joondalup that we support a consistent 50km speed limit across our foreshore drive (with the exception of the existing Mullaloo 40km/h foreshore section).

This motion seeks to provide a clear statement of support for this proposition, from the Council, and will be followed up by a letter to this effect which will go to the above stakeholders and decision makers.

OFFICER'S COMMENT

At its meeting held on 18 May 2021 (CJ063-05/21 refers), Council resolved as follows:

- “3.1 *NOTES Main Roads WA is the regulatory authority responsible for speed zoning of roads;*
- 3.2 *NOTES Main Roads WA requires all requests for new or amended speed zones to meet the Main Roads WA Speed Zoning Policy and Application Guidelines;*
- 3.3 *SUPPORTS a maximum 50 kilometres per hour speed limit along all City of Joondalup roads adjoining the foreshore between the suburbs of Burns Beach and Marmion;*
- 3.4 *NOTES the City will continue to monitor the City wide road network and where appropriate, or where significant changes in the road environment occur, will proactively engage with Main Roads WA to review the speed zoning;”*

The above Notice of Motion requests that the Minister for Transport, Planning, Ports, the Acting Commissioner of Main Roads WA, and the Local State Members for Hillarys and Joondalup be advised of this position adopted by Council. This Notice of Motion can therefore be supported.

NOTICE OF MOTION NO. 3 - CR THOMPSON - SETTING OF MEETING DATE FOR EXTERNAL COMMITTEE APPOINTMENTS FOLLOWING THE 2021 LOCAL GOVERNMENT ELECTIONS

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Thompson has given notice of her intention to move the following Motion at the Council meeting to be held on 21 September 2021:

That Council REQUESTS that the Chief Executive Officer prepares a report for October's Ordinary Council Meeting considering my request to include the motions for the appointment of representatives to WALGA North Metropolitan Zone, the Mindarie Regional Council and the Tamala Park Regional Council at the Special Council Meeting currently set for the 1 November, 2021, in order to allow new Council Members the opportunity to attend an induction session on the Committees of Council, prior to voting to appointing members.

REASON FOR MOTION

I believe that there is an expectation that Elected Members make informed decisions. There is little opportunity for new Councillors to do this if they are voting to elect committee members before they have had a single induction session. My investigations show that there is not a 'time imperative' to rush this decision and I can find no basis for the current protocol beyond the argument that 'this is the way we have always done it'.

I have noted the risk management reasons outline once again (as listed below):

"I would be concerned at the risk that a deferral results in the City not being:

- *represented at any special meetings of the MRC, TPRC or WALGA North Metropolitan Zone in the period following the election;*
- *represented at ordinary meetings of the MRC and TPRC, and WALGA North Metropolitan Zone, that are to be held on the 11th, 11th and 18th November 2021 respectively; and*
- *able to have City of Joondalup Councillors elected to represent the WALGA North Metropolitan Zone at WALGA State Council."*

I have found that the administration does not offer any compelling reasons to delay the vote until the Special Council meeting to be held on 1 November 2021 since:

- 1 It is highly likely that a sufficient number of the other member councils will not have their committee members in place to achieve a quorum to host an 'emergency meeting' until 29 October 2021 at the earliest (see evidence in Appendix 1 below).
- 2 The WALGA North Metropolitan Zone or State Council have never hosted an emergency meeting, in any case.
- 3 As stated above, none of the Ordinary meetings are intended to be held prior to 11 November 2021 at the earliest, giving the City plenty of time to provide an induction for new Councillors and vote in the necessary committee members at the meeting to be held on 1 November 2021. If anxiety is still felt surrounding this delay, perhaps this meeting could be brought forward one week.

- 4 Either way, there is no insurmountable reason that would prevent giving new members of Council the opportunity to have some induction, ask some questions and hear from those who wish to put their names forward for these positions, so that they can practice good government and make informed decisions.

I would like to stress that I do not wish to put my name forward for any of these committees, but merely seek to improve the governance of this process for the sake of those who are new to Council.


Appendix A

City of Wanneroo:

https://www.wanneroo.wa.gov.au/info/20003/council/10/council_meeting_dates_agendas_and_minutes

Tuesday, 6 July 2021 - via video conference	Tuesday, 13 July 2021
Tuesday, 3 August 2021	Tuesday, 10 August 2021
Tuesday, 31 August 2021	Tuesday, 7 September 2021
Tuesday, 5 October 2021	Tuesday, 12 October 2021
	Special Council Meeting - Tuesday, 26 October 2021
Tuesday, 9 November 2021	Wednesday, 17 November 2021
Tuesday, 30 November 2021	Tuesday, 7 December 2021

In the previous election cycle, City of Wanneroo held off their Special Council Meeting until after induction meetings.


Council Meeting audio recordings

Meeting: [All]

Search for papers

Business Year: 2019
Month: All Months
View

Meeting Date

Meeting

Agenda

Minutes

Attachments

10 Dec 2019
6.00pm

Ordinary Council

HTML PDF

HTML PDF

9 Dec 2019
6.00pm

Electors AGM

HTML PDF

HTML PDF

3 Dec 2019
6.00pm

Briefing Session

HTML PDF

3 Dec 2019
5:30pm

Extraordinary Special Council

HTML PDF

HTML PDF

12 Nov 2019
7.00pm

Ordinary Council

HTML PDF

HTML PDF

5 Nov 2019
6.00pm

Briefing Session

HTML PDF

5 Nov 2019
6.00pm

Briefing Session - Supplementary

HTML PDF

29 Oct 2019
6.00pm

Special Council

HTML PDF

HTML PDF

15 Oct 2019
7.00pm

Ordinary Council

HTML PDF

HTML PDF

8 Oct 2019
6.00pm

Briefing Session

HTML PDF

24 Sep 2019
7.00pm

Ordinary Council

HTML PDF

HTML PDF

17 Sep 2019
6.00pm

Briefing Session

HTML PDF

27 Aug 2019
7.00pm

Ordinary Council




HTML PDF

HTML PDF

City of Stirling:

This year's dates not published as yet, but last election cycle, Deputy Mayor election held on 22 October 2019, with the rest of the Special Council meetings being held on 29 October 2019:

<https://www.stirling.wa.gov.au/CityOfStirling/files/2b/2b430ddb-6ec5-4383-b897-87988e5ed7c8.pdf>

Special Council Meeting 29 October 2019		View ^
Agenda		
	Special Council Meeting Agenda 29 October 2019	2.55 MB (PDF)
Minutes		
	Special Council Meeting Minutes 29 October 2019	2.65 MB (PDF)
	Download all documents for this meeting	
Special Council Meeting 22 October 2019		View v
Council Meeting 15 October 2019		View v

Town of Victoria Park:

The Town of Victoria Park has not set the dates for Special Meeting of Council as yet, after the last election the meeting was hosted on 29th October 2019:

[https://www.victoriapark.wa.gov.au/About-Council/Council-meetings/Minutes-Agendas?dlv_OC%20CL%20Public%20Meetings=\(dd_OC%20Meeting%20Type=Special%20Council%20Meeting\)\(pageindex=2\)](https://www.victoriapark.wa.gov.au/About-Council/Council-meetings/Minutes-Agendas?dlv_OC%20CL%20Public%20Meetings=(dd_OC%20Meeting%20Type=Special%20Council%20Meeting)(pageindex=2))

Tuesday 29 October, 2019 being held at Council Chambers, Administration Building at 5:30pm.

Time

05:30 PM

Special Council Meeting - 29 October 2019

 [Download PDF](#) (643KB)

Reports

10.1 Appointment of Elected Members to Council Committees and external bodies

 [Download PDF](#) (84KB)

City of Perth:

Previously had commissioners. This time, showing no sign of an early Special Council meeting:

<https://perth.wa.gov.au/council/council-meetings>

Upcoming Meetings		Past Meetings	
DATE	TIME	MEETING	DETAILS
21 Sep 21	05:00PM	Agenda Briefing Session	Not yet published
28 Sep 21	05:00PM	Ordinary Council Meeting	Not yet published
19 Oct 21	05:00PM	Agenda Briefing Session	Not yet published
26 Oct 21	05:00PM	Ordinary Council Meeting	Not yet published
23 Nov 21	05:00PM	Agenda Briefing Session	Not yet published
19 Nov 19	04:00PM	Agenda Briefing Session	Agenda Notes
31 Oct 19	03:00PM	Design Advisory Committee - CANCELLED	
29 Oct 19	06:00PM	Ordinary Council Meeting	Agenda Audio Minutes
22 Oct 19	04:00PM	Agenda Briefing Session	Agenda Notes

City of Vincent:

The City of Vincent previously elected to appoint as quickly as the City of Joondalup. The City of Vincent has not published times for 2021, as yet.

SPECIAL COUNCIL MEETING MINUTES

22 OCTOBER 2019

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6	Closure	8

City of Cambridge:

Likewise, the City of Cambridge previously appointed soon after election day, although they did not have any new Councillors as all were unopposed. It is not clear what they are electing to do this time.

file:///C:/Users/Suzanne%20Thompson/Downloads/2019_10_22SCM.pdf

6 Result(s) Found

22 October 2019 Special Council Meeting	+
19 June 2019 Special Council Meeting	+
09 May 2019 Special Council Meeting	+

Tamala Park Regional Council:

2021 Ordinary Council Meeting Dates and Venues (Meetings commence at 6pm) -

- 18 February 2021 (Town of Cambridge, 1 Bold Park Drive, Floreat)
- 15 April 2021 (City of Joondalup, 90 Boas Ave, Joondalup)
- 17 June 2021 (City of Perth, 27 St Georges Terrace, Perth)
- 19 August 2021 (City of Wanneroo, 23 Dundobar Road, Wanneroo)
- 14 October 2021 (City of Stirling, 25 Cedric Street, Stirling)
- 9 December 2021 (City of Vincent, 244 Vincent Street, Leederville)

2021 Management Committee Meeting Dates (Meetings commence at 6pm) -

Management Committee meetings are held at the City of Stirling, 25 Cedric Street, Stirling.

- 18 March 2021 - Meeting to commence at 6:30pm
- 20 May 2021 - Meeting to commence at 6:30pm
- 15 July 2021
- 16 September 2021
- 11 November 2021

<https://www.tamalapark.wa.gov.au/documents/2020-agendasminutes>

Mindarie Regional Council:

11
Nov 2021

11/11/2021 Ordinary Council Meeting

16
Sep 2021

16/09/2021 Ordinary Council Meeting

AGENDA
File size: 425 kB

APPENDICES
File size: 4.6 MB

MEMBER INFORMATION
File size: 11 MB

<https://www.mrc.wa.gov.au/About-Us/Council-Committees/Council-Meeting-Information/2021>

WALGA North Metropolitan Zone:

WALGA North Metropolitan Zone has never had an emergency meeting. The next scheduled meeting will be held on Thursday 18 November 2021 at the City of Wanneroo, commencing at 6.30pm.

<https://walga.asn.au/About-WALGA/Structure/Zones/North-Metropolitan-Zone>

WALGA State Council:

To view the Agendas and Minutes from past State Council meetings, click [here](#).

2021 State Council Meeting Dates

- Wednesday, 3 March
- Wednesday, 5 May
- Wednesday, 2 June - Budget Adoption
- Wednesday, 7 July
- Friday, 3 September - Regional meeting - Kimberley Country Zone, Shire of Broome
- Wednesday, 1 December

All meetings (other than the Regional meeting) are held at WALGA, ONE70, LV1, 170 Railway Parade, West Leederville.

<https://walga.asn.au/About-WALGA/Structure/State-Council/Meetings-and-AGM>

OFFICER'S COMMENT

A report can be prepared.

NOTICE OF MOTION NO. 4 - CR HAMILTON-PRIME, JP - MICRO MOBILITY AND E-RIDEABLE USAGE WITHIN THE CITY OF JOONDALUP

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Hamilton-Prime has given notice of her intention to move the following Motion at the Council meeting to be held on 21 September 2021:

That the Council REQUESTS the Chief Executive Officer:

- 1 Prepare a report investigating the implementation of a trial for an e-scooter ride-sharing service with the City of Joondalup, partnering with a commercial operator/s to conduct e-scooter services within designated areas and strategic locations;***
- 2 Identify and implement improvements in anticipation of legalisation e-rideable devices such as infrastructure, path network and end of trip facilities that will allow the City to be a micromobility friendly City;***
- 3 Identify strategic locations and nodes for hubs and the use of personal mobility devices/e-rideables can be used to support micromobility for both commercial and recreational uses such as coastal dual use paths, parks/reserves, train stations, and the Joondalup CBD;***
- 4 Investigate the need for creation of specific policy and/or guidelines for e-rideables/ micromobility, its use and commercial permission to operate permits and designated parking areas;***
- 5 That the report be prepared in consultation with the Department of Transport and relevant stakeholders, in anticipation of legislation for e-rideable devices and changes to the Western Australian regulatory framework.***

REASON FOR MOTION

The City of Joondalup presents a unique opportunity to showcase e-scooters as viable, affordable, convenient and importantly, an environmentally sustainable form of transportation. E-rideables offer convenient, on-demand micro mobility devices that will enhance active travel options for residents and visitors by promoting affordable and sustainable transport options. This initiative will showcase the City of Joondalup's unique urban environment whilst enables activation and vibrancy through an alternative way to discover and explore.

Late May this year, the National Transport Commission included personal mobility devices (PMD) / e-rideables in the Australian Road Rule (ARR) and which was endorsed by the Federable Infrastructure and Transportation Ministers. PMDs and innovative vehicles such as e-scooters are now covered by the ARRs.

The changes form part of a PMD framework that sets out the device and design specifications, such as:

- number of wheels
- motor type
- brakes
- maximum speed capability
- dimensions and mass.

Under the new ARR's, PMDs can be used on shared paths, separated paths and bicycle paths. Maximum speed limits and access on footpaths and local roads (with speed limit of 50 km/h or less) will be subject to the law of the jurisdiction.

Currently, in Western Australia (WA), the legalisation of these e-rideable devices is occurring within WA by Road Safety Commission seeking community feedback about aspects of the proposed regulatory framework for e-rideable devices in Western Australia.

The calling for this report is to enable the City to position itself so that it is prepared when legislation changes to legally allow the use of e-rideables on our footpaths and in the community.

OFFICER'S COMMENT

A report can be prepared.

NOTICE OF MOTION NO. 5 - CR HAMILTON-PRIME, JP - LANEWAYS IN SORRENTO AND MARMION

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Hamilton-Prime has given notice of her intention to move the following Motion at the Council meeting to be held on 21 September 2021:

That the Council:**1 *REQUESTS the Chief Executive Officer:*****1.1 *Prepare a report examining the laneways in Sorrento and Marmion and their current capabilities to function as laneways, with particular focus on the following:***

1.1.1 *Investigate the completion of laneway 5 between Ross Avenue and through Clontarf Street as gazetted;*

1.1.2 *Investigate the implementation of a way one way traffic system;*

1.1.3 *Examine and review the current condition of the road and kerbing of the laneways;*

1.2 *Formalise names for the laneways in accordance with the State Government's Geographical Names Committee principles and guidelines;***2 *REQUESTS the Chief Executive Officer prepare a report with detailed costings of upgrading the laneways in Sorrento and Marmion as detailed in Part 1. above for inclusion in the City's 5-year capital works program.*****REASON FOR MOTION**

The laneway issues faced by Sorrento and Marmion residents relate to a serious risk of traffic and safety hazards. Resolving this issue will benefit not only these suburbs, but the wider community.

OFFICER'S COMMENT

A report can be prepared.

ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

CLOSURE

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

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

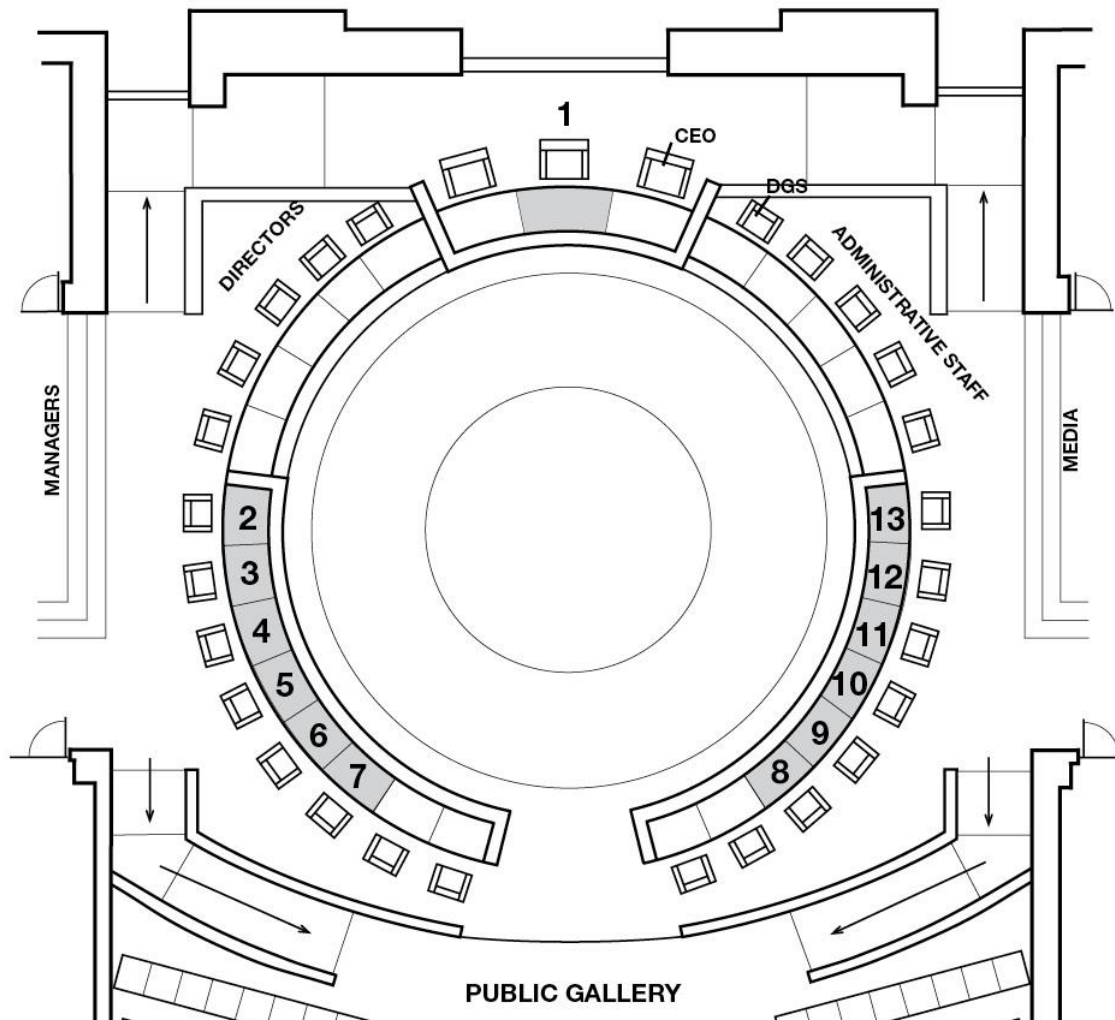
Name / Position		
Meeting Date		
Item No. / Subject		
Nature of Interest	Financial Interest * Proximity Interest* Interest that may affect impartiality*	<i>*Delete where not applicable</i>
Extent of Interest		
Signature		
Date		

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

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

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

Council Chamber – Seating Diagram



Mayor

1 His Worship the Mayor, Hon. Albert Jacob, JP (Term expires 10/21)

North Ward

- 2 Cr Kerry Hollywood (Term expires 10/21)
- 3 Cr Tom McLean, JP (Term expires 10/23)

North-Central Ward

- 4 Cr Philippa Taylor (Term expires 10/21)
- 5 Cr Nige Jones (Term expires 10/23)

Central Ward

- 6 Cr Christopher May (Term expires 10/21)
- 7 Cr Russell Poliwka (Term expires 10/23)

South-West Ward

- 8 Cr Christine Hamilton-Prime (Term expires 10/21)
- 9 Cr John Raftis (Term expires 10/23)

South-East Ward

- 10 Cr John Chester (Term expires 10/21)
- 11 Cr John Logan (Term expires 10/23)

South Ward

- 12 Cr Russ Fishwick, JP (Term expires 10/21)
- 13 Cr Suzanne Thompson (Term expires 10/23)