

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 14 DECEMBER 2021**

COMMENCING AT **7.00pm**

JAMES PEARSON
Chief Executive Officer
10 December 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 13 December 2021.

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

QUESTIONS TO

council.questions@joondalup.wa.gov.au

PO Box 21 Joondalup WA 6919

www.joondalup.wa.gov.au

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:

[*AdditionalInformation211214.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 14 December 2021** commencing at **7.00pm**.

JAMES PEARSON
Chief Executive Officer
10 December 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

PUBLIC QUESTION TIME

PUBLIC STATEMENT TIME

APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence Previously Approved

Nil.

CONFIRMATION OF MINUTES

MINUTES OF COUNCIL MEETING HELD ON 16 NOVEMBER 2021

RECOMMENDATION

That the Minutes of the Council Meeting held on 16 November 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

- CJ186-12/21 - Confidential - Appointment of Director Planning and Community Development.

PETITIONS

REPORTS

CJ171-12/21 DEVELOPMENT AND SUBDIVISION APPLICATIONS - OCTOBER 2021

WARD	All			
RESPONSIBLE ACTING DIRECTOR	Mr Chris Leigh Planning and Community Development			
FILE NUMBERS	07032, 101515			
ATTACHMENTS	Attachment 1	Monthly	Development	Applications
		Determined -	October 2021	
	Attachment 2	Monthly	Subdivision	Applications
		Processed -	October 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 October 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.

Report CJ171-12/21 identifies the development applications determined by the administration under delegated authority powers during October 2021 (Attachment 1 refers), as well as the subdivision application referrals processed by the City during October 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 October 2021 is shown in the table below:

Type of subdivision referral	Number of referrals	Potential additional new lots
Subdivision applications	4	48
Strata subdivision applications	7	7
TOTAL	11	55

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

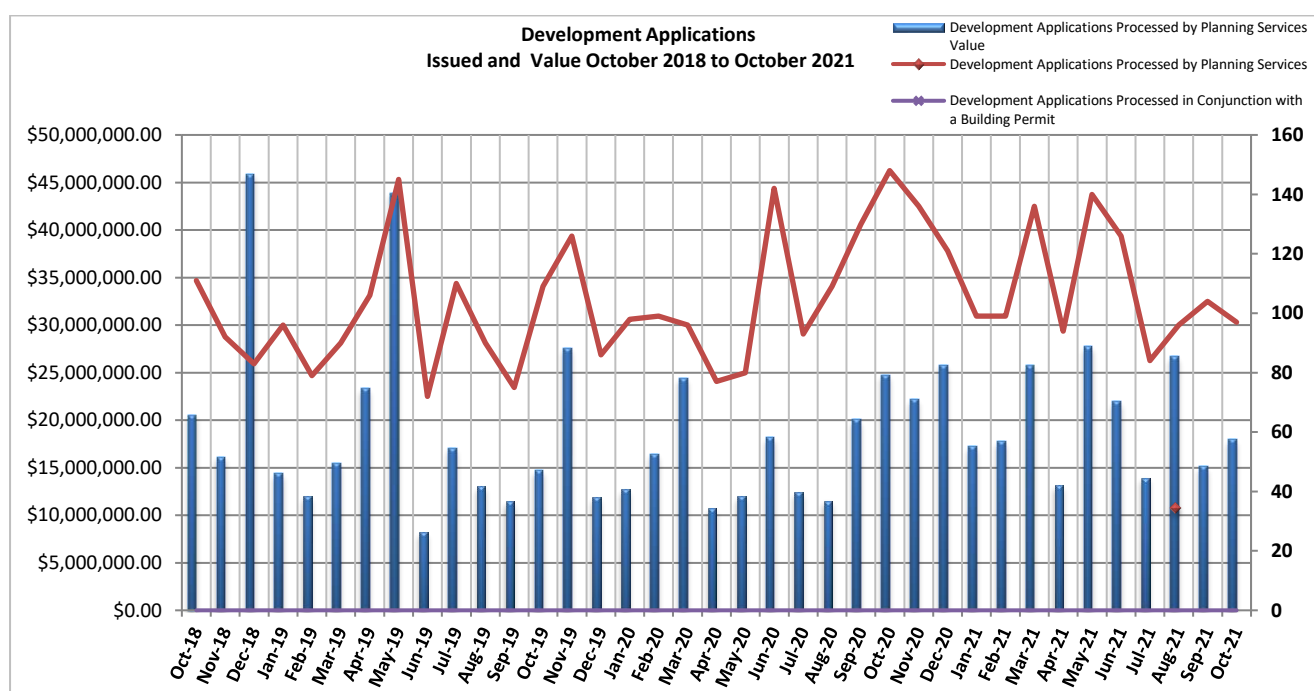
Development applications

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

	Number	Value (\$)
Development applications processed by Planning Services	97	\$17,964,168

Of the 97 development applications, 18 were for new dwelling developments in housing opportunity areas, proposing a total of 16 additional dwellings.

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



The number of development applications received during October 2021 was 118.

The number of development applications current at the end of October was 246. Of these, 27 were pending further information from applicants and 14 were being advertised for public comment.

In addition to the above, 323 building permits were issued during the month of October with an estimated construction value of \$34,788,346.

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.

Policy 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 97 development applications were determined for the month of October with a total amount of \$63,785.61 received as application fees.

All figures quoted in Report CJ171-12/21 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 LPS3 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 CJ171-12/21 during October 2021;**
- 2 subdivision applications described in Attachment 2 to Report CJ171-12/21 during October 2021.**

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1brf211207.pdf](#)

CJ172-12/21**PROPOSED REVOCATION OF THE CRAIGIE HIGH SCHOOL SITE LOCAL STRUCTURE PLAN**

WARD	Central
RESPONSIBLE ACTING DIRECTOR	Mr Chris Leigh Planning and Community Development
FILE NUMBERS	100894, 101515
ATTACHMENTS	Attachment 1 Location plan Attachment 2 <i>Craigie High School Site Local Structure Plan</i> map Attachment 3 <i>Craigie High School Site Local Structure Plan</i>
	<i>(Please note: Attachment 3 is only available electronically).</i>
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider advertising a proposal to revoke the *Craigie High School Site Local Structure Plan*. The proposed revocation is to be progressed as an amendment to *Local Planning Scheme No. 3*.

EXECUTIVE SUMMARY

As part of the approval of the City's current planning scheme, *Local Planning Scheme No. 3* (LPS3), the Western Australian Planning Commission (WAPC) advised the City that a separate review of the City's existing structure plan areas should be undertaken to assess whether existing structure plans are still relevant and required. The City has been progressing this review since LPS came into effect in October 2018.

The *Craigie High School Site Local Structure Plan* (the structure plan) was adopted by Council at its meeting of 19 April 2011 (CJ062-04/11 refers) and by the Western Australian Planning Commission (WAPC) on 18 November 2011. Minor modifications to the structure plan were adopted by Council at its meeting of 20 May 2014 (CJ064-05/14 refers) and by the WAPC on 8 August 2014.

The structure plan was developed to facilitate the subdivision, zoning, allocation of density and built form standards of the former Craigie High School site. The structure plan specifies that land use permissibility is in accordance with the corresponding zone or reserve under the (now former) *District Planning Scheme No. 2* (DPS2).

The estate, known as 'The Vive', has two remaining vacant lots, one of which has recently obtained a building permit to construct a single dwelling. The other vacant lot is a 4,477m² site that received planning approved in 2014 for 12 'Aged or Dependent Persons' dwellings' however that approval has lapsed. There are no other current or valid planning approvals for the site.

The structure plan area is zoned 'Urban Development' under LPS3. Given the substantial build out of the estate, the majority of the structure plan development provisions are no longer considered necessary to guide development of the area. Notwithstanding, for the properties fronting Camberwarra Drive, a provision was included in the structure plan requiring an 8 metre building setback to accommodate existing mature trees located within the front setback area of these properties. It is considered appropriate that this provision be incorporated into LPS3 to maintain the building setback in perpetuity.

In accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015* (the LPS Regulations), an amendment to LPS3 to incorporate the zonings outlined in the structure plan will automatically revoke the structure plan where a statement to that effect is included as part of the scheme amendment proposal. This type of scheme amendment is classified as a 'basic' amendment and there is no statutory provision to advertise this form of amendment.

Although the formal planning process to revoke the structure plan does not require public consultation, it is recommended that Council agrees to seek feedback on the proposal from the landowners within the structure plan area, prior to Council's further consideration of initiating a basic amendment to LPS3 to rezone the land within the *Craigie High School Site Local Structure Plan* area to facilitate the revocation of the structure plan.

It is therefore recommended that Council advertises the proposed revocation of the *Craigie High School Site Local Structure Plan* to the landowners within the structure plan area for a period of 14 days.

BACKGROUND

Suburb/Location	Craigie, including Camberwarra Drive, Vive Avenue, Vitality Way, Revitalise Circuit, Zest Lane, Elevate Way, and Flourish Way.
Owner	Various.
Zoning	LPS Urban Development. MRS Urban.
Site area	10.138 hectares.
Structure plan	<i>Craigie High School Site Local Structure Plan.</i>

As part of the approval of LPS3, the WAPC advised that a separate review of the City's existing structure plan areas should be undertaken to assess the current status of each structure plan. This would determine if a structure plan covers an area:

- where development is still occurring, and the structure plan is still relevant and needs to be retained.
- where development is complete or nearing completion, in which case the structure plan can be revoked via an amendment to LPS3 to rezone the area. This may include introducing relevant development provisions from the structure plan into the scheme.

It is important that the above assessments be undertaken as all structure plans that were in place prior to the introduction of the LPS Regulations in October 2015 will be automatically revoked in October 2025 unless their period of approval is formally extended.

The City has been progressing this review since LPS3 came into effect with a number of structure plans revoked or in the process of being revoked.

The *Craigie High School Site Local Structure Plan* is the next structure plan that is being reviewed by the City.

The *Craigie High School Site Local Structure Plan* applies to the land bounded by Cawarra Park to the north, Camberwarra drive to the west, a portion of Arawa Place and Revitalise Circuit to the south, and Otago Park and Revitalise Circuit to the east (Attachment 1 refers).

The structure plan area was originally the site of the Craigie High School. The school was identified as surplus to Department of Education requirements and the facility ceased operations in 2003. The site was rezoned in 2010 to 'Urban Development' under DPS2 to facilitate residential development. Following the rezoning, the Department of Education entered into an agreement with (then) Landcorp to develop the site.

The structure plan was initially adopted by Council at its meeting of 19 April 2011 (CJ062-04/11 refers) and by the WAPC on 18 November 2011. Following subdivision approval of the area, amendments were sought to the structure plan to modify residential density code boundaries, minor boundary realignments, recoding of a portion of the site and text changes to the explanatory report of the document. The modifications were adopted by Council at its meeting of 20 May 2014 (CJ064-05/14 refers) and by the WAPC on 8 August 2014.

Following approval of the initial structure plan, the land was acquired by (then) Landcorp who developed a 132 residential lot subdivision with residential densities of R20, R25, R30 and R40, and two areas of public open space. The subject area has been fully developed except for two lots, being an R25 lot which was recently granted a building permit for a new dwelling and a 4,477m² R40 coded site. Council at its meeting of 25 June 2013 (CJ091-06/13 refers) approved an application for 12 'Aged or Dependent Persons' Dwellings' on the vacant R40 site, being Lot 29 (81) Revitalise Circuit, however the development did not proceed.

DETAILS

It is proposed that the structure plan be revoked as the estate has been developed or has the relevant approvals for new dwellings to be constructed, with the exception of Lot 29 (81) Revitalise Circuit.

Under the LPS Regulations, an amendment to the planning scheme to incorporate the zonings indicated in the structure plan will also revoke the structure plan, provided a statement is included to that effect. This means that the approval of an amendment to LPS3 to rezone the structure plan area from 'Urban Development' to those outlined in the structure plan, for example, 'Residential' and 'Public Open Space', will automatically revoke the structure plan. Such a scheme amendment is classified as 'basic' under the LPS Regulations. There is no statutory provision to advertise this class of amendment.

However, prior to initiating the amendment to rezone the land within the structure area, it is considered appropriate to advertise the proposal to revoke the structure plan to the landowners within the structure plan area and seek feedback, prior to Council's further consideration.

Issues and Options Considered

Current need for the *Craigie High School Site Local Structure Plan*

The structure plan consists of two zones being 'Residential' and 'Parks, Recreation and Drainage'. The latter is now formally known as 'Revitalise Park', with the northern portion of the zone forming part of the existing 'Cawarra Park'. The 'Residential' zone is divided between four densities - R20, R25, R30 and R40 (Attachments 2 and 3 refer).

General development provisions

The structure plan contains development provisions which apply to all lots within the subdivision. These provisions set out:

- the required orientation of all lots
- corner lot façades to ensure each street is addressed
- eave overhangs to major openings to allow for shading
- the roof and design features of garages and carports to align with the main dwelling
- boundary fencing provisions
- retention of existing trees
- construction of developer works
- outbuildings where visible from the public domain
- retaining wall construction.

Aside from the provisions around outbuildings, the remaining elements are no longer relevant given the substantial build out of the structure plan area. Should the structure plan be revoked, outbuildings will be required to align with the *Residential Design Codes (R-Codes)* which require that such structures are not located within the primary or secondary street setback. Where they are proposed to be within the primary or secondary street setback area, the outbuilding must be assessed against the objective of the City's *Residential Development Local Planning Policy (RDLPP)* which requires that where an outbuilding is visible from the street, it is constructed out of materials and is of a design that matches the dwelling. It is considered that the R-Codes and RDLPP are appropriate in ensuring the intent behind this provision is maintained.

Residential R20 and R25

Eighty residential lots within the subdivision have a density code of either R20 or R25. All lots within these density codes have been developed aside from one lot which has recently obtained building approval for a new dwelling. The following table outlines the R20 and R25 structure plan provisions and the current equivalent R-Code or RDLPP provisions:

Development Requirement	Structure Plan requirement	R-Code/RDLPP requirement	Comment
Front setbacks	3.0m minimum 5.0m maximum 8.0m building setback for lots fronting Camberwarra Drive to accommodate existing trees.	3.0m minimum 6.0m average	Dwellings constructed and/or approved for construction. Section 70A notifications on property titles apply to relevant properties in regard to the existing trees. 8.0m setback considered appropriate to retain as discussed below.
Side setbacks	Nil side setback permitted Wall height maximum: 3.2m Maximum length: 9.0m 1.5m behind the dwelling frontage North/South lots – nil setback to western boundary East/West lots – nil setback to southern boundary	One boundary wall Maximum height: 3.5m Average height: 3.0m Maximum length: 9.0m or 1/3 length of boundary behind street setback.	Dwellings constructed and/or approved for construction. Any new boundary walls would require a planning application where located on a separate boundary.

Development Requirement	Structure Plan requirement	R-Code/RDLPP requirement	Comment
	2.0m side setback to a side boundary abutting public open space		
Garage/Carport setbacks	4.5m setback to primary street or 0.5m behind dwelling frontage.	Garages setback 4.5m from the primary street and 0.5m behind dwelling alignment. Carport – 3.0m minimum setback	Dwellings constructed and/or approved for construction. RDLPP/R-Codes more onerous for garages. Any new carport installed would be unable to meet 3.0m requirement due to existing front setbacks.
Building Height	Maximum height: 9.5m Loft areas within roof space permitted Maximum building height: Wall (Pitched): 6.5 m Roof Ridge: 9.5m Wall and total height: 7.5m (parapet and concealed)	Wall height: 7.0m Concealed roof: 8.0m Maximum height: 10.0m	Dwellings constructed and/or approved for construction.

Tree retention

An arborist assessment was undertaken during the preparation of the structure plan (Attachment 3 refers). The report identified that a number of large trees along Camberwarra Drive were in good condition and worthy of retention. The report recommended a protection zone per tree, with a maximum zone of 8 metres listed for one of these trees. Subsequently, to accommodate these trees and also ensure a consistent street setback, an 8 metre dwelling setback was included in the structure plan for those properties abutting Camberwarra Drive.

It is considered appropriate that the current larger dwelling setback be retained to accommodate the existing trees. This can be achieved by inserting a provision within Clause 32, table 7 of LPS3 which maintains a minimum building setback of 8 metres to those lots abutting Camberwarra Drive, being:

- Lot (1) 2 Vive Avenue, Craigie
- Lot 2 (299) Camberwarra Drive, Craigie
- Lot 3 (271) Camberwarra Drive, Craigie
- Lot 4 (273) Camberwarra Drive, Craigie
- Lot 5 (275) Camberwarra Drive, Craigie.

Residential R30 and R40

There are 21 R30 coded lots and 32 R40 coded lots within the structure plan area. The R40 coded lots are inclusive of the 12 multiple dwellings at Lot 45 (62) Revitalise Circuit and the vacant lot at Lot 29 (81) Revitalise Circuit which has a previous approval for 12 'aged or dependent persons' dwellings'. The following table outlines the R30 and R40 structure plan provisions and the current equivalent R-Code or RDLPP provisions:

Development Requirement	Structure Plan requirement	R-Code/RDLPP requirement	Comment
Front setbacks	3.0m minimum 5.0m maximum 3.0m minimum setback to lots that abut POS	2.0m minimum 4.0m average (4.0m for multiple dwellings)	Dwellings constructed*
Side setbacks	Nil side setback permitted: wall height maximum: 3.2m maximum length: 2/3 length of boundary 1.5m behind the dwelling frontage North/South lots – nil setback to western boundary East/West lots – nil setback to southern boundary 2.0m side setback to a side boundary abutting public open space	One boundary wall: maximum height: 3.5m average height: 3.0m maximum length: 2/3 length of boundary (one boundary wall, 2/3 length of boundary for multiple dwellings)	Dwellings constructed* Any new boundary walls would require a planning application where located on a separate boundary.
Rear/Garage/Store setbacks	1.5m minimum garage setback to a laneway 0.5m minimum store setback to a laneway 1.5m minimum dwelling setback from ground floor to laneway Nil dwelling setback permitted to upper floor balcony to a laneway Garages and carports shall be setback a minimum of 4.5m from the primary street or 0.5m behind dwelling frontage.	Laneways: Garages and carports built up to the boundary where 6m maneuvering is located immediately in front of opening. Stated setback distances may of Table 1, may be reduced by ½ the width of an adjoining right of way to a maximum reduction of 2.0m (nil setback permitted) Garages setback 4.5m from the primary street and 0.5m behind the dwelling alignment.	Dwellings constructed*
Building Height Requirements	Multiple dwellings – maximum height 13.0m Maximum wall height (pitched roof): 10.0m Maximum total height to roof ridge: 13.0m Maximum wall and total height (parapet/Concealed): 11.0m	Multiple dwellings – maximum height: 2 storeys (9.0m) Grouped dwellings - wall height: 7.0m concealed roof: 8.0m maximum height: 10.0m	Dwellings constructed*

*With the exception of Lot 29 (81) Revitalise Circuit, Craigie.

In considering the revocation of the above provisions, regard is given to the implications this may have on the development of the remaining vacant R40 site at Lot 29 (81) Revitalise Circuit. It is noted that that this lot does not adjoin a laneway or adjoin public open space, and therefore a number of the provisions in the above table would not apply to the lot.

In the event that the structure plan is revoked, any proposed grouped dwelling development on the vacant site would be subject to the provisions of the R-Codes Volume 1. The provisions of the R-codes in terms of maximum building height and side setbacks are more stringent than currently permitted under the structure plan. While the front building setback provision is slightly less onerous under the R-Codes, given that adjacent lots have side boundaries facing or adjoining the vacant lot, there is no established 'front' streetscape in the area, and therefore any impact on adjacent residential properties would be minimal.

Since the approval of the structure plan, the R-Codes Volume 2 (Apartments) have been introduced and therefore any potential multiple dwelling development would be subject to a more comprehensive suite of provisions than those currently captured under the structure plan.

It is noted that the R-Codes Volume 2 (Apartments) would limit total building height to two storeys (nine metres) whereas the current structure plan would permit a total height of 13 metres (three storeys).

Zoning

The land within the structure plan area is zoned 'Urban Development' under LPS3. If the proposed revocation of the structure plan is supported, it is proposed to rezone this land to 'Residential R20', 'Residential R25', Residential R30', 'Residential R40', 'Public Open Space' and 'Local Road' in accordance with the structure plan map (Attachment 2 refers).

Land use permissibility

The structure plan states that land use permissibility is to be in accordance with the 'Residential' zone under the scheme. If a scheme amendment is supported and the structure plan revoked, land use permissibility will be in accordance with the 'Residential' zone of LPS3 which is similar to that of the previous planning scheme.

Options

The options available to Council in considering revoking the *Craigie High School Site Local Structure Plan* are to:

- resolve to advertise the proposal to revoke the structure plan to the existing landowners within the structure plan area
or
- resolve not to advertise the proposal to revoke the structure plan to the existing landowners within the structure plan area.

Council can also proceed with an amendment to LPS3 to rezone the land within the structure plan area without first advertising the proposal to revoke the structure plan, however this is not recommended.

Legislation / Strategic Community Plan / Policy Implications

Legislation

Planning and Development (Local Planning Schemes) Regulations 2015.
Local Planning Scheme No. 3.

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. Housing infill and densification is encouraged and enabled through a strategic, planned approach in appropriate locations.
Policy	Not applicable.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 28 of the deemed provisions of the LPS Regulations states that structure plans have effect for 10 years from their date of approval. This includes structure plans that were approved before the LPS Regulations came into effect, which are taken to have been approved on commencement day of the LPS Regulations and are therefore valid until 19 October 2025. The WAPC may extend the period of approval of a structure plan, revoke a structure plan or amend the planning scheme that covers a structure plan area which automatically revokes the structure plan.

The LPS Regulations state that an amendment to a scheme map that is consistent with an approved structure plan is a 'basic' amendment if the scheme includes the zones outlined in the structure plan. A statement must be included within the amendment proposal that when the amendment takes effect the approval of the structure plan is to be revoked.

Structure Plan Framework

The Structure Plan Framework outlines the manner and form in which a structure plan and activity centre plan is to be prepared under the LPS Regulations. Clause 16 of the Framework outlines that the WAPC may revoke its approval of a structure plan under the deemed provisions of the LPS Regulations and provides for common circumstances in which this would occur, including where the zoning of the land is covered within the scheme and following finalisation of the subdivision of the land.

Local Planning Scheme No. 3

The objectives of the 'Residential' zone in LPS3 are:

Zone name	Objectives
Residential	<ul style="list-style-type: none"> To provide for a range of housing and a choice of residential densities to meet the needs of the community. To facilitate and encourage high quality design, built form and streetscapes throughout residential areas. To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

The objectives of the 'Public Open Space' and 'Local Road' reserves in LPS3 are:

Reserve name	Objectives
Public Open Space	<ul style="list-style-type: none"> To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s. 152. To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage
Local Road	<ul style="list-style-type: none"> To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy.

Risk Management Considerations

Not applicable.

Financial / Budget Implications

The City will be required to cover the costs associated with any advertising of the proposal to revoke the structure plan. Approximately 135 letters would be sent to landowners within the structure plan area with a direct cost of approximately \$149.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

There are no provisions within the LPS Regulations or Structure Plan Framework which require consultation to be undertaken prior to a structure plan being revoked. However, it is considered appropriate that the landowners within the structure plan area be informed in writing of the proposal to revoke the structure plan and obtain any feedback which can be reported back to Council, prior to an amendment to rezone the land within the structure plan area being considered by Council.

COMMENT

The area encompassed by the *Craigie High School Site Local Structure Plan* is nearing completion with all dwellings in the estate developed or having approval to develop, with the exception of Lot 29 (81) Revitalise Circuit. The provisions of the R-Codes and the City's *Residential Development Local Planning Policy* are considered sufficient to ensure that any further development or redevelopment has an appropriate built form outcome, including the remaining vacant lot.

It is considered appropriate that suitable provisions be incorporated into the planning scheme amendment to ensure continued sufficient building setbacks to accommodate the existing trees on those sites fronting Camberwarra Drive.

While there is no requirement to advertise a proposal to revoke a structure plan, it is considered appropriate to advertise the proposal to the landowners within the structure plan area and seek any feedback, prior to Council's further consideration of an amendment to rezone the land within the structure plan area.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ADVERTISES the proposal to revoke the *Craigie High School Site Local Structure Plan* to the landowners within the structure plan area, for a period of 14 days.

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf211207.pdf](#)

CJ173-12/21**MINUTES OF REGIONAL COUNCIL MEETINGS****WARD**

All

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

03149, 41196, 101515

ATTACHMENTS

Attachment 1 Tamala Park Regional Council - Ordinary
Council Meeting Minutes - 14 October 2021

Attachment 2 Mindarie Regional Council - Ordinary
Council Meeting Minutes - 11 November
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 Ordinary Council meeting of the Tamala Park Regional Council held on 14 October 2021.
- Minutes of Ordinary Council meeting of the Mindarie Regional Council held on 11 November 2021.

DETAILS**Tamala Park Regional Council**

An Ordinary Meeting of the Tamala Park Regional Council was held on 14 October 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 14 October 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 1 refers).

Mindarie Regional Council

An Ordinary Meeting of the Mindarie Regional Council was held on 11 November 2021.

Mayor Albert Jacob and Cr Christopher May were Council's representatives at the Ordinary Council Meeting of the Mindarie Regional Council held on 11 November 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 2 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 Ordinary Council meeting of the:

- 1 Tamala Park Regional Council held on 14 October 2021 forming Attachment 1 to Report CJ173-12/21;**
- 2 Mindarie Regional Council held on 11 November 2021 forming Attachment 2 to Report CJ173-12/21.**

To access this attachment on electronic document, click here: [RegionalMinutes211207.pdf](#)

CJ174-12/21**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 16 November 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**

A list of all outstanding petitions (Attachment 1 refers), which were received during the period 16 August 2016 to 16 November 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 consider 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 16 November 2021, forming Attachment 1 to Report CJ174-12/21;
- 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, it is anticipated that a report will be presented to Council at its meeting to be held on 15 February 2022 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 been liaising with Main Roads WA to determine the scope of the funding commitment and what may or may not be considered, a meeting is scheduled for December 2021;

- 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, a report was presented to Council at its meeting held on 15 June 2021 (CJ088-06/21 refers), the City will be undertaking community consultation to determine the level of community support for the installation of a toilet facility at Sir James McCusker Park, Iluka from 25 November 2021 to 16 December 2021, with the outcome of the consultation to be reported back to Council at a future meeting;
- 5 in relation to the petition requesting Council to rezone the North Burns Beach as a dog beach, a report was presented to Council at its meeting held on 16 November 2021 (CJ164-11/21 refers) and the lead petitioner has been advised of Council's decision;
- 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 a report presented to Council at its meeting held on 16 November 2021 (CJ164-11/21 refers), whereby Council agreed to advertise the revised draft *Childcare Premises Local Planning Policy*;
- 7 in relation to a petition opposing the reclassification of any part of Burns Beach as a dog exercise beach, a report was presented to Council at its meeting held on 16 November 2021 (CJ164-11/21 refers) and the lead petitioner has been advised of Council's decision;
- 8 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 Notice of Motion was tabled by Cr Fishwick at the Council meeting held on 17 August 2021 (C81-08/21 refers), where the motion called for the City to undertake community consultation, the City is currently undertaking community consultation with residents located near Braden Park, Marmion from 30 November to 21 December 2021, and it is anticipated that the outcomes of the consultation will be reported back to Council at its meeting to be held on 15 February 2022;
- 9 in relation to a petition received in support of glyphosate-use advisory signage being left in place for a minimum of 24 hours following application within the City of Joondalup managed land, and that glyphosate-use advisory signage be left in place to protect health despite the very small extra cost to Special Area Rate (SAR) payments each year, the City is currently reviewing the Weed Management Plan which is scheduled to be considered by Council in 2022-23, and the substance of this petition will be considered as part of this process;
- 10 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 its meeting to be held on 14 December 2021;
- 11 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, it is anticipated that a report will be presented to Council at its meeting to be held on 14 December 2021;

- 12** in relation to a petition requesting the existing Sheoak trees not be removed from the median islands located between 11 and 12/14 St Sebastien Chase, Iluka, the City had programmed remedial road works to be undertaken on St Sebastien Chase, Iluka with the works completed with no impact to the trees identified in the petition and therefore removal was not required, and that Council;
- 12.1** NOTES that the two casuarina trees located in the median blister located between 11 and 12/14 St Sebastien Chase, Iluka did not require removal as the scheduled works were able to be undertaken without impacting on the structural integrity of the trees;
- 12.2** ADVISES the lead petitioner of Council's decision;
- 13** in relation to a petition requesting that the pond facility be retained within McCubbin Park, Woodvale of similar scope to the long-standing existing pond, a report will be presented to a future Council meeting;
- 14** in relation to a petition requesting that a process be undertaken regarding the renaming, reviewing and development of the laneways in Sorrento and Marmion, a report will be presented to a future Council meeting;
- 15** in relation to a petition requesting for live video streaming and recordings of all City of Joondalup Council and Annual General Meetings of Electors, and it is anticipated that a report will be presented to Council at its meeting to be held on 15 February 2022;
- 16** in relation to a petition requesting the City of Joondalup create a native contemplation garden at Lakeview Park, Edgewater, a report will be presented to a future Council meeting;
- 17** in relation to a petition requesting the City of Joondalup implement one hour of free on-street parking in the Central Business District, with some short-term 15 minute free parking bays included at strategic locations from Monday to Friday, and it is anticipated that a report will be presented to a future Council meeting;
- 18** in relation to petition requesting the City of Joondalup undertakes a safety and congestion review of Trappers Drive between Woodvale Drive and Whitfords Avenue for both vehicles and pedestrians, a report will be presented to a future Council meeting;
- 19** in relation to a petition requesting that a native garden be planned in the sandy strip to the northern part of Wandina Park, Duncraig, the City confirms that Wandina Park was recently upgraded under the City's Parks Revitalisation Program and no further works are planned, and that Council;
- 19.1** NOTES that Wandina Park was upgraded as part of the City's 2020-21 Capital Works Program under the City's Parks Revitalisation Program at a cost of \$127,000;
- 19.2** DOES NOT SUPPORT future upgrades including the planting of a native garden area at Wandina Park at this time;
- 19.3** ADVISES the lead petitioner of Council's decision;

- 20** in relation to a petition requesting the City move the bin from outside 31 Delonix Circle, Woodvale to an alternative location on Timberland Oval, and that Council:
- 20.1** NOTES that the bin located outside 31 Delonix Circle, Woodvale has been moved to an alternative location on Timberlane Oval;
- 20.2** ADVISES the lead petitioner of Council's decision;
- 21** in relation to a petition requesting the City not install paid public parking at Ocean Reef Marina, and any coastal location within the City of Joondalup, the City is currently reviewing the request and a report will be presented to Council at a future Council meeting;
- 22** in relation to a petition requesting the City of Joondalup ceases the use of any pesticides within 50 metres of playspaces in the City's parks and reserves, with the exceptions for broad leaf treatment of parks and reserves, and natural area management if no other alternatives are available, the City is currently reviewing the Weed Management Plan which is scheduled to be considered by Council in 2022-23, and the substance of this petition will be considered as part of this process;
- 23** in relation to a petition requesting that the City install a bin to service the existing dog waste bag dispenser along Spinaway Street, Craigie (outside Craigie Heights Primary School Oval entrance gate), a report will be presented to a future Council meeting;
- 24** in relation to a petition requesting that the City investigate extending the area that dogs are permitted to be exercised at Hillarys Dog Beach, a report will be presented to a future Council meeting.

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf211207.pdf](#)

CJ175-12/21**LIST OF PAYMENTS MADE DURING THE MONTH OF OCTOBER 2021**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	09882 101515
ATTACHMENTS	Attachment 1 Chief Executive Officer's Delegate Municipal Payment List for the month of October 2021 Attachment 2 Chief Executive Officer's Delegated Municipal Payment List (Bond Refunds) for the month of October 2021 Attachment 3 Municipal and Trust Fund Vouchers for the month of October 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 list of accounts paid under the Chief Executive Officer's delegated authority during the month of October 2021.

EXECUTIVE SUMMARY

Report CJ175-12/21 presents the list of payments made under delegated authority during the month of October 2021, totalling \$14,406,998.93.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for October 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 CJ175-12/21, totalling \$14,406,998.93.

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 October 2021. Lists detailing the payments made are appended as Attachments 1 and 2 to Report CJ175-12/21.

The vouchers for the month are appended as Attachment 3 to Report CJ175-12/21.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques & EFT Payments 111782 – 111797 & 111799 – 111830 & 111832 – 111851 & 111854 – 111935 & EF095524 – EF095815 & EF095826 – EF096495 Net of cancelled payments Vouchers 3151A – 3162A	\$9,447,209.03 \$4,942,278.05
	Bond Refund Cheques & EFT Payments 111798 & 111831 & 111852- 111853 & EF095523 & EF095816 – EF095825 Net of cancelled payments.	\$17,511.85
Total		\$14,406,998.93

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 October 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 CJ175-12/21, totalling \$14,406,998.93.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf211207.pdf](#)

CJ176-12/21**FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 OCTOBER 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 October 2021.

EXECUTIVE SUMMARY

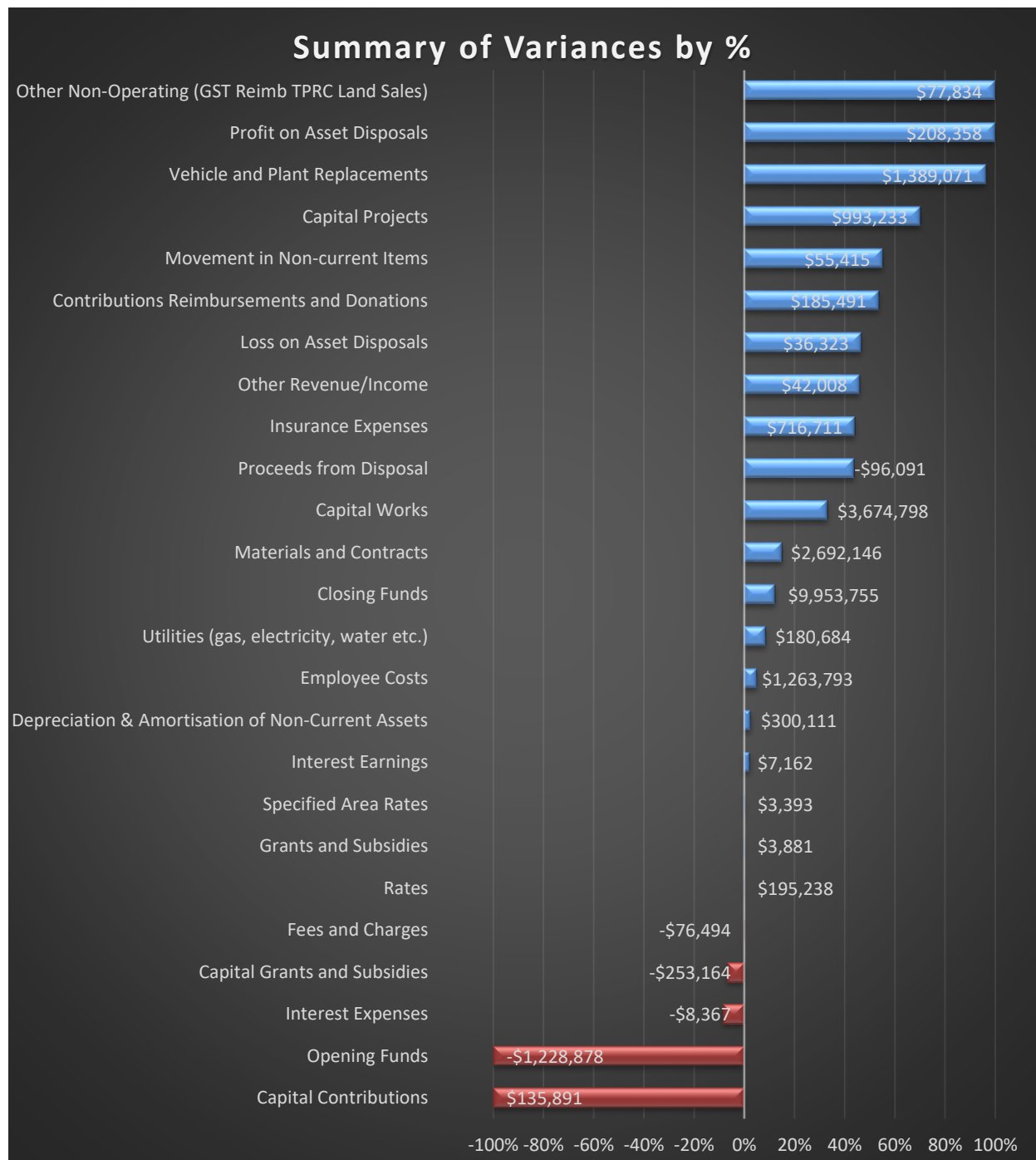
At its meeting held on 15 June 2021 (CJ092-06/21 refers), Council adopted the *2021-22 Annual Budget*. Council subsequently amended the budget at its meeting held on 17 August 2021 (CJ131-08/21 refers), 21 September 2021 (CJ139-09/21 refers) and 12 October 2021 (CJ147-10/21 refers). The figures in the report are compared to the adopted budget (as amended).

The October 2021 Financial Activity Statement Report shows an overall favourable variance of \$9,953,755 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 October 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 October 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 October were:

Materials and Contracts

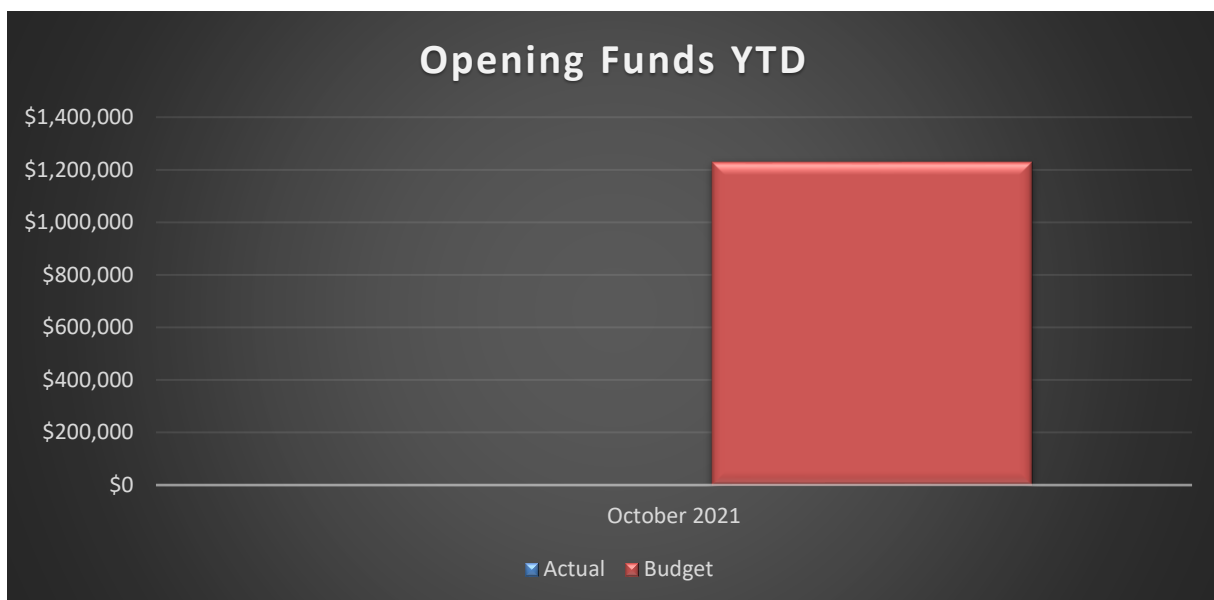
\$2,692,146



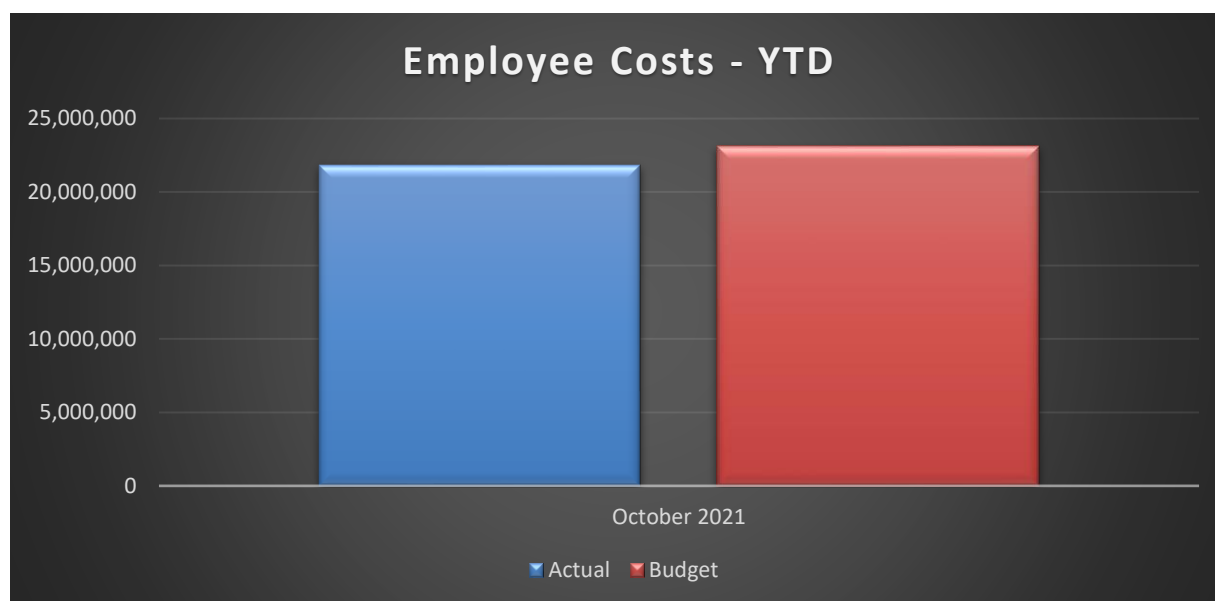
Materials and Contracts expenditure is \$2,692,146 below budget. This is spread across a number of different areas including External Service Expenses \$992,226, Professional Fees and Costs \$349,362, Computing \$329,951, Waste Management Services \$297,880, Public Relations, Advertising and Promotions \$167,488, and Contributions and Donations \$158,122.

Opening Funds

(\$1,228,878)



Opening Funds for October 2021 is \$1,228,878 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**\$1,263,793**

Employee Costs expenditure is \$1,263,793 below budget. Favourable variances predominantly arose from the cumulative impact of vacancies in various areas.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 October 2021 forming Attachment 1 to Report CJ176-12/21.

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 October 2021 is appended as Attachment 1 to Report CJ176-12/21.

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 Report CJ176-12/21 are exclusive of GST.

Regional Significance

Not applicable.

Sustainability Implications

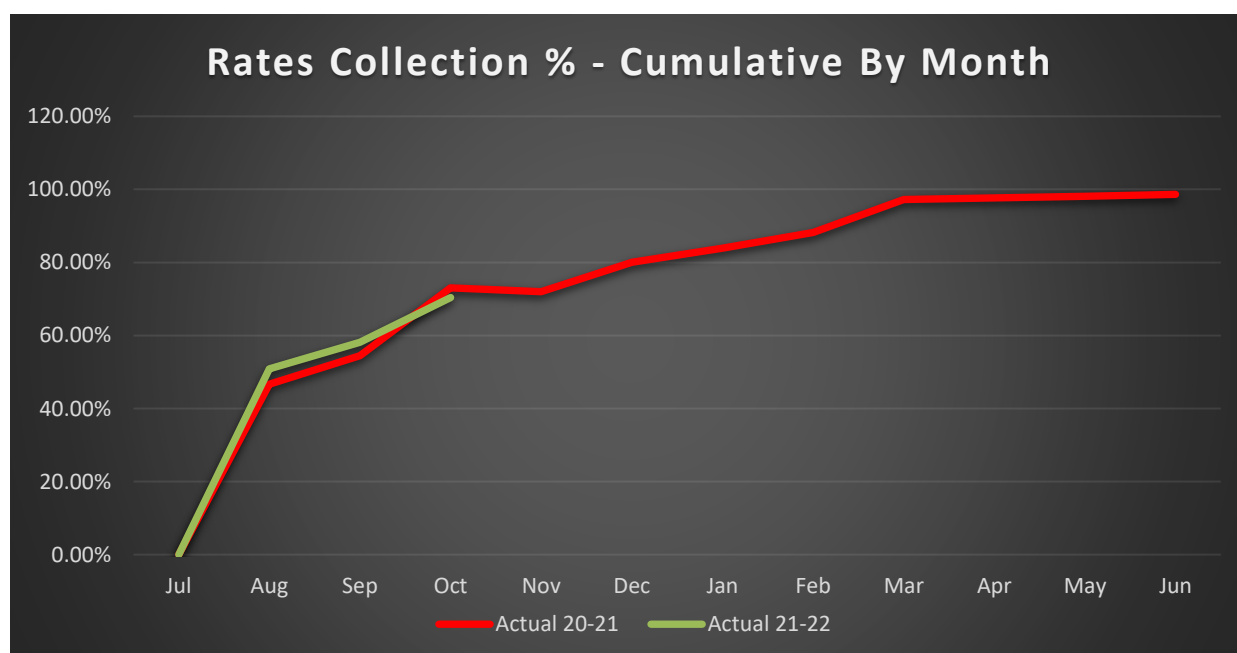
Expenditure has been incurred in accordance with adopted budget parameters, which have been structured on financial viability and sustainability principles.

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*.

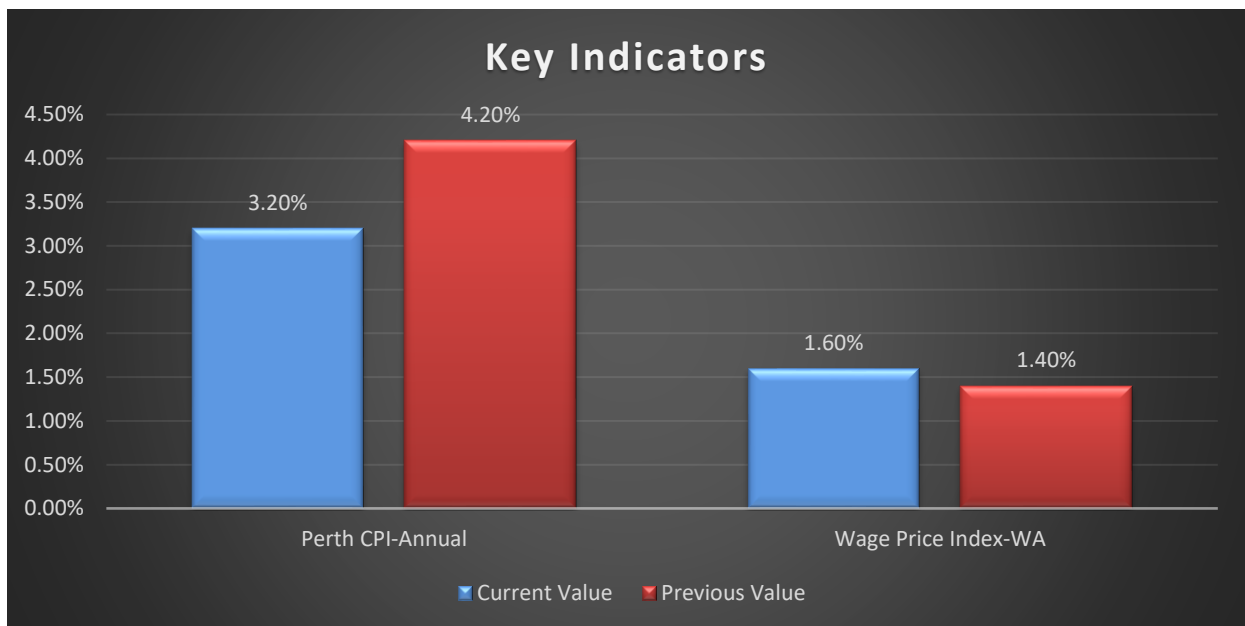
KEY INDICATORS

Rates Collection



Rates collections as a percentage of rates issued (debtors) is on par with the prior year at the end of October.

Economic Indicators



During October the Perth CPI for the third quarter of 2021 was released. This saw a decrease in consumer prices in line with market expectations. 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 third quarter.

COMMENT

All expenditure included in the Financial Activity Statement is incurred in accordance with the provisions of the *2021-22 Annual Budget* (as amended) 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 October 2021 forming Attachment 1 to Report CJ176-12/21.

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf211207.pdf](#)

CJ177-12/21**PETITION IN RELATION TO THE EXPANSION AND REDEVELOPMENT OF THE WHITFORD SENIOR CITIZENS' CLUB**

WARD	South-West
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	05097, 101515, 04045, 104486
ATTACHMENTS	Attachment 1 Site Plan Attachment 2 Whitford Library Floor Plan Attachment 3 Whitford Senior Citizens Club Floor Plan
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 the Council to consider a report relating to the issues raised via a petition relating to redeveloping the Whitford Library and Whitford Senior Citizens Centre.

EXECUTIVE SUMMARY

The Whitford Library (the Library) was opened in 1980, with the Whitford Senior Citizens Centre opening in 1985. The Library provides numerous community services, while the senior citizens club has a current membership of nearly 1,000.

The Council at its meeting held on 17 August 2021 (C74-08/21 refers) received a 198 signature petition from residents of the City of Joondalup requesting the City prepare options for the expansion and redevelopment of the Whitford Senior Citizens Club and the Whitford Library facilities.

While both facilities are some 35 to 40 years old, they are in relatively good condition from a structural perspective, with the City of Joondalup on average over the last seven years spending \$142,554 annually to maintain both facilities. Further to ongoing maintenance costs, the City over an 11 year period capitalised \$563,134 worth of works across both facilities, which included recent upgrades of \$315,000 in 2020-21 (new toilets, refurbished foyer, replacement of carpet and door / roof repairs) to the senior citizens centre.

If it was agreed to explore options for redevelopment of the facilities on the site, the City would be required to follow its agreed master planning process, including the following principles:

- Community consultation and engagement.
- Multipurpose and shared use.
- Community access and participation.
- Sustainability.
- Quality facility provision.

Further, the City is currently undertaking a Social Needs Analysis which will then inform a Library Services review. To undertake a master plan process of this site without first reviewing the recommendations of the Social Needs Analysis and the Library Services review would be premature and may result in an outcome not being the best use for the site, nor providing the most appropriate services and / or facilities to the community of the City of Joondalup.

As the Council has done with two other projects recently, being the Warwick Activity Centre, and Lot 67 (5) Trappers Drive, Woodvale, it is recommended that any proposal to redevelop this site be deferred pending the outcomes of the Social Needs Analysis.

BACKGROUND

Suburb / Location	15 Banks Avenue, Hillarys 6025.
Applicant	Not Applicable.
Owner	City of Joondalup – fee simple.
Zoning	LPS Centre.
	MRS Urban.
Site area	8001.26m ² .
Structure plan	Whitfords Activity Centre Plan.

Whitford Senior Citizens Club

The Whitford Senior Citizens Club (WSSC) originally started in a Padbury community hall in 1973. In 1976, with the growth in membership, a new facility was required. In 1978, a block of land on Banks Avenue, Hillarys was donated by the Whitford City Shopping Centre who was then owned by National Mutual Insurance Company. The land was transferred to Wanneroo Council enabling the construction of a building to occur in 1984-85.

The WSSC became a Corporate Body on 15 December 1986.

Annual membership subscriptions for the WSSC are charged at \$35 per person, with the WSSC also relying heavily on fund-raising and other donations to purchase various equipment and undertake events and activities.

In 2021, the WSSC's membership is nearly 1,000 members and is projected to steadily grow. The WSSC is open seven days a week with a full schedule of activities daily.

The WSSC booked 5,021 hours for 2021, averaging 97 hours per week, to enable the group to undertake its activities and events. In accordance with the *Facility Hire Subsidy Policy*, the WSSC receives 100% subsidy for hire of the facility which for 2021 was valued at \$134,693.

Whitford Library

In the early 1970's, the Library Board of Western Australia recommended to the Shire of Wanneroo that it construct a new library to meet the increased demand in the northern region of Perth. Duncraig Library, at that time, was the most northern based metropolitan library.

Planning for the Library began in 1975. Lot 503 Banks Avenue, Hillarys was acquired from National Mutual Insurance Company in late 1979 as a condition of approval for the construction of the Whitford City Shopping Centre. It is located on the eastern side of Westfield Whitford City in the same complex as the Whitford Senior Citizens Centre and approximately 4.5kms from Duncraig Library.

The Whitford Library was officially opened on 20 September 1980 at an estimated construction cost of approximately \$450,000 and was the largest free-standing library in the State.

The Whitford Library provides many opportunities for community involvement in adult and children's events throughout the year. Over the last three years, the Library has averaged the following:

- Approximately 150,000 loans per year.
- Approximately 7,185 attendances at Library hosted events per year.
- Approximately 75,000 visitations per year.
- Approximately 920 new members per year.

Note: 2020-21 was interrupted with COVID-19 which impacted on the above figures.

The Council at its meeting held on 17 August 2021 (C74-08/21 refers) received a 198-signature petition from residents of the City of Joondalup requesting the City prepare options for the expansion and redevelopment of the Whitford Senior Citizens Club and the Whitford Library Facilities.

The Council resolved to seek a subsequent report from the Chief Executive Officer.

There are no funds listed in the City's 2021-22 Annual Budget, nor does the City's existing five-year capital works program include a project relating to either the WSSC or the Whitford Library.

DETAILS

Key Asset Data (Whitford Library and WSSC)

	Whitford Library	WSSC
Current Replacement Cost	\$4,441,395	\$2,525,094
Written Down Value	\$2,406,655	\$1,503,485
Age	40 years	36 years
Maintenance and Operating Cost p.a. (average)	\$558,732	\$439,149
Capital Expenditure since 2009/10	\$270,527	\$292,606

Whilst both facilities represent some of the more aged buildings within the City's asset portfolio, recent refurbishments in 2017-18 and 2019-20 have seen significant changes to the carpark entrance and toilet facilities to improve compliance and accessibility outcomes for patrons. Ongoing works to monitor and support the roof and mechanical service assets on the site have also ensured the facilities continue to function effectively.

Aesthetically the buildings may no longer be considered contemporary in their design and appearance, however, they remain predominantly functional and in good condition for their age with appropriate signs of wear and tear.

In light of this, considerations for major redevelopments would more likely be driven by identified service needs and demographic changes, rather than significant functionality and structural asset requirements.

Active Reserve and Community Facility Review

The City undertakes a review of active reserves and community facilities approximately every three years. Reviews were undertaken in 2011, 2014, 2017 with the most recent review being presented to the Council at its 2021 August meeting (CJ121-08/21 refers). The reviews outline detailed information and recommendations regarding the City's active reserves and community facilities. The recommendations aim to provide a strategic approach to the future provision of community and sporting facilities and infrastructure across the City of Joondalup.

The 2020 report has made recommendations to improve the infrastructure provision at active reserves to meet the increasing demand for parks and improve the distribution of sporting club usage. Each recommendation has been given a priority based on the trends in growth of individual sports; facilities within the catchment area of the different sporting clubs; distribution and allocation of grounds; surrounding reserve infrastructure; and current utilisation rates.

Several of the City's community facilities have been identified as requiring refurbishment works to improve the functionality and aesthetics, however Whitford Senior Citizens Centre was not identified as a facility requiring either a redevelopment or refurbishment in the next five years.

Note: The City's Libraries are not considered or reviewed as part of the Active Reserve and Community Facility Review process.

Social Needs Analysis

The City is currently in the process of undertaking a Social Needs Analysis.

The Social Needs Analysis is a research project which will provide the City with independent, robust data to assess current and predict future need for social services and infrastructure throughout the Joondalup region.

The research outcomes will provide the following important benchmark data for the City to:

- Understand the current and forecast social needs of the City of Joondalup community through evidence-based analysis.
- Determine gaps, duplication and oversupply of social infrastructure and services.
- Provide an independent, evidence-based information source to:
 - Enable prioritisation of social infrastructure projects being explored by the City.
 - Guide strategic directions and decisions by both the City and external parties regarding the implementation of social services, systems, and infrastructure.
 - Enable the City to advocate, influence and encourage external parties to establish known needed services, thereby consciously attracting the right mix of social services and infrastructure.

The Social Needs Analysis report is due to be finalised in early 2022.

The social needs analysis will inform future planning at the City's libraries based on identified need.

Strategic Position Statements

The City has several adopted Strategic Position Statements which have their primary purpose to provide flexibility for the Council in capitalising on unplanned opportunities for external funding and investment. Its secondary purpose is to guide the development of future strategic planning documents where current gaps may exist.

A Strategic Position Statement exists that relate to Community Facilities which states as follows:

Master Planning

Each significant facility should be developed in accordance with a master plan rather than being the subject of small ad-hoc fixes. Private commercial facilities should also be considered within upgrades and developments of master planned community facilities.

Usage

Facilities should be multi-use and be used at all times where possible. Facilities should include complementary services where possible. Opportunities for decentralised service centres should be considered for master planning upgrades of community facilities such as libraries and leisure centres.

The masterplan process is guided by the following principles:

- Community consultation and engagement – the community and existing user groups will be engaged to ensure their needs are identified and considered as part of the project.
- Multipurpose and shared use – where possible, facilities will be designed to be flexible spaces that are multi-purpose and allow co-location of groups / activities.
- Community access and participation – projects should enhance the community's access to facilities and opportunity for increased participation in health and well-being activities including active sport and passive unstructured leisure and recreation.
- Sustainability – projects will consider key environmental and sustainability principles such as minimising the likelihood of noise / antisocial behaviour; energy efficiencies; access and inclusion; minimising whole of life costs.
- Quality facility provision – projects should focus on improving the quality of facilities and infrastructure provided to the community, with priorities placed on the functionality to meet the community's needs and the City's ongoing management requirements over the life of the asset.

Any redevelopment or expansion of the facilities located on this site would be regarded as a masterplan and be subject to the process as adopted by the Council.

Issues and Options Considered

The following would need to be considered prior to and as part of establishing a master plan for the site:

- What facilities are required by the public?
- Is a library / senior citizens centre currently suitable for the area?
- Are non-income generating facilities best use of the site given the land is held fee simple by the City?

Legislation / Strategic Community Plan / Policy Implications

Legislation Not applicable.

Strategic Community Plan

Key theme Community Wellbeing.

Objective To provide facilities of the highest quality which reflect the needs of the community now and into the future.

Strategic initiative Understand the demographic context of local communities to support effective facility planning.

Policy Not applicable.

Risk Management Considerations

The major risk to the request made by the petitioners, is if the project is commenced in isolation that could be contrary to the overall best interest of the City, relating to provision of facilities and services.

Financial / Budget Implications

There are currently no funds listed in either the capital or operating budgets for 2021-22. In addition, there are no human resources to commence the planning of this project.

Regional significance

If master planning the site proceeded by reproducing the same facilities that currently exist; it would have limited regional significance as the redeveloped facilities would only cater for the immediate community.

Consultation

Any master planning project would undergo significant community consultation.

COMMENT

The City has several large-scale community-based projects in planning stages. Given the City is conducting a Social Needs Analysis encompassing the City's entire community service provision and supporting infrastructure; it would therefore appear prudent to defer any decision-making on the proposed rationalisation and redevelopment of the Whitford Library and WSSC until the finalisation of this analysis.

The Council has taken the same position on similar type projects being the Warwick Activity Centre, and Lot 67 (5) Trappers Drive, Woodvale.

The analysis will provide clarity on the priority of the proposal in comparison with the many other City projects being considered.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 NOTES that on finalisation of the City of Joondalup's evaluation of the Social Needs Analysis, a report will be presented to a future meeting of the Major Projects and Finance Committee that assesses the City of Joondalup's position on the future of the Whitford Library and Whitford Senior Citizens' Centre;**
- 2 ADVISES the lead petitioner of Council's decision as detailed in Part 1 above.**

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf211207.pdf](#)

CJ178-12/21**TENDER 020/21 - DRILLING, DEVELOPMENT AND TESTING OF BORES**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	109694, 101515
ATTACHMENTS	Attachment 1 Schedule of Items Attachment 2 Summary of Submissions Attachment 3 Confidential Tender 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 tender submitted by M D and D M Water Boring Contractors for the provision of drilling, development and testing of bores.

EXECUTIVE SUMMARY

Tenders were advertised on 4 September 2021 through state-wide public notice and published by Tenderlink for the provision of drilling, development and testing of bores. Tenders closed on 22 September 2021. A single submission was received from M D and D M Water Boring Contractors.

The submission from M D and D M Water Boring Contractors represents value to the City. The company demonstrated a sound understanding and appreciation of the City's requirements with its submitted methodology and approach to service delivery in accordance with the City's requirements. Its submission outlined the qualifications and relative experience of its key personnel and it demonstrated extensive experience in completing equivalent scopes of works for the Department of Water and Environmental Regulation. It is the incumbent supplier to the City. The company is well established and has appropriate industry experience.

It is therefore recommended that Council ACCEPTS the tender submitted by M D and D M Water Boring Contractors for the provision of drilling, development and testing of bores as specified in Tender 020/21, for a period of three years, with the option for two further terms of one year each, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

BACKGROUND

The City has a requirement for a contractor with a Class 1 drilling licence, to provide drilling, development and testing of bores at various locations within the City of Joondalup. Drilling shall be conducted by cable tool and / or mud rotary methods. The type of drilling method to be utilised by the contractor will be at the discretion of the Superintendent.

The City has a single contract in place with M D and D M Water Boring Contractors which expired on 30 November 2021.

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

DETAILS

The tender for the provision of drilling, development and testing of bores was advertised through state-wide public notice inclusive of publishing via Tenderlink on 4 September 2021. The tender period was for two weeks and tenders closed on 22 September 2021.

Tender Submissions

One submission was received from M D and D M Water Boring Contractors.

The schedule of items listed in the tender is provided in Attachment 1 to Report CJ178-12/21.

A summary of the tender submission including the location of the tenderer is provided in Attachment 2 to Report CJ178-12/21.

A confidential tender summary is provided in Attachment 3 to Report CJ178-12/21.

Evaluation Panel

The evaluation panel comprised three members:

- one with tender and contract preparation skills
- two with the appropriate technical 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.

Evaluation Method and Weighting

The qualitative weighting method of tender 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 tenderer to satisfactorily deliver the services.

The standard minimum acceptable qualitative score for tenders at the City is 50%, but the specific circumstances of tender requirements may, from time to time, require the minimum score to be set higher than 50%, where the specification has complex design or technical requirements. The predetermined minimum acceptable pass score was set at 50%.

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

Qualitative Criteria		Weighting
1	Capacity	40%
2	Demonstrated experience in completing similar services	30%
3	Demonstrated understanding of the required tasks	25%
4	Social and economic effects on the local community	5%

Compliance Assessment

The submission from M D and D M Boring Contractors was considered partially compliant due to its statement that it has no quality assurance / quality management in place. The submission remained for further consideration on the basis that process documentation would be reviewed during the qualitative evaluation and clarifications could be sought if required.

Qualitative Assessment

M D and D M Water Boring Contractors scored 75.9% in the qualitative assessment. It demonstrated exceptional experience in conducting similar services providing examples of four projects it had completed for the City in the last two years with a comparable scope of works. Its nominated personnel have extensive experience in drilling activities and hold the appropriate licences required to perform the works. It submitted details for its proposed plant and equipment which were considered adequate for the City's requirements. The ability to provide additional resources was addressed and details for two emergency contacts were sighted. It demonstrated a sound understanding of the required tasks, with a step-by-step explanation given for its approach, and timelines included within its methodology.

Given the minimum acceptable qualitative score of 50%, M D and D M Boring Contractors qualified to progress to the stage two assessment.

Price Assessment

The panel carried out a comparison of the rates offered by the tenderer against the City's existing rates in order to assess value for money to the City.

The estimated expenditure over a 12 month period will vary based upon demand and is subject to change in accordance with operational requirements. For the purposes of comparison of the financial value of the tender, the tendered rates have been applied to actual historical usage data of all scheduled items for the most likely bore upgrade / renewal project type (equivalent in size and complexity to the Illawong Park irrigation renewal project completed in 2020-21) on the assumption that two bores will be upgraded / renewed in year one (as listed in the Capital Works program) and four bores will be upgraded / renewed in years two to five. There is no guarantee that this will occur, as any future mix of requirements will be based upon demand and are subject to change in accordance with the operational needs of the City and individual project specifications.

The rates are fixed for the first 12 months of the contract but are subject to a price variation in years two and three of the contract (and any subsequent extension options exercised) to a maximum of the CPI for the preceding year. A 2% CPI increase has therefore been applied to the rates in years two to five.

Tenderer	Year 1	Year 2	Year 3	Estimated Total Price
M D and D M Water Boring Contractors	\$110,862	\$226,158	\$230,682	\$567,702
City's existing contract rates	\$101,290	\$206,632	\$210,764	\$518,686

During 2020-21 the City incurred expenditure of \$258,440 for the drilling, development and testing of bores plus an additional \$10,900 for non-contracted items associated with bore decommissioning. The expenditure for the last financial year is inflated and is not indicative of the City's historical pattern of usage due to projects being accelerated to stimulate the economy following the COVID-19 pandemic, with eight projects completed in 2020-21, instead of the usual two to four bore upgrades / renewals. The price assessment has therefore been conducted on the assumption that two bores will be upgraded in year one of the proposed contract, and four during each contractual year thereafter.

It is anticipated that the City will incur expenditure of \$567,702 during the proposed three-year contract term and up to \$1,042,998 if the two one year options are exercised.

The proposed schedule of rates provided by M D and D M Water Boring Contractors represent a 9.45% increase when compared with the City's existing rates, however the existing rates have remained unchanged for the duration of the contract.

Evaluation Summary

The following table summarises the result of the qualitative and price evaluation as assessed by the evaluation panel.

Tenderer	Weighted Percentage Score	Qualitative Ranking	Estimated Total Comparative Price	Price Rank
M D and D M Water Boring Contractors	75.9%	1	\$567,702	1

Based on the evaluation result the panel concluded that the offer from M D and D M Water Boring Contractors provides best value to the City and is therefore recommended.

Issues and Options Considered

While there was only one submission received from M D and D M Water Boring Contractors, this is representative of the market for this type of service. Historically the City has received limited numbers of submissions for drilling, development and testing of bores as follows:

- One submission from Ardmay Pty Ltd trading as RBM Drilling in 2012.
- Two submissions from Ardmay Pty Ltd trading as RBM Drilling and Drill-Mac Pty Ltd trading as J and S Drilling in 2015.
- Four submissions from M D and D M Water Boring Contractors, The Trustee for The Clamon Family Trust trading as Aqua Attack, Alpine Nominees Pty Ltd as Drilling Contractors of Australia, and The Boreman Australia Pty Ltd in 2018.

Both M D and D M Water Boring Contractors and RBM Drilling have performed the services for the City previously. The business owners of RBM Drilling have scaled down the volume of their work and have indicated their intent to retire.

The City requires the services of a contractor who can perform cable tool and / or mud rotary methods. The City's preferred method of the cable tool method is necessitated by the terrain and extent of pinnacles in the northern suburbs of Perth. This, in itself, limits the market of qualified suppliers with capability and capacity to perform the cable tool type of drilling with both The Boreman Australia Pty Ltd and Drilling Contractors of Australia unable to demonstrate experience using this method when evaluated during the last tender in 2018. Aqua Attack was unwilling to submit an offer for the City's tender due to having a number of existing work commitments in the current buoyant market.

Although the minimal responses to this tender may merit considering dispensing with the tender process and seeking individual quotes for the scope of works as and when required, the City needs the certainty of an arrangement provided by a three year contract due to the highly specialised nature of these services which are required on an ongoing basis. There is also the likelihood of expenditure on this service exceeding the tender threshold, which is in contravention of the *Local Government (Functions and General) Regulations 1996* as the City is required to issue public tenders for expenditure over this threshold. For future requirements, the City will consider the possibility of establishing a panel arrangement if this is appropriate at the time.

Legislation / Strategic Community Plan / Policy Implications

Legislation A state-wide public tender was advertised, opened and evaluated in accordance with regulations 11(1) and 18(4) of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than \$250,000.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Quality Open Spaces.

Strategic initiative Apply a strategic approach to the planning and development of public open spaces.

Policy Not applicable.

Risk Management Considerations

Should the contract not proceed, the risk to the City will be high as failure to drill new bores based on asset data would result in the parks, open spaces and streetscapes not having a reliable groundwater supply.

It is considered that the contract will represent a low risk to the City as the recommended tenderer is well-established with significant industry experience and proven capacity to provide the services to the City.

Financial / Budget Implications

Current financial year impact

Account no.	Various Capital Projects.
Budget Item	Drilling, development and testing of bores.
Budget amount	\$ 170,000
Amount spent to date	\$ 37,419 (commitments)
Proposed cost	\$ 64,669 (new contract seven months)
Balance	\$ 67,912

The balance does not represent a saving at this time as the budget amount also includes provision for expenditure relating to irrigation pump and bore maintenance services and irrigation electrical services. Expenditure will depend on actual usage under the contract.

All amounts quoted in Report CJ178-12/21 are exclusive of GST.

Regional Significance

Not applicable.

Sustainability Implications

Water bores are an integral component in the efficient management of the City's water resources. The City has 300 existing bores at various locations throughout its irrigated parks and public open spaces. Bores to be drilled under this contract include replacement of existing bores which are nearing the end of their effective operational life and new bores approved by the Department of Water and Environmental Regulation.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submissions in accordance with the City's evaluation process and concluded that the offer submitted by M D and D M Water Boring Contractors represents value to the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by M D and D M Water Boring Contractors for the provision of drilling, development and testing of bores as specified in Tender 020/21, for a period of three years, with the option for two further terms of one year each, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf211207.pdf](#)

CJ179-12/21 TENDER 022/21 - SWEEPING OF URBAN AND ARTERIAL ROADS, CARPARKS, PAVEMENTS AND PATHWAYS WITHIN THE CITY

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	109793, 101515
ATTACHMENTS	Attachment 1 Schedule of Items Attachment 2 Summary of Submissions Attachment 3 Confidential Tender 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 tender submitted by Environmental Wastewater Catchment Services Pty Ltd as trustee for EWCS Unit Trust trading as Enviro Sweep for the sweeping of urban and arterial roads, car parks, pavements and pathways within the City.

EXECUTIVE SUMMARY

Tenders were advertised on 25 September 2021 through state-wide public notice and published by Tenderlink for the sweeping of urban and arterial roads, car parks, pavements and pathways within the City. Tenders closed on 13 October 2021. A submission was received from each of the following:

- Environmental Wastewater Catchment Services Pty Ltd as trustee for EWCS Unit Trust trading as Enviro Sweep.
- Drainflow Services Pty Ltd.

The submission from Enviro Sweep represents best value to the City. The company demonstrated a thorough understanding and appreciation of the City's requirements with its submitted methodology and approach to service delivery in accordance with the City's requirements. Their submission outlined the qualifications and relative experience of key personnel and their demonstrated extensive experience in completing equivalent scopes of works for various local governments, such as the Cities of South Perth and Swan. They are listed as a preferred supplier for WALGA (Road Sweeping Services) and are the incumbent supplier of sweeping of urban and arterial roads, car parks, pavements and pathways within the City of Joondalup. The company is well established with appropriate industry experience.

It is therefore recommended that Council ACCEPTS the tender submitted by Environmental Wastewater Catchment Services Pty Ltd as trustee for EWCS Unit Trust trading as Enviro Sweep for the sweeping of urban and arterial roads, car parks, pavements and pathways within the City as specified in Tender 022/21, for a period of three years, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

BACKGROUND

The City has a requirement for a contractor to sweep urban and arterial roads, car parks, pavements and pathways within the City's designated zones in accordance with the specification.

The scope of the requirements shall consist of, but not be limited to:

- sweeping of urban (suburb) roads
- sweeping of arterial roads
- sweeping of car parks
- sweeping of pavements and pathways
- identifying and reporting on hazards (such as potholes, damaged signs, dead animals, graffiti and the like).

The volume of works provided under this Contract will be dependent upon the City's scheduled programs and requested on an "as required basis". The City does not make any representation that it will procure any specific volume of services.

The Contractor may be required to perform additional sweeping of areas outside of the designated zones, currently serviced by the City's own sweeping service, or sweeping of areas following capital project related works, on an ad-hoc basis.

The City currently has a single contract in place with Enviro Sweep which expires on 13 January 2022.

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

DETAILS

The tender for the sweeping of urban and arterial roads, car parks, pavements and pathways within the City was advertised through state-wide public notice and published by Tenderlink on 25 September 2021. The tender period was for two weeks and tenders closed on 13 October 2021.

Tender Submissions

A submission was received from each of the following:

- Environmental Wastewater Catchment Services Pty Ltd as trustee for the EWCS Unit Trust trading as Enviro Sweep.
- Drainflow Services Pty Ltd.

The schedule of items listed in the tender is provided in Attachment 1 to Report CJ179-12/21.

A summary of the tender submissions including the location of each tenderer is provided in Attachment 2 to Report CJ179-12/21.

A confidential tender summary is provided in Attachment 3 to Report CJ179-12/21.

Evaluation Panel

The evaluation panel comprised three members:

- one with tender and contract preparation skills
- two with the appropriate technical 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.

Evaluation Method and Weighting

The qualitative weighting method of tender 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 tenderer to satisfactorily deliver the services.

The standard minimum acceptable qualitative score for tenders at the City is 50%, but the specific circumstances of tender requirements may, from time to time, require the minimum score to be set higher than 50%, where the specification has complex design or technical requirements. The predetermined minimum acceptable pass score was set at 50%.

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

Qualitative Criteria		Weighting
1	Capacity	50%
2	Demonstrated experience in providing similar services	25%
3	Demonstrated understanding of the required tasks	20%
4	Social and economic effects on the local community	5%

Compliance Assessment

The following offers received were assessed as fully compliant:

- Environmental Wastewater Catchment Services Pty Ltd as trustee for the EWCS Unit Trust trading as Enviro Sweep.
- Drainflow Services Pty Ltd.

Qualitative Assessment

Drainflow Services Pty Ltd scored 66.6% and was ranked second in the qualitative assessment. It demonstrated extensive experience providing similar services to the Cities of Nedlands, Wanneroo, Armadale, Main Roads WA and Perth Zoo, and submitted specific information for three of these contracts. Three references were noted where the scope of works were known. It demonstrated their capacity by providing details of key personnel highlighting their appropriate experience and qualifications. Additional information was included for equipment operators to demonstrate their relevant skills. They nominated three contacts for outside of hours emergencies and addressed the requirement to provide backup resources as a contingency. Whilst they nominated sufficient road sweepers to perform the works, they only allocated one path sweeper which the Evaluation Panel considered insufficient. Their submitted methodology and approach to the works was a standard response using the City's tender document, and they did not submit proposed timeframes.

Enviro Sweep scored 76% and was ranked first in the qualitative assessment. They demonstrated extensive experience, having performed comparable services for the Cities of South Perth and Swan, and stated that it has been undertaking various essential sweeping services for 11 additional Western Australian local governments. They are the City's incumbent contractor for the sweeping of urban and arterial roads, car parks, pavements and pathways within the City, and are included on the WALGA preferred supplier list for Road Sweeping Services. Three references were provided for local governments, two being from examples of works submitted. They demonstrated capacity to perform the works allocating key personnel with relevant qualifications and experience suitable for the City's scope of works. Specific experience for equipment operators however was lacking. The nominated plant and equipment and ability to provide additional resources was considered satisfactory to undertake the works. They demonstrated a thorough understanding of the required tasks and included timeframes within its approach.

Given the minimum acceptable qualitative score of 50%, both tenderers, Enviro Sweep and Drainflow Services Pty Ltd qualified to progress to the stage two assessment.

Price Assessment

The panel carried out a comparison of the rates offered by the tenderers in order to assess value for money to the City.

The proposed Contract shall consist of two components being the frequent sweeping of designated zones based upon a price per sweep, and ad-hoc sweeping of areas (outside of the designated zones / following capital project works) using an hourly rate.

The estimated expenditure over a 12 month period will vary based upon demand and is subject to change in accordance with operational requirements. For the purposes of comparison of the financial value of the tender, the tendered rates for sweeping each designated zone has been applied to the expected frequency of sweeping services, with actual historical usage data, over a 12-month period, applied to ad-hoc sweeping for all scheduled items. This provides a value of each Tenderer for comparative evaluation purposes based on the assumption that this pattern of usage is maintained. There is no guarantee that this will occur, as any future mix of requirements will be based upon demand and are subject to change in accordance with the operational needs of the City.

The total estimated contract price has also been calculated on the assumption that the City will conduct the maximum number of sweeps per annum which may not eventuate.

The rates are fixed for the first 12 months of the contract but are subject to a price variation in years two and three of the contract to a maximum of the CPI for the preceding year. For estimation purposes, a 2% CPI increase was applied to the rates tendered for years two and three.

Tenderer	Year 1	Year 2	Year 3	Estimated Total Price
Enviro Sweep	\$463,848	\$473,125	\$482,588	\$1,419,561
Drainflow Services Pty Ltd	\$796,252	\$812,177	\$828,420	\$2,436,849

During 2020-21 the City incurred \$366,941 for sweeping services. It is anticipated that over the next three years, the City will incur expenditure of \$1,419,561 during the contract period should it conduct the maximum number of sweeps.

A direct comparison of the Schedule of Rates offered under this Request and the tendered rates of the City's current contract has been undertaken for rates associated with the sweeping of designated zones, based upon the maximum number of sweeps per annum. A comparison has also been conducted for the ad-hoc cleaning component (non-designated zones), based upon actual historical data. The new contract represents a 13.7% increase, and a 10.7% increase respectively, when compared to the City's existing contract rates, as only one CPI increase was applied during the three-year contract term, in February 2020.

Evaluation Summary

The following table summarises the result of the qualitative and price evaluation as assessed by the evaluation panel.

Tenderer	Weighted Percentage Score	Qualitative Ranking	Estimated Total Comparative Price	Price Rank
Enviro Sweep	76%	1	\$1,419,561	1
Drainflow Services Pty Ltd	66.6%	2	\$2,436,849	2

Based on the evaluation result the panel concluded that the offer from Environmental Wastewater Catchment Services Pty Ltd as trustee for EWCS Unit Trust trading as Enviro Sweep provides best value to the City and is therefore recommended.

Issues and Options Considered

The City has a requirement for sweeping of urban and arterial roads, car parks, pavements and pathways within the City of Joondalup for 12 months of the year meeting annual program frequencies. The City does not have the internal resources to provide the required services and requires the appropriate external contractor to undertake the works.

Legislation / Strategic Community Plan / Policy Implications

Legislation A state-wide public tender was advertised, opened and evaluated in accordance with regulations 11(1) and 18(4) of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than \$250,000.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Integrated Spaces.

Strategic Initiative Enable safe, logical and accessible pedestrian movements throughout public spaces.

Policy Not applicable.

Risk Management Considerations

Should the contract not proceed, the risk to the City will be moderate as the contract is an essential service to the City to ensure that its roads, car parks and paths are clean and clear of debris and shifting sands.

It is considered that the contract will represent a low risk to the City as the recommended tenderer is a well-established company with significant industry experience and proven capacity to provide the services to the City.

Financial / Budget Implications

Current financial year impact

Account no.	Various capital and operational accounts.
Budget Item	Sweeping of urban and arterial roads, car parks, pavements and pathways within the City.
Budget amount	\$ 338,588 (operational budget only)
Amount spent to date	\$ 92,590
	\$ 105,054 (commitments)
Proposed cost	\$ 213,497 (168 days new contract)
Balance	(\$ 72,553)

The 2021-22 budget amount above is the current operational budget only. Budget figures for capital project works have not been included as capital project sweeping costs are not separately identified in the budget.

Whilst budgeted costs associated with sweeping activities for capital project works are unable to be determined with certainty, due to the varied nature of individual project requirements, the proposed contract cost does include a projection of sweeping costs for capital project works. Based upon actual expenditure incurred during 2020-2021, this value would be approximately \$79,903. If this is deducted from the proposed cost, the balance would then be a possible saving of \$7,350. Expenditure, however, will depend on actual usage under the contract, including capital projects.

All amounts quoted in Report CJ179-12/21 are exclusive of GST.

Regional Significance

Not applicable.

Sustainability Implications

The provision of sweeping improves the safety and enhances the appearance of the City's roads, car parks, pavements and pathways.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submissions in accordance with the City's evaluation process and concluded that the offer submitted by Environmental Wastewater Catchment Services Pty Ltd as trustee for EWCS Unit Trust trading as Enviro Sweep represents value to the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by Environmental Wastewater Catchment Services Pty Ltd as trustee for EWCS Unit Trust trading as Enviro Sweep for the sweeping of urban and arterial roads, car parks, pavements and pathways within the City as specified in Tender 022/21, for a period three years, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8brf211207.pdf](#)

CJ180-12/21**TENDER 025/21 - PROVISION OF TECHNOLOGY 1 SUPPORT SERVICES**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	109864, 101515
ATTACHMENTS	Attachment 1 Summary of Tender Submissions Attachment 2 Confidential Tender 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 tender submitted by Galaxy 42 Pty Ltd (Atturra Business Applications) for the provision of Technology 1 Support Services.

EXECUTIVE SUMMARY

Tenders were advertised on 23 October 2021 through statewide public notice and published by Tenderlink for the provision of Technology 1 Support Services. Tenders closed on 9 November 2021. A submission was received from each of the following:

- Galaxy 42 Pty Ltd (Atturra Business Applications).
- Della Maddalena Family Trust No 3 trading as Winthrop Australia.

The submission from Galaxy 42 Pty Ltd (Atturra Business Applications) represents value to the City. The company demonstrated a sound understanding of the required tasks. It has been providing consulting assistance, support and advice to over 75 local governments across Australia since it commenced operation in 2014. It currently provides onsite and remote consulting across a range of activities to various local governments in Western Australia, including Technology 1 consulting services for the Cities of Gosnells, Cockburn and Kwinana. It has in the past provided on-site consulting to the City of Joondalup and has knowledge of the City's system and the ongoing support requirements. Atturra Business Applications is well established with significant industry experience and proven capacity to provide the services to the City.

It is therefore recommended that Council ACCEPTS the tender submitted by Galaxy 42 Pty Ltd (Atturra Business Applications) for the provision of Technology 1 Support Services as specified in Tender 025/21 for a period of three years at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

BACKGROUND

The City has a requirement to engage an appropriately qualified and experienced contractor to provide a day-to-day technical support for the City's Technology 1 systems to supplement the support offered by Technology 1. The current version of the Technology 1 platform that the City utilises has been designated by Technology 1 to be supported over the next 12 months only for emergencies with support to cease after that. This is because the current platform has reached the end of its life and has been superseded by a newer version that Technology 1 is focusing its resources on. While the City evaluates the best way forward in terms of a modern, efficient ERP system, the current system still requires regular support that will not be provided by Technology 1. The daily monitoring, administration and user support services include the following:

- Completion of the predefined tasks/check lists.
- Monitoring performance and capacity requirements.
- Identify changes in system activity.
- Recommendations to improve the systems.
- System copies / refreshes.
- Manage security and authorisations.

These services may be provided remotely with on-site attendance only when necessary for performing the task at hand.

In addition to remotely provided support, a suitably qualified and experienced consultant is required to provide on-site support for non-daily activities including but not limited to:

- build and implementation of new reports and proformas
- creation of new workflows and amendments to existing workflows
- changes to system configuration as required to meet changing business processes.

Estimated on-site time is an average of six days per four week period. This will be scheduled as two days per week for the first six months, and one day per week for the second six months.

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

DETAILS

The tender for the provision of Technology 1 Support Services was advertised through statewide public notice and published by Tenderlink on 23 October 2021. The tender period was for two weeks and tenders closed on 9 November 2021.

Tender Submission

A submission was received from each of the following:

- Galaxy 42 Pty Ltd (Atturra Business Applications).
- Della Maddalena Family Trust No 3 trading as Winthrop Australia.

A summary of the tender submissions including the location of each tenderer is provided in Attachment 1 to Report CJ180-12/21.

A confidential tender summary is provided in Attachment 2 to Report CJ180-12/21.

Evaluation Panel

The evaluation panel comprised three members, being:

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

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

Evaluation Method and Weighting

The qualitative weighting method of tender 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 tenderer to satisfactorily deliver the services.

The standard minimum acceptable qualitative score for tenders at the City is 50%, but the specific circumstances of tender requirements may, from time to time, require the minimum score to be set higher than 50%, where the specification has complex design or technical requirements. Due to the simple nature of the proposed services, the predetermined minimum acceptable qualitative score for this tender was therefore set at 50%.

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

Qualitative Criteria		Weighting
1	Capacity	40%
2	Demonstrated experience in providing similar services	40%
3	Demonstrated understanding of the required tasks	15%
4	Social and economic effects on the local community	5%

Compliance Assessment

The offer received from Atturra Business Applications was assessed as fully compliant.

The offer received from Winthrop Australia was assessed as partially compliant. Winthrop Australia indicated yes to critical assumptions however did not provide details or specify critical assumptions made.

This submission was included for further assessment on the basis that clarifications could be sought from Winthrop Australia, if shortlisted for further consideration.

Qualitative Assessment

Winthrop Australia scored 36.9% and was ranked second in the qualitative assessment. It did not fully demonstrate experience providing similar services to Western Australian local governments though it included the Shire of Denmark as one of its references. Three examples of works were provided and these were for information and communication technology services for Azure Capital, CDM Australia and the City of Manningham. It indicated these works involved a range of services however, it made no reference to Technology 1 Support Services similar to the City's requirements. It submitted insufficient information demonstrating the capacity required to carry out the services or its understanding of the required tasks. Details of key personnel or information on their qualifications and experience were not supplied. It stated that it will work with the City once the contract is signed to immediately begin the process of co-ordinating the detailed job description for required skills.

Atturra Business Applications scored 75.8% and was ranked first in the qualitative assessment. The company has been providing consulting assistance, support and advice to over 75 local governments across Australia since it commenced operation in 2014. It currently provides on-site and remote consulting across a range of activities to various local governments in Western Australia including Technology 1 Consulting Services for the Cities of Gosnells, Cockburn and Kwinana. It has in the past provided on site consulting to the City of Joondalup and has knowledge of the City's system and the ongoing support requirements. It demonstrated a sound understanding of the required tasks. Atturra Business Applications is well established with significant industry experience and proven capacity to provide the services to the City.

Given the minimum acceptable qualitative score of 50%, Atturra Business Applications qualified for stage two of the assessment.

Price Assessment

The panel carried out a comparison of the rates offered by each of the tenderers in order to assess value for money to the City.

The rates are fixed for the first year of the contract but are subject to a price variation in years two and three of the contract to a maximum of the CPI for the preceding year. For estimation purposes, a 2% CPI increase was applied to the rates in years two and three.

Tenderer	Year 1	Year 2	Year 3	Total
* Atturra Business Applications				
Option 1	\$155,700	\$158,814	\$161,990	\$476,504
Option 2	\$176,700	\$180,234	\$183,839	\$540,773
Option 3	\$211,200	\$215,424	\$219,732	\$646,356

* Proposed Options:

Option 1 15 hours client support services and six days on site consulting per month

Option 2 25 hours client support services and six days on site consulting per month

Option 3 40 hours client support services and six days on site consulting per month

The City may move between these options during the contract period as required and in the event Option 3 level of service is utilised yearly, is expected to incur in the order of \$646,356 over the three-year contract period.

Evaluation Summary

Tenderer	Weighted Percentage Score	Qualitative Ranking	Estimated Total Comparative Price
Atturra Business Applications	75.8%	1	\$476,504 (Option 1) \$540,773 (Option 2) \$646,356 (Option 3)

Based on the evaluation result the panel concluded that the tender from Atturra Business Applications provides value to the City and is therefore recommended.

Atturra Business Applications' proposed options allow the City to select the level of support required to meet operational needs, based on the anticipated load of the services and the task list to be provided. Unused hours can be rolled forward each month, however, will expire on the yearly anniversary of the contract.

Issues and Options Considered

The City has a requirement for the provision of a day-to-day technical support for the City's Technology 1 systems to supplement the support being provided by Technology 1. The City does not have the internal resources to provide the required services and requires the appropriate external contractor to undertake the works.

Legislation / Strategic Community Plan / Policy Implications

Legislation A state-wide public tender was advertised, opened and evaluated in accordance with regulations 11(1) and 18(4) of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be more, or worth more, than \$250,000.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

Strategic initiative Continuously strive to improve performance and service delivery across all corporate functions.

Policy Not applicable.

Risk Management Considerations

Should the contract not proceed, the risk to the City will be high as the City will not be able to provide day-to-day technical support for the Technology 1 systems to supplement the declining support being provided by Technology 1 as part of its application service management (ASM) service and to free up (back-fill) the IT resource currently supporting Technology 1 business usage to be available to work on the ERP review and replacement.

It is considered that the contract will represent a low risk to the City as the recommended tenderer is well established with significant industry experience and proven capacity to provide the services to the City.

Financial / Budget Implications

Current financial year impact

Account no.	332-A3302-3359-0000.		
Budget Item	Technology 1 Support Services.		
Budget amount	\$ 250,000		
Amount spent to date	\$ 0		
Proposed cost (from 1 January 2022 to 30 June 2022)	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
	\$ 77,850	\$ 88,350	\$ 105,600
Balance	\$ 172,150	\$ 161,650	\$ 144,400

The balance does not represent a saving at this time. The actual expenditure will depend on actual usage under the contract.

All amounts quoted in Report CJ180-12/21 are exclusive of GST.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submission in accordance with the City's evaluation process and concluded that the offer submitted by Atturra Business Applications represents value to the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by Galaxy 42 Pty Ltd (Atturra Business Applications) for the provision of Technology 1 support services as specified in Tender 025/21 for a period of three years at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

Appendix 9 refers

To access this attachment on electronic document, click here: [Attach9brf211207.pdf](#)

CJ181-12/21**INSTALLATION OF CCTV AT UNDERPASSES**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	101505
ATTACHMENT	Nil
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 provide information to Council in relation to installing closed-circuit television (CCTV) infrastructure at various underpasses with the aim of deterring crime and providing the community with a sense of safety and confidence when using underpasses, and to assist the WA Police when investigating incidents of crime and antisocial behaviour.

EXECUTIVE SUMMARY

The City has a vast network of CCTV systems in public areas which are installed on City facilities and in public areas including the Central Business District (CBD), all of which have been predominantly funded by various grants over the years. There is a Memorandum of Understanding in place with the WA Police to provide them with data from the CCTV systems which has been in place since the state CCTV Strategy was introduced.

BACKGROUND

At its meeting held on 8 December 2020 (C132-12/20 refers), the following Notice of Motion was resolved:

“Council REQUESTS the Chief Executive Officer prepare a report on the installation of CCTV equipment for placement on a pole outside of underpasses at the following locations:

- 1 Whitfords Avenue, between Whitfords West Park with Westfield Whitford Shopping City;*
- 2 Marmion Avenue, between Westfield Whitford Shopping City and Lot 64 Oxley Avenue, Padbury;*
- 3 Marmion Avenue, between Whitfords West Park and Whitfords East Park;*
- 4 Underpass between Whitfords Train Station and Trailwood Drive.”*

The reason provided by the elected member for the Notice of Motion was as follows:

- “1 To deter crime and antisocial behaviour in the City’s underpasses.
- 2 To provide users with a sense of safety and confidence using these facilities which provide universal accessibility to the community, and, when used as intended, improve safety by avoiding crossing busy intersections. Improved pedestrian safety and amenity encourages less vehicle dependance.
- 3 To assist Police and the City with investigations into crime and anti-social behaviour, namely graffiti vandalism, drug use, use of underpasses to access residential areas from shopping precincts or train stations to commit break-ins and theft. All of the areas named above are targets of these activities.”

DETAILS

The City manages a vast network of fixed, permanent CCTV infrastructure in various locations across the 22 suburbs including the CBD, which have been predominately funded through grant funding.

The Rangers, Parking and Community Safety (RPCS) CCTV team have compiled a matrix which shows the hotspot data of areas where WA Police are requesting CCTV footage but there are no cameras installed. This enables the City to prioritise, based on actual crime data, the most vital locations for any new infrastructure to be placed when funding becomes available. Based on this crime data provided by WA Police, there are no underpasses, including those locations listed in the Notice of Motion that have been identified as crime hotspots.

There is no annual budget program for deploying new CCTV systems. The approach is to source external grant opportunities with matching funding sourced from the City only if the grant is successful. The cost for a CCTV project varies; a new three or four camera installation would cost around \$100,000; a camera installed at a location where there are no existing cameras costs between \$25,000 and \$30,000; and to add a camera where other cameras exist costs approximately \$15,000 depending on the type of camera.

It has been established under the *Crime Prevention Through Environmental Design* (CPTED) principles that the perception of safety is increased through the installation of CCTV systems, increased lighting, activation and patrols.

The City recently received State Government grant funding for the purpose of procuring mobile CCTV systems to assist the WA Police Force in dealing with antisocial behaviour. While a list of hot spots primarily dealing with hooning has already been established, it is recommended that these four underpass locations be added to that list so that temporary systems can be deployed for periods of up to three months. This trial could determine if there is sufficient activity to warrant the expenditure on permanent infrastructure. The temporary CCTV systems will provide the City with the opportunity to test various locations to ensure that any expenditure is optimised.

The matrix that is currently used to identify hotspots for future installations, can be expanded to include data collected from the deployment of mobile systems. This can then be used as real data to inform any upcoming grant applications for permanent infrastructure to be installed within the City of Joondalup.

Issues and Options Considered

Underpasses tend to be areas that create a perception of not being safe to use and often pedestrians, including vulnerable and mobility impaired community members, tend to avoid them as they are often frequented by those participating in anti-social or criminal activities such as graffiti vandalism and the like. To make these underpasses more inviting, the community needs an increase in the perception of feeling safe and less vulnerable. The deployment of temporary CCTV cameras will enable the City to canvas the community to see if there has been an increase in the perception of safety and therefore the usability of the underpasses. This information can then be used to substantiate any grant application or business case to procure and install permanent systems if required.

Legislation / Strategic Community Plan / Policy Implications

Legislation Not applicable.

Strategic Community Plan

Key Theme Community Wellbeing.

Objective Community Safety.

Strategic initiative Not applicable.

Policy Not applicable.

Risk Management Considerations

The CCTV installations already in service in the City provide valuable intelligence to law enforcement agencies. These installations need to be maintained, and in time, upgraded to meet the expectations of the City, the community and the respective agencies. The staff resource currently devoted to CCTV is structured to provide a balance between some real time monitoring, strategic advice to management on the efficiency of the systems and day to day maintenance and improvements.

The relationship between the City and WA Police is effective and mutually respectful. The potential for staff turnover in both organisations is a risk to this relationship and it is important that both organisations continue to nurture this ongoing relationship into the future.

Financial / Budget Implications

The funding for the mobile CCTV systems has already been received through a grant process. Should the results of the trial placements of the mobile systems in underpasses result in the justification of installing permanent systems, the City will attempt to secure grant funding where possible.

Regional Significance

Any increase to the provision of additional CCTV monitoring for use by the City would be a positive contribution to WA Police effectiveness and would enhance the community's perceptions of public safety. There is however no major driver from other Local Governments or from the business sector that promotes this service at a regional level outside of the needs of WA Police Force.

Sustainability Implications

Not applicable.

Consultation

City officers have had detailed discussions with WA Police during the preparation of Report CJ181-12/21. The Officers in Charge of the District's Police stations all provided comment at the joint meeting of City officers and Western Australian Police and additional comment was given by the Officer in Charge at Joondalup Police station.

COMMENT

The City and Western Australian Police Force effectively work well together; officers within the City actively foster this relationship. The existing CCTV installations provide good quality information however, the addition of mobile CCTV systems will provide much needed data to provide support to substantiate any additions to the current CCTV network.

RECOMMENDATION

That Council:

- 1 NOTES the report on the Installation of CCTV at Underpasses;**
- 2 SUPPORTS the decision to accumulate quantifiable data from the upcoming deployment of mobile CCTV units at underpasses to substantiate the need for permanent infrastructure;**
- 3 REQUESTS the Chief Executive Officer to provide an update report to show the data collected from the deployment of temporary CCTV cameras at underpasses.**

CJ182-12/21**CITY CENTRE PARKING REPORT**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBERS	107822, 101515
ATTACHMENTS	Attachment 1 Community Engagement Outcomes Report – Paid Parking Business Survey Attachment 2 Community Engagement Outcomes Report – Paid Parking Community Survey Attachment 3 Free Parking Evaluation – City Response to Survey Attachment 4 Free Parking Evaluation – Economic Benefits Analysis Attachment 5 Free Parking Evaluation – Financial Evaluation
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

Report CJ182-12/21 is in response to Council’s request that the Chief Executive Officer investigate half hour free parking in the inner-city centre area, including undertaking community consultation and report on the issues, options and implications of such a (CJ170-10/18 refers) and allows Council to consider the continued implementation of “15 Minute Free Parking”.

EXECUTIVE SUMMARY

At its meeting held on 16 October 2018 (CJ170-10/18 refers), Council was presented a report which recommended actions the City could take to stimulate hospitality and tourism ventures within the Joondalup Central Business District (CBD). The initial report recommended that the City not pursue half hour free parking. The motion as amended by Council in part resolved that:

“10 REQUESTS the Chief Executive Officer investigate half hour free parking in the inner-city centre area, including undertaking community consultation and report on the issues, options and implications of such a proposal.”

The required community consultation was undertaken, and a report prepared during 2019. Due to internal issues with the Ranger, Parking and Community Safety business unit, the progress of the report was not as initially expected. Following the appointment of the new Director in February 2020, the report was reviewed and again prepared for Council’s consideration.

In March 2020, many businesses within the Joondalup CBD were severely impacted by the directions from the State Government in response to the COVID-19 pandemic. With the need for businesses to be able to operate from a “take-away” only model, the City implemented “15 minute free parking bays” (P15) at locations close to cafés and restaurants that were now only able to operate using this business model.

The impact of the P15 bays on the remainder of the City's parking operations has been minimal. The P15 bays have been well received by the businesses that have requested such a bay and they do appear to balance the need for parking turn-over and short-term parking for pick-ups and deliveries.

It is therefore recommended that Council:

- 1 *ENDORSE the continued placement of "15 Minute Free Parking Bays" at one bay per business that provides take away services or have customers that require set down / pick up access;*
- 2 *ENDORSE the continued provision of free on street parking outside of core business hours;*
- 3 *REQUESTS the Chief Executive Officer to provide further reviews of parking fees in the Joondalup Central Business District, both on street and off street at least once every two years.*

BACKGROUND

At its meeting held on 16 October 2018 (CJ170-10/18 refers), Council considered a report with regards to Stimulation of Hospitality and Tourism Ventures in the City of Joondalup, that contemplated a range of measures to boost tourism within the Joondalup CBD. Council in part resolved that:

"10 REQUESTS the Chief Executive Officer investigate half hour free parking in the inner-city centre area including undertaking community consultation and report on the issues, options and implications of such a proposal."

Subsequently, the City undertook extensive investigations and consultation prior to November 2019. Unfortunately, due to changes in senior management in the respective business units the presentation of the report was delayed until April 2020. The report considered in detail the possible financial cost to the City of providing 30 minutes of free parking, the potential economic benefit of providing the parking and raised several issues around the implementation of such measures.

In April 2020 the City was dealing with the impact of the COVID-19 pandemic. At the same time, many businesses within the City of Joondalup were required to significantly alter their business models. Cafes, restaurants and all hospitality venues were required to provide "take away only" services with table service being prohibited to reduce the risk of the virus spreading.

The City received many requests for short term parking assistance from within the Joondalup CBD during this time. Given the impact of the pandemic, the need to assist local business with the restrictions set in place due to the pandemic and noting the discussion during the debate of this item that "a trial would be of benefit", the City implemented "15 minute free parking bays" (P15) at the closest point to any business that was providing take away service. The bays were well received by local businesses during what was a very difficult time for business owners in the area.

The decision to implement free, P15 bays was in keeping with the purpose of the introduction of a paid parking regime. The purpose of paid parking is to address the issue of people arriving to undertake business within an area and not being able to access on street parking. Paid parking is an effective tool in managing the limited supply of on street parking in most CBD's, especially so where cheaper (or free) long term parking is available nearby.

The current arrangements set in place by the City allows for free parking after 6.00pm on weekdays and all day on weekends. Further there is a cap on parking fees in off-street parking areas of five hours, which encourages staff and long-term parkers to use the off-street facilities. These arrangements already provide significant free parking in the Joondalup CBD.

The economic benefit analysis suggests that some economic benefit may potentially arise, from 30 minutes of free parking, although being able to strongly link this to hospitality and tourism specifically is difficult. At the time the survey was undertaken, 15% of respondents in the business survey identified as being in the accommodation and food services industry. The predominant industry in the business survey was in health care and social assistance. It is considered unlikely that short periods of free parking would impact on the profitability of these businesses.

The financial evaluation identifies the financial cost to the City of the various options for a period of free parking in paid parking areas at the time the study was undertaken in 2018. It outlines options that could be considered in addition to periods of free parking that would balance out any revenue that would be lost. It should be noted in 2020 it was demonstrated that events can impact parking revenue. Most noticeable was the response to the COVID-19 pandemic. However, the completion of the PrimeWest buildings and the Art House apartments also impacted the demand for parking and parking revenue. In the latter half of 2021, works on the Joondalup Health Campus site will likely impact on parking supply and demand again. The projections provide Council with options to consider, however it should be noted that the projections are based on demand remaining static, whereas parking revenue is impacted by a range of factors that change demand for parking.

Paid parking is one form of regulation that can be used by local governments in managing access to the available parking in high demand areas. The only other viable option is to have timed parking, where parking is provided for free, with time limits applied. Both approaches have their advantages and disadvantages. While free parking can appear to be without consequence, the only compliance tool to ensure parking remains available is the issuing of infringements. Local governments that employ this approach are aware of the negativity that can be generated when infringements are issued and the impact this can have on businesses in such areas.

The current City managed parking regime is designed to be entirely self-funded. The user pay approach means that no rate revenue is expended on the management of parking within the Joondalup CBD. If there is a surplus in parking revenue after all operating costs are allowed for, the surplus would be allocated to the Parking Facility Reserve Fund. This can be used for the development of further parking facilities within the Joondalup CBD.

DETAILS

The evaluation of the request for half hour free parking in the Joondalup CBD was undertaken in 2018 in three steps, being consultation, assessment of potential economic benefits and an assessment of the financial impact on the City of Joondalup. Attachments 1 – 5 provide the full assessment on these three aspects in 2018.

Issues and Options Considered

Option 1 Revert to full paid parking arrangements.

This option would remove the P15 bays that have been implemented since March 2020. Given the minimal impact on either revenue or parking supply and given the increased level of service that has resulted, this option is not supported.

Option 2 Continue the P15 arrangements.

The implementation of the P15 arrangements has not resulted in any noticeable level of negative feedback and no material impact on the City's parking revenue. The separation of paid parking from the free, short term bays, has also minimised the impact on compliance actions. As there has been minimal impact on operations for a significant increase in service, the continuation of this service is the recommended option.

Option 3 Consider additional free parking arrangements within the City.

The demand for parking in both the off-street and on-street remains high and will likely only increase in the short to mid-term. Given the high demand and the parking options that are currently available during peak times for the tourism and hospitality industries, this option is not supported at this time. However, it is noted that the recommendation does outline this position should be reviewed at least once every two years.

Legislation / Strategic Community Plan / Policy Implications

Legislation City of Joondalup *Parking Local Law 2013*.

Strategic Community Plan

Key Theme Economic Prosperity, Vibrancy and Growth.

Objective Destination City.

Strategic initiative Not applicable.

Policy Not applicable.

Risk Management Considerations

Any change to the Joondalup CBD parking arrangements can have unintended consequences for accessibility, parking availability or parking revenue. Given that the recommended arrangements have been in place for approximately one year, with no perceived impact on either parking supply or revenue, the risk associated with the officer's recommendation is considered low.

Financial Budget Implications

The final budget implications of any change to the parking arrangements in the Joondalup CBD associated directly with a change in the parking arrangements modelled, has been detailed in Attachments 1 - 5. These impacts are assessed at the levels of demand shown in 2018 and assumed that demand would remain relatively static.

It should be noted that events of recent times and changes within the Joondalup CBD have shown that the relative stability previously shown cannot be relied upon in the short to mid-term. In fact, it is more likely that future developments and changes within several industry groups will result in changing economic conditions within the Joondalup CBD, that will require an adaptive approach to parking management.

Consultation

The City undertook extensive consultation on this issue in 2018 and this showed strong support for an element of free parking. It should be noted though that this support was not consistent – with varying lengths of time being sought. Many of the community responses advocated for a longer period, with the responses suggesting the period should be long enough for them to undertake their business.

A detailed report on the consultation process and findings is provided in Attachments 1 - 5 to Report CJ182-12/21.

Since 2018, the City has engaged with businesses located within the Joondalup CBD as a part of the response to the COVID-19 pandemic. During this engagement, it was suggested that many of the businesses would benefit from the introduction of P15 parking bays close to their businesses to assist in the provision of take-away services.

COMMENT

Parking is always going to be a difficult issue to manage for local governments in business districts. Parking availability and cost can be significant contributors to the success or otherwise of a business in a particular location. As businesses cannot directly control parking in the public domain, it falls to local government to manage this asset in the best interests of as many as possible.

It is worth noting that the consultation undertaken previously showed strong support for an element of free parking, however the overall response was not consistent. A large number of respondents wanted longer periods of free parking, longer than what was being consulted upon, essentially long enough for them to undertake their business. This is in essence is free parking, which is not without its issues.

There are local governments that do offer free parking within business districts and they are not without their own parking management issues. In instances where parking is provided for free, there is still some form of management system in place to ensure that parking is managed so that parking is available when people arrive to undertake their business. To gain compliance, such arrangements must be monitored and where required infringements issued. Decisions around the length of time parking is made available and the issuing of infringements is often cited by businesses in such areas as being constraints that have a significant impact on business viability.

The events of 2020 have shown that the demand for parking can change and does change within central business districts. To support businesses and ensure that parking supply is managed in the optimum way, the parking regime needs to be regularly reviewed and amended as required. As such, while the reports from 2018 have been reviewed and attached to Report CJ182-12/21, they are of limited value in making future decisions. Since 2018, the Department of Water and Environmental Regulation have settled within the City, Quest Apartments have opened and most recently the Art House Apartments have also been completed. There have been changes in key tenancies within the Joondalup CBD and we are expecting further expansion of the Joondalup Health Campus in the short to mid-term.

Due to the likely changes in parking demand within the Joondalup CBD it is recommended that a regular report, at least once every two years, be presented to Council to consider if there are changes that will allow the Joondalup CBD parking arrangements to be improved.

It should also be noted that the City is in the final stages of developing a draft Parking Supply Management Plan to achieve an integrated parking management approach throughout all areas of the City. This management plan will propose a variety of control measures which the City may consider depending on the location and situation with due consideration of the context and future demands of the area. This will need to be considerate of the approach to provision of parking in the CBD.

Finally, the state government is currently reviewing the state planning policy when it comes to carpark allocations and yields and looking at reviewing the parking cash in lieu scheme. This may have further implications on business parking provisions in the CBD, and again will be considered at the relevant time.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **ENDORSE** the continued placement of “15 Minute Free Parking Bays” at one bay per business that provides take away services or have customers that require set down / pick up access;
- 2 **ENDORSE** the continued provision of free on street parking outside of core business hours;
- 3 **REQUESTS** the Chief Executive Officer to provide further reviews of parking fees in the Joondalup Central Business District, both on street and off street, at least once every two years.

Appendix 10 refers

To access this attachment on electronic document, click here: [Attach10brf211207.pdf](#)

CJ183-12/21**PETITION REQUESTING FACILITY UPGRADE OF THE DUNCRAIG EARLY LEARNING CENTRE**

WARD	All
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBERS	00302, 101515
ATTACHMENT	Nil
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 consider a report in response to a petition to upgrade the current Duncraig Early Learning Centre facility with an additional toilet and sewer connection.

EXECUTIVE SUMMARY

At its meeting held on 17 August 2021(C72-08/21 refers), Council received a 67 signature Petition of Electors requesting that Council “*install an additional toilet and sewer connection*” at the Duncraig Early Learning Centre at 43 Beddi Road, Duncraig.

The facility is leased to the Department of Communities (DC), with the current occupant, the Duncraig Early Learning Centre (DELC), delivering child-care services under a sub-licence agreement with the DC.

With only one staff toilet available within the facility, the DELC has been in discussions with the City for several years, seeking support for the installation of additional toilet facilities to service the organisation’s increasing staff and visitor needs. Various investigations have progressed over this time, which have revealed issues surrounding sewer connection requirements and compliance with accessibility standards under the *National Construction Code* to facilitate this request.

The costs associated with connecting to sewer in this location have been historically assessed as significant due to the high presence of rock throughout the Percy Doyle Reserve site from which the facility is situated, and challenges with confirming a viable sewer connection point.

The facility was also the subject of a major refurbishment in 2003, following a significant fire event in 2002 that destroyed large sections of the building. Based on the City’s current levels of service the building is not due for further refurbishment or upgrade works for several years. The DELC was previously advised that a request to accelerate refurbishment or upgrade works may be considered via a Club-Funded Facility Upgrade (CFFU) application to the City, confirming that support and consent has been provided by the head-lessee, being the DC.

In November 2021, the DC confirmed their support for a toilet and sewer upgrade project at the DELC facility, including potential funding contributions from the Department.

In-principle the City has no objection to the proposal, subject to the finalisation of a design and quotation process and the confirmation of funding requirements. It is recommended that the project is further progressed and considered through the budget development process.

It is therefore recommended that Council:

- 1 *NOTES the merits of the request to install additional toilet facilities and a sewer connection at the Duncraig Early Learning Centre facility in Duncraig;*
- 2 *NOTES that the Department of Communities supports the request and is willing to make a financial contribution towards the works, subject to the finalisation of a design and quotation process;*
- 3 *REQUESTS that the Chief Executive Officer advises the Duncraig Early Learning Centre to submit a revised Club Funded Facility Upgrade application for consideration as part of the budget development process;*
- 4 *ADVISES the lead petitioner of Council's decision as detailed above.*

BACKGROUND

The DELC facility was first constructed in 1984 and has been the subject of multiple lease arrangements between the former City of Wanneroo, the City of Joondalup and the DC (formerly Family and Childrens Services) since 1991. Various sub-licence arrangements have also been entered into over this period with a community-based child-care provider, currently referred to as the DELC.

In 2002, the facility was significantly damaged by fire and was the subject of a substantial renovation in 2003. The City's current service levels assume a 25 to 30 year horizon for planned building refurbishments, which following the reconstruction works in 2003, places the DELC facility 18 years into its current refurbishment cycle.

The DELC is licenced for up to 47 children per day, with the building containing one staff toilet and four junior toilets to service the requirements of occupants and visitors to the property. The current ablution facilities were designed to comply with the building code requirements at the time of construction and are currently connected to a septic and leach drain system. Over time, regulatory changes to the management and operations of child-care providers have increased the supervisory requirements and staff ratios per licenced child, and as a result, there are now a higher number of adults within the facility at any given time. With only one staff toilet available, this has placed added pressure on the existing facilities.

The matter was first raised with the City in 2013 following the introduction of the new regulatory requirements for child supervision. At the time, the DELC was advised that, as a sub-lessee, the request would require support from their head-lessee, being the DC, and that consideration would need to be given to how any upgrade works would be funded. Alternatively, the DELC may wish to review their operations to reduce the current staff to child ratio requirements and the subsequent demand for additional toilets.

The City did not receive any further requests on the matter until 2018 when a CFFU application was submitted from the DELC, requesting the installation of two additional toilets within the facility. The value and potential funding of the works was not indicated in the application. During this time, an on-site meeting was held in August 2018 to discuss the application with representatives from the City of Joondalup, the DELC, the DC and a hydraulic consultant engaged by the DELC.

The meeting and subsequent investigations indicated the following:

- The installation of additional toilets would need to meet current building code requirements, of which further compliance works may be triggered depending on the final design pursued.
- Based on advice from the Department of Health, increasing the number of toilets would require the need for the facility to be connected to sewer and for the existing septic and leach drain system to be decommissioned. This is due to the size of the required wastewater system being unable to be wholly contained within the existing property boundaries due to the severe limitations of available space on the site.
- The DELC facility is currently located on a separate lot, and as such, the crossing of property boundaries is likely to present challenges if connecting to sewer. The most likely viable option would be to connect to a sewer junction off Beddi Road that would require the installation of a sewer pump as it could not be gravity fed.

The City obtained quotes in 2018 to progress a sewer connection, which exceeded \$100,000 in estimated costs. Rock removal was also a significant factor in this location due to the presence of limestone throughout the Percy Doyle site and was considered as part of the quotation process in 2018.

This information was provided to the DELC for their consideration in finalising a design and funding requirements for the proposal in 2018. The City did not receive any further correspondence from the DELC until May 2021. The Centre was again encouraged to submit a revised CFFU application to confirm their design and exploration of funding options. This would enable the City to consider the proposal as part of its upcoming capital works planning process for 2022-23, which commenced in October 2021.

The City did not receive an updated CFFU application as a result of this advice.

DETAILS

Petition Request

At its meeting held on 17 August 2021 (C72-08/21 refers), Council received a 67 signature Petition of Electors, requesting that Council "*install an additional toilet and sewer connection*" at the Duncraig Early Learning Centre at 43 Beddi Road, Duncraig.

The reason for the request was to support the large number of staff working at the Centre and the view that if the existing adult toilet became unusable, there would be no alternate ablution option, requiring the Centre to close until the toilet was repaired.

It is noted that the petition request differs from the original CFFU application submitted by the DELC in February 2018, which sought approval for the installation of two additional toilets within the facility.

In recent discussions with the DELC and DC, it has been confirmed that the preference is to install two additional toilets rather than one as requested in the petition, and to progress a sewer connection.

Lease Responsibilities

The current tenure at the DELC facility is supported through a lease and sub-licence arrangement on Crown Land that is vested in the City under a Management Order. The City is also the current owner of the building and surrounding infrastructure, with responsibilities pertaining to structural maintenance under the existing lease.

As the head-lessee, the DC is responsible for all non-structural maintenance, including, but not limited to, lighting and electrical installations, drainage and septic systems and all other fixtures and fittings.

The sub-licence transfers general responsibilities from the DC to the tenant (DELC) relating, but not limited to:

- general cleaning and upkeep
- maintenance of outdoor areas, play equipment, shade areas, fences, gates and reticulation
- cleaning and repair of gutters and downpipes
- maintenance of security, phone and operating systems
- electrical, mechanical and plumbing maintenance (minor)
- maintenance and repairs to hot water systems and air-conditioners
- minor carpark maintenance (for example line-marking, signage and potholes).

Any alterations and improvements to the facility must occur through the head-lessee (DC) to the lessor (the City) with prior written consent. To fulfil this obligation, the City's CFFU application process provides the mechanism for the City to assess and approve requested works, including the installation of additional toilets and sewer connections.

Department of Communities

Following Council's receipt of the petition, the City contacted the DC to ascertain their level of support for the installation of additional toilets within the DELC facility, and if there was an intention to provide a funding contribution towards the works.

On 17 November 2021, the City received written confirmation from the DC that support was provided for the installation of two additional toilets and a sewer connection.

Potential funding of up to \$35,000 towards the sewer connection was indicated, as well as additional contributions towards the construction and installation of the toilets, subject to the finalisation of a design and quotation process.

Issues and Options Considered

Option 1 Supports the DELC submitting a CFFU application based on the merits of the proposal.

Option 2 Does not support the proposal.

Option 1 is recommended to enable the City to progress to a design and quotation process for consideration through the budget development process.

Legislation / Strategic Community Plan / Policy Implications

Legislation

National Construction Code of Australia.

Strategic Community Plan

Key theme	Community Wellbeing.
Objective	To provide facilities of the highest quality which reflect the needs of the community now and into the future.
Strategic initiative	Support a long-term approach to significant facility upgrades and improvements.
Policy	Asset Management Policy.

Risk Management Considerations

The provision of only one adult toilet within the current DELC facility, presents a risk to the operations of the Centre in the event that it becomes unusable for reasons outside the control of the current tenants.

Financial / Budget Implications

The proposal is currently unbudgeted and would require further investigations to prepare a design from which cost estimates may be derived.

Potential funding contributions would be considered through a CFFU application, noting that the DC has indicated an intention to contribute towards the costs of the proposal.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

The City has consulted with the current lessee (DC) and sub-licensee (DELC) to inform the expectations and requirements of affected users and managers of the DELC facility.

Historical advice has also been sought from the Water Corporation and Department of Health as the approving agencies for any potential future works applications.

COMMENT

The City has liaised with the DELC and the DC on this matter for several years and has no concerns with progressing an upgrade to the facility, on the basis that a design and funding contributions are confirmed. The merits of the request have always been generally supported by the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION**That Council:**

- 1 NOTES the merits of the request to install additional toilet facilities and a sewer connection at the Duncraig Early Learning Centre facility in Duncraig;**
- 2 NOTES that the Department of Communities supports the request and is willing to make a financial contribution towards the works, subject to the finalisation of a design and quotation process;**
- 3 REQUESTS that the Chief Executive Officer advises the Duncraig Early Learning Centre to submit a revised Club Funded Facility Upgrade application for consideration as part of the budget development process;**
- 4 ADVISES the lead petitioner of Council's decision as detailed above.**

CJ184-12/21 UPDATE ON WEED CONTROL TRIAL OUTCOMES

WARD	All
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBERS	33409, 101515
ATTACHMENT	Nil
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 receive an update on the outcomes of the weed control trials undertaken in 2020-21.

EXECUTIVE SUMMARY

Effective weed management is critical to ensuring the long-term protection of biodiversity, especially in the context of a changing climate where conditions such as altering temperature, rainfall and wind strength, as well as increased intensity and frequency of extreme weather events, can create favourable conditions for weeds.

It is acknowledged that weed control methods are evolving over time as new technologies and research become available. Weed control research and trials can assess the effectiveness of different weed control methods and inform the best weed management approach.

The City has undertaken numerous weed control trials over the past decade in line with previous Council decisions and the outcomes of the most recent chemical and non-chemical trials is the subject of Report CJ184-12/21.

It is therefore recommended that Council:

- 1 *NOTES the outcome of the weed control trials as detailed in Report CJ184-12/21;*
- 2 *NOTES the costs associated with the varied weed control methodologies and the overall financial implications that specific weed control methodologies will have on the City's annual budget;*
- 3 *LISTS for consideration at the Mid-Year Budget review:*
 - 3.1 *an amount of \$200,000 for the purchase of a Hako Keckex 1600 module with dual burners (or equivalent);*
 - 3.2 *a salary allocation of \$30,000 to employ an operator for the remaining part of the 2021-22 financial year;*
- 4 *BY AN ABSOLUTE MAJORITY REVOKES part 11.2 of its decision of 18 May 2021 (CJ063-05/21 refers) as follows:*

"11.2 EXPANDS the City's existing weed control trials in 2022-23 to incorporate an area of at least 10% of the City's total usual spray area;"

- 5 *NOTES that the City will continue to undertake weed control trials both chemical and non-chemical as new products and technologies become available in alignment with Council's decision of 21 July 2020 (CJ096-07/20 refers), but not to trial chemicals that are listed as carcinogenic by the Australian Pesticides and veterinary Medicines Authority in alignment with Council's decision of 18 May 2021 (CJ063-05/21 refers);*
- 6 *NOTES that the City is an active member of the WALGA Local Government Herbicide Use and Integrated Weed Management Working Group which coordinates a collaborative approach between local governments on weed management;*
- 7 *NOTES that the additional information gained through Parts 1, 2, 3, 5 and 6 above will inform any future changes to the City's integrated weed management approach.*

BACKGROUND

The City is located within the southwest Australian biodiversity hotspot, one of 35 biodiversity hotspots in the world, with over 2,900 endemic plant species occurring in this region. There are a number of regionally, nationally and internationally significant natural areas located within or adjacent to the City of Joondalup, including Yellagonga Regional Park, Marmion Marine Park and Neerabup National Park. There are eight Bush Forever sites within the City that contain species of high conservation value.

The City manages large areas of bushland (533 hectares), many of which are recognised as having local and regional significance; however, the invasion of weeds threatens the diversity of these natural areas. The impacts on the natural environment as detailed in the City's *Weed Management Plan* (the Plan) include the following:

- Reducing the viability of native plant species by competing more vigorously for space, water and nutrients which can result in a decrease in the abundance and health of native species.
- Reducing natural diversity by smothering native plants or preventing them from regenerating after clearing, fire or other disturbance.
- Altering nutrient recycling and soil quality by fixing nitrogen in the soil which can inhibit the germination of native species or releasing nutrients into the soil which may impact negatively on native seedling germination and growth.
- Introducing pests and disease from different areas which native species may not have previously had contact with and be particularly susceptible to.
- Creating high fuel loads for fires and increasing the risk of fire in bushland areas.
- Negatively impacting on native fauna by replacing or reducing the native plants and altering plant communities that animals use for shelter, food and nesting.

The City also undertakes weed control within its parks and urban landscaping areas including:

- over 370 parks and reserves (588 hectares)
- 17.7 hectares of urban streetscapes including the City centre
- in excess of 1,063 km of roads including approximately 120 hectares of grassed medians
- fifteen artificial wetlands.

These parks and urban landscaping are categorised and prioritised based on the type, profile, amenity, or functional requirements of a specific location. The impacts of weeds within these areas can have both environmental and social effects on communities as follows:

- Build-up of seed banks that can spread and infect the biodiversity of nearby natural areas.
- Degrading the aesthetics of parks and urban landscaping areas to a lesser standard than that expected by the community.
- Affecting the quality (useability) of playing surfaces of the City's sporting parks.
- Increase maintenance implications for City infrastructure.
- Decrease public open space available for use by the community.

Effective weed management is critical to ensuring the long-term protection of biodiversity, especially in the context of a changing climate where conditions such as altering temperature, rainfall and wind strength, as well as increased intensity and frequency of extreme weather events, can create favourable conditions for weeds.

In addition to the above, under the *Bush Fires Act 1954*, local governments have the responsibility of preventing bushfires. Weed control is a key management action to manage fuel loads within vegetated areas of the City in order to reduce fuel and therefore bushfire hazard.

The City's *Weed Management Plan 2016-21* (the Plan) was developed to provide strategic and ongoing weed management of the City's natural areas, parks and urban landscaping areas in order to protect native vegetation and ecosystems in natural areas as well as the amenity, functionality and aesthetics of parks and urban landscaping areas. Beyond amenity, aesthetics and functionality impacts, weeds also out-compete native species in City parks which decreases fauna habitat and biodiversity.

As per the Plan, the City undertakes an integrated weed management approach to its weed control in natural areas, parks, and urban landscaping areas utilising a range of treatment methods, including the use of a variety of approved herbicides, in order to reduce weed infestations to manageable levels or if possible, to eradicate infestations.

All methods of weed control carry a degree of risk and the City chooses the method to be used on the basis of minimising risks in terms of safety and maximising effectiveness. In determining the appropriate weed control method for a given situation, the City takes the following into consideration:

- The target weed.
- The season and timing, for instance before seeding.
- Resistance of the weed to specific herbicides.
- Site location and any special considerations, for instance near wetlands.
- Weather conditions, for example rain and wind.
- Rotation of the type of herbicide used to reduce herbicide resistance.
- Effectiveness of outcomes, labour intensity required, and cost involved.

It is acknowledged that weed control methods are evolving over time as new technologies and research become available. Weed control research and trials can assess the effectiveness of different weed control methods and inform the best weed management approach.

The City has undertaken a number of weed control trials over the past decade in line with previous Council decisions, and the outcomes are provided below:

Timeframe	Trial	Outcomes
2006-07	Use of certain herbicides to control One-leaf Cape Tulip (<i>Moraea flaccida</i>) in Iluka.	The trial indicated a negative effect on native flora in soils with high pH values and the outcomes informed the future use of herbicides to control One-leaf Cape Tulip.
2007	Report on weed control using hot water / steam and herbicides in the City of Joondalup (urban areas only).	Findings indicated that herbicides are more cost effective and have better kill rates than thermal weed control methods. The cost advantages and speed of application indicate that herbicides are suitable for large scale operations.

Timeframe	Trial	Outcomes
2009	Weed control trials comparing hydrothermal and herbicides in the City of Joondalup (urban areas only).	Thermal control was found to be ineffective for long term weed control.
2013-14	Effectiveness of hand weeding and herbicide methods in Central Park, Joondalup and Mullaloo Beach Foreshore.	The outcomes of the trial indicated that the use of herbicides combined with hand weeding was the most effective but also most expensive form of weed treatment, as compared to the use of herbicides only. The use of herbicides only was found to be the second most effective form of weed treatment but was less expensive.
2018	Slasher (Pelargonic acid) (Schedule 6 poison) was trialled on the roundabouts of Connolly Drive and a section of mulched areas on Paddington Avenue. This product is not approved for use in natural areas.	The outcome of the trial of Slasher was not as effective as weeds reappeared after three to four weeks. More product was required to be applied to ensure that the weed foliage was totally covered. There was an issue with strong smells reported by the operators which also caused headaches. Slasher is classed as a Schedule 6 poison and is approximately 18 times more costly than glyphosate, a Schedule 5 poison.
2019	Localsafe Weed Terminator (Schedule 6 poison) was trialled in various locations throughout the City of Joondalup.	The outcome of the trial found this product was not an effective form of weed treatment due to repeat applications being required after a very short time period. More product was required to be applied to ensure that the weed foliage was totally covered. Localsafe is classed as a Schedule 6 poison and is approximately 15 times more costly than glyphosate, a Schedule 5 poison.
2019	Steam trial undertaken on Eddystone Avenue, Craigie on the hardstand and kerblines only (1.2 kilometre between Joondalup Drive and Ocean Reef Road).	The outcome of this trial found steam was not an effective form of weed treatment as weeds reappeared after four to five weeks. A single treatment with steam was five times more expensive than treating the same area with glyphosate as it was more labour intensive and multiple treatments were required, as opposed to a single application of glyphosate.

Key outcomes of the above trials include the following:

- The combined use of hand weeding and herbicides is an effective but expensive method.
- Steam control required reapplication after 4-5 weeks, is ineffective long term, lower kill rates, labour intensive, not suitable for large scale operations and more expensive than glyphosate.
- Slasher required re-treatment 3-4 weeks after application and had health impacts on operators (headaches due to smell) and was more expensive than glyphosate.
- LocalSafe Weed Terminator required retreatment after short time periods and was more expensive than glyphosate.
- Esplanade is comparable cost-wise with glyphosate and further trials are continuing.
- Herbicide only control was the most cost-effective use of weed control.

At its meeting held on 21 July 2020 (CJ096-07/20 refers), Council considered a report in response to a petition in relation to the use of glyphosate, and resolved inter alia the following:

“6 NOTES the City will continue to undertake weed control trials, both chemical and non-chemical as new products and technologies become available in order to inform the City’s integrated weed management approach;”

At its meeting held on 18 May 2021 (CJ063-05/21 refers), Council considered a report in relation to Motions raised at the Annual General Meeting of Electors and resolved inter alia, the following:

“21.6 REQUESTS the results of the chemical and non-chemical weed control trials being presented to Council by November 2021.”

DETAILS

In alignment with the decision of Council in July 2020, the City commenced a new round of weed control trials which included both non-chemical and chemical methods as detailed below:

Trial	Method	Location
Trial 1	Thermal Steam combined with Hot Water	CBD south - Grassbird Avenue east and Lakeside Drive west (encompassing all the streets and laneways)
		Coastal dual use path – Merrifield Place South to Northshore Drive carpark
Trial 2	Thermal Steam only	CBD north - Plaistow Street, Upney Mews to Lakeside Drive and Aldergate Street (encompassing all the streets and laneways)
		Elcar Park – Dog Exercise Area (focusing on the treatment of couch grass in the mulched garden beds)
Trial 3	Esplanade Pre-emergent Herbicide	Verge on McClarty/Shenton Avenue, safety barrier on Marmion Avenue, and the mulched area on Ocean Reef Road
		Kerblines of medians on Beach Road (north), Warwick Road, Hepburn Avenue, Whitfords Avenue, Ocean Reef Road, Connolly Drive, and Marmion Avenue

Trial	Method	Location
Trial 4	Slasher (Pelargonic acid)	Venturi Drive median
Trial 5	Javelin Herbicide	Carpark on West Coast Drive (opposite Sorrento Surf Life Saving Club)

Weed Control Trial Outcomes

Trial 1: Thermal Steam / Hot Water

Thermal steam combined with hot water is a non-chemical method that utilises the combination of boiling water and steam to eliminate weeds. This method has been applied on hardstands, kerbs, tree wells, and mulched areas.

The application machine has a heat exchanger which operates at 130 degrees Celsius, which is the optimum temperature to induce protein shock and kill the weed. The machine produces a mix of 70% boiling water and 30% steam, which is poured over each weed.

Trial 1: Thermal Steam / Hot Water		
Location	CBD South Grassbird Avenue east and Lakeside Drive west	Coastal Dual Use Path – Merrifield Place South to Northshore Drive carpark
Area	7,236m ² (hardstand)	2,400m ² (hardstand)
Duration	21 Dec 2020 – 30 Sep 2021	May 2021
Application method	Hako Keckex 1600 module with dual burners	Hako Keckex 1600 module with dual burners
Number of applications	Four	One
Estimated number of applications annually	Five	Five
Average number days to complete an application	Five days	Two days
Rate per m ² per application	\$1.16	\$1.16

The City Centre sites were selected due to their built form and offered a relatively closed and consistent environment to determine the success of the trials in regard to hydrothermal weed management in streetscapes. Observations and actions at the City Centre sites are detailed as follows:

- The initial kill rate in this area was very good with a small number of weeds starting to reappear in early February 2021.
- On 4 March 2021 an inspection was undertaken, and it was determined that a second application was required which was undertaken between 12 and 17 March 2021 on brick paved areas, garden beds, and kerbs. The kill rate following this second application was again very good.
- A follow-up inspection was undertaken on 27 April 2021 which showed slight weed growth in hardstands and garden beds. The areas were again inspected on 24 May 2021 and substantial weed growth was observed in hardstands and garden bed areas. This area was treated for a third time commencing on 9 June 2021.
- A further inspection was undertaken on 28 July 2021 with substantial weed growth observed in garden beds. Brick paved areas showed very little weed regrowth. A fourth treatment was undertaken which commenced on 9 August 2021.
- Observations of 30 September 2021 identified no further treatment required at the time.

Similar to the CBD sites, a trial was undertaken along the coastal dual-use path between Merrifield Place south to the Northshore Drive carpark to determine if efficiencies could be gained from one large treatment run as opposed to multiple, smaller treatments. The aim was to control weeds growing between the path and the fence on the coastal dual-use path with an area of approximately 300mm wide treated on both sides of the path.

The following key findings of this trial include:

- It took two days to complete one treatment for this area.
- Within seven days of application treated weeds were showing signs of decline.
- Within 28 days there was evidence of a hundred percent success rate.
- By the middle of July 2021 there was evidence of the re-emerging of weed colonies and it was recorded that there were more weeds present than present at the time of the initial treatment.
- A single treatment is not effective and multiple applications are required to control weeds.

The on-going trial of thermal steam / hot water has been promising with a reasonable kill rate of weeds, however, multiple applications are required to provide adequate weed control. It should also be noted that the application rate is slow and costly.

Trial 2: Thermal Steam Only

Thermal steam is a contact, non-systemic means of controlling weeds which is comparable to contact herbicides such as Slasher. This method has been applied on hardstands, kerbs, tree wells and mulch areas.

Thermal steam has limited effectiveness in controlling weeds as it cools rapidly and has poor ground penetration. This results in the weed root matter being left largely unscathed; therefore, the weed is not eradicated but reshoots. It has a slow application rate and has proven to be a poor control of perennial weed species.

Trial 2: Thermal Steam only		
Location	CBD North – Plaistow Street, Upney Mews to Lakeside Drive and Aldergate Street	Elcar Park Dog Exercise Area – focusing on the treatment of couch grass in mulched garden beds
Area	8,142m ² (hardstand)	900m ² (garden beds)
Duration	10 Dec 2020 – 30 Sep 2021	Jan 2021 (on-going)

Trial 2: Thermal Steam only		
Application method	Utility and Trailer utilising a Weed Technics SW800	Utility and Trailer utilising a Weed Technics SW800
Number of applications	Five	Seven (between Jan 2021 and May 2021)
Estimated number of applications annually	Eight	19 (fortnightly in summer and monthly in winter)
Average number days to complete an application	Four to five days	One day
Rate per m ² per application	\$0.27	\$0.27

The northern CBD trial commenced in December 2020 which focussed on hardstands, kerbs, mulched garden beds, and tree wells. The outcome of the trial is as follows:

- Steam treatment alone was not an effective method of weed control.
- Weed populations regrew within four to five weeks of the initial application in December 2020.
- Treatment was applied again in January, March, twice in June, July and August with limited success.

The Elcar Park Dog Exercise Area trial was focused specifically on the treatment of couch grass (*Cynodon Dactylon*) in the mulched garden beds. The first treatment was applied in January 2021 with six further applications up to May 2021. This control method has seen some success at grass eradication with the key findings detailed as follows:

- Mulch was dispersed and displaced during the application due to steam pressure which required respreading following the treatment.
- Requires reapplication - fortnightly visits during the summer months and once per month during the winter months.
- The dog exercise area does not need to be closed to the public while application is in progress.

Using steam only is very costly compared with other control methodologies due to the number of re-applications required.

Trial 3: Esplanade Pre-emergent Herbicide

Esplanade, a Schedule 6 poison, is a pre-emergent herbicide that claims to offer long-lasting control of over 30 species of annual grasses, broadleaf weeds and sedges. Esplanade is used primarily in vegetation management applications such as railroads, utility substations and roadside rights-of-way, among others.

Esplanade provides pre-emergence control of weeds by disrupting and inhibiting normal growth of roots as they try to emerge through inhibition of cellulose biosynthesis (CB inhibitor). In general, Esplanade has no post-emergence activity meaning that it does not control plants after they have emerged and established a root system.

Trial 3: Esplanade Pre-Emergent Herbicide		
Location	Verge on McClarty/Shenton Avenue, safety barrier on Marmion Avenue and the mulched area on Ocean Reef Road	The median in Beach Road (north), Warwick Road, Hepburn Avenue, Whitfords Avenue, Ocean Reef Road, Connolly Drive, and Marmion Avenue
Area	728 m ² (hardstand and kerblines) 200 m ² (mulched area)	34,500m ² (hardstand and kerblines)
Duration	February 2020 – 30 September 2021	October 2020 and June 2021
Application method	Utility with sprayer module on the back	Utility with sprayer module on the back
Number of applications	One	One
Estimated number of applications annually	Two	Two
Average number days to complete an application	3 hours	64 hours
Rate per m ² per application	\$0.14	\$0.14

Esplanade was trialled on the corner of McClarty Avenue and Shenton Avenue on the paved brick areas, the safety barrier railing along Marmion Avenue between Cambria Street and Albion Street, and the mulched area on Ocean Reef Road (south side before Meridian Drive).

Several inspections to verify the efficacy of Esplanade were carried out from April 2020 through to August 2021. Results demonstrated that there the area was weed free after the initial application.

The trial of Esplanade demonstrated its effectiveness for the control of *Conyza albida* (tall fleabane) and *Conyza bonariensis* (flaxleaf fleabane) which are emerging weeds in Western Australian that are becoming more prevalent in summer.

Esplanade was also applied in October 2020 as a trial on kerb lines on the median strips of the City's major arterial roads. This included Beach Road (northern side), Warwick Road, Hepburn Avenue, Whitfords Avenue, Ocean Reef Road, Connolly Drive, Marmion Avenue. In total, approximately 115km of kerb line was treated. This trial was continued with a second treatment undertaken in June 2021. This trial is ongoing with initial results demonstrating that Esplanade is effective in the control of annual and perennial weeds and the control of fleabane.

Trial 4: Slasher (Pelargonic Acid)

Slasher is a Scheduled 5 poison and is a registered organic herbicide that claims to kill weeds, moss, algae and lichen. It is a non-selective weedkiller and works on contact to rapidly desiccate and burn weeds, however, it can stain paving.

Slasher is made from plant oils (GM-free) which have been converted into a natural acid called nonanoic acid or pelargonic acid. Pelargonic acid can be found in pelargoniums in large quantities and is also produced in other plants when stressed. Pelargonic acid occurs naturally in plants and is regularly used in the processing of fruits and added to foods.

In its concentrated form, operators need to take care handling due to the caustic nature of the chemical which can cause skin burns.

Trial 4: Slasher	
Location	Venturi Drive median
Duration	September 2020
Application method	Utility with sprayer module on the back
Number of applications	One
Rate per m ² per application	\$0.90

Slasher was trialled in the median strip along Venturi Drive in September 2020. A follow up inspection in October 2020 showed that Slasher had limited effectiveness in controlling both annual and perennial weeds. Anecdotal feedback from field staff was that the product caused headaches and nausea to applicators.

The trial was not extended due to ineffectual weed control. In addition, the product has no cost advantage being 15 times more costly than glyphosate (which is also a Schedule 5 poison).

Trial 5: Javelin

Javelin is a Schedule 5 poison. The product claims to have a unique three-way mixture of active ingredients that work in synergy to deliver extensive broadleaf weed control. These chemicals work together to control existing weeds while also provided some short-term residual control of weeds that germinate after the initial application, reducing the need for follow up applications.

Trial 5: Javelin	
Location	Carpark on West Coast Drive (opposite Sorrento Surf Life Saving Club)
Duration	October 2020 – November 2020
Application method	Utility with sprayer module on the back
Number of applications	One
Rate per m ² per application	\$0.40

Javelin was trialled along West Coast Drive. The focus of this herbicide was for the application on fleabane and broad leaf weeds. The outcome of the trial has demonstrated that Javelin is effective specifically on fleabane weeds, however, it is ineffective against grasses. For this reason, the trial was not extended.

Advantages and Disadvantages

The table below highlights the key advantages and disadvantages of the weed control methodology for Trials 1, 2 and 3.

Weed Control Methodology	Advantages	Disadvantages
Thermal Steam / Hot Water	<ul style="list-style-type: none"> • No perception of carcinogen or other health-related risk • Application is not weather dependent • Has alternative applications (gum removal from paving) • This is more effective than steam only 	<ul style="list-style-type: none"> • Contaminates the soil - heat kills beneficial microbes required for healthy plant growth and nutrition which may negatively impact all planting types • Not suitable for use in all areas • Slow application rate • Requires multiple repeats for effective results • Contractor rates are high
Thermal Steam only	<ul style="list-style-type: none"> • No perception of carcinogen or other health-related risk • Application is not weather dependent • Has alternative applications (gum removal from paving) • Sensitive areas such as dog parks do not need to be closed 	<ul style="list-style-type: none"> • Contaminates the soil - heat kills beneficial microbes required for healthy plant growth and nutrition which may negatively impact all planting types • Not suitable for use in all areas • Slow application rate • Requires multiple repeats for effective results • Contractor rates, while lower than steam/hot water, are still high • Less effective than thermal steam combined with hot water
Esplanade Pre-emergent Herbicide	<ul style="list-style-type: none"> • Registered for use in road reserves and public access ways • Application is not weather dependent • As cost effective as glyphosate • No more than two treatments per year • Fast application rate enables treatment to be undertaken at the optimum time • Control's fleabane weeds 	<ul style="list-style-type: none"> • Only registered for use in some, not all, areas. • Area needs to be weed free as it is a pre-emergent not post-emergent

Weed Control Trials Cost Comparison

The trials undertaken in 2020-21 have been used to compare the cost of each methodology with the cost of glyphosate (as the control treatment) on a per square metre rate and using the number of required treatments per year a cost per square metre per year was calculated. Table 1 below provides this comparison.

Table 1: Cost comparison per square metre

Treatment Type	Cost per m ² per treatment	Number of treatments per year	Cost per m ² per year
Glyphosate	\$0.06	3 to 4	\$0.18 to \$0.24
Esplanade	\$0.14	2	\$0.28
Steam	\$0.27	8 to 19	\$2.16 to \$5.13
Steam / Hot water	\$1.16	5	\$5.80

Glyphosate requires three to four treatments per year (dependent on the level of service – higher frequency in CBD and SAR areas) to maintain the City relatively weed free. Although steam is cheaper than the combination of steam and hot water on a per treatment basis, the number of treatments per year required is far greater. Additionally, the steam application equipment is not currently geared up for a large commercial operation.

The steam / hot water treatment provides a better kill rate and although it is more expensive per application requires less treatments per annum than steam alone to achieve the same outcome. The equipment is also more geared up for a large commercial operation.

Although the cost per square metre per year for Esplanade is comparable with glyphosate, this product is a pre-emergent only and not suitable or registered for use in all areas.

Using the above cost comparison table above, the cost to treat the kerbs within the 50 metres exclusion zone around schools on an annual basis is provided in Table 2 below.

Table 2: Annual cost – kerblines within 50m exclusion zone around schools

Treatment Type	Cost per m ² per treatment	Area	Treatments per year	Annual Cost
Glyphosate	\$0.06	61,800	4	\$14,832
Esplanade	\$0.14	61,800	2	\$17,304
Steam	\$0.27	61,800	8	\$133,488
Steam / Hot water	\$1.16	61,800	5	\$358,440

Table 3 below provides the cost comparisons for footpaths within the 50 metre exclusion zones around schools on an annual basis.

Table 3: Annual cost – Footpaths within 50m exclusion zone around schools

Treatment Type	Cost per m ² per treatment	Area	Treatments per year	Annual Cost
Glyphosate	\$0.06	39,017	4	\$9,364
Esplanade	\$0.14	39,017	2	\$10,925
Steam	\$0.27	39,017	8	\$84,277
Steam / Hot water	\$1.16	39,017	5	\$226,299

Tables 4 and 5 below provides the annual cost comparison for arterial road median kerblines and arterial road footpaths respectively.

Table 4: Annual cost – Arterial road median kerblines

Treatment Type	Cost per m² per treatment	Area	Treatments per year	Annual Cost
Glyphosate	\$0.06	34,500	4	\$8,280
Esplanade	\$0.14	34,500	2	\$9,660
Steam	\$0.27	34,500	8	\$74,520
Steam / Hot water	\$1.16	34,500	5	\$200,100

Table 5: Annual cost – Arterial road footpaths

Treatment Type	Cost per m² per treatment	Area	Treatments per year	Annual Cost
Glyphosate	\$0.06	12,600	4	\$3,024
Esplanade	\$0.14	12,600	2	\$3,528
Steam	\$0.27	12,600	8	\$27,216
Steam / Hot water	\$1.16	12,600	5	\$73,080

A similar cost comparison has been calculated for the CBD North, Table 6, and the CBD South, Table 7, below.

Table 6: Annual cost – CBD North

Treatment Type	Cost per m² per treatment	Area	Treatments per year	Annual Cost
Glyphosate	\$0.06	8,142	4	\$1,954
Esplanade	\$0.14	8,142	2	\$2,280
Steam	\$0.27	8,142	8	\$17,586
Steam / Hot water	\$1.16	8,142	5	\$47,223

Table 7: Annual cost – CBD South

Treatment Type	Cost per m² per treatment	Area	Treatments per year	Annual Cost
Glyphosate	\$0.06	7,236	4	\$1,737
Esplanade	\$0.14	7,236	2	\$2,026
Steam	\$0.27	7,236	8	\$15,630
Steam / Hot water	\$1.16	7,236	5	\$41,969

Cost Comparison Summary

The cost comparison summary of these select scenarios/areas is provided in Table 8 below.

Table 8: Annual cost – Cost comparison summary

	Glyphosate	Esplanade	Steam	Steam/Hot water
Kerblines within the 50 metres school excl. zone	\$14,832	\$17,304	\$133,488	\$358,440
Footpaths within the 50 metres school excl. zone	\$9,364	\$10,925	\$84,277	\$226,299
Arterial median kerblines	\$8,280	\$9,660	\$74,520	\$200,100
Arterial road paths	\$3,024	\$3,528	\$27,216	\$73,080
CBD North	\$1,954	\$2,280	\$17,586	\$47,223
CBD South	\$1,737	\$2,026	\$15,630	\$41,969
Total	\$39,191	\$45,723	\$352,717	\$947,111
Variance	0	x 1.17	x 8.99	x 24.16

The City's annual chemical weed control budget and actual expenditure for 2020-21 is provided below:

Table 9: Chemical weed control 2020-21

Location	2020-21 Budget	2020-21 Actual
Roads and Footpaths	\$345,764	\$433,427
Natural Areas	\$369,148	\$207,110
Parks	\$176,366	\$141,180
Sumps and PAWs	\$88,749	\$61,633
TOTAL	\$980,027	\$843,350

Using the City's budget (\$345,764) and actual expenditure (\$433,427) on roads and footpaths, the annual cost to use either steam or a combination of steam and hot water to replace all chemical weed control in these areas is provided below in Table 10.

Table 10: Projected annual cost by treatment methodology

	Glyphosate	Esplanade	Steam	Steam/Hot water
Multiplier	0	x1.17	x8.99	x24.16
Roads and footpaths (budget 2020-21)	\$345,764	\$404,544	\$3,108,418	\$8,353,658
Roads and footpaths (actual 2020-21)	\$433,427	\$507,110	\$3,896,509	\$10,471,596

Weed Control Trials Summary

- Glyphosate is the most efficient and cost-effective form of chemical weed control.
- Esplanade will provide a viable alternative on kerblines, footpaths, hardstands and public access ways when the application is timed correctly.
- Steam, while cheaper than steam / hot water, requires more treatments is less effective in killing weeds and is not geared up for a commercial operation. It is also extremely slow leading to other on costs such as traffic management in certain situations.
- Steam / hot water is the latest technology, is more effective in killing weed requiring less treatments, is designed for a commercial operation, however, is the most expensive using a contractor to apply.
- These results are not dissimilar to the City's previous trials or the trials undertaken by other local governments across Australia.
- It is considered unlikely that expanding weed control trials to at least 10% of the of the City's total usual spray area will provide any further benefit or additional information to inform decision making and is likely to cost between \$500,000 and \$1.5 million.

Issues and Options Considered

The use of chemical weed control treatment methods, particularly the use of glyphosate, has been a topical issue for the City for a number of years and some members of the public have been increasingly raising concerns about the use of herbicides and the perceived impact of human and animal health as well the environment. These perceived concerns need to be balanced against scientific evidence and the financial impact it will have following changes to the current integrated weed management approach.

Council may either:

Option 1 Reconfirm its position to expand the City's existing weed control trials in 2022-23 to incorporate an area of at least 10% of the City's total usual spray area. This option will be in alignment with Council's decision of 18 May 2021 (CJ063-05/21 refers).

This is not the recommended option as the trials undertaken since July 2020 provides adequate information to make an informed decision regarding weed control treatment methods and as such, expanding the trail will provide no further benefit or new information. Expanding the trials is estimated to cost between \$500,000 to \$1.5 million depending on the weed control methodologies trialled.

Option 2 Purchase a steam / hot water machine (Hako Keckex 1600 module with dual burners or equivalent) to undertake non-chemical weed control treatments in-house focusing on those sensitive areas such the 50 metre exclusion zones (kerblines and footpaths) around schools, within the City's playspaces, and on the hardstand areas within the CBD.

Option 2 is the recommended option as it will demonstrate a strong commitment by the City to move away from reliance on chemical weed control treatments and doing so in a fiscally responsible way. It must be noted that if this option is supported, it is also recommended that Council revoke Part 11.2 of its decision of 18 May 2021 (CJ063-05/21 refers).

Legislation / Strategic Community Plan / Policy Implications

Legislation

Local Government Act 1995.
Health (Miscellaneous Provisions) Act 1911.
Health (Pesticides) Regulations 2011.
Public Health Act 2016.
Occupational Safety and Health Act 1994.
Occupational Safety and Health Regulations 1996.

Strategic Community Plan

Key theme	Quality Urban Environment. The Natural Environment.
Objective	Quality open spaces. Accessible environments. Environmental leadership.
Strategic initiative	<ul style="list-style-type: none"> • Apply a strategic approach to the planning and development of public open spaces. • Adopt consistent principles in the management and provision of urban community infrastructure. • Promote significant local natural areas. • Demonstrate leadership in environmental enhancement and protection initiatives.
Policy	Not applicable.

The City's overarching approach to weed management is guided by the Council endorsed *Weed Management Plan*.

Risk Management Considerations

If weeds are not controlled effectively the proliferation of weeds threatens the diversity of the natural areas and the City's parks and urban landscaped areas will decrease in amenity, functionality, and aesthetic values. The City manages this risk by adopting an integrated weed management approach utilising a combination of products and methods to effectively control weeds.

The risk is that the use of steam / hot water treatment methodology is not effective in controlling weeds in all treatment areas. The City has undertaken extensive trials to minimise this risk and the next step is to included steam/hot water treatment, within appropriate locations, as part of the integrated weed management approach to enable the City to monitor the success or otherwise of this treatment methodology.

There is a risk that the steam/hot water treatment method will contaminate the soil due to the heat killing beneficial microbes which are required for healthy plant growth and nutrition; additionally, the disturbance of soil can lead to increased weed numbers. This will be managed by carefully selecting the locations that will be treated and the controlled timing of treatments using this methodology to minimise adverse effects on the soil biota.

Financial / Budget Implications

Weeding Chemical 2021-22	Budget
Natural Areas	360,097
Parks	246,063
Sumps and PAWs	70,487
Roads, footpaths	504,277
TOTAL	\$1,180,924

Weeding Manual 2021-22	Budget
Natural Areas	92,962
TOTAL	\$92,962

Implementation of Option 1 to expand weed trials to 10% will potentially require additional funding between \$500,000 and \$1.5 million to deliver.

Option 2 will require a one-off capital budget of \$200,000 to purchase a steam/hot water machine and an annual operational budget of approximately \$100,000.

Regional Significance

There are a variety of regionally, nationally and internationally significant natural areas located within the City including the Yellagonga Regional Park and eight Bush Forever sites which contain species of high conservation value.

Sustainability Implications

Weeds have the potential to degrade natural areas and reduce biodiversity values, as well as negatively affect the amenity, functionality and aesthetics of parks and urban landscaping areas. The implementation of an integrated weed management approach, including the use of approved herbicides, as described in the City's *Weed Management Plan* will ensure that the threat of weeds within the City is addressed and provide strategies for ongoing, long-term management which will result in protection of the City's natural environment, parks and urban landscaping areas.

Consultation

The City is an active member of the WALGA Local Government Herbicide Use and Integrated Weed Management Working Group. The Terms of Reference of the Working Group is to build the capacity of Local Government by sharing information and addressing knowledge gaps, to ensure that Local Governments can make informed decisions on weed management approaches that are most suitable for their local context.

COMMENT

The WALGA Local Government Herbicide Use and Integrated Weed Management Working Group scope includes all matters relating to Local Government's role in Integrated Weed Management, including governance, regulatory compliance, insurance, communication, planning and implementation of weed control programs, research and monitoring, and adaptive management and continual improvement.

The Working Group are progressing a number of areas that have been identified as key priorities for collaboration including the following:

- Coordinating trials of different weed control methods within the sector, and gathering information on existing trials, to analyse cost and effectiveness.
- Promotion of innovative technologies and practices that improve the efficiency of different weed control methods.
- Identifying knowledge gaps and opportunities for research.
- Collaboration with other land managers and stakeholders that have responsibility for weed management within municipal areas.
- Facilitation and participation in collaborative research opportunities.

The outcomes of this working group will assist individual Local Governments to make informed decisions on weed management approaches that are most suitable for their local context.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council:

- 1 **NOTES** the outcome of the weed control trials as detailed in Report CJ184-12/21;
- 2 **NOTES** the costs associated with the varied weed control methodologies and the overall financial implications that specific weed control methodologies will have on the City's annual budget;
- 3 **LISTS** for consideration at the Mid-Year Budget review:
 - 3.1 an amount of \$200,000 for the purchase of a Hako Keckex 1600 module with dual burners (or equivalent);
 - 3.2 a salary allocation of \$30,000 to employ an operator for the remaining part of the 2021-22 financial year;
- 4 **BY AN ABSOLUTE MAJORITY REVOKES** part 11.2 of its decision of 18 May 2021 (CJ063-05/21 refers) as follows:

“11.2 EXPANDS the City's existing weed control trials in 2022-23 to incorporate an area of at least 10% of the City's total usual spray area;”
- 5 **NOTES** that the City will continue to undertake weed control trials both chemical and non-chemical as new products and technologies become available in alignment with Council's decision of 21 July 2020 (CJ096-07/20 refers), but not to trial chemicals that are listed as carcinogenic by the Australian Pesticides and veterinary Medicines Authority in alignment with Council's decision of 18 May 2021 (CJ063-05/21 refers);
- 6 **NOTES** that the City is an active member of the WALGA Local Government Herbicide Use and Integrated Weed Management Working Group which coordinates a collaborative approach between local governments on weed management;
- 7 **NOTES** that the additional information gained through Parts 1, 2, 3, 5 and 6 above will inform any future changes to the City's integrated weed management approach.

CJ185-12/21**INSTALLATION OF UNDERGROUND POWER AND LED UPGRADES**

WARD	All
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBERS	04396, 101515
ATTACHMENTS	Attachment 1 Underground Power Map Attachment 2 Financial Evaluation Model Attachment 3 Underground Power Project Philosophy and Parameters
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 consider formalising its position in regard to the installation of underground power and the upgrading of streetlights within the City of Joondalup.

EXECUTIVE SUMMARY

The State Government established the State Underground Power Program (the Program), following significant damage to Western Power's overhead network during severe storms in 1994. The Program has operated successfully since its inception; about 55% of houses in Perth now have underground power. Property developers must install underground electricity supplies in new sub-divisions, but there are still approximately 370,000 homes in Perth that still have overhead powerlines. The City of Joondalup has 20,120 properties (approximately 33% of the City) still connected to overhead power.

At its meeting held on 18 August 2020 (C77-08/20 refers), Council resolved as follows:

"That Council REQUESTS the Chief Executive Officer to submit a report to Council for its consideration on the opportunity and costs for the installation of underground power under the State Underground Power Program in the locality of Duncraig bounded by Lilburn Road, Marmion Avenue, Hepburn Avenue and Warwick Road to fulfil the following objectives:

- 1 *Improve reliability and security of electricity supply for consumers;*
- 2 *Enhance streetscapes and visual amenity;*
- 3 *Reduce street tree maintenance costs for local governments;*
- 4 *Improve street lighting and community safety;*
- 5 *Reduce maintenance costs for Western Power."*

It was noted that *"One of the most consistent requests received from residents in this area of Duncraig is whether the City could consider advancing this area to be a candidate for the State Underground Power Program"*.

This north-west area of Duncraig has 1,184 lots that are serviced by overhead power lines. To assist in determining the opportunity and cost for the installation of underground power as requested by Council, a flexible, financial model was developed to enable the evaluation of various options and scenarios.

To compliment the financial model, an undergrounding power program Vision, Advocacy Position, and Project Philosophy and Parameters were developed to guide the City in evaluating all areas that have overhead power to ensure a consistent approach is applied to this program. The development of this strategic position together with the flexible financial model, will ensure that the City is able to swiftly take advantage of opportunities to underground power.

The report further explores the provision of a City Utilities Reserve to provide seed funding for the implementation of this program.

It is therefore recommended that Council:

- 1 *NOTES that there are currently three programs to underground power managed by Western Power;*
- 2 *ADOPTS the Vision for the City of Joondalup Underground Power Program as follows:*
 - 2.1 *“Underground Power to be installed in specified areas where is it supported by the majority of homeowners, financially sustainable, and justified with a robust business case. The City will strive to maximise the financial and operational benefits of smart-metered LED streetlights throughout the City.”;*
- 3 *ADOPTS the Advocacy Position for the City of Joondalup Underground Power Program as follows:*
 - 3.1 *“The City of Joondalup has approximately one third of its households with overhead power lines. This infrastructure is less reliable and less safe than underground power and a detriment to the street amenity. The City is keen to work collaboratively with households, developers and Western Power to develop projects which provide benefits to Western Power with reduced maintenance and improved reliability. Underground power projects provide significant economic benefits via employment so there should be a rolling program throughout the state. The City therefore encourages the State Government and Western Power to maximise its contribution to underground power projects.”;*
- 4 *ADOPTS the City of Joondalup Underground Power Program - Project Philosophy and Parameters as detailed in Attachment 3 to Report CJ185-12/21;*
- 5 *SUPPORTS the preference that all streetlights throughout the City of Joondalup should be smart-metered, LED City owned streetlights;*
- 6 *SUPPORTS the preferred position to only contribute to assets that will be owned by the City when delivering the undergrounding power program;*
- 7 *LISTS for consideration during the development of the draft 2022-23 Annual Budget the establishment of a “City Utilities Reserve”, for the following purpose:*
 - 7.1 *“To fund improvements to utility infrastructure that will provide recurring financial and environmental benefits to the City. This may include the conversion of existing Western Power owned streetlights to City owned streetlights. The reserve may also be used to fund loans to households for the upfront, one-off cost of converting overhead power to underground power. Savings generated from utility projects funded by the reserve can pay back into the reserve and help fund future utility improvements”;*
- 8 *REQUESTS the Chief Executive Officer to prepare a business case detailing:*
 - 8.1 *Converting an area to smart-metered, LED City owned streetlights;*
 - 8.2 *Converting an area from overhead power lines to underground power including the installation of smart-metered, LED City owned streetlights.*

BACKGROUND

The State Government established the State Underground Power Program (the Program), following significant damage to Western Power's overhead network during severe storms in 1994. The Program has operated successfully since its inception; about 55% of houses in Perth now have underground power. Property developers must install underground electricity supplies in new sub-divisions but there are still approximately 370,000 homes in Perth that still have overhead powerlines.

The Program was managed by the then Public Utilities Office (PUO) within the Department of Finance and sought to improve reliability/security of electricity supply, reduce maintenance costs for Western Power, enhance streetscapes / street amenity and improve streetlighting / community safety.

The Program required a shared funding contribution arrangement of 25% from the State Government, 25% from Western Power and 50% from landowners. Proposals were compiled by local governments following the announcement of funding rounds, which were assessed against a set of guidelines prepared and released by the PUO. Assessment criteria included factors as follows:

- Regional preference.
- Heritage, tourism, and geographical significance.
- Project budget.
- Funding capacity of the local government and landowners.
- Community support and commitment.
- Power system criteria.

The City of Joondalup has 20,120 properties (approximately 33% of the City) still connected to overhead power as detailed in Table 1 below. A map showing these areas is provided as Attachment 1 to Report CJ185-12/21.

Table 1: Lots with overhead power

Suburb	Lots with Overhead Power	
	Quantity	Percentage
Beldon	1,476	7%
Burns Beach		
Connolly		
Craigie	2,416	12%
Currambine		
Duncraig	2,761	14%
Edgewater		
Greenwood	3,479	17%
Heathridge	1,221	6%
Hillarys	1,530	8%
Iluka		
Joondalup		
Kallaroo	1,096	5%
Kingsley	82	0%
Kinross		

Suburb	Lots with Overhead Power	
	Quantity	Percentage
Marmion	206	1%
Mullaloo	759	4%
Ocean Reef		
Padbury	2,718	14%
Sorrento	1,285	6%
Warwick	1,055	5%
Woodvale	36	0%
TOTAL	20,120	100%

The City has made several submissions to the State Underground Power Program over the years: namely, Duncraig in 2001 and two areas in Marmion, Sorrento, and Duncraig and Hillary's, Kallaroo, and Mullaloo in 2003. In 2006, the area of West Greenwood was selected to progress to the detailed design stage, requiring community consultation. Only 36% of respondents supported the proposal, which required a \$5,850 financial contribution from residents. The project did not progress.

In 2010, several submissions were made for the areas of Duncraig, Marmion, Sorrento, and Heathridge. Locations within Heathridge progressed to the community consultation stage; however, Elected Members did not support the State Government's consultation methodology at the time, and as such, the projects did not proceed further.

Community consultation is a requirement of the funding Guidelines released by the Underground Power Steering Committee (UPSC) which comprises representatives from the Department of Treasury, the Western Australian Local Government Association and Western Power. Recently updated in 2015, the evaluation process by the Department of Treasury on behalf of the UPSC was split into two stages:

- Stage One included:
 - an Expression of Interest (EOI) submission by local governments, addressing the minimum requirements of the Guidelines
 - a preliminary evaluation of the submissions by a State Government panel
 - short-listing of the highest conforming submissions
 - community consultation undertaken by the evaluation panel (Western Power) to inform the Stage Two evaluation process.
- Stage Two included:
 - ministerial support of the short-listed projects with community support, requiring confirmation by the local government to fund the non-Western Power or State Government portion
 - detailed proposal undertaken to confirm projects costs, etc
 - project implementation.

The last funding round, (Round 6) was released at the end of 2015, requiring submissions to be made during 2016-17. In February 2017, the City undertook a significant community consultation process to determine the overall level of support for the undergrounding of power in overhead power sites across the City. Over 3,000 households were directly contacted, seeking their feedback.

The City received 826 responses with the following results:

- 52% were supportive of the installation of underground power in their area; however
- 61% were opposed to contributing financially to the installation of the underground power.

Given that over 50% support was required for submissions to be considered by the UPSC, the City did not progress further proposals in Round 6.

In areas which have been subject to infill development, many properties have already been built with a dome and buried connection to an overhead power pole, which then has a conduit running up the pole to the existing overhead network.

DETAILS

At its meeting held on 18 August 2020 (C77-08/20 refers), Council resolved as follows:

“That Council REQUESTS the Chief Executive Officer to submit a report to Council for its consideration on the opportunity and costs for the installation of underground power under the State Underground Power Program in the locality of Duncraig bounded by Lilburn Road, Marmion Avenue, Hepburn Avenue and Warwick Road to fulfil the following objectives:

- 1 *Improve reliability and security of electricity supply for consumers;*
- 2 *Enhance streetscapes and visual amenity;*
- 3 *Reduce street tree maintenance costs for local governments;*
- 4 *Improve street lighting and community safety;*
- 5 *Reduce maintenance costs for Western Power.”*

It was noted that *“One of the most consistent requests received from residents in this area of Duncraig is whether the City could consider advancing this area to be a candidate for the State Underground Power Program”*.

Current State Underground Power Programs

There are currently three types of underground power programs listed by Western Power:

1 State Underground Power Program (SUPP)

SUPP is a State Government initiative that was set up to convert overhead power to underground power. Under the current guidelines, Local Government Authorities (LGAs) can nominate areas to be converted. Projects are ranked and awarded through competitive rounds similar to a public tender (subject to a budget for each funding round).

For Round Six of the Program, project ranking, and selection was based on a weighted score between zero and 100 points, which comprised of the following:

- Western Power’s network priorities contributing up to 50 points to the ranking score of a project.
- Local government / community contributions above 50% of total project cost contributing up to 25 points to the project ranking score.
- Results from a community support survey above a threshold of 50% support contributing up to 25 points to the project ranking score.

Projects fall under two categories as follows:

- Major Residential Projects (MRP) – usually around 600 to 1,000 properties in residential areas.
- Local Enhancement Projects (LEP) – small projects such as main streets in country towns, LGAs in the metro area, or areas of historical or heritage significance.

This program was established in 1996, with Round Six occurring around 2015. At present there is no known plans for further Rounds.

2 Network Renewal Undergrounding Program Pilot (NRUPP)

Western Power, like all asset managers, will undertake replacement of infrastructure at the end of their useful life. Traditionally, the work involves like-for-like replacement of these assets.

The NRUPP scheme creates the opportunity for the replacement of the overhead network with a new underground system instead of a like for like replacement. The cost difference in this program is met by the Local Government Authority (LGA). This program provides LGAs with an opportunity to benefit from the financial investment already available through Western Power's planned works program, allowing delivery of underground power outside of the State Underground Power Program.

Western Power have indicated that there are 92 areas within the Perth metropolitan area that would benefit from conversion to underground power, but they have not specified which areas those are. Further, it is likely that the 92 areas straddle across several suburbs and / or straddle across different local government boundaries. The area of Duncraig specified within the Notice of Motion in August 2020 may not be contained in one, or any of the areas that Western Power has prioritised. As mentioned earlier it is vital that the City is able to be as flexible and responsible as possible with any proposals to convert within its boundaries, so this project has established some key parameters to ensure it is business-case ready.

When an area is converted to underground power, Western Power would also replace the streetlights and convert them to LED. This conversion is to a standard that is not considered by the City to be as efficient as the City would use. (The lighting installed by Western Power is limited in approved specification leading to obtrusive lighting, due to the poor control of light, etc). These, like the pole mounted lights they replaced are paid for in the form of a street lighting tariff by the City for all costs associated with the light.

It is therefore worthwhile for the City to also evaluate the impacts for the City to replace the streetlights with its own specification lighting to take responsibility for the maintenance, operation, and replacement thereof, similar to the City Centre. This opportunity has not been tested with Western Power.

3 Retrospective Undergrounding Projects (RUP)

Retrospective Undergrounding Projects (RUPs) are generally funded directly by Local Government Authorities (LGAs) or land developers. These are often unsuccessful SUPP nominations that have missed out as part of the selection process. In other words, these are self-funded underground power projects.

Distribution Network, Property Connection and Street Lighting

The undergrounding of power entails three distinct portions of work which are as follows:

- Portion 1 Sinking of the distribution network.
- Portion 2 Sinking of the property connections.
- Portion 3 Replacement of the street lighting network with standalone light poles.

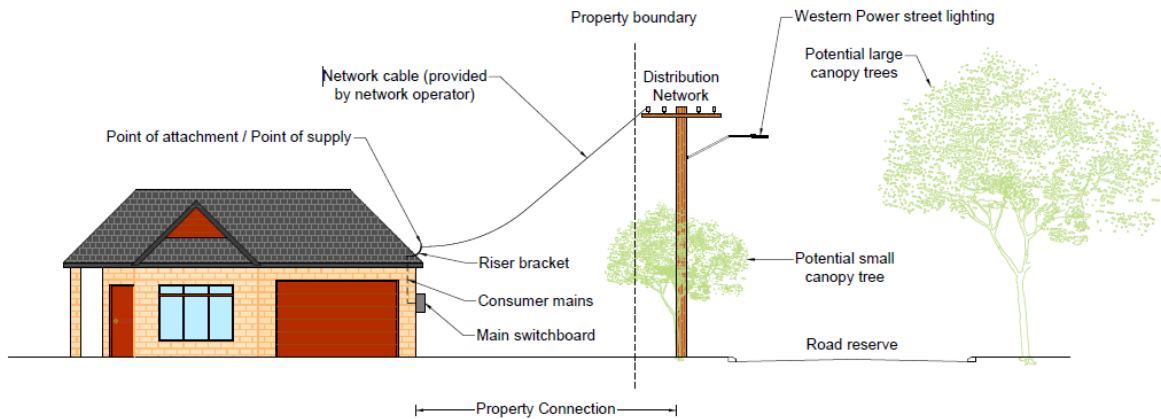
Portion 1: The sinking the distribution network

The major portion of the work occurs when streets are trenched for conduits to bury the overhead power lines. As part of this work, all overhead assets associated with the poles are removed and therefore transformers and other supporting infrastructure is installed at required locations in the road reserve or on public land such as parks. Additionally, pole mounted lighting is removed and eventually replaced with stand-alone light poles.

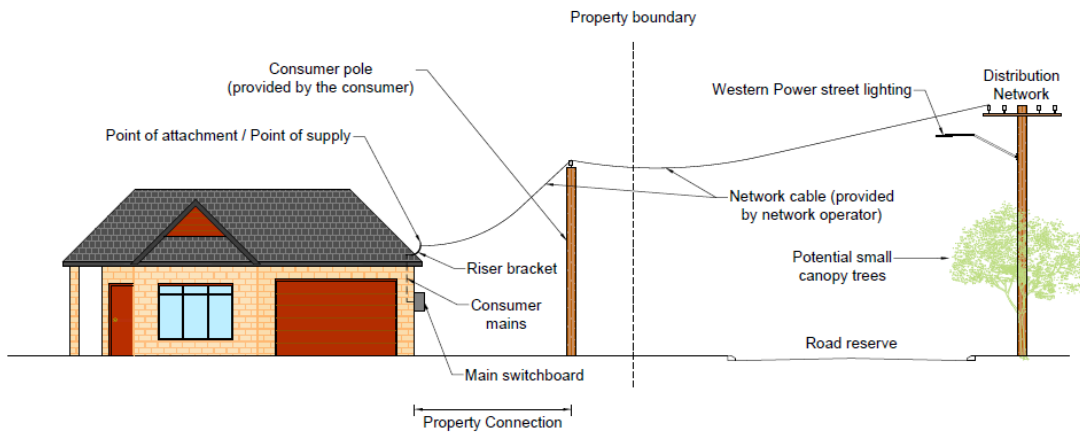
This forms the mainline of the distribution network and represents the largest portion of the cost for the undergrounding of power.

Portion 2: Sinking the property connections

The previous pole to roof mounted property connections also require burying when the overhead mainlines are removed. This involves connecting the mainline distribution network to a power dome within the property boundary, and a subsequent connection from the dome to the property's metre box, which is detailed below in scenario 1 and 2 (dependent on the location of the distribution network in relation to the property connection).

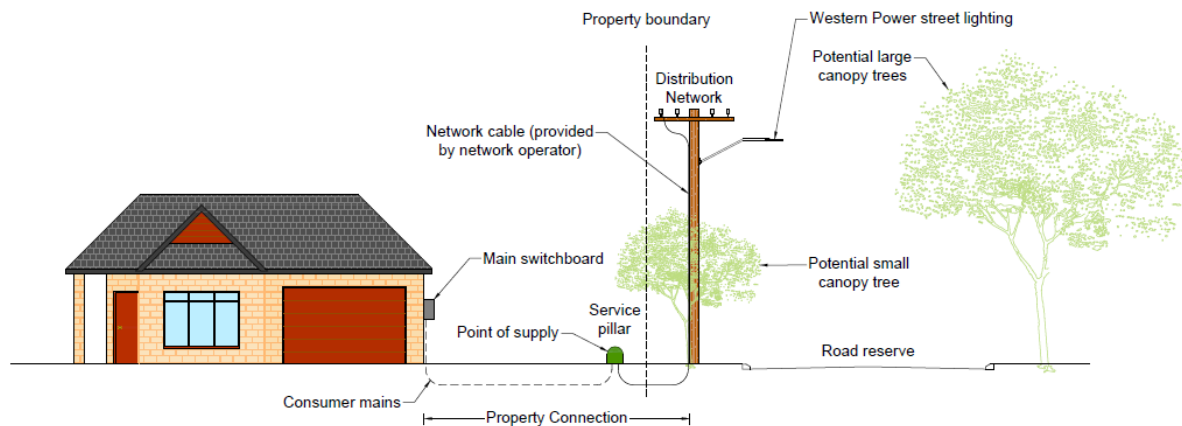


Scenario 1: Overhead service with Western Power lights



Scenario 2: Overhead service with consumer pole and Western Power lights

An additional scenario, scenario 3 below, is where the property connection is already below ground and connected to the distribution network via a dome.



Scenario 3: Overhead street mains with underground consumers mains and Western Power lights

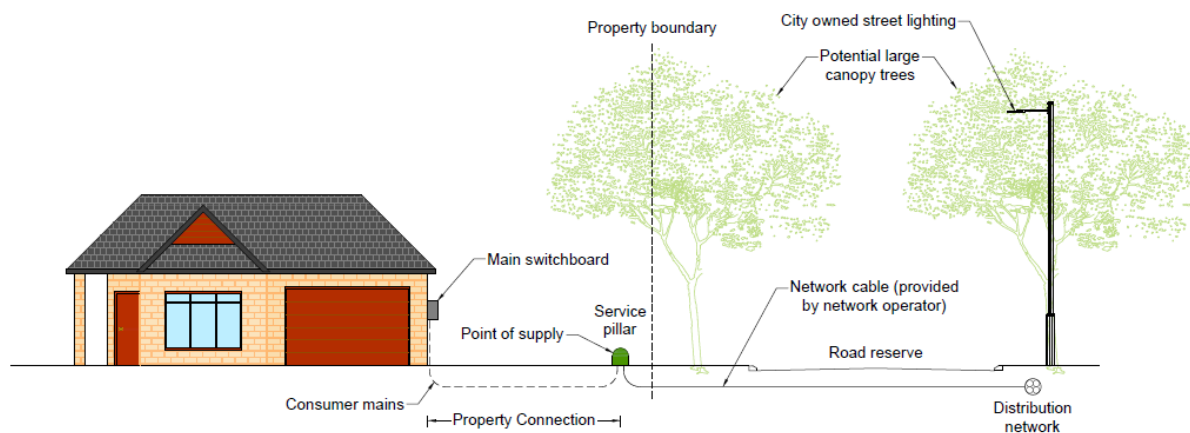
All of these scenarios will need to be taken into considered when calculating the contribution to be made by individual property owners.

Portion 3: Replacement of the street lighting network with standalone poles

Stand-alone poles will need to be installed to provide street lighting due to the removal of the streetlights that were attached to the overhead distribution poles. The current pole mounted lighting, although the responsibility of Western Power is on charged to the City via a streetlight tariff to cover maintenance, renewal, and power consumption. In all previous example SUPP Projects known to the City, this arrangement has continued where the eventual stand-alone lighting poles are vested in Western Power and charged via a tariff to the local government.

The alternative arrangement considered is for the City to install its own street lighting infrastructure at the time of the undergrounding of power in a specific area and not gift the asset upon completion for no cost to Western power.

The summation of the three portions of work above is illustrated in scenario 4 below:



Scenario 4: Underground network with underground consumers mains and City owned lights

Cost Assessment of Undergrounding of Power

To assist in determining the opportunity and cost for the installation of underground power as requested by Council, a financial model was developed (Attachment 2 refers). The model has a range of adjustable features to enable the evaluation of various scenarios including the following:

- Lot numbers per area – any area within the City can be evaluated, whether that be one whole suburb, part of a suburb, for example, 1,184 lots within the Duncraig nominated area, multiple suburbs, or parts thereof or all 20,120 lots that have overhead power.
- Capital contribution Underground Power – the model can evaluate different funding contributions from Western Power, state, city and households.
- Household contribution – this can be toggled as either an immediate repayment to the City, or repaid over five years, or repaid over 10 years.
- City-owned streetlights – the model can compare the impacts of Western Power replacing, and continuing to own, the streetlights versus the City's preferred model of owning and operating the streetlights.
- Phasing – the model is flexible to cope with assumptions for phasing of the scheme.
- Period of evaluation is flexible; the model can calculate up to 50 years.
- Escalation included or in today's dollars.

Whilst there is a very strong audit trail for most of the values in the model, the financial evaluation report does not contend that the financial projections will come to pass exactly as stated. The projections are best estimates at this point in time but there is a level of risk and uncertainty in all the projections. The actual costs and income will vary, due to the following:

- Detailed design and specification.
- Capital replacement estimates.
- Costs of power consumption.
- Tender.

The financial projections will be updated at each stage of the project so that the confidence of the assumptions improves.

Options Evaluated

There are four options that have been included in the financial model and compared to the existing 'do nothing' option. The options are outlined as follows:

- Option 1* Relates to the conversion of overhead power and assumes that Western Power would replace and continue to own the streetlights as part of the conversion. This option only includes conversion to LED streetlights that are included in the areas within the 20,120 lots currently serviced by overhead power.
- Option 2* Relates to the conversion of overhead power but assumes that the City would replace and continue to own the streetlights as part of the conversion. This includes the same area and quantities as Option 1.
- Option 3* Relates only to the conversion of Western Power streetlights to City-owned streetlights in areas currently covered by underground power, so the area and quantities included in Options 1 and 2 are excluded from this. This option excludes the overhead power areas completely.
- Option 4* This is the sum of Options 2 and 3 and therefore assumes that all streetlights are owned by the City, and all remaining lots with overhead power are converted to underground power.

Table 2 below summarises the overall key features of each option and shows that Options 1, 2 and 4 would evaluate the conversion of 20,120 lots to underground power. The table also summarises the funding assumptions for underground power for Options 1, 2 and 4 – the % can be easily amended for each business case and the impacts of the City contributing can also be considered (this is included in the sensitivity analysis at end of the report). The table also summarises the quantity of luminaires converted to LED for each option and the remaining lights that are non-LED. All Options are based on a total network of 14,719 luminaires and 13,607 poles (some poles have two luminaires. For Option 1 and 2, which only cover the areas covered by overhead power, the quantity of lights converted to LED is 4,816, with the remaining 9,903 as non-LED. For Option 3, which only covers the areas currently covered by underground power, there would be conversion of 9,903 and the remaining 4,816 as non-LED. All options need to include the full network so that comparisons can be made to the existing baseline.

Table 2: Summary of key features of each option

Options Scope	Option 1		Option 2		Option 3	Option 4
	Electricity provision	Overhead power conversion		Underground power areas	All areas, both OP and UP	
street light ownership	WPower owned s-lights	COJ owned Street lights	COJ owned Street lights	COJ owned Street lights	COJ owned Street lights	
Qty of Households with overhead power lines	20,120	20,120		n/a	20,120	
Share of costs for Underground Power						
1 City	0% contribution by the City			n/a	0%	
2 Western Power	52% contribution indicated in 2020 NRUPP guidelines			n/a	52%	
3 State	Only 10% Contribution			n/a	10%	
4 Households	Assumed to pay for remaining 38% of the scheme, with assistance from City e.g. repay over 10 years			n/a	38%	
Quantity of LUMINAIRES in scope for each option						
5 LED converted as part of option	4,816			9,903	14,719	
6 Remaining non-LED lights - continue to pay Wpower for power/mtce/depn	9,903			4,816		
7 Total lights in scope for each option (Recurring electricity charges)	14,719			14,719	14,719	
Quantity of POLES in scope for each option						
8 Large				1,359		
9 Small				12,248		
10 Total				13,607		

Costs Per Lot

Table 3 below lists the assumptions for the percentage contribution that entities may contribute to the cost to underground the power. It must be noted that:

Option 1 Uses \$12,000 as an assumption for converting each lot to underground power which is based on a recent conversion by another local government. The \$12,000 estimate included the cost of replacing the streetlights with Western Power owner lights.

Option 2 Uses \$11,200 for converting each lot to underground power which excludes the cost of streetlighting which would be funded separately by the City for city owned streetlights.

Table 3: Assumptions for the percentage contribution

Assumptions		Option1	Option2
Share of costs for Underground Power		Overhead power conversion WPower owned s-lights	COJ owned Street lights
Western Power	%	52%	52%
State	%	10%	10%
City	%	0%	0%
Households	%	38%	38%
Total	%	100%	100%

Assumptions per asset		Option1	Option2
Cost per lot for Underground Power		Overhead power conversion WPower owned s-lights \$	COJ owned Street lights \$
Estimated cost of conversion including streetlight by WP		\$12,000	\$12,000
City Contribution for CoJ owned lights			-\$800
Total		\$12,000	\$11,200
Share of Overhead Power conversion by Entity			
Western Power		\$6,240	\$5,824
State		\$1,200	\$1,120
City		\$0	\$0
Households		\$4,560	\$4,256

Household Repayments

It is assumed that the City would initially pay for the household contribution, which is consistent with how Western Power expects the undergrounding of power scheme to operate which would require the City to coordinate payment from the households.

The financial evaluation model has assumed that the City would use borrowings to fund the cost. This is a prudent and standard approach to ensure that the cost of interest payments is included within the modelling. Ideally the City would fund its share of the one-off costs using reserves, but this would still result in a loss of interest earnings, therefore, an appropriate approach.

The financial model has assumed a 10 year repayment term which can be toggled to a five year repayment term if necessary, or immediate repayment. The cost of interest is assumed to be passed on to households so that the City is cost-neutral for the underground power component. Table 4 below summaries the costs per household, including interest, repayable over a 10 year term, based on a 38% contribution to an overhead power conversion.

Table 4: Household repayment summary

Assumptions per asset	Option1	Option2
Household repayments to City	Overhead power conversion	
	WPower owned s-lights	COJ owned Street lights
<u>Share of costs for Underground Power</u>		
Households	38%	38%
\$	\$4,560	\$4,256
<u>Premium for repaying over several years (cost of interest)</u>		
Term of repayment	10	10
Premium to be paid on top of principal	17%	17%
Cost per household including premium	\$5,333	\$4,977

One-off Street Light Costs

Table 5 below lists the estimated costs per unit for LED lights. It must be noted that:

- Option 1* Western Power owned lights – if Western Power converted the lights to LED, they would pass a charge on to the City.
- Option 2* This option relates to installation of city-owned LED lights as part of overhead power conversion. The installation costs are higher as there would be additional one-off works including groundwork, laying of cables, and connections.
- Option 3* This option only relates to the one-off costs relating to converting Western Power streetlights to City owned streetlights in areas with existing underground power.

Most values in the model are sourced from supplier quotes where possible. The cost per luminaire includes \$100 for a telecell to allow for smart monitoring.

Table 5: Streetlight installation cost

Street light asset cost	Option1	Option2	Option3
Outright capital cost comparison excluding contributions by parties	Overhead power conversion		Underground power areas
	WPower owned s-lights	COJ owned Street lights	COJ owned Street lights
	\$	\$	\$
<u>Large</u>			
Pole		\$1,129	\$1,129
Luminare	\$9,000	\$788	\$788
Installation		\$3,223	\$547
Total Large (2 luminare per pole)	\$9,000	\$5,929	\$3,253
<u>Small</u>			
Pole		\$425	\$425
Luminare	\$6,000	\$475	\$475
Installation		\$2,938	\$292
Total Small	\$6,000	\$3,838	\$1,192

Should the City contribute financially (for City owned streetlights) for the equivalent value of the street lighting component that it will eventually own in an effort to minimise the residents' financial outlay.

As all areas have differing proportions of large and small lightings which affect overall cost, a City-wide estimate of costs was made. When shared equally throughout the remaining overhead power areas, the City would contribute approximately \$800 per property toward street lighting on behalf of the individual property owners. This does not directly offset the resident contribution as it is a critical assumption that Western Power and the State Government would not contribute to the lighting conversion if it does not become a state asset.

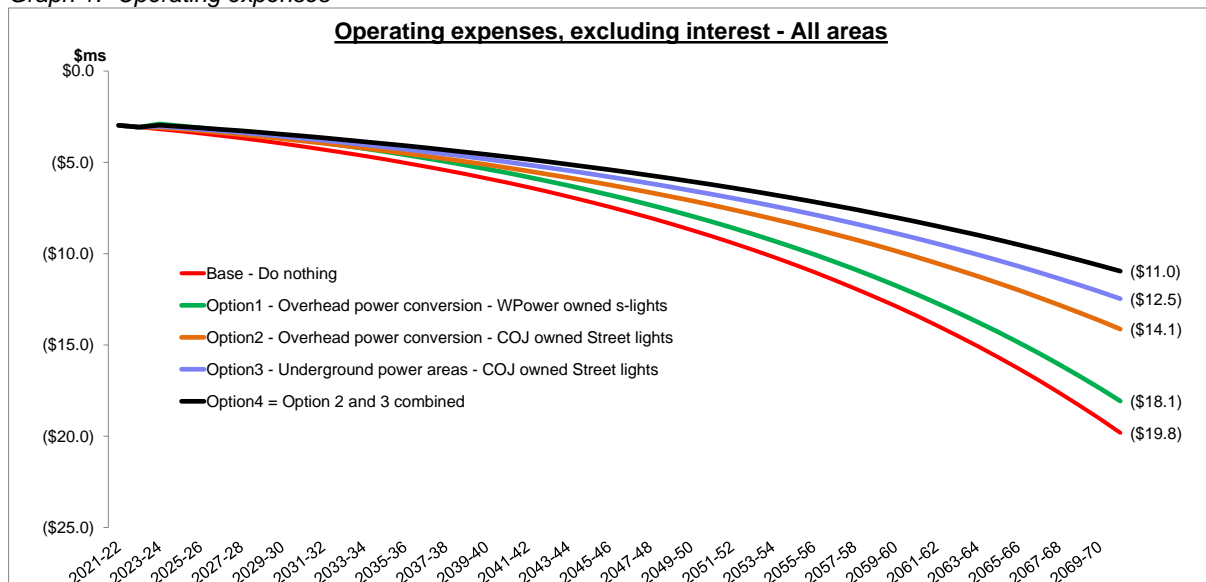
Recurring Impacts

The critical assumptions within the model are the recurring financial expenses. At present the City pays Western Power approximately \$2.97 million per year for the streetlights which is an all-inclusive price including power, maintenance, and depreciation. The City has modelled the impacts of owning the streetlights estimated at \$2.84 million (in today's dollars) as detailed below:

- \$0.83 million for the power and maintenance only (reduced wattage for LED lights)
- \$2.01 million for the depreciation/future replacement costs.

The initial estimated savings per year would be approximately \$0.13 million compared to the existing baseline which would be insufficient to pay back the one-off costs to install City owned streetlights. However, it is likely that the escalation for Western Power charges would increase by more than City controlled expenses so the gap between the Western Power costs and City owned increases over time as demonstrated in the graph below. This shows that with Option 4, the full conversion of the network, the difference to Western Power charges would be significant over time.

Graph 1: Operating expenses



Total 50 year Cashflows

Table 6 below summarises the overall impacts (including escalation) over a 50 year impact of the baseline and the four options considered. The key findings are as follows:

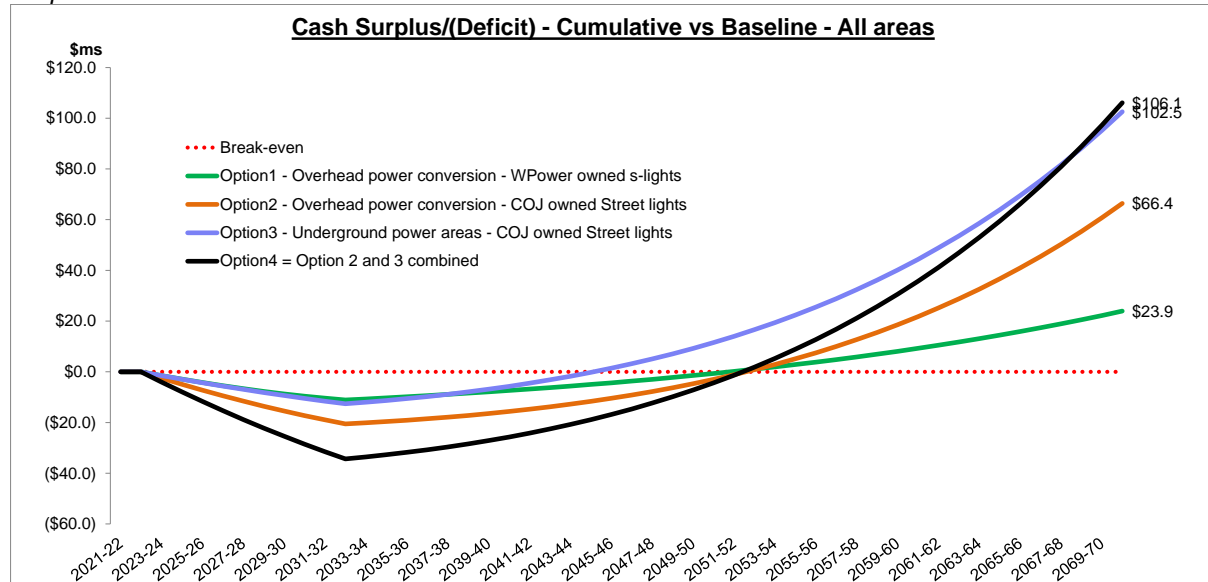
- Under the do-nothing option assumes the City would pay \$442.8 million over 50 years for the existing non-LED streetlights.
- The establishment cost relates only to the one-off cost of the streetlight conversion as the cost of overhead power conversion have a net zero impact because the households fully repay the City the one-off costs plus interest.
- Under Option 3, the establishment cost of \$16.2 million is less than half of the establishment cost for Option 4 (\$39.1 million) even though Option 3 represents approximately $\frac{2}{3}$ of the overall lighting network. The reason for this disparity is that Option 4 includes \$22.8 million costs for the conversion of lighting in overhead power areas, which is a much higher one-off cost per asset.
- The net establishment costs are relatively minor compared to the recurring impacts.
- Operating cash expenses are only \$111.1 million for Option 4 which is approximately $\frac{1}{4}$ of the cost of Western Power owned streetlights, however, this does not include depreciation / replacement cost of \$186.8 million.
- Option 4 appears only slightly better of \$3.6 million than Option 3 and has a longer payback of 32 years. On that basis it may appear that Option 3 would be preferable, but the recurring savings of Option 4 are much better and would provide better outcomes after 50 years as is shown in Graph 2 below.

Table 6: 50 year cashflows

Cashflow Summary Total including inflation		Base	Option1	Option2	Option3	Option4
		Do nothing	Overhead power conversion		Underground power areas	All areas, both OP and UP
			WPower owned s-lights	COJ owned Street lights	COJ owned Street lights	COJ owned Street lights
<u>Establishment</u>						
One-off Costs to City	\$ms		(\$104.1)	(\$105.2)	(\$13.9)	(\$119.0)
Household repayment to City	\$ms		\$107.3	\$100.1		\$100.1
Net Funding Required	\$ms		\$3.2	(\$5.0)	(\$13.9)	(\$18.9)
Borrowings	\$ms		\$104.1	\$105.2	\$13.9	\$119.0
Repayments	\$ms		(\$104.1)	(\$105.2)	(\$13.9)	(\$119.0)
Interest on Borrowings	\$ms		(\$17.6)	(\$17.8)	(\$2.4)	(\$20.2)
Establishment Cost	\$ms		(\$14.4)	(\$22.8)	(\$16.2)	(\$39.1)
<u>Recurring Impacts</u>						
Operating Cash Expenses	\$ms	(\$442.8)	(\$404.4)	(\$292.7)	(\$198.3)	(\$111.1)
Operating Income	\$ms			\$0.1	\$0.2	\$0.3
Depn/Replacement	\$ms			(\$60.9)	(\$125.9)	(\$186.8)
Recurring Impacts Total	\$ms	(\$442.8)	(\$404.4)	(\$353.5)	(\$324.0)	(\$297.6)
Cash Surplus/(Deficit) - Cumulative vs Baseline	\$ms	(\$442.8)	(\$418.9)	(\$376.4)	(\$340.2)	(\$336.7)
Payback (Years)	Years		31	32	25	32

The information in Table 6 is depicted in Graph 2 below which shows the cumulative cash flows, including escalation, for each of the options. It must be noted that each of the options has an initial decline which represents the initial establishment cost spread out over a number of years (repayment of the loan) changing to a positive upward trend once the loan is repaid.

Graph 2: Cumulative cash flows



Duncraig Area

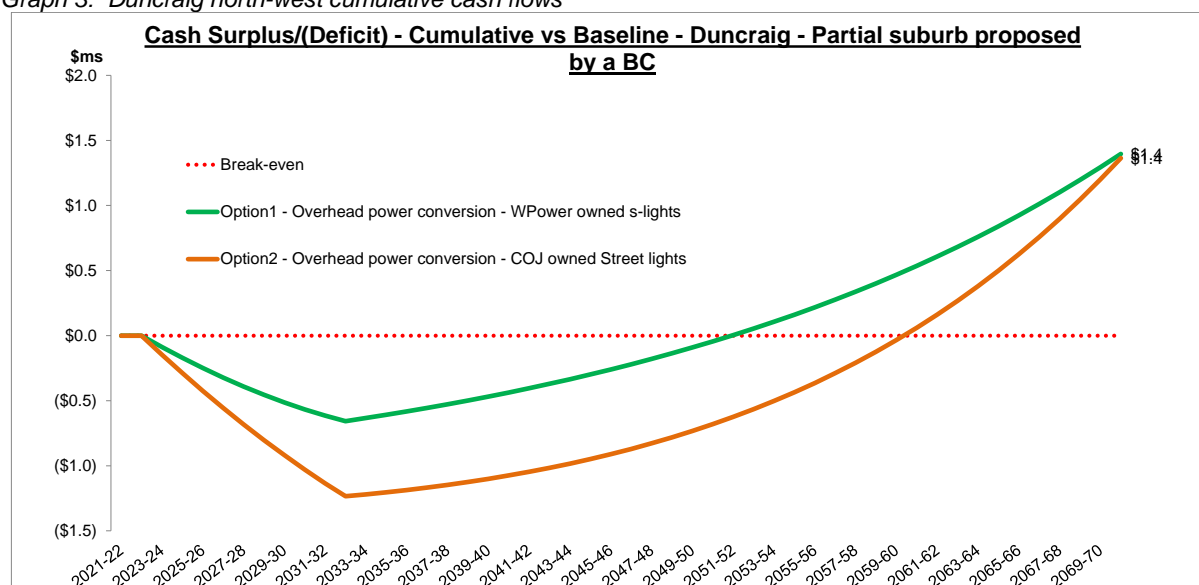
At its meeting held on 18 August 2020 (C77-08/20 refers), Council requested the Chief Executive Officer to assess the cost for the installation of underground power for the north-western area in Duncraig bounded by Lilburn Road, Marmion Avenue, Hepburn Avenue and Warwick Road (1,184 lots).

Using the financial model and the underlying assumption, the City has calculated the financial impact of undergrounding the power within this north-west area of Duncraig. Table 7 and Graph 3 below, depict the overall 50 year impact to the City. The analysis indicates a positive impact to the City of \$1.4 million for both Option 1 (Western Power owned lights) and Option 2 (City-owned lights). Although, Option 2 would require more investment up-front, therefore taking longer to pay back than Option 1, it will achieve greater recurring savings which would be preferable.

Table 7: Duncraig north-west 50 year cashflow

Cashflow Summary Total including inflation	Base Do nothing	Option1	Option2
		Overhead power conversion WPower owned s-lights	Overhead power conversion COJ owned Street lights
Establishment			
One-off Costs to City	\$ms	(\$6.1)	(\$6.2)
Household repayment to City	\$ms	\$6.3	\$5.9
Net Funding Required	\$ms	\$0.2	(\$0.3)
Borrowings	\$ms	\$6.1	\$6.2
Repayments	\$ms	(\$6.1)	(\$6.2)
Interest on Borrowings	\$ms	(\$1.0)	(\$1.0)
Establishment Cost	\$ms	(\$0.9)	(\$1.3)
Recurring Impacts			
Operating Cash Expenses	\$ms	(\$8.1)	(\$5.9)
Operating Income	\$ms		\$0.0
Depr/Replacement	\$ms		(\$3.5)
Recurring Impacts Total	\$ms	(\$8.1)	(\$5.5)
Cash Surplus/(Deficit) - Cumulative vs Baseline	\$ms	(\$8.1)	(\$6.7)
Payback (Years)	Years	31	40

Graph 3: Duncraig north-west cumulative cash flows



It should be noted, however, that the cost to the community in the north-west section of Duncraig to underground power is on average as follows:

- \$5,333 (including interest) for Western Power owned lights.
- \$4,977 (including interest) for City owned lights.

Note that the values above relate only to the assumed household contribution of converting from overhead power of 38% (plus interest) and assume that the remaining 62% of the cost is borne by state and / or Western Power. The household cost of converting to City owned streetlights is assumed to be lower because the City would separately pay for that element.

Ownership of Lights

The City currently has 2,102 streetlights which it owns and operates in certain areas of the City. It should be noted that this figure will increase as the City delivers new streetlighting assets as part of its Capital Works Program which are not handed over to Western Power but retained as a City asset.

In recent years when projects have been undertaken, a direct comparison of costs when required to update or upgrade lighting has revealed that the City is able to deliver its own lighting at a much cheaper initial cost than Western Power.

By virtue of the undergrounding project itself, the pole mounted lights require replacement and historically Western Power has taken possession of the asset irrelevant of the party which paid for the initial outlay or the scale of this contribution. This is understood to be a term of the SUPP and NRUPP. An example of this is the underground power project within the Town of Cambridge, that whilst delivered and resulted in a saving compared to the initial budget for the community, millions of dollars of funded assets were gifted to Western Power, courtesy of the community.

While the lights are still effectively publicly owned, there are a number of concerns with this arrangement, namely level of service and response times, quality of street lighting levels, and long-term costs.

As Western Power looks after a huge network and determines their own level of service, maintenance response times and level of outcome satisfaction is varied, much to the frustration of the community. Unlike assets under the City's ownership and control, the City has no ability to improve level of service.

The quality of streetlighting is also a concern to the City, as Western Power state they are only obligated to comply with the standards from the day the lighting was installed and require any pro-active upgrades to be funded by the City. For non-programable LED lights or older HID discharge light fittings, the City or its ratepayers is required by Western Power to fund the installation of lighting shrouds (back plates) to block light penetration to properties.

As the City has a reasonable number of streetlights, the City is able to strike a balance between economies of scale and agility to adapt, whereas Western Power must plan for implications across its entire network which may limit its selection options when it comes to future LED upgrades. Therefore, the City's ownership of the lights allows for its electrical engineers to choose the correct fitting for the location, and not simply from a range of limited options across the wider network.

To demonstrate this difference in the quality of the lighting and levels of service between the standard Western Power LED fittings (Figure 1) and the City of Joondalup fittings (Figure 2), a comparison using lighting software in an area of Duncraig is provided below.

Figure 1: Western Power standard LED fittings



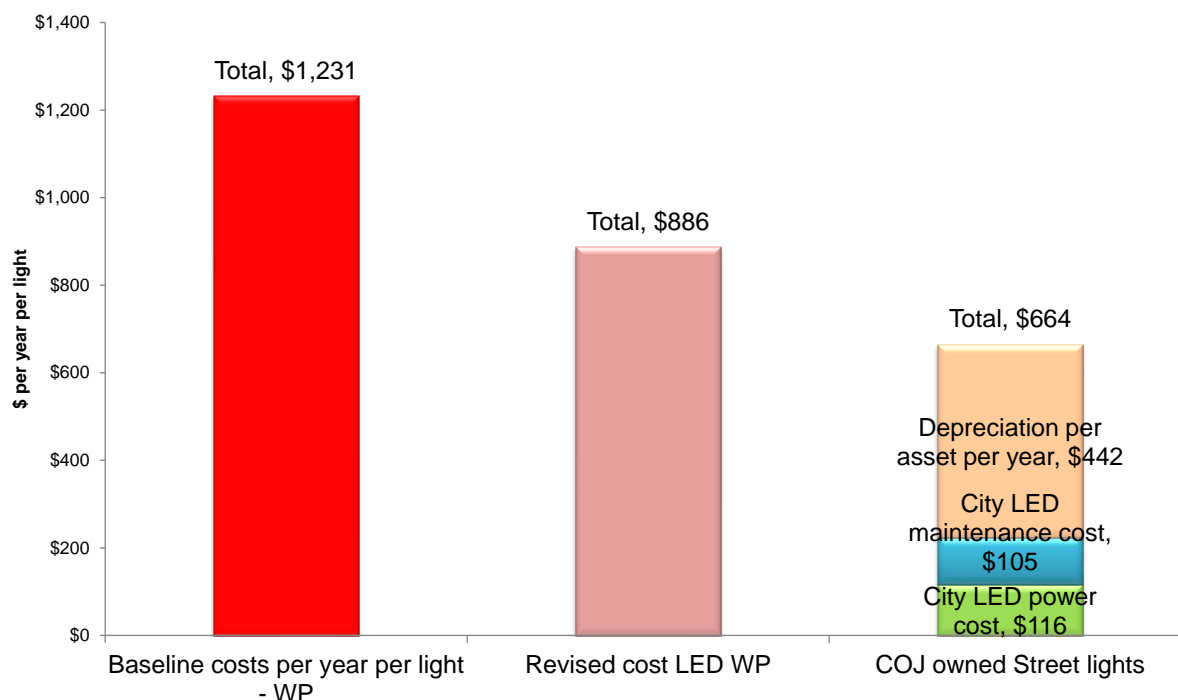
Figure 2: CoJ LED streetlight fittings



The areas in red indicates the minimum illumination required for the road network to meet compliance. As demonstrated in Figure 2 above, the City of Joondalup luminaires achieves greater connectivity of the lighting cover on the roadway when compared to the Western Power standard LED fittings as depicted in Figure 1 where connectivity (meeting the minimum standards) is not achieved. The areas in yellow, indicates the level of illumination which will be deemed obtrusive if within the adjacent residential property. Again, comparing the City's LED fittings which shows the yellow areas in the road reserve only whereas, the yellow areas with the Western Power fittings overlap the private property boundaries. This is due to the greater degree of variability in fittings and outputs the City has access to and control over.

Given the above, this best value may be achieved by the City considering installing its own stand-alone lighting as part of any underground power project or larger scale lighting resumption or replacement program. At present, a comparison of the current tariff imposed by Western Power for both their HID discharge globes, LED luminaires (light fittings) and the aggregate of the City's owned street lighting indicate that the latter is the most competitive at present and is detailed in Graph 4 below.

Graph 4: Cost comparison between Western Power and City owned streetlights – small light



A Strategic Position on Underground Power

The City does not currently have an overall position or strategy for underground power. Ideally, the City should strive to eventually underground all overhead powerlines. As such, a formal approach needs to be adopted to assist in both directing the administration and communicating with relevant stakeholders, including other levels of government and the community.

Vision

A draft Project Philosophy and Parameters document (Attachment 3 refers) has been developed which sets out the proposed vision, project objectives and dependencies/governance/sustainability. The proposed vision for the undergrounding of power project is:

“Underground Power to be installed in specified areas where is it supported by the majority of homeowners, financially sustainable and justified with a robust business case. The City will strive to maximise the financial and operational benefits of smart-metered LED streetlights throughout the City.”

Phases and Objectives.

It is proposed to phase the City's approach to achieve underground power on a project by project basis and in a consistent and equitable manner to best assess each area on its merit as the opportunity arises.

How projects will be selected will be determined in two ways – externally driven (Western Power) as opportunities are presented, or in instances of no external opportunities or competing projects through a prioritisation criterion, in much the same way the City develops other capital works programs.

As part of this, it is proposed to adopt a number of objectives which align with the project vision. These are as follows:

1. Convert to Underground Power
 - As many lots as possible converted from overhead power to underground power.
2. LED streetlights
 - As many non-LED streetlights as possible converted to LED.
 - Ideally the City would prefer to install, own, and operate their own LED streetlights as part of the conversion.
3. Financial Sustainability
 - The installation of underground power and conversion of streetlights to LED should provide a positive financial outcome to the City, or worse case break-even.
 - Ideally the City will not make any contribution to the conversion of overhead power network, other than the cost of city-owned streetlights.
4. Social and Economic Return on Investment (SROI)
 - The project would be expected to achieve significant benefits in proportion to the costs.
5. Householder Approval
 - Majority of households in proposed area approve.

Advocacy Position

As indicated earlier there is little financial benefit directly to local governments for underground power conversion, the majority of financial benefits go to households and Western Power, but local governments are expected to develop proposals, consult with households, collect household contributions, and potentially make a capital contribution.

Similar to determining capital works, the City also uses a prioritisation framework to score and rank major projects and advocacy priorities. The framework considers the potential financial impacts and social / economic return on investment. The Underground Power strategy was evaluated very highly and ranks sixth out of 46 projects that were scored. This emphasises the priority that the City should allocate for this strategy and working with Western Power to convert as many lots to underground power as possible.

Without a special area rate for those still with overhead power, any capital contribution by the City would in effect be a sum that all ratepayers in the City would be paying, so this means that those households who already have underground power (included in their initial lot purchase price) are contributing towards other suburbs. This may appear unequitable.

It is therefore preferable that the City seeks to minimise its own contribution towards any project. The City should therefore develop an advocacy position to maximise the contribution from state and Western Power:

“The City of Joondalup has approximately one third of its households with overhead power lines. This infrastructure is less reliable and less safe than underground power and a detriment to the street amenity. The City is keen to work collaboratively with households, developers and Western Power to develop projects which provide benefits to Western Power with reduced maintenance and improved reliability. Underground power projects provide significant economic benefits via employment so there should be a rolling program throughout the state. The City therefore encourages the State Government and Western Power to maximise its contribution to underground power projects.”

Funding

The City at present has an operating deficit but excluding depreciation has a positive operating cashflow. The City is able to set aside funds each year to the Asset Renewal Reserve (renewal of existing assets) and Strategic Asset Reserve (large, new infrastructure). Consideration should be given to create a new Utilities Reserve to provide ‘seed money’ for undergrounding power as they arise which has the potential to make better use of existing reserve funding to reduce operating expenditure and mitigate the burden on ratepayers in the future.

Issues and Options Considered

There are several key issues that will need to be considered by Council for the undergrounding of power within the City of Joondalup.

1 Underground Power Project Vision, Advocacy Position, and Project Philosophy and Parameters

Option 1A Endorse the underground power project vision, advocacy position, and project philosophy and parameters. This is important to assist in directing the City’s approach and provide clear guidance for the successful implementation of this program. It will also ensure that community expectations are managed over the life of the project which will take a long time to complete. This is the recommended option.

Option 1B Not endorse the underground power project vision, advocacy position and project philosophy and parameters.

2 Streetlights

Option 2A Supports the preference that all streetlights throughout the City should be smart metered, LED City owned streetlights. Based on the financial analysis this is the most viable and therefore the recommended option.

Option 2B Does not support the preference that all streetlights throughout the City should be smart metered, LED City owned streetlights.

3 Contribution to Future Assets

Option 3A Supports the preferred position to only contribute to assets that will be owned by the City when developing and delivering the undergrounding power program. Based on the financial analysis, this is the recommended option.

Option 3B Does not support the preferred position to only contribute to assets that will be owned by the City.

4 City Utilities Reserve

Option 4A Supports the further development of a City Utilities Reserve to fund improvements to utility infrastructure that will provide recurring financial and environmental benefits to the City. This may include the conversion of existing Western Power owned streetlights to City owned streetlights. The reserve may also be used to fund loans to household for the upfront, one-off cost of converting overhead power to underground power. Savings generated from utility projects funded by the reserve can be paid back into the reserve to assist funding future utility improvements. It is recommended that the creation of this reserve be listed for consideration during the development of the draft 2022-23 annual budget.

Option 4B Does not support an option to develop a City Utilities Reserve. Without the creation of this reserve the status quo will be maintained, and any future undergrounding projects will be subject to the timing dictated by the state government and Western Power.

If the recommended options are supported, the next step will be to develop a business case detailing the following:

- The conversion of an area to smart metered, LED City owned streetlights.
- The conversion of an area from overhead powerlines to underground power including the installation of smart metered, LED City owned streetlights.
- Contribution by Local Government / Households. The scheme requires a number of stakeholders to facilitate the project, with oversight from Western Power and Project Management by the LGA. LGAs are expected to collect the individual household contributions and pay as a whole to Western Power, or the successful contractor, together with any contribution made by the Local Government. Due to the nature of the projects and uncertainty around timing if successful, resources may need to be budgeted to facilitate the project management.
- Household contribution/affordability – as the City is seeking to minimise its contribution this may place a higher burden on households. If the State and Western Power maintain a stance that any project requires at least a 50% contribution from Local Government / Households if one considers the SUPP scheme; potentially requiring \$6,000 from each household if the City did not contribute anything. The higher contribution that is made by Local Government / Households, the greater the chance of success of a project being approved so the required sum from households could be even higher than \$6,000 (if more than 50% approved). It is noted that the NRUPP scheme contribution from the state government is dependent on the works proposed, and generally assumed to be less than 50%.

It would be vital for the City to consider innovative ways to help households pay for this, particularly during these volatile economic conditions. The City could consider different payment methods as follows:

- Service Charge.
- Specified Area Rating.
- Repaid over 10 years.
- Repaid in monthly instalments.
- City could arrange borrowings to cover the 10 year repayment period, and based on today's rates, the interest costs would be relatively minor.
- Estate – as a last resort for those households unable to afford the contribution but are compelled due to the majority approval, the cost could form part of the estate debt and is payable on death.

- Other infrastructure (roads, paths, lighting, streetscapes, medians) – the City should evaluate whether there is other infrastructure in the street that would be worth renewing, replacing, or upgrading at the same time as the overhead power lines are removed, for example, footpath rehabilitation. However, the project objectives specify that any project must provide a financial benefit, or at worst break-even, on the City's operating results so it would not be within the parameters if there was upgrade infrastructure which resulted in new operating expenses and new depreciation and worsened the City's operating results.
- Recurring financial savings that rely on third parties, for example, Western Power, should be guaranteed in advance, especially if the potential savings are being used to justify an upfront commitment by the City. An example is that the City replaces Western Power lighting with its own, forecasting a saving on Western Power tariff charges, only for Western Power to increase the charge and negate any savings.
- Battery technology – there is the possibility that battery technology improves in the years ahead and the cost of storing solar power reduces significantly. This could potentially provide an alternative solution to the removal of overhead power lines.

Options Within Each Business Case

Each business case will evaluate options such as:

- do nothing
- implement Underground Power in all households within the specified area, with Western Power owned streetlights
- implement Underground Power with city-owned streetlights
- City capital contribution either zero or some other specified sum
- alternative funding options for the City and for households (borrowings, reserves)
- timescales for implementation – there may be different options for implementation depending on capacity, affordability.

Legislation / Strategic Community Plan / Policy Implications

Legislation Not applicable.

Strategic Community Plan

Key theme Quality Urban Environment.
Financial Sustainability.

Objective Quality built outcomes.
Major project delivery.

Strategic initiative

- Buildings and landscaping are suitable for the immediate environment and reflect community values.
- Optimise funding options for new projects that take advantage of favourable economic conditions.

Policy Not applicable.

Risk Management Considerations

The costs of overhead power conversion can vary depending on the following factors:

- Network requirements – with certain areas needing additional transformers and so forth.
- Site requirements – unknowns in certain areas means issues such as limestone cap rock may increase or vary cost as projects are scoped.
- Number of existing connections – over time number of already delivered connections may change affecting the overall aggregated cost.

It is therefore vital that Western Power fix the costs to households and local government as much as practicable, at the time the project is assessed.

A further risk is that community expectations are raised but the undergrounding project does not proceed. This could arise if less than 50% of the community supports the proposal or if the project is not approved by Western Power. The consultation materials provided to the community during the community engagement process needs to include clear information regarding the approval process by Western Power to ensure expectations are managed.

Financial / Budget Implications

The City has developed a flexible financial model that can be used to apply to ranges of scenarios or areas including the following:

- One suburb, partial suburb or overall City.
- Phasing assumptions altered.
- Funding of overhead power conversion toggled between households, Western Power, state and City.
- Escalation factors applied or evaluation in today's dollars.

The key outcomes of the financial model are listed as follows:

- Zero contribution from the City (via general rates) to underground power program is the preferred position.
- City owned streetlights are preferable to Western Power owned streetlights.
- All options to convert provide a benefit when compared to the do-nothing option.
- The City should advocate to State to contribute as much as possible to the conversion.
- A City Utilities Reserve should be considered to help fund utility infrastructure projects, support households, and to demonstrate that the city is business-case ready.

The City's approach would be to phase the underground power program on a project by project basis and in a consistent and equitable manner to best assess each area on its merit as the opportunity arises.

Regional Significance

The Perth Metropolitan area has over 40% of lots still serviced by overhead power lines whilst the City of Joondalup has approximately 33% so the City does fare slightly better than the average. However, there are some local governments that have 100% underground lines and others that are actively pursuing conversion to 100%. It is vital that the City works with the state bodies to develop robust proposals.

Sustainability Implications

The conversion of overhead power lines has significant triple-line benefits as follows:

- Street trees easier to maintain, and able to grow larger increasing carbon capture.
- Electricity provision more efficient through less energy loss.
- Economic benefits achieved through the one-off investment.

With respect to the provision of upgraded LED street lighting, additional environmental benefits are also anticipated through reduced consumption of electricity.

Recent assessment by the City of Cockburn, which has 14,310 lights throughout its area, estimated that LED conversions by Western Power would see a 49.7% drop in total CO² emissions for the City, equating to a reduction of 2,781 tonnes.

Were the City to pursue LED lighting conversions as both part of underground power projects, and LED lighting conversions within existing underground power areas, the City would be expected to achieve similar if not better results through even more efficient lighting offerings than Western Power is currently able to provide.

Consultation

Engagement with stakeholders such as Western Power and the affected community within the areas proposed for underground power will be considered during the development of the specific project for that area.

COMMENT

Although the City has undertaken research and developed a financial model further investigation will be required before any firm decisions can be made regarding the delivery of a specific undergrounding power project. Key issues that require further evaluation include the following:

- Ownership of streetlights – legal and contractual rights of ownership between local government and Western Power.
- Overhead power conversion – next stages proposed by Western Power for conversion under its current or future programs.
- Funding options including the creation of a City Utilities Reserve.
- Stakeholder management.
- Implementation approach and prioritisation.

In order to ensure that the City is in a position to avail itself of any future funding rounds and to ensure the successful implementation of an undergrounding power program, it is essential that the City has a clear strategy and approach endorsed by Council.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **NOTES** that there are currently three programs to underground power managed by Western Power;
- 2 **ADOPTS** the Vision for the City of Joondalup Underground Power Program as follows:
 - 2.1 ***“Underground Power to be installed in specified areas where is it supported by the majority of homeowners, financially sustainable, and justified with a robust business case. The City will strive to maximise the financial and operational benefits of smart-metered LED streetlights throughout the City.”;***

- 3 ADOPTS the Advocacy Position for the City of Joondalup Underground Power Program as follows:**
- 3.1** *“The City of Joondalup has approximately one third of its households with overhead power lines. This infrastructure is less reliable and less safe than underground power and a detriment to the street amenity. The City is keen to work collaboratively with households, developers and Western Power to develop projects which provide benefits to Western Power with reduced maintenance and improved reliability. Underground power projects provide significant economic benefits via employment so there should be a rolling program throughout the state. The City therefore encourages the State Government and Western Power to maximise its contribution to underground power projects.”;*
- 4 ADOPTS the City of Joondalup Underground Power Program - Project Philosophy and Parameters as detailed in Attachment 3 to Report CJ185-12/21;**
- 5 SUPPORTS the preference that all streetlights throughout the City of Joondalup should be smart-metered, LED City owned streetlights;**
- 6 SUPPORTS the preferred position to only contribute to assets that will be owned by the City when delivering the undergrounding power program;**
- 7 LISTS for consideration during the development of the draft 2022-23 Annual Budget the establishment of a “City Utilities Reserve”, for the following purpose:**
- 7.1** *“To fund improvements to utility infrastructure that will provide recurring financial and environmental benefits to the City. This may include the conversion of existing Western Power owned streetlights to City owned streetlights. The reserve may also be used to fund loans to households for the upfront, one-off cost of converting overhead power to underground power. Savings generated from utility projects funded by the reserve can pay back into the reserve and help fund future utility improvements.”;*
- 8 REQUESTS the Chief Executive Officer to prepare a business case detailing:**
- 8.1** Converting an area to smart-metered, LED City owned streetlights;
- 8.2** Converting an area from overhead power lines to underground power including the installation of smart-metered, LED City owned streetlights.

Appendix 11 refers

To access this attachment on electronic document, click here: [Attach11agn211214.pdf](#)

REPORT OF THE CHIEF EXECUTIVE OFFICER

CJ186-12/21

CONFIDENTIAL - APPOINTMENT OF DIRECTOR PLANNING AND COMMUNITY DEVELOPMENT

WARD

All

**RESPONSIBLE
DIRECTOR**

Mr James Pearson
Office of the CEO

FILE NUMBERS

86609, 101515

ATTACHMENT

Attachment 1 Confidential - Applicant Interview Notes
Attachment 2 Confidential - Applicant Details
Attachment 3 Confidential - Recommended Applicant CV
Attachment 4 Advertisement

(Please note: The Report and Attachments are confidential and will appear in the official Minute Book only)

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.

This report is confidential in accordance with Section 5.23(2)(b) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- Personal affairs of any person.

A full report is provided to Elected Members under separate cover. The report is not for publication.

URGENT BUSINESS

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NOTICE OF MOTION NO. 1 - CR ADRIAN HILL - PLAYING FIELDS AT BRAMSTON PARK, BURNS BEACH

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Hill has given notice of his intention to move the following Motion at the Council meeting to be held on 14 December 2021:

That the Council REQUESTS the Chief Executive Officer to prepare a report to be presented to the 2022 February Ordinary meeting of Council that reviews its decision of 13 July 2013 (CJ142-07/13 refers) that restricts the use of the playing fields at Bramston Park, Burns Beach for junior use only.

REASON FOR MOTION

Reasons for the notice of motion are as follows:

- A request has been received from the local soccer club (Kingsley Westside FC) to grant access for their senior women's teams to play matches at Bramston Park.
- Demand for senior sporting fields, especially those with supporting amenities (for example change rooms) that cater for female sport are at a premium across the City.
- Female soccer is a rapidly growing sport, especially as Perth is a host city for the 2023 FIFA Women's World Cup.
- The park and facility has been operating for a number of years with no issues raised by local community (indicative of good venue stewardship by the soccer club).
- If supported, any review would be subject to community consultation, including the option for a trial period of 12 months.

OFFICER'S COMMENT

The City would support a review of the current use of Bramston Park for senior use. The City's active reserves are currently under high demand so granting access to Bramston would alleviate this pressure to some degree. The facility also has facilities to accommodate both male and female sport, and with the growth of female participation in a number of sports access to Bramston Park would assist in catering for this growing demand.

The park and facility has been operating for approximately six years, with no significant complaints being received by the City for its use.

NOTICE OF MOTION NO. 2 - HON. MAYOR ALBERT JACOB, JP - PROPOSED SKATE PARK AT THE SITE OF THE OLD WOODVALE TROTTING TRACK, WOODVALE DRIVE, WOODVALE

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Mayor Jacob has given notice of his intention to move the following Motion at the Council meeting to be held on 14 December 2021:

That the Council REQUESTS the Chief Executive Officer to initiate development of a business case for the provision of a skate facility at the site of the old Woodvale Trotting Track on Woodvale Drive in Woodvale, noting:

- 1 An election commitment by the current State Government of \$800,000 as a contribution towards funding of the facility; and***
- 2 The City would liaise closely with the Western Australian Planning Commission and the Department of Biodiversity, Conservation and Attractions as part of the business case.***

REASON FOR MOTION

There is a long-standing election commitment from the State Government to deliver a skate park in the electorate of Kingsley which includes an \$800,000 funding commitment to deliver this project. Several potential sites have been considered at a desktop level and there have been extensive discussions with local stakeholders, residents and the Member for Kingsley around potential locations.

The most suitable site is one which is highly visible and meets the accessibility needs of users but also has a minimal impact on existing landowners within the vicinity. I believe that the old trotting track on Woodvale Drive in Woodvale best meets the various siting considerations for a local skate park, as do many other local stakeholders.

As this is not a site currently under the management of the City of Joondalup, the CEO will require a decision of the Council to progress the development of a business case which further examines this site. It is also acknowledged in the above motion that any progress would also be conditional on the support of the Western Australian Planning Commission and the Department of Biodiversity, Conservation and Attractions. It would also be advisable to liaise closely with the Member for Kingsley around any progress of the skate park proposal at this site.

Finally, the motion only seeks to commence the development of a business case. It is acknowledged that extensive community consultation and engagement would also need to be done before any proposal progressed to further stages. I respectfully ask for the Council's support for this motion.

OFFICER'S COMMENT

The current State Government has committed an amount of \$800,000 for a skate park in the Kingsley Electorate. The local MLA has indicated a strong preference for this skate park to be located at the old Woodvale Trotting Track.

The City would need to prepare a business case for such a proposal to gain an understanding of likely capital and future maintenance costs of such a facility, any heritage or environmental implications, and the level of community support. Council's support for the outcomes of a business case would be required before any detailed design or construction of a skate facility at the Woodvale Trotting Track.

There is currently no funding budgeted for such a business case, which is likely to cost around \$40,000 to \$50,000. The Department of Local Government, Sport and Cultural Industries has confirmed it would be acceptable for the City to use part of the \$800,000 committed for construction of the facility, for the costs of preparation of the business case.

Internal staff resources would also need to be allocated for the preparation of the business case.

NOTICE OF MOTION NO. 3 - CR JOHN RAFTIS - ENTERPRISE AGREEMENTS

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Raftis has given notice of his intention to move the following Motion at the Council meeting to be held on 14 December 2021:

That the Council REQUESTS the Chief Executive Officer to submit all City of Joondalup Enterprise Bargaining Agreements to the Council for ratification.

REASON FOR MOTION

Employment costs is the largest expense line item for the City of Joondalup and has a budget of \$66 million in 2021-22, up 3.26% from a budget of \$64.1 million in 2020-21, and actual costs were \$61.9 million in 2020-21.

The City is currently reviewing and negotiating the Enterprise Bargaining Agreements with the various aspects of its workforce as per below:

- Inside Enterprise Agreement
- Outside Enterprise Agreement
- Leisure Centres Casual Agreement
- Building Maintenance Enterprise Agreement

I understand this process involves the employer (the City of Joondalup), employees and their bargaining representatives.

Elected Members are responsible to, as a group, deliver on the roles of Council, which include, as per the LGA below:

2.7 Role of council

(1) *The council –*

- (a) *governs the local government's affairs, and*
- (b) *is responsible for the performance of the local government's functions.*

(2) *Without limiting subsection (1), the council is to –*

- (a) *oversee the allocation of the local government's finances and resources;*
and
- (b) *determine the local government's policies.*

5.2 Administration of local governments

The council of a local government is to ensure that there is an appropriate structure for administering the local government.

It is clear that the Council has a role in oversight for the allocating of finances and resources, and surely there is no larger resource for the City than its people, and the employment costs is the City's largest line item on the Statement of Comprehensive Income. Surely the Council should have a role in setting some guidelines and / or ratifying the end agreement negotiated on its behalf by the Chief Executive Officer?

When I queried the process with the administration, I was advised by the Director Governance and Strategy re the enterprise bargaining negotiations:

"Information on proposed wage increases and the outcomes of same presented to Council through the budget process and strategic financial plan."

So, if Council is being advised via the Strategic Financial Plan then surely that would be made clear and require endorsement? In fact, in the advice from the meeting papers in July 2021 for the Strategic Financial Plan (page 98 minutes of meeting):

"Risk Management Considerations

The plan is based on many assumptions. There is a risk that those assumptions may not come to pass, however, the draft 10 Year SFT is a planning tool and the City is not committed to anything in the plan by virtue of endorsing the document. Periodic reviews and updates of the plan will ensure that it remains a relevant and useful document to manage the City's financial affairs into the future."

So, the SFP papers stated that even if the SFP was endorsed it would not commit the City. If that is the case, how exactly are we able to commit to this future expenditure?

To add to this, I also understand from regular advice from the administration, that the City is not able to budget for more than the next financial year, and yet we are apparently permitting the CEO, without Council ratification, to commit to salary increases for the years ahead prior to Council being presented with any such budget or even approving the agreement?

There should be no issues with privacy in having the agreements presented to Council, after all no individuals are named and these are group negotiations.

All I am asking is that this process deliver on the City's Primary Values of "Transparent", "Accountable", "Honest", "Sustainable" and "Professional", and I ask that fellow Elected Members support this motion.

OFFICER'S COMMENT

The City of Joondalup has the following Enterprise Bargaining Agreements (EBA) in place:

- Inside Enterprise Agreement (nominal expiry date 30 June 2022).
- Outside Enterprise Agreement (nominal expiry date 30 June 2021).
- Leisure Centres Casual Workforce Enterprise Agreement (nominal expiry date 30 June 2019).
- Building Maintenance Enterprise Agreement (nominal expiry date 31 December 2023).

Enterprise bargaining is the process of negotiation generally between the employer, employees and their bargaining representatives with the goal of making an enterprise agreement. The *Fair Work Act 2009* establishes a set of clear rules and obligations about how this process is to occur, including rules about bargaining, the content of enterprise agreements, and how an agreement is made and approved.

<https://www.fairwork.gov.au/tools-and-resources/fact-sheets/rights-and-obligations/enterprise-bargaining>

The City follows this process, and its agreements include the negotiation and approval terms within the agreements themselves.

There are two particularly significant features of the City's EBAs that should be noted:

- 1 None of the EBAs apply to the Chief Executive Officer (CEO) of the City of Joondalup. The exclusion of the CEO from any of the agreements is a factor in considering the respective roles of the Council and CEO in the EBA process.
- 2 The rate of pay increases covered by each of the agreements are generally within the estimated increases in employee costs as set out in the Council's annual budget and Strategic Financial Plan. The parameters established within the Strategic Financial Plan along with prevailing economic and industrial circumstances at the time of negotiation are factors in establishing 'boundaries' as part of the agreement negotiations.

Role of the Council and CEO

In determining whether, and if so to what extent, the Council has a decision-making role in relation to the making of EBAs, it is necessary to consider the respective statutory roles of the Council and CEO, particularly in relation to the financial aspects, and other employment terms and conditions aspects.

S2.7 of the *Local Government Act 1995* sets out the role of the Council, detailed above in the Councillor's reason for the Notice of Motion.

The *Local Government Act 1995* gives Council the power and responsibility related to employment of the CEO (refer s5.36(2)). However, with regard all other staff the *Local Government Act 1995* gives the CEO the powers and responsibilities relating to employment matters, and in particular s5.36(3)(b) provides a person is not to be employed by a local government in any other position unless the CEO is satisfied with the proposed arrangements relating to the person's employment.

This is consistent with s5.41(g) of the *Local Government Act 1995* which provides that one of the CEO's functions is "to be responsible for the employment, management supervision, direction and dismissal of other employees (subject to s5.37(2) in relation to senior employees".

Legislative Provisions and Application

Insofar as the City's EBAs relate to the general terms and conditions of employment of City employees (not including the CEO), the *Local Government Act 1995* is clear that the powers and responsibilities relating to employment negotiation and agreement matters are exercisable, on behalf of the City, by the CEO.

The Council's only role in relation to terms and conditions of employment are those related to the employment of the CEO. The EBAs do not apply to the employment of the CEO.

With regard to the role of Council it is acknowledged that s2.7(2)(a) of the *Local Government Act 1995* provides that it is to "oversee the allocation of the local government's finances and resources". This includes the Council's oversight of the budget and Strategic Financial Plan.

The EBAs are negotiated subject to general parameters set out in the City's annual budget and Strategic Financial Plan, and as such the EBAs are entered into consistently with the exercise by the Council of its financial oversight function. Further, under the *Local Government Act 1995* the CEO has an obligation to provide the Council with information to ensure the Council can make informed decisions. This includes providing information about wages and salaries and the outcome of enterprise bargaining negotiations where those outcomes could affect the City's

financial position. Again, this information is provided through the annual budget process and development of the City's Strategic Financial Plan.

Finally, the City is the employer under the *Local Government Act 1995* and the *Fair Work Act 2009*. The City cannot appoint the Council as its bargaining representative under the *Fair Work Act 2009* because the Council is neither the employer nor a 'person' contemplated as a bargaining representative to enterprise agreements under the *Fair Work Act 2009* (S176(1)d).

NOTICE OF MOTION NO. 4 - CR DANIEL KINGSTON - AMENDMENT TO THE CITY OF JOONDALUP MEETING PROCEDURES LOCAL LAW 2013

In accordance with Clause 4.6 of the *City of Joondalup Meeting Procedures Local Law 2013*, Cr Kingston has given notice of his intention to move the following Motion at the Council meeting to be held on 14 December 2021:

That the Council REQUESTS the Chief Executive Officer to investigate and prepare a report on amending the City of Joondalup Meeting Procedures Local Law 2013 in relation to:

1 Amending clause 10.2(2):

“The mover of a motion stated in paragraph (b) or (h) of clause 10.1 may not speak to the motion, the seconder is not to speak other than to formally second the motion, and there is to be no debate on the motion,”

and removing the reference to paragraph (h) of clause 10.1;

2 Amending any other clauses of the Meeting Procedures Local Law 2013, as necessary, so that a mover of the procedural motion stated at clause 10.1 paragraph (h) may speak to the motion.

REASON FOR MOTION

To request a report on amending the City of Joondalup *Meeting Procedures Local Law 2013* (the Local Law) to allow members who disagree with a ruling on a point of order and who decide to move the procedural motion at paragraph (h) of clause 10.1 “that the ruling of the presiding member be disagreed with” to be able to speak to the motion.

An amendment would allow the mover of the motion to speak to the motion before members vote and correct what may have been a mistake of fact or interpretation on the part of a presiding member when making a ruling.

The conduct of accountable, fair, open, and orderly meetings of a local government are important to fulfilling the principles and legislative requirements of the *Local Government Act 1995*.

The current procedure in the Local Law is when a point of order is raised a ruling is to be made by the presiding member. When a ruling has been made there is no debate or comment in accordance with clause 8.4(2)(a). A member who is the subject of a ruling on a point of order may move the procedural motion at clause 10.1(h) “that the ruling of the presiding member be disagreed with” to correct what may have been a mistake of fact or interpretation on the part of the presiding member when making a ruling. When the procedural motion at paragraph clause 10.1(h) is moved there is no debate on the motion in accordance with clause 10.2(2).

Clause 10.2(2) prevents a member who is the subject of a point of order from making an explanation to correct a mistaken point of order. A mistake of fact or interpretation in a ruling can only likely be remedied if the mover of the procedural motion is permitted to speak to the point of order and provide a correction.

Members who are the subject of points of order should be provided a greater level of procedural fairness and be allowed to speak to provide a correction if they choose to move a motion to disagree with a ruling of a presiding member.

Presiding members should be openly accountable to those whom they make rulings on points of order. Members should openly hear both sides when there is a dispute on a matter of fact or interpretation before a vote is made on a procedural motion to disagree with the presiding member.

The process to disagree with the ruling a presiding member should be orderly and so this motion recommends requesting a report to remove the reference to paragraph (h) of clause 10.1 at clause 10.2(2) of the Local Law and amend any other clauses of the Local Law as necessary to allow a member to speak to the procedural motion.

OFFICER'S COMMENT

At its meeting held on 16 February 2021 (CJ006-02/21 refers), Council received a report on the statutory review of its local laws, and resolved that amendments were required to, inter alia, the *City of Joondalup Meeting Procedures Local Law 2013*.

At a Strategy Session held on 3 November 2020, elected members were presented with a report (Item 2 refers) for discussion around the meeting procedures local law; the revised procedures adopted by Council in April 2020; as well as the public comments received during the local law review process. While most of the comments received during the consultation process related more to the Council adopted *Procedures for Briefing Sessions, Council / Committee Meetings and Electronic Meetings*, a range of amendments were highlighted by City officers, and generally accepted by elected members. There was no discussion at this Strategy Session about amending clause 10.2(2) to remove the reference to paragraph (h).

The administration notes the Department of Local Government's guideline '*A Guide to Meetings for elected members to support their effective participation in council and committee meetings*,' and their view that a mover and seconder can speak to a procedural motion "*That the ruling of the presiding member be disagreed with.*" The fact that the City's *Meeting Procedures Local Law 2013* is different is not necessarily an indication of the City not conforming with suggested practice, but rather that the Council had a different view when developing its local law. That being said, the proposed amendment can be supported should Council consider this will be beneficial to meeting procedures.

A *City of Joondalup Amendment Local Law 2021* has been prepared encompassing amendments to, inter alia, the *Meeting Procedures Local Law 2013*. A report will be presented to the Council meeting on 15 February 2022, seeking approval from Council to advertise the proposed *Amendment Local Law 2021*. The amendments to the *Meeting Procedures Local Law 2013* that Cr Kingston is requesting can be considered as part of the report to Council on 15 February 2022 regarding the *City of Joondalup Amendment Local Law 2021*.

NOTICE OF MOTION NO. 5 - CR SUZANNE THOMPSON - THE CREATION OF A REGISTER OF COMMUNICATIONS BETWEEN THE CITY AND KEY STAKEHOLDERS AND A REPORTING MECHANISM TO ENSURE ALL ELECTED MEMBERS ARE ABLE TO BE KEPT APPRAISED OF ANY SUCH CORRESPONDENCE

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 14 December 2021:

That Council REQUESTS that the Chief Executive Officer to prepare a report to consider:

- 1 The formulation of a Register of Formal Correspondence between our Chief Executive Officer, Mayor and Elected Members and Key Stakeholders of the City, for example Members of State and Federal Parliament, Presidents of Clubs and Associations and those proposing or carrying out significant projects in the City of Joondalup, and that a method of reporting to keep all Elected Members apprised of such correspondence be devised;***
- 2 That this report be brought back to a future Strategy Session for consideration by Council.***

REASON FOR MOTION

I believe that a register of such correspondence would help all Elected Members to be kept informed in a timely and transparent manner. While this information is publicly available in any case, a register of this correspondence would enable Elected Members to know that it has taken place in the first instance, along with the contents of these communications with our Key Stakeholders and any progress being made.

The request is not to action this register at this stage, but to form the basis of a discussion amongst Elected Members regarding ways to more effectively keep ourselves apprised of such important correspondence, such as proposals received and letters of support provided.

OFFICER'S COMMENTS

A report can be prepared for consideration at a future Strategy Session.

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**

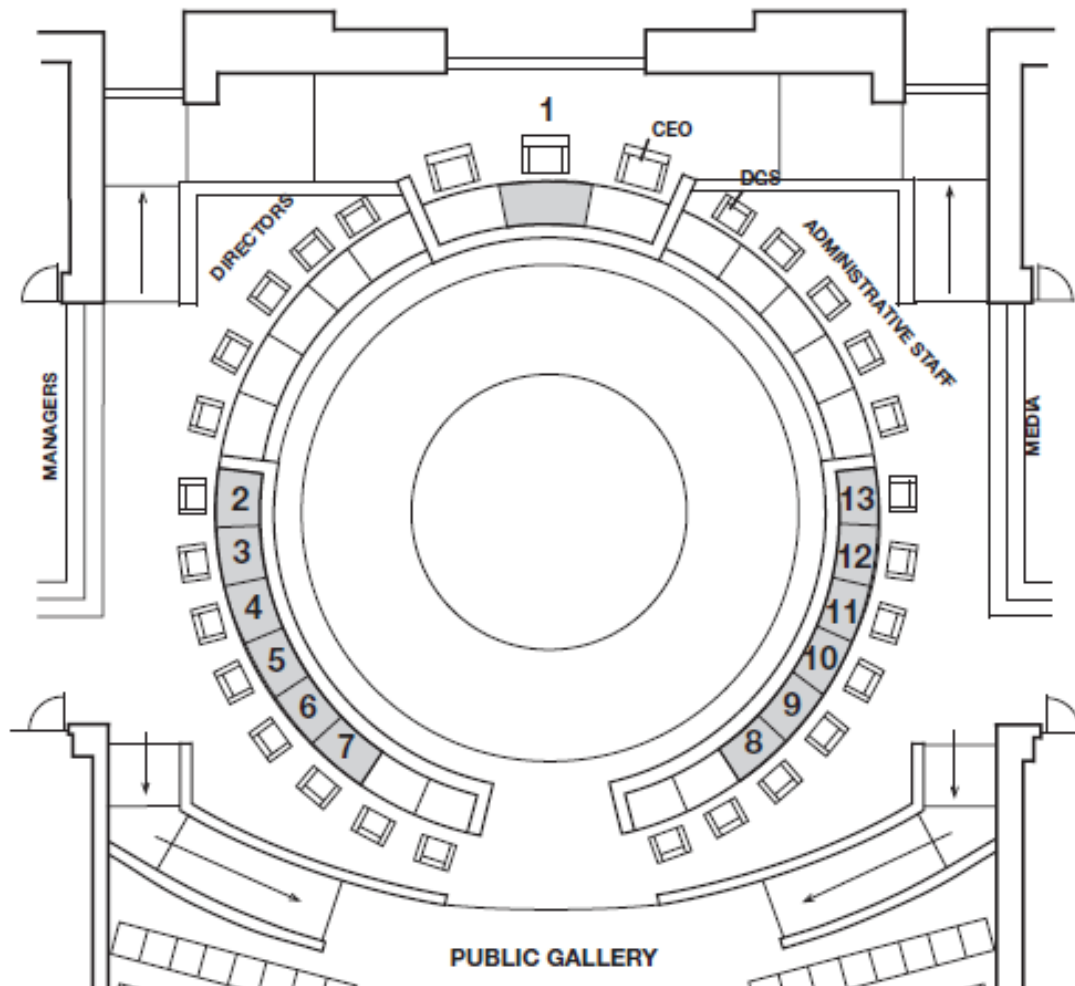
Name / Position		
Meeting Date		
Item No. / Subject		
Nature of Interest	Financial Interest * Proximity Interest* Interest that may affect impartiality*	<i>*Delete where not applicable</i>
Extent of Interest		
Signature		
Date		

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 10/25)

North Ward

- 2 Cr Adrian Hill (Term expires 10/25)
- 3 Cr Tom McLean, JP (Term expires 10/23)

North-Central Ward

- 4 Cr Daniel Kingston (Term expires 10/25)
- 5 Cr Nige Jones (Term expires 10/23)

Central Ward

- 6 Cr Christopher May (Term expires 10/25)
- 7 Cr Russell Poliwka (Term expires 10/23)

South-West Ward

- 8 Cr Christine Hamilton-Prime (Term expires 10/25)
- 9 Cr John Raftis (Term expires 10/23)

South-East Ward

- 10 Cr John Chester (Term expires 10/25)
- 11 Cr John Logan (Term expires 10/23)

South Ward

- 12 Cr Russ Fishwick, JP (Term expires 10/25)
- 13 Cr Suzanne Thompson (Term expires 10/23)