

agenda

Briefing Session

A BRIEFING SESSION WILL BE HELD IN THE COUNCIL CHAMBER, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP

ON TUESDAY 11 MARCH 2025

COMMENCING AT 6.30pm

JAMES PEARSON

Chief Executive Officer
7 March 2025

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

joondalup.wa.gov.au

PUBLIC QUESTION TIME

Residents and / or ratepayers of the City of Joondalup are requested to lodge questions in writing by **9.00am on Monday, 10 March 2025.**

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

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.

BRIEFING SESSIONS

The following procedures for the conduct of Briefing Sessions were adopted at the Council meeting held on 20 September 2022:

INTRODUCTION

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

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

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

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

PURPOSE OF BRIEFING SESSIONS

Briefing Sessions will involve Elected Members, employees as determined by the Chief Executive Officer and external advisors (where appropriate) and will be open to the public.

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

GENERAL PROCEDURES FOR BRIEFING SESSIONS

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

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

-
- 4 The Mayor is to be the Presiding Member at Briefing Sessions. If the Mayor is unable or unwilling to assume the role of Presiding Member, then the Deputy Mayor may preside at the Briefing Session. If the Deputy Mayor is unable or unwilling, those Elected Members present may select one from amongst themselves to preside at the Briefing Session.
 - 5 There is to be no debate among Elected Members on any matters raised during the Briefing Session.
 - 6 Relevant employees of the City will be available to make a presentation or respond to questions on matters listed on the agenda for the Briefing Session.
 - 7 All Elected Members will be given a fair and equal opportunity to participate in the Briefing Session.
 - 8 The Presiding Member will ensure that time is made available to allow for all matters of relevance to be covered.
 - 9 Good governance principles recommend that Elected Members, employees and relevant consultants shall disclose their interests on any matter listed for the Briefing Sessions. 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 for Council Members, Committee Members and Candidates* and *Code of Conduct for Employees*.
 - (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 notes kept for the Briefing Session.
 - (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 Briefing Sessions. As no decisions are made at a Briefing Session, the record need only be a general record of the items covered but shall record any disclosure of interests as declared by individuals. A copy of the record is to be forwarded to all Elected Members.

PROCEDURES FOR PUBLIC QUESTION TIME AT BRIEFING SESSIONS

The following procedures for the conduct of Public Question Time at Briefing Sessions were adopted at the Council meeting held on 20 September 2022:

Questions asked verbally

- 1 Members of the public are invited to ask questions at Briefing Sessions.
- 2 Questions asked at a Briefing Session must relate to a report contained in the agenda.
- 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 person, 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. Public question time is declared closed following the expiration of the allocated 15 minute time period, or earlier if there are no further questions. The Presiding Member may extend public question time in intervals of 10 minutes, but the total time allocated for public question time is not to exceed 35 minutes in total.
- 8 Questions are to be directed to the Presiding Member and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or to be defamatory on a particular Elected Member or City employee. The Presiding Member shall decide to:
 - accept or reject any question and 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 Briefing Session.
- 9 Where an Elected Member is of the opinion that a member of the public is:
 - asking a question at a Briefing Session that is not relevant to a report listed in the agenda;
 - or
 - making a statement during public question time,they may bring it to the attention of the Presiding Member who will make a ruling.

- 10 Questions and any responses will be summarised and included in the agenda of the next Briefing Session.
- 11 It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). 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.

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

- 1 Only City of Joondalup **residents and/or ratepayers** may submit questions to the City in writing.
- 2 Questions **must** relate to a report contained in the agenda.
- 3 The City will accept a maximum of five 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 Briefing Session will be responded to, where possible, at the Briefing Session. These questions, and their responses, will be distributed to Elected Members and made available to the public in written form at the meeting.
- 5 The Presiding Member shall decide to accept or reject any written question and 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 the Briefing Session will be taken on notice. In this case, a written response will be provided as soon as possible and included in the agenda of the next Briefing Session.
- 8 A person who submits written questions may also ask questions at a Briefing Session and questions asked verbally may be different to those submitted in writing.
- 9 Questions and any response will be summarised and included in the agenda of the next Briefing Session.

- 10 It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act). 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.

DISCLAIMER

Responses to questions asked verbally are provided in good faith and as such, should not be relied upon as being either complete or comprehensive.

PROCEDURES FOR PUBLIC STATEMENT TIME AT BRIEFING SESSIONS

The following procedures for the conduct of Public Statement Time at Briefing Sessions were adopted at the Council meeting held on 20 September 2022:

- 1 Members of the public are invited to make public statements verbally at Briefing Sessions.
- 2 Statements made at a Briefing Session must relate to a report contained in the agenda.
- 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 if there are no further statements.
- 7 Statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or City employee.
- 8 Where an Elected Member is of the opinion that a member of the public is making a statement at a Briefing Session, that is not relevant to a report listed in the agenda, they may bring it to the attention of the Presiding Member who will make a ruling.
- 9 Public statements will be summarised and included in the agenda of the next Briefing Session.

PROCEDURES FOR DEPUTATIONS

The following procedures for the conduct of Deputations at Briefing Sessions were adopted at the Council meeting held on 20 September 2022:

- 1 Prior to the agenda of a Briefing Session being discussed by Elected Members, members of the public will be provided an opportunity to make a deputation at the Briefing Session.
- 2 Members of the public wishing to make a deputation at a Briefing Session may make a written request to the Chief Executive Officer, through the on-line form on the City's website, by close of business on the working day immediately prior to the scheduled Briefing Session.
- 3 Deputation requests are to be approved by the Presiding Member and must relate to a report listed in the agenda of the Briefing Session. The City will confirm with the person if a deputation request is approved including any limitations that apply.
- 4 Any visual presentation in support of the deputation (such as a PowerPoint presentation) must be received by the City no later than 12.00 noon on the day of the Briefing Session. No other information or material will be distributed to Elected Members at the Briefing Session.
- 5 A deputation may consist of no more than five people, only three of which may address the Briefing Session. Other parties of the Deputation may be called on by the Elected Members to respond to questions should they so wish.
- 6 A maximum time of one hour will be set aside for all deputations at Briefing Sessions. Each deputation can address the Briefing Session up to a maximum period of 15 minutes (including time for Elected Member questions) however the Presiding Member may reduce this time where the number of approved deputations would exceed the maximum one hour limit set aside for deputations.
- 7 Statements made during a deputation 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 A person that forms part of a deputation is prevented from making a public statement at the Briefing Session on the same matter.

RECORDING AND LIVE-STREAMING OF THE PROCEEDINGS OF THE BRIEFING SESSION

In accordance with the *Recording and Live-Streaming of Council Meetings Council Policy*, this meeting will be video recorded and live-streamed on the City's website, with the exception of confidential items and periods of adjournment as determined by the Presiding Member.

Cameras have been positioned in such a way as to avoid members of the public however, by being present at this meeting, members of the public consent to the possibility that their image may be live-streamed to the public. Recordings will also be made available on the City's website following the meeting.

The official record of the meeting will be the written minutes kept in accordance with the *Local Government Act 1995* and any relevant regulations.

TABLE OF CONTENTS

1	ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS	13
2	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	13
3	DECLARATIONS OF FINANCIAL INTEREST / PROXIMITY INTEREST / INTEREST THAT MAY AFFECT IMPARTIALITY.....	13
4	DEPUTATIONS.....	14
5	PUBLIC QUESTION TIME	14
6	PUBLIC STATEMENT TIME	14
7	APOLOGIES AND LEAVE OF ABSENCE	14
8	CONFIRMATION OF MINUTES	14
9	ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION	14
10	IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC	15
11	PETITIONS	15
11.1	PETITION IN RELATION TO THE REMOVAL OF THE VERGE TREE AT THE INTERSECTION OF TAFT STREET AND HILLWOOD AVENUE, WARWICK, NEXT TO HILLWOOD PARK.	15
12	REPORTS	16
12.1	DEVELOPMENT AND SUBDIVISION APPLICATIONS - JANUARY 2025 (WARD - ALL).....	16
12.2	CITY CENTRE PARKING FEES STRATEGY (WARD - NORTH)	20
12.3	EXECUTION OF DOCUMENTS (WARD - ALL).....	33
12.4	CONFIDENTIAL - STATUS OF LEGAL ACTIONS REPORT (WARD - ALL)	36
12.5	STATUS OF COUNCIL DECISIONS - MARCH 2025 (WARD - ALL)	37
12.6	STATUS OF PETITIONS (WARD - ALL).....	40
12.7	LOCAL GOVERNMENT ELECTIONS - APPOINTMENT OF WA ELECTORAL COMMISSIONER (WARD - ALL)	42
12.8	MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 23 JANUARY 2025 (WARD - ALL).....	49
12.9	LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2025 (WARD-ALL).....	81
12.10	FINANCIAL ACTIVITY STATEMENT FOR JANUARY 2025 (WARD - ALL).....	84

12.11	CARD TRANSACTIONS FOR THE MONTH OF JANUARY 2025 (WARD - ALL).....	91
13	REPORTS OF COMMITTEES.....	94
13.1	POLICY COMMITTEE - 17 FEBRUARY 2025.....	94
13.1.1	LOCAL PLANNING STRATEGY REVIEW - PHASE 3 COMMUNITY CONSULTATION PLAN (WARD - ALL).....	94
13.1.2	PROPOSED PERCENT FOR ART LOCAL PLANNING POLICY (WARD – ALL).....	102
13.1.3	PROPOSED REVOCATION OF THE CURRAMBINE STRUCTURE PLAN AND KINROSS NEIGHBOURHOOD CENTRE STRUCTURE PLAN (WARD - NORTH).....	109
13.1.4	PROPOSED AMENDMENTS TO THE PRIVATE COMMUNITY PURPOSES ZONE LOCAL PLANNING POLICY (WARD - ALL).....	120
13.1.5	PROPOSED REVOCATION OF THE SHEPPARD WAY STRUCTURE PLAN (WARD - SOUTH).....	127
13.1.6	PROPOSED SHORT-TERM RENTAL ACCOMMODATION AMENDMENT TO LOCAL PLANNING SCHEME NO. 3 AND AMENDMENTS TO THE SHORT-TERM ACCOMMODATION LOCAL PLANNING POLICY (WARD - ALL).....	134
13.1.7	ELECTIONS CARETAKER COUNCIL POLICY REVIEW (WARD - ALL).....	144
13.1.8	PROPOSED COUNCIL POLICY - EMERGENCY DONATIONS (WARD - ALL).....	150
13.1.9	VENUE HIRE FEES AND CHARGES POLICY REVIEW (WARD - ALL).....	156
13.2	AUDIT AND RISK COMMITTEE - 24 FEBRUARY 2025.....	182
13.2.1	2024 COMPLIANCE AUDIT RETURN (WARD - ALL).....	182
13.2.2	PUBLIC SECTOR COMMISSION INTEGRITY EDUCATION THEMATIC REVIEW (WARD - ALL).....	187
14	REPORTS OF THE CHIEF EXECUTIVE OFFICER.....	190
15	URGENT BUSINESS.....	190
16	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....	190
17	ANNOUNCEMENT OF NOTICES OF MOTION FOR THE NEXT MEETING.....	190
18	CLOSURE.....	190

CITY OF JOONDALUP – BRIEFING SESSION

To be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday 11 March 2025** commencing at **6.30pm**.

ORDER OF BUSINESS

1 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.

2 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

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

2.1 DISCLOSURES OF INTEREST AFFECTING IMPARTIALITY

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

Name / Position	Cr Adrian Hill.
Meeting Type	Briefing Session.
Meeting Date	11 March 2025.
Item No. / Subject	13.1.9 – Venue Hire Fees and Charges Policy Review (Ward - All).
Nature of Interest	Interest of Impartiality.
Extent of Interest	Cr Hill has routine engagement with the Joondalup Brothers as they are members of Arena Community Sports and Recreation Association (ACSRA) and based in North Ward.

Name / Position	Cr Phillip Vinciullo.
Meeting Type	Briefing Session.
Meeting Date	11 March 2025.
Item No. / Subject	13.1.9 – Venue Hire Fees and Charges Policy Review (Ward - All).
Nature of Interest	Interest of Impartiality.
Extent of Interest	Cr Vinciullo is president of the Joondalup Symphony Orchestra, Whitford Senior Citizen Venue.

4 DEPUTATIONS

5 PUBLIC QUESTION TIME

6 PUBLIC STATEMENT TIME

7 APOLOGIES AND LEAVE OF ABSENCE

7.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Rohan O'Neill	3 March to 12 March 2025 inclusive.
Cr Christine Hamilton-Prime, JP	19 March to 30 March 2025 inclusive.
Cr Daniel Kingston	2 April to 6 April 2025 inclusive.
Cr Phillip Vinciullo	3 April to 25 April 2025 inclusive.
Mayor Albert Jacob, JP	22 April to 24 April 2025 inclusive.
Cr Nige Jones	13 May to 22 May 2025 inclusive.

8 CONFIRMATION OF MINUTES

9 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

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

11 PETITIONS

11.1 PETITION IN RELATION TO THE REMOVAL OF THE VERGE TREE AT THE INTERSECTION OF TAFT STREET AND HILLWOOD AVENUE, WARWICK, NEXT TO HILLWOOD PARK.

A 77 signature petition has been received from residents of the City of Joondalup in relation to the removal of the verge tree at the intersection of Taft Street and Hillwood Avenue, Warwick, next to Hillwood Park.

12 REPORTS

12.1 DEVELOPMENT AND SUBDIVISION APPLICATIONS – JANUARY 2025 (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	07032, 101515
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 January 2025.

EXECUTIVE SUMMARY

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

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

This report identifies the development applications determined by the administration under delegated authority powers during January 2025 (Attachment 1 refers), as well as the subdivision application referrals processed by the City during January 2025 (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 28 May 2024 (CJ118-05/24 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 January 2025 is shown in the table below:

Type of subdivision referral	Number of referrals	Potential additional new lots
Subdivision applications	3	4
Strata subdivision applications	5	5
TOTAL	8	9

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

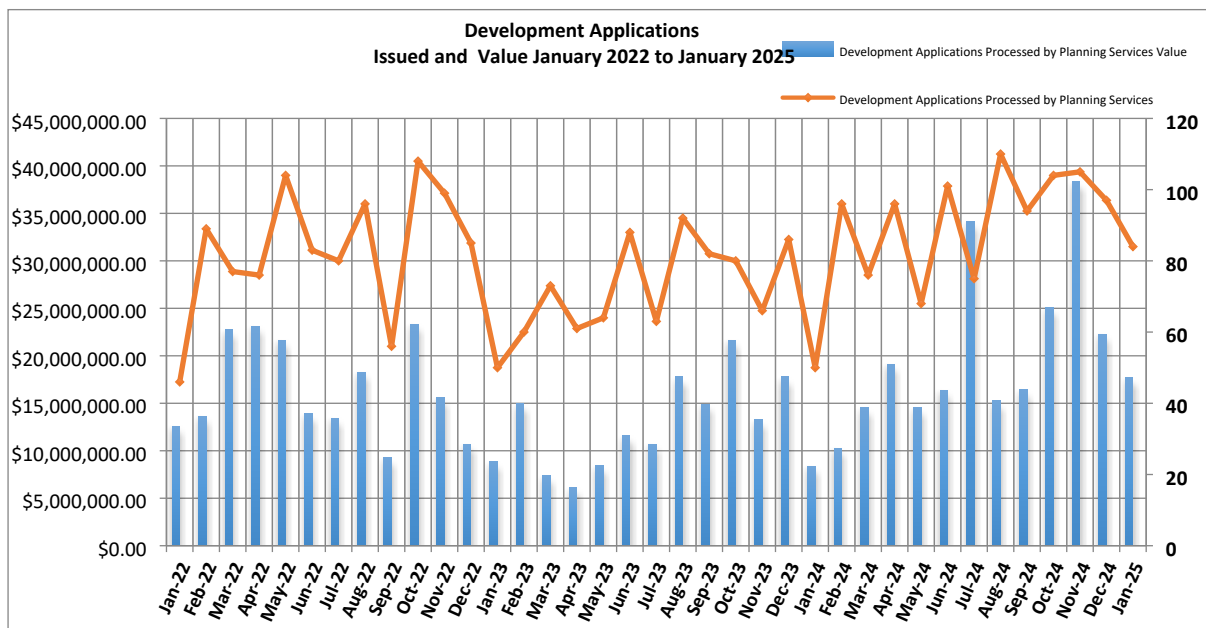
Development Applications

The number of development applications determined under delegated authority during January 2025 is shown in the table below:

	Number	Value (\$)
Development applications processed by Planning Services	84	\$17,716,991.00

Of the 84 development applications, 12 were for new dwelling developments in housing opportunity areas, proposing a total of 17 additional dwellings.

The total number and value of development applications determined between January 2022 and January 2025 is illustrated in the graph below:



The number of development applications received during January 2025 was 86.

The number of development applications current at the end of January was 188. Of these, 12 were pending further information from applicants and 10 were being advertised for public comment.

In addition to the above, 187 building permits were issued during the month of September with an estimated construction value of \$25,391,950.09.

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.*

10-Year Strategic Community Plan

Key theme 3. Place.

Outcome 3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

Policy Not applicable.

Clause 82 of schedule 2 of the Regulations permits the local government to delegate to a committee or 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 Western Australian Planning Commission.

Risk management considerations

The delegation process includes detailed practices on reporting, checking and cross checking, supported by peer review in an effort to ensure decisions taken are lawful, proper and consistent.

Financial / budget implications

A total of 84 development applications were determined for the month of January with a total amount of \$63,470.81 received as application fees.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Consultation may be required by the provisions of the R-Codes, any relevant policy and/or LPS 3 and the Regulations.

COMMENT

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

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

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the determination and recommendations made under delegated authority in relation to the:

- 1 development applications described in Attachment 1 to this Report during January 2025;**
- 2 subdivision applications described in Attachment 2 to this Report during January 2025.**

ATTACHMENTS

1. Development Applications Determined - January 2025 [**12.1.1** - 4 pages]
2. Subdivision Referrals - January 2025 [**12.1.2** - 1 page]

12.2 CITY CENTRE PARKING FEES STRATEGY (WARD - NORTH)

WARD	North
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	102400, 101515
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 the business case and recommendation for changes to parking management, particularly in relation to fees charged, in the City Centre.

EXECUTIVE SUMMARY

An opportunity exists to review the City's approach to parking management in the Joondalup City Centre, including the management strategies available, such as fee-paying and time-limited parking, along with the pricing structures applied to paid parking.

City centre parking has been the subject of a number of investigations since it was introduced in 2008-09.

A range of options considered and assessed against multiple criteria identifies a preferred option that includes the following:

- A reduction parking fees across the City Centre.
- The introduction of rounded numbers for parking fees for ease of use.
- Standardisation of parking time limits (two hours) and hours of applicability (8.00am – 5.30pm, Monday to Friday).
- Simplification delineations of parking areas – on-street (core) / on-street (outer) / off-street. The delineation of core / outer for on-street parking aligns with the boundary of *Joondalup City Centre Place Activation Strategy*.
- The introduction of a period of free parking (30 minutes) for on-street parking in the City Centre core.

The intent of the proposed change in approach is to increase utilisation of the car parks and increase visitation to the city centre, whilst remaining financially sustainable for the City.

It is important that any change to the City's approach to paid parking in the City Centre is measured to determine its effectiveness. Performance measures proposed to be monitored include the following:

- Financials – parking operations should continue to make a surplus of at least \$0.5 million and contribute to the Parking Facility Reserve.
- Utilisation / tickets purchased – ideally a 10% increase at least is achieved after two years.
- Foot traffic to Joondalup – increases versus 2023-24.

While these will be effective indicators, it is also noted that the measures are also potentially affected by many other factors other than parking fees, such as business viability, business relocation, economic conditions and other city centres. These other factors will also need to be acknowledged and considered when assessing the performance of any change.

It is therefore recommended that Council:

- 1 *NOTES the outcomes of the 2024 Business Case (Attachment 1 refers) and 2025 Further Evaluation Report (Attachment 2 refers);*
- 2 *SUPPORTS a revised approach to parking management in the Joondalup City Centre as per Option 3 of the 2025 Further Evaluation Report and summarised as:*
 - 2.1 *An overall reduce parking fees across the City Centre;*
 - 2.2 *30 minutes free parking for on-street parking in the City Centre core;*
 - 2.3 *Generally rounded numbers for parking fees;*
 - 2.4 *Standardisation of parking time limits (two hours where applicable) and hours of applicability (8.00am – 5.30pm, Monday to Friday);*
 - 2.5 *Simplification of delineations of parking areas. The delineation of core / outer for on-street parking to align with the boundary of Joondalup City Centre Place Activation Strategy;*
- 3 *LISTS FOR CONSIDERATION as part of the 2025/26 Budget process the proposed changes to city centre parking fees as per Option 3 of the 2025 Further Evaluation Report.*

BACKGROUND

Parking management in the Joondalup City Centre has been the subject of a number of investigations.

The purpose of this review is to assess the City's approach to parking management considering the management strategies available, such as fee-paying and time-limited parking, along with the pricing structures applied to paid parking.

Key drivers behind the decision to undertake a strategic review to the City's approach to parking in the city centre at this time includes the following:

- Appetite from Council to review the approach to parking in the City Centre.
- The recent implementation of the City's Integrated Parking and Compliance Management System project – a new centralised system to manage all parking-related activities including replacement of current parking ticket machines, incorporating pay-by-phone and pay-by-plate technology.

- The opportunity to leverage new technology to simplify parking management in the City Centre to improve user experience and support local businesses.
- To complement other initiatives being delivered to enhance development and activation outcomes in the city centre, as identified in the recently approved Council documents of *Expanding Horizons* (Economic Development Strategy) and the *Joondalup City Centre Place Activation Plan*.
- The City Centre car parks are underutilised and while providing a financial return could be considered to be underperforming.

A business case (Attachment 1 refers), underpinned by a multi-criteria assessment, has been prepared to guide the analysis and arrive at a recommendation for Council's consideration.

The business case considers the City's current state in relation to parking as well as undertaking a historical analysis. Community feedback from a number of previous consultations has also informed outcomes being sought.

A range of options were identified, seven of which were shortlisted and subjected to the multi-criteria assessment (along with the 'base case' ('as is') option).

Following feedback received, the options within the business case were distilled further with a number of them not progressing to a separate round of analysis.

Three options within the business case were progressed and considered against two additional options that arose from feedback received.

DETAILS

Business case (2024)

The business case considers a range of options, seven of which were shortlisted and subjected to a multi-criteria assessment (along with the 'base case' ('as is') option).

The options assessed are summarised as:

Option		Description
Base	As Is	As Is
Option1	9am to 3pm	9am to 3pm
Option2	Off-street reduced	Off-street target - reduce
Option3	Overall fee reduction	Overall Fee Review - Reduce but still achieve surplus \$0.5m
Option4	1-hour free and targeted approach	1-Hour Free parking in portion of City Centre and targeted approach to reduce fees and improve utilisation
Option5	\$5 a day off-street, Reduce on-street with 15 mins free	Reduce Fees but still achieve a surplus of \$0.5m. On-street max 2 hours City Centre, first 15 minutes free Off-street car parks \$5 a day
Option6	As per option 5 but 30 mins free	as above but 30 minutes free
Option7	As per option 5 but 9 to 3 paid parking,	As per Option 5 but hours changed to 9 to 3

The multi-criteria assessment identified potential issues that may arise with each option against a number of measures, including the following:

- Financial sustainability.
- Availability, congestion and utilization.
- Customer experience and value of money.
- Economic development.
- City operations and administration.

Weighting of the criteria was applied, following which the options were scored and ranked accordingly and summarised in the table below:

Criteria	Base As Is	Option1 9am to 3pm	Option2 Off-stret reduced	Option3 Overall fee reduction	Option4 1-hour free and targeted approach	Option5 \$5 a day off-street, Reduce on-street with 15 mins free (CBD)	Option6 As per option 5 but 30 mins free	Option7 As per option 5 but 9 to 3 paid parking, without 15 mins free
Score Unweighted	10	15	14	18	12	20	16	17
% of Max	40%	60%	56%	72%	48%	80%	64%	68%
Ranking	8	5	6	2	7	1	4	3
Weighted Score	1.8	2.8	2.7	3.7	2.4	4.3	3.2	3.2
% of Max	36%	56%	54%	74%	48%	86%	64%	64%
Ranking	8	5	6	2	7	1	3	4

Option 5, which recommends a fee reduction across all parking areas in the City Centre, along with providing 15 minutes free on-street parking, has been identified as the highest ranked option.

Option 3 was the second highest ranked option. Option 3 provides an overall fee reduction, however does not include any time for free parking element and it also does not address some of the complexity issues associated with the current parking structure.

Option 6, as third highest ranked option, ranks highly in many criteria and is similar to Option 5 (being the highest ranked option, however was impacted as it has a higher financial risk due to providing a greater time of free parking).

Option 5

Overall, Option 5 will provide the following:

- Reduce parking fees across the City Centre.
- Introduce rounded numbers for parking fees for ease of use.
- Standardise parking time limits (two hours) and hours of applicability (8.00am – 5.30pm, Monday to Friday).
- Simplify delineations of parking areas – on-street (core) / on-street (outer) / off-street. The delineation of core / outer for on-street parking aligns with the boundary of Joondalup City Centre Place Activation Strategy.
- Introduce a period of free parking (15 minutes) for on-street parking in the City Centre core.

Broadly, Option 5 is summarised as:

On-Street				Off-Street			
Core City Centre		Outer		RPCP		Car Parks	
\$ per hr	\$ day	\$ per hr	\$ day	\$ per hr	\$ day	\$ per hr	\$ day
15 mins free \$2	n/a	\$2.00	\$8.00	\$2.00	\$8.00	\$2.00	\$5.00

Further evaluation (2025)

Following the outcome of the business case coupled with feedback received, the four least preferred options of the business case were not progressed (leaving three remaining options from the business case).

These have been further re-evaluated together with two additional options based on feedback received.

The five options that are subject to further re-evaluation are summarised as follows:

	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>	<u>Option 5</u>
Option Parameters	On Street - 1 hour free / Off-street targeted Approach	On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	as per Option 2 but 30 mins free	as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	as per Option 3 but 30 minutes free in both on and off-street
Description of option / objectives	Encourage on-street to be maximised and therefore encourage users to the car parks, to stay longer. Apply a different daily rate at car parks based on current utilisation	Reduce Fees. Simplify the pricing and have a consistent approach as far as possible i.e. standard rate for all car parks except RPCP. 15 minutes free for on-street is only intended to be a minor incentive. Any more than 15 minutes free may affect availability and churn	Same benefits as option 2 with reduced fees and consistency. But provide 30 minutes on-street because it is considered to be a greater incentive for users.	Encourage maximum utilisation of RPCP	Same benefits as Option 3 but provides consistency for marketing tool. Also helps to avoid patrons move from off-street to on-street just for 30 minutes free parking.
<u>Business Case Reference in Bus Case</u>	Option 4	Option 5	Option 6	new option	new option
Difference to business case	\$2 per hour On street and off Street, instead of \$1 per hour	Same as Business Case	Same as Business Case		

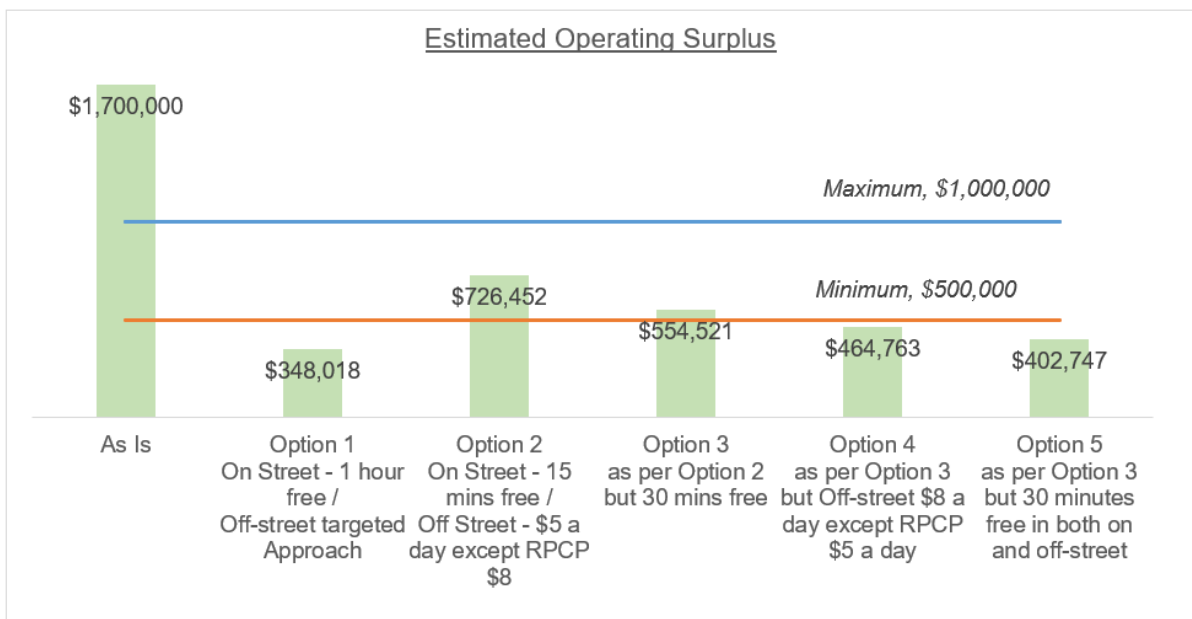
The Further Evaluation report (Attachment 2 refers) provides further details of the scope of the options and also further details of the revised Multi Criteria Assessment, this report will comment on the summary issues only.

Further Evaluation (2025) – key issues and updated evaluation

The further evaluation includes the following updates to the 2024 Business Case:

- Reid Promenade Car Park (RPCP) – current occupancy agreements result in RPCP results in it being close to capacity and as such a need to highlight its availability through an incentivised fee approach is less critical.
- Financial Evaluation Baseline – improved baseline from \$1.3 million (2024 Business Case) to \$1.7 million.

The financial evaluation has been updated with the new baseline and evaluated the five remaining options and summarised on the graph below. Option 1, Option 4 and Option 5 sit below the recommended \$0.5 million minimum. Option 2 and 3 sit within the recommended range of between \$0.5 million and \$1.0 million.



More detail in relation to the calculations and differences between the options is provided in the Further Evaluation report (Attachment 2 refers).

Issues and options considered

Further evaluation multi-criteria assessment (2025)

The five options subject of the Further Evaluation report have been considered using a revised multi-criteria assessment (MCA) approach as outlined in Attachment 2. The outcomes and rankings are summarised below:

Criteria	Base	Option1	Option2	Option3	Option4	Option5
	As Is	On Street - 1 hour free / Off-street targeted Approach	On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	as per Option 2 but 30 mins free	as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	as per Option 3 but 30 minutes free in both on and off-street
Score Unweighted	25	56.0	69	69	57	69
% of Max	25%	56%	69%	69%	57%	69%
Ranking	6	5	1	1	4	1
Weighted Score	2.0	5.6	7.0	7.2	5.4	6.9
% of Max	20%	56%	70%	72%	54%	69%
Ranking	6	4	2	1	5	3

Option 3, which recommends a fee reduction across all parking areas in the City Centre, along with providing 30 minutes free on-street parking, has been identified as the highest ranked option.

Option 2 was the second highest ranked option. Option 2 provides an overall fee reduction, however provides 15 minutes free on-street parking.

Option 5, as third highest ranked option, still rated well however was impacted as it has a higher financial risk due to providing 30 minutes of free parking in both on-street and off-street parking areas.

Option 1 and 4 received lower scores due to potential financial impacts, availability and opportunity for increased utilisation.

Option 3 (recommended)

Overall, Option 3 will provide the following:

- Reduce parking fees across the City Centre.
- Introduce a period of free parking (30 minutes) for on-street parking in the City Centre core.
- Introduce rounded numbers for parking fees for ease of use.
- Standardise parking time limits (two hours) and hours of applicability (8.00am – 5.30pm, Monday to Friday).
- Simplify delineations of parking areas – on-street (core) / on-street (outer) / off-street. The delineation of core / outer for on-street parking aligns with the boundary of Joondalup City Centre Place Activation Strategy.

It is acknowledged that the recommendation by the City is now different to the business case – the primary reason for this is the update of the financials, refining the MCA exercise and taking into account feedback received on the business case.

Broadly, Option 3 is summarised as:

On-Street			
Core City Centre		Outer	
\$ per hour	\$ day	\$ per hour	\$ day
\$2 (after free parking)	n/a	\$2	\$8

Off-Street			
RPCP		Car Parks	
\$ per hour	\$ day	\$ per hour	\$ day
\$2	\$8	\$2	\$5

The tables below list the proposed fees for each area, split out between on-street and off-street and compares the proposed fees against current rates.

The majority of areas would see a reduction, however there are some areas where, in the pursuit of consistency, minor increases on one part of a street will result, whilst a decrease is realised on the other part of the street.

ON-STREET				Fees - Current		Fees - Proposed		Is it an increase or decrease to the current fees?	
Area	Location	Core?	Bays	Hourly	Daily	Hourly	Daily		
1	Boas Av - East	between Grand Blvd to Lakeside Drive	Yes	27	\$2.60	\$13.00	\$2.00	n/a	Decrease
2	Boas Av - West	between McLarty Avenue and Grand Blvd	Yes	25	\$2.60	\$13.00	\$2.00	n/a	Decrease
3	Davidson - North	between Reid Prom and Shenton Av	Yes	10	\$2.60	\$13.00	\$2.00	n/a	Decrease
4	Davidson - South	between Boas Av and Reid Prom	Yes	22	\$2.60	\$13.00	\$2.00	n/a	Decrease
5	Grand Blvd - Southernmost	between Lakeside entrances	Yes	37	\$2.20	\$11.00	\$2.00	n/a	Decrease
6	Grand Blvd - just South of Boas	between Boas Av and Lakeside entrance	Yes	26	\$2.60	\$13.00	\$2.00	n/a	Decrease
7	Grand Blvd - Central	between Boas Av and Reid Prom	Yes	41	\$2.60	\$13.00	\$2.00	n/a	Decrease
8	Grand Blvd - North	between Reid Prom and Shenton Av	Yes	41	\$2.60	\$13.00	\$2.00	n/a	Decrease
9	Lakeside Drive - Central	between Boas Av and Reid Prom	Yes	26	\$2.60	n/a	\$2.00	n/a	Decrease
10	Lakeside Drive - North	between Reid Prom and Shenton Av	Yes	14	\$2.60	n/a	\$2.00	n/a	Decrease
11	Lakeside Drive - Library	between Library/Civic and Boas Av	No	36	\$2.20	\$11.00	\$2.00	n/a	Decrease
12	McLarty Av - South	east only, outside P2 and corner offices	Yes	12	\$2.60	n/a	\$2.00	n/a	Decrease
13	Reid Prom - East	between Lakeside and Davidson	Yes	21	\$2.60	n/a	\$2.00	n/a	Decrease
14	Reid Prom - Central	between Davidson and Grand Blvd	Yes	24	\$2.60	n/a	\$2.00	n/a	Decrease
15	Reid Prom - West	between Grand Blvd and McLarty Av	Yes	49	\$2.60	n/a	\$2.00	n/a	Decrease
16	Shenton Av	south eastern part of Shenton Av	Yes	14	\$2.60	n/a	\$2.00	n/a	Decrease
17	McLarty Av - North	outside/before of Joondalup Comm Centre	No	9	\$2.60	n/a	\$2.00	\$8.00	Decrease
18	South West (Clark, Wise, Barron)	South of Collier Pass	No	113	\$2.20, \$2.60	\$11, n/a	\$2.00	\$8.00	Decrease
19	Teakle	East of Grand Blvd	No	18	\$1.60	\$8.00	\$2.00	\$8.00	Same
20	Collier Pass - East	East of Wise Street	No	27	\$2.60	\$13.00	\$2.00	\$8.00	Decrease
21	Collier Pass - West	West of Wise Street	No	21	\$2.20, \$2.60	\$11, n/a	\$2.00	\$8.00	Decrease
22	Kendrew Crsct	some bays at west, some at east	No	14	\$1.60, \$2.60	\$8, n/a	\$2.00	\$8.00	Inc & Dec
23	Lakeside Drive - East (permits)	all bays on eastern part of Lakeside Drive	No	114	\$1.60, \$2.20, \$2.6	\$8, \$11, n/a	\$2.00	\$8.00	Inc & Dec
24	Lakeside Drive - South	between Grassbird Av and Library/Civic	No	67	\$1.60	\$8.00	\$2.00	\$8.00	Same

OFF-STREET				Fees - Current		Fees - Proposed		Is it an increase or decrease to the current fees?
Area			Bays	Hourly	Daily	Hourly	Daily	
1	Car Park - Boas Avenue T1	In front of Lotteries House & Driving License	154	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
2	Car Park - Central Park P8	Just off Grand Blvd, in Central Park	32	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
3	Car Park - Collier Pass P9	Next to bus terminal and Lakeside	91	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
4	Car Park - Davidson Terrace P4	Back of Davidson and Lakeside Drive	57	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
5	Car Park - Lawley Court T3	Next to Office Works and Lakeside	189	\$1.60	\$8.00	\$2.00	\$5.00	Inc & Dec
6	Car Park - McLarty P1	Courthouse and Police Station	118	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
7	Car Park - McLarty P2	Back of Varsity, Nandos, Medical Centre	131	\$2.40	n/a	\$2.00	\$5.00	Decrease
8	Car Park - RPCP	Inbetween Reid Prom and Boas Av	525	\$2.20	\$12.10	\$2.00	\$8.00	Decrease

In considering Option 3 (recommended) Council may choose to:

- not undertake any change to current parking management and fee structures
- approve the parking management and fee structures as recommended by the City or
- approve a different parking management fee structure.

Legislation / Strategic Community Plan / Policy implications

Legislation *City of Joondalup Parking Local Law 2023.*
Local Government (Financial Management) Regulations 1996.

10-Year Strategic Community Plan

Key theme 4. Economy.

Outcome 4-1 Prosperous and local - you feel supported to grow your business in the City.
4-3 Appealing and welcoming - you welcome residents, and local and international visitors to the City.

Key theme	5. Leadership.
Outcome	5-4 Responsible and financially sustainable - you are provided with a range of City services which are delivered in a financially responsible manner.
Policy	<i>Strategic Financial Plan – Guiding Principles Council Policy.</i>

Risk management considerations

A risk evaluation has been undertaken and is detailed in the business case (2024) and also in the 2025 further evaluation.

Eight risks were identified and assessed with inherent and residual risks ranging from low to high.

Financial / budget implications

A financial evaluation has been undertaken as part of the 2024 Business Case (Attachment 1 refers) and as part of the Further Evaluation report (Attachment 2 refers).

It is projected that for 2024-25 a revised operating surplus of \$2.1 million will be achieved from parking fee revenue. The 2024-25 anticipated surplus of \$2.1 million includes some high, but not necessarily ongoing, utilisation most notably in the Reid Promenade Car Park, so a revised baseline of \$1.7 million has been used in the financial evaluation of the 2025 Further Evaluation report.

For the purpose of the business case and what is considered to be an acceptable financial target, it is proposed that parking options should achieve an operating surplus of between \$0.5 million and \$1.0m million per year.

Option 3, recommended by the City, is projected to achieve an operating surplus of \$554,521 and therefore meets the target set by the business case.

Any parking surplus received from parking fees is transferred into a dedicated Parking Facility Reserve, which can then be used in the development and provision of parking-related facilities and services.

If Council approve an option that changes the current parking management and fee structure the draft 2025-26 budget will be updated to reflect this.

Regional significance

The proposed reduction in parking fees has the opportunity to attract new visitors to the City.

Sustainability implications

Not applicable.

Consultation

The business case has been informed by community consultation processes undertaken over a number of years. The 2024 Business Case (Attachment 1 refers) provides more detail in relation to the consultation undertaken. A summary table is provided as follows:

Year	Project	Purpose of consultation	Who was survey and Qty	
1	2023	Payment method preferences	Primarily to gauge the interest in changing payment methods but survey also asked questions about free parking.	246 patrons of car parks
2	2022	Multi Storey Car Park 2 - Business Case	All of the questions were to gauge support for a second MSCP and the scope of it. However, there was free text allowed.	247 businesses were invited to participate but only 42 replied
3	2021	Travel Survey	General questions about mode of transport and reason for visiting Joondalup but some questions of relevance to this review.	Telephone survey of 402
4	2019	Paid Parking <i>(item CJ182-12/21 refers)</i>	The survey was to assess the impacts that free parking may have. This survey and the many comments received is the most relevant of all the surveys to the 2024 review.	1690 responses received from the Community. 60 businesses responded.
5	2018	Reid Promenade Car Park Customer Survey	To evaluate customer satisfaction with the Multi Storey Car Park. Some information provided that is interesting in relation to review of car parking.	279 users of the car park
6	2012	Multi Storey Car Park 1 – Business Case	Evaluate the potential demand for a MSCP at Boas Place or McLarty Avenue.	925 users of car parks surveyed. 153 businesses responded.

COMMENT

An opportunity exists to review the City's approach to parking management in the Joondalup City Centre, including the management strategies available, such as fee-paying and time-limited parking, along with the pricing structures applied to paid parking.

City Centre parking has been the subject of a number of investigations since it was introduced in 2008-09.

Key drivers behind the decision to undertake a strategic review to the City's approach to parking in the city centre at this time includes the following:

- Appetite from Council to review the approach to parking in the City Centre.
- The recent implementation of the City's Integrated Parking and Compliance Management System project – a new centralised system to manage all parking-related activities including replacement of current parking ticket machines, incorporating pay-by-phone and pay-by-plate technology.

- The opportunity to leverage new technology to simplify parking management in the City Centre to improve user experience and support local businesses.
- To complement other initiatives being delivered to enhance development and activation outcomes in the city centre, as identified in the recently approved Council documents of *Expanding Horizons* (Economic Development Strategy) and the *Joondalup City Centre Place Activation Plan*.
- The City Centre car parks are underutilised and while providing a financial return could be considered to be underperforming.

A range of options considered and assessed against multiple criteria identifies a preferred option (Option 3 of the Further Evaluation report) that includes the following:

- A reduction parking fees across the City Centre.
- The introduction of rounded numbers for parking fees for ease of use.
- Standardisation of parking time limits (two hours) and hours of applicability (8.00am – 5.30pm, Monday to Friday).
- Simplification delineations of parking areas – on-street (core) / on-street (outer) / off-street. The delineation of core / outer for on-street parking aligns with the boundary of *Joondalup City Centre Place Activation Strategy*.
- The introduction of a period of free parking (30 minutes) for on-street parking in the City Centre core.

Performance measures

It is important that any change to the City's approach to paid parking in the City Centre is measured to determine its effectiveness.

The intent of the proposed change in approach is to increase utilisation of the car parks and increase visitation to the city centre, whilst remaining financially sustainable for the City.

Performance measures proposed to be monitored include the following:

- Financials – parking operations should continue to make a surplus of at least \$0.5 million and contribute to the Parking Facility Reserve.
- Utilisation / tickets purchased – ideally a 10% increase at least is achieved after two years.
- Foot traffic to Joondalup – increases versus 2023-24.

Whilst these will be effective indicators, it is also noted that the measures are also potentially affected by many other factors other than parking fees, such as business viability, business relocation, economic conditions and other city centres. These other factors will also need to be acknowledged and considered when assessing the performance of any change.

Reid Promenade Car Park

Based on feedback it is also proposed to open the RPCP at weekends with no fees payable. The balance of parking throughout the city centre is free at weekends and there is minimal financial impact for the City to also open the RPCP. In doing so, will provide an alternative parking opportunity for visitors and may also help highlight the RPCP's location and availability.

Future parking initiatives

In addition to the options assessed through the business case, there are many other opportunities for the City to leverage how it manages parking as a means of supporting economic development and activation, including the following:

- Free or discounted parking to businesses willing to relocate to Joondalup (for a limited time).
- Easy Park App – encourage use of as much as possible, provide discounts.
- More flexibility in weekly payments – the City currently allows purchase of a weekly ticket in some areas and at RPCP. This however has some limitations (such as, is only worthwhile if parking five days a week. An option could be to allow users to pay for three or four days a week to recognise a shift toward greater work-from-home arrangements.
- Monthly permit for off-street car parks not just RPCP.
- Flexible ticket, such as, pay for 30 days but can use within one year.
- Charge more in mornings, but less in afternoons.
- Charge more in peak periods.
- Exponentially increase parking fees, first hours \$1.00, then \$3.00.
- Bulk payments discounts for businesses, such as, pay for eight bays but get 10 tickets.
- Re-use bays that have close to zero utilisation.

At this stage it is considered appropriate to progress with the initiatives that make up Option 3 and give thought to other options, such as those outlined above, as part of a future phase.

Flexible parking fee structure

The parking fees are fixed each year as part of the “Fees and Charges” document within the budget adopted in June each year. This fixes the fees and does not provide any flexibility during the year for the City.

This reduces the ability to quickly respond to business needs and community demand throughout the year, and would become particularly limiting in the implementation of a number of the future initiatives outlined above.

There is therefore opportunity for Council to provide approval to the City to adjust fees and charges during the year. It is considered that there would need to be established, approved parameters in doing so to ensure the core principles underpinning the business case are maintained.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **NOTES** the outcomes of the 2024 Business Case (Attachment 1 refers) and 2025 Further Evaluation Report (Attachment 2 refers);
- 2 **SUPPORTS** a revised approach to parking management in the Joondalup City Centre as per Option 3 of the 2025 Further Evaluation Report and summarised as:
 - 2.1 **An overall reduce parking fees across the City Centre;**
 - 2.2 **30 minutes free parking for on-street parking in the City Centre core;**
 - 2.3 **Generally rounded numbers for parking fees;**
 - 2.4 **Standardisation of parking time limits (two hours where applicable) and hours of applicability (8.00am – 5.30pm, Monday to Friday);**
 - 2.5 **Simplification of delineations of parking areas. The delineation of core \outer for on-street parking to align with the boundary of *Joondalup City Centre Place Activation Strategy*;**
- 3 **LISTS FOR CONSIDERATION** as part of the 2025-26 Budget process the proposed changes to City Centre parking fees as per Option 3 of the 2025 Further Evaluation Report.

ATTACHMENTS

1. City Centre Parking Fees Business Case 2024 [12.2.1 - 56 pages]
2. City Centre Parking Fees Further Evaluation 2025 [12.2.2 - 25 pages]

12.3 EXECUTION OF DOCUMENTS (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Chief Executive Officer
FILE NUMBER	15876, 101515
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the documents executed by means of affixing the Common Seal during February 2025.

EXECUTIVE SUMMARY

The City enters into various agreements by affixing the Common Seal. The *Local Government Act 1995* states that the City is a body corporate with perpetual succession and a Common Seal.

It is therefore recommended that Council NOTES the Signing and Common Seal Register for February 2025 as detailed in Attachment 1 to this Report.

BACKGROUND

Documents that are to be executed by affixing the Common Seal or signed by the Mayor and the Chief Executive Officer are reported to Council for information on a regular basis. The last report to Council was made at its meeting held on 25 February 2025.

DETAILS

During February 2025, three documents were Executed by affixing the Common Seal. A summary is provided below:

Type	Number
Section 70A Notification	2
Licence Agreement	1

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.

Policy Not applicable.

Risk management considerations

Using a common seal to execute documents provides for consistency and accuracy and helps to reduce errors to ensure the execution of documents is undertaken correctly for it to be valid, binding and enforceable.

Such documents also provide third parties with assurance, and ensures parties comply with and obey the requirements of all laws and relevant authorities. They can also indemnify the City against any action, demand, costs or liability rising from damages.

Financial / budget implications

This process is carried out using budgeted resources.

Regional significance

Effective and consistent approach to the execution of documents enhances the City's capability to deliver services to the district, and beyond, as required.

Sustainability implications

Effective and consistent approach to the execution of documents enhances the City's capability to operate sustainably particularly when third parties must ensure that the premises and/or properties are capable of being lawfully used for the permitted use including environmental matters such as contamination, waste and dangerous goods.

Consultation

Not applicable.

COMMENT

Not applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Signing and Common Seal Register for February 2025 as detailed in Attachment 1 to this Report.

ATTACHMENTS

1. Signing and Sealing Register for February 2025 [**12.3.1** - 1 page]

12.4 CONFIDENTIAL - STATUS OF LEGAL ACTIONS REPORT (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Chief Executive Officer
FILE NUMBER	72574
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for ‘noting’).

This report is confidential in accordance with the s5.23(2) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.*
- (f) *a matter that if disclosed, could be reasonably expected to:*
 - (i) *impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law.*

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

12.5 STATUS OF COUNCIL DECISIONS - MARCH 2025 (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	48638, 101515
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

To inform Council of the action taken in relation to Council decisions.

EXECUTIVE SUMMARY

At its meeting held on 22 August 2023 (CJ169-08/23 refers), Council endorsed a monthly report to Council on all outstanding matters that direction has been given on, including an update on any legal action that may have a contingent liability and are unresolved.

It is therefore recommended that Council NOTES the Status of Council Decisions Report for the month of March 2025, as provided in Attachment 1 to this Report.

BACKGROUND

At its meeting held on 22 August 2023 (CJ169-08/23 refers), Council resolved as follows:

“That Council REQUESTS the Chief Executive Officer to prepare a monthly report to Council, on all outstanding matters that direction has been given on, including an update on any legal action that may have a contingent liability and are unresolved.”

A monthly report on all outstanding Council decisions and any action that has been taken in relation to them has been presented to the Council from 1 July 2023.

The content and format of outstanding legal matters is the subject of a separate report to Council.

DETAILS

The Status of Council Decisions Report (Actions Register) is included as Attachment 1 to this Report.

The Status of Council Decisions Report details all outstanding items where a decision has been made by Council and/or a Committee and a status update has been provided by relevant officers.

The Status of Council Decisions Report is run through Doc Assembler, which went live on 1 July 2023. Any actions that were outstanding prior to 1 July 2023, have been added into the system manually (historical actions). It is to be noted that these items do not have a date displayed in the 'Meeting Date' column. Rather, it is included under the 'Action Required' heading. From 1 July 2023, all actions will appear in the Register in date order.

The Status of Council Decisions Report also includes the completed items for the prior month.

Issues and options considered

Council may choose to:

- accept the Status of Council Decisions Report
or
- not accept the Status of Council Decisions Report.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.
5-3 Engaged and informed - you are able to actively engage with the City and have input into decision-making.

Policy Not applicable.

Risk management considerations

In order to remain transparent and to facilitate timely and appropriate decision making, it is requested that action items be reviewed at each Council meeting.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The Status of Council Decisions Report includes decisions made at a Council meeting and / or Committee meetings. Where a recommendation is made at a Committee meeting, and the decision subsequently made by Council, the Council decision will only be included in the Status of Council Decision Report.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Status of Council Decisions Report for the month of March 2025, as provided in Attachment 1 to this Report.

ATTACHMENTS

1. Actions Register as at 26 February 2025 [12.5.1 - 14 pages]

12.6 STATUS OF PETITIONS (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	05386, 101515
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the status of outstanding petitions.

BACKGROUND

At its meeting held on 16 December 2008 (CJ261-12/08 refers), Council considered a report in relation to petitions. As part of that report, it was advised that quarterly reports would be presented to Council in the future.

DETAILS

Issues and options considered

Attachment 1 provides a list of all outstanding petitions, which were received during the period 16 August 2016 to 25 February 2025, with a comment on the status of each petition.

Legislation / Strategic Community Plan / Policy implications

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

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-3 Engaged and informed - you are able to actively engage with the City and have input into decision-making.

Policy Not applicable.

Risk management considerations

Not applicable.

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:

- 1 NOTES the status of outstanding petitions submitted to Council during the period 16 August 2016 to 25 February 2025, forming Attachment 1 to this Report;**
- 2 in relation to the request for a footpath for Superior Rise, Edgewater:**
 - 2.1 NOTES that the request for a footpath on Superior Rise has been evaluated by the City and currently ranks 132 of a total of 138 projects;**
 - 2.2 NOTES that the construction of a footpath on Superior Rise is low priority when compared with other similar potential projects and as such, is not likely to be supported for construction in the foreseeable future;**
 - 2.3 ADVISES the lead petitioner of Council's decision;**
- 3 in relation to the Megiddo Way, Duncraig footpath upgrade, requesting the City of Joondalup do not remove the existing crossover apron as part of the works:**
 - 3.1 NOTES the City's standard is to construct a continuous footpath to reinforce the priority that pedestrians have over vehicles entering or leaving the carriageway;**
 - 3.2 NOTES construction of the footpath on Megiddo Way commenced on Tuesday 28 January 2025 and works were completed by Friday 21 February 2025;**
 - 3.3 NOTES that the lead petitioner has been advised of the City's action following receipt of the petition.**

ATTACHMENTS

1. March 2025 - Status of Petitions [**12.6.1** - 19 pages]

12.7 LOCAL GOVERNMENT ELECTIONS - APPOINTMENT OF WA ELECTORAL COMMISSIONER (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	29068, 101515
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 appoint the WA Electoral Commissioner to conduct the 2025 ordinary election on the City's behalf, as a postal voting election.

EXECUTIVE SUMMARY

Local government elections are held on the third Saturday in October every two years with the next election scheduled to occur on 18 October 2025. The elections will be held to elect six Councillors whose terms all expire in 2025, (being Councillors Hill, Chester, Fishwick, Hamilton-Prime, May and Kingston), and the Mayor Hon Albert Jacob.

Local government elections must be conducted in accordance with the *Local Government Act 1995* (the Act) and associated Regulations, and Council may choose the method of election it wishes to use being either a postal voting method or in-person method.

If choosing the postal voting method, then the Electoral Commissioner must be responsible for the conduct of the election.

The current procedure required by the Act, is that written agreement (from the Electoral Commissioner) is required before Council can take a vote. On 4 February 2025, the Chief Executive Officer received a letter from the Electoral Commissioner agreeing to be responsible for the conduct of the 2025 ordinary elections, should the Council decide to do so.

It is therefore recommended that Council:

- 1 *NOTES the WA Electoral Commissioner has agreed in writing to be responsible for the City of Joondalup Ordinary Local Government Elections to be held on 18 October 2025;*
- 2 *In accordance with section 4.20(4) of the Local Government Act 1995, DECLARES BY AN ABSOLUTE MAJORITY the WA Electoral Commissioner to be responsible for the conduct of the ordinary election to be held on 18 October 2025, together with any other elections or polls which may be required;*

- 3 *In accordance with section 4.61(2) of the Local Government Act 1995, DECIDES BY AN ABSOLUTE MAJORITY the method of conducting the ordinary election to be held on 18 October 2025 will be as a postal election.*

BACKGROUND

In previous years, Council has appointed the WA Electoral Commissioner to be responsible for the conduct of elections for multiple years. At its meeting held on 20 November 2012 (CJ227-11/12 refers) Council resolved to appoint the WA Electoral Commissioner to be responsible for the City of Joondalup elections and confirmed that the elections would be by postal voting up until 31 December 2017.

Again, on 16 October 2018 (CJ174-10/18 refers) Council resolved the same to appoint the WA Electoral Commissioner to be responsible for the City of Joondalup elections and confirmed that the elections would be by postal voting up until 31 December 2023.

On 4 July 2024, the City received a letter from the WA Electoral Commission advising that changes to the *Local Government Act 1995* have necessitated a review of long-term agreements that the WA Electoral Commission has with Local Governments (Attachment 1 refers).

As a result, the WA Electoral Commission is discontinuing any long-term agreements with local governments and the Council will need to consider the appointment of the WA Electoral Commissioner each time it is necessary to conduct an election.

In addition, the City received a letter from the WA Electoral Commission on 12 December 2024, with the cost estimate to conduct the City's 2025 local government ordinary election as a postal election (Attachment 2 refers). The cost estimate for the WA Electoral Commission to conduct the 2025 local government ordinary election as a postal election is approximately \$608,670 (excluding GST). Further details will be provided under the financial/budget implications section of this report.

DETAILS

The Act gives a local government the option of voting in-person or via a postal election. A local government election shall be a voting-in-person election unless the local government decides (by absolute majority) to conduct the election as a postal election. The decision to conduct the election as a postal election must be made at least 80 days before election day (that is by 30 July 2025) and can only be made after or in conjunction with a declaration that the Electoral Commissioner is to be responsible for the election. The Act also allows a local government to decide that the WA Electoral Commissioner is to be responsible for the conduct of an election.

The options for Council are as follows (Council must first decide on the method by which an election is to be held as other available options are determined by the method of the election):

1 Voting in-person election

For an in-person election the Chief Executive Officer is to be the returning officer, unless other arrangements are made.

Council may, having first obtained the permission of the person concerned and the written approval of the WA Electoral Commissioner, appoint a person other than the Chief Executive Officer to be the returning officer for an election or for all elections held while the appointment of that person subsists (such an appointment is to be made at least 80 days before an election and cannot be rescinded after 80 days before election day). That is, the decision to hold a voting in-person election must be made by 30 July 2025.

There are a number of matters that need to be considered with regard to conducting an in-person election, these are as follows:

- The City does not have the in-house expertise or capacity to conduct an in-person election for the City of Joondalup local government elections. On the other hand, the WAEC has extensive experience in managing elections, ensuring that the process is conducted smoothly and efficiently.
- It is important that there be no perceptions of impartiality which may be endured if the City were to manage the electoral process. As an independent body, the WAEC ensures that elections are fair and unbiased, maintaining public trust in the electoral process.
- The WAEC provides standardised procedures and processes developed over many years of experience, which help maintain consistency across different elections. If the City were to conduct the election it would be required to create purpose specific procedures and processes which would include development of software for counting purposes.
- The WAEC implements robust security measures to protect the integrity of the voting process, including measures against fraud and tampering. If the City were to conduct the election it would be required to create purpose specific security processes/procedures.
- The City has not estimated the resources required to manage an election of the City of Joondalup's scale, however, it would require employing a number of persons or appointing an agency with significant experience in conducting elections in order to manage the risk implications aligned to such an undertaking.

2 Postal election

A decision to conduct a postal election can only be made after or in conjunction with a declaration by Council that the WA Electoral Commissioner be responsible for the conduct of the election (this declaration must be made at least 80 days before an election day and cannot be rescinded after 80 days before election day and can only be made after the WA Electoral Commissioner has provided a written agreement to do so).

The current procedure required by the Act, is that written agreement (from the Electoral Commissioner) is required before Council can take a vote.

On 4 February 2025, the CEO received a letter from the Electoral Commissioner agreeing to be responsible for the conduct of the 2025 ordinary elections, should the Council decide to do so (Attachment 3 refers).

There are a number of matters that need to be considered with regard the option of undertaking a postal election versus an in-person election, which includes but is not limited to the following:

- Postal voting allows more people to participate, including those who may have difficulty reaching polling stations due to mobility issues, work commitments or other personal circumstances.
- With postal voting, voters can complete their ballots at their own convenience.
- Statistics show that postal voting can lead to a higher voter turnout, as it removes barriers that might prevent people from voting in person.
- Whilst there are initial costs associated with setting up a postal voting system, it can be more cost-effective in the long run by reducing the need for staffing and maintaining numerous polling stations, particularly for a district the size of the City of Joondalup.
- With proper measures and systems in place, postal voting can be secure and reliable where verification of voter identity can be better assured. Despite concerns, measures such as signature verification, unique barcodes on ballots, and secure drop boxes help ensure the integrity of the voting process. It is recognised that in person elections provide an opportunity for electoral officers to verify voter identities in real-time, ensuring that only eligible voters participate; however, opportunities for fraud also exist unless there are strict procedures in place for identification purposes.

Issues and options considered

Council may choose to:

- 1 Maintain the existing arrangement for the WA Electoral Commissioner to undertake the City's local government elections on its behalf as well as retain the postal voting method. This option is recommended based on the City's prior experiences with the WAEC conducting postal elections for the City.
- 2 Request the Chief Executive Officer to be the returning officer for the election and change the voting to an in-person method. This option is not recommended as the City does not have the in-house expertise or capacity to undertake an in-person election.
- 3 Request the WA Electoral Commissioner to be the returning officer for the election and change the voting to an in-person method. The WAEC have indicated that they *may* be able to conduct an in-person election on behalf of the City of Joondalup however, at the time of writing this report the WAEC could not commit. This option is not recommended.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*
 Local Government (Elections) Regulations 1997.

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-2 Proactive and represented- you are confident that the City is advocating on your behalf for initiatives that benefit the community.

Policy Not applicable.

Risk management considerations

Council must ensure compliance with the relevant legislation.

Financial / budget implications

The WAEC has estimated that the cost of undertaking the 2025 election for the City (as a postal ballot) would be in the vicinity of \$608,670 (excluding GST). This is an increase of \$106,431 (excluding GST) on the 2023 election costs for the City of Joondalup of which the final invoice was \$502,239.02 (excluding GST).

This cost estimate has been based on the following assumptions:

- The method of election will be postal.
- Six Councillors and one Mayor vacancy.
- 120,300 electors.
- Response rate of approximately 30%.
- Appointment of a local Returning Officer.
- Count to be conducted at the City's offices using CountWA.

Costs not incorporated in this estimate include the following:

- Non-statutory advertising (such as additional advertisements in community newspapers and promotional advertising within the adopted Communications Plan – estimated at \$20,000).
- Any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns.
- Local government staff members to work in the polling place on election day.
- Any additional rate increases by Australia Post including additional charges for Priority Service (estimated at \$23,000).

An appropriate allocation will need to be made in the 2025-26 Annual Budget for the 2025 local government elections which will include the above costs as well as any other advertising and promotion undertaking by the City to promote election candidacy; voter participation; and induction program costs. As per previous years, the election costs will be allocated over the 2025-26 and 2026-27 financial years to absorb the budget impact year on year.

Account No.	526-A5206-3227-0000
Budget Item	Council Election Costs
Budget amount	\$630,000 (\$315,000 to be allocated to 2025-26)
Amount spent to date	\$0
Proposed cost	\$630,000
Balance	\$630,000

All amounts quoted in this report are to be exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Advice has been received from the WAEC that the Electoral Commissioner is willing to be responsible for the City's local government ordinary elections to be held on Saturday 18 October 2025 (Attachment 3 refers).

COMMENT

The City of Joondalup has been conducting postal elections since its inaugural election in December 1999. The voting turnout figures are as follows:

Election Date	Election Method	Voter turn-out
May 1997	In-person	6.51%
December 1999	Postal	28.2%
May 2001	Postal	29.7%
May 2003	Postal	25.9%
May 2006*	Postal	27.2%
October 2007	Postal	27.2%
October 2009	Postal	26.9%
October 2011	Postal	23.8%
October 2013	Postal	22.1%
October 2015	Postal	20.2%
October 2017	Postal	31.3%
October 2019	Postal	23.8%
October 2021	Postal	27.9%
October 2023	Postal	27.7%

* Election under section 4.14 of the Local Government Act 1995.

For a number of elections, and as part of the post local government election processes, the City has undertaken an election candidate survey, seeking feedback as to candidate satisfaction on the City's election process, and in particular, the performance of the WA Electoral Commission. The results from candidates, and that of the City's officer's have demonstrated a high level of satisfaction with the performance of the WA Electoral Commission and that of the City's appointed Returning Officer.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION**That Council:**

- 1** NOTES the WA Electoral Commissioner has agreed in writing to be responsible for the City of Joondalup Ordinary Local Government Elections to be held on 18 October 2025;
- 2** In accordance with section 4.20(4) of the *Local Government Act 1995*, **DECLARES BY AN ABSOLUTE MAJORITY** the WA Electoral Commissioner to be responsible for the conduct of the ordinary election to be held on 18 October 2025, together with any other elections or polls which may be required;
- 3** In accordance with section 4.61(2) of the *Local Government Act 1995*, **DECIDES BY AN ABSOLUTE MAJORITY** the method of conducting the ordinary election to be held on 18 October 2025 will be as a postal election.

ATTACHMENTS

1. WAEC Long Term Agreement - City of Joondalup [**12.7.1** - 1 page]
2. 2025 Cost Estimate Joondalup [**12.7.2** - 3 pages]
3. Written Agreement Local Government Election 2025 Updated Joondalup [**12.7.3** - 1 page]

12.8 MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 23 JANUARY 2025 (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	111859, 101515
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 note the Minutes of the Annual General Meeting of Electors held on 23 January 2025 and to give consideration to the motions carried at that meeting.

EXECUTIVE SUMMARY

The Annual General Meeting of Electors of the City of Joondalup was held on 23 January 2025 in accordance with section 5.27 of the *Local Government Act 1995* (the Act). Section 5.33(1) of the Act requires that all decisions made at an Electors' Meeting are to be considered at the next Ordinary Meeting of Council, where practicable, or if that is not practicable, at the first Ordinary Meeting of Council after that meeting, or at a special meeting called for that purpose, whichever happens first.

BACKGROUND

The City's Annual General Meeting of Electors was held on 23 January 2025 in accordance with section 5.27 of the Act. The meeting was attended by 71 members of the public, with a total of 20 motions carried at the meeting. Below is a summary of whom the motions were received from, and how many motions were submitted:

Name	Number of Motions submitted
B. Gould	5 motions
M. Moore	4 motions
B. Hewitt	3 motions
M. Kwok	2 motions
T. Tostevin	2 motions
J. Hope	2 motions
S. Apps	1 motion
E. Coupland	1 motion
D. Campton	1 motion
L. Thomas	1 motion
M. Dowling	1 motion
TOTAL	23 motions

Decisions made by electors at an Electors' Meeting are the recommendations of those electors present, on the matters discussed and considered at the meeting. Any motions passed at an Electors' meeting are not binding on the Council; however, Council is required to consider them.

DETAILS

The Motions passed at the Annual General Meeting of Electors are set out below:

MOTION NO. 1

MOVED B Hewitt SECONDED G Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to work with greater urgency to cull the growing population of foxes in the Yellagonga Regional Park and the surrounding suburbs in collaboration with the Department of Biodiversity, Conservation and Attractions and the City of Wanneroo.

Officer's Comment

The Yellagonga Regional Park is jointly managed by the Department of Biodiversity Conservation and Attractions (DBCA), and the Cities of Joondalup and Wanneroo; with the DBCA being responsible for the management of the majority of the land within the Park. Land tenure is also vested with the Conservation Commission of Western Australia and the Western Australian Planning Commission, with small sections owned by private landholders; particularly within the southern extent of the Park.

The Cities of Joondalup and Wanneroo, in collaboration with the DBCA, implement the *Yellagonga Integrated Catchment Management Plan 2021-2026* which provides a comprehensive and integrated management approach to conserve the ecological values of the Park and its catchment. The Plan outlines a Local Biodiversity Project which includes continuing coordination of pest and animal management, including foxes, in liaison with the DBCA.

The Cities of Joondalup and Wanneroo and DBCA conducted three rounds of fox control within the Park in 2024 for the total cost of \$15,750 excluding GST, which is an increase from 2 rounds of fox control in 2023 for the total cost of \$10,500 excluding GST. The City will investigate with the agencies whether it is possible to increase the amount of fox control conducted in Yellagonga Regional Park on an ongoing basis. Each agency contributes an equal amount for the fox control program and an increase in fox control is dependent upon all agencies contributing additional budget.

The City will also engage with external agencies to advocate for fox control within the Park and adjoining natural areas that form ecological linkages with Yellagonga Regional Park.

Officer's Recommendation

That Council, in relation to Motion No. 1 carried at the Annual General Meeting of Electors:

- 1 *NOTES that the City will continue to manage fox populations within Yellagonga Regional Park in accordance with the Yellagonga Integrated Catchment Management Plan 2021- 2026, and in collaboration with the City of Wanneroo and Department of Biodiversity, Conservation and Attractions;*

- 2 *NOTES that the City will investigate whether it is possible to increase the amount of fox control conducted in Yellagonga Regional Park on an ongoing basis, in collaboration with the City of Wanneroo and Department of Biodiversity, Conservation and Attractions;*
- 3 *NOTES that the City will continue to advocate to external agencies that manage land within or adjoining the catchment regarding fox control.*

MOTION NO. 2

MOVED J Tostevin SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that the City of Joondalup supports the ongoing work of Lakeview Contemplation Garden (LCG) through the provision of the following:

- 1 Installation of a permanent water tap and water for use by the volunteers of LCG.**

Officer's Comment

The City entered into a Memorandum of Understanding (MoU) with the Lakeview Contemplation Garden (LCG) group in February 2024 which sets out the responsibilities and management of the Lakeview Contemplation Garden. It was noted during the preparation and agreement of the MoU that *'there is no access to power, or water at Lakeview Park (with the exception of the two 1,000L tanks).'*

This was an important matter for both parties to be aware of and acknowledge in entering the MoU to support the establishment of the LCG as Lakeview Park is a dry park without a water supply.

It was also noted through the initial review and approval process that access to water would be less critical as plants would be selected that were waterwise, and therefore after establishment would not require significant watering.

To provide a new water supply will require establishing a new water connection into the scheme water system, as well as supporting infrastructure such as a water meter. The cost of establishing a new water supply at the park is expected to cost approximately \$7,000.

For the reasons outlined above the City does not support the request, however it is noted that the group may wish to consider future grant opportunities to fund these works, including through the City's Community Funding Program.

Officer's Recommendation

That Council, in relation to Motion No. 2 carried at the Annual General Meeting of Electors:

- 1 *NOTES that the City has an existing agreement with the Lakeview Contemplation Garden group with regard to the provision of water for the garden that reflects Lakeview Park's status as a dry park, and that the installation of a new water supply is not supported;*
- 2 *REQUESTS that the Chief Executive Officer provides information on the City's Community Funding Program to the Lakeview Contemplation Garden group.*

MOTION NO. 3

MOVED M Kwok SECONDED B Gould that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to:

- 1 conclude the Enterprise Bargaining Agreement (EBA) negotiations before end of the current financial year;**
- 2 ENSURE the new EBA to be finalised and signed off before commencement of the applicable agreement period;**
- 3 SUBMIT all EBAs to Council for ratification for the purpose of transparency;**
- 4 present to Council a report on the financial impact to the City, of the proposed finalised agreement, including the backpay and how the backpay for employees who have since left would be managed and honoured.**

Officer's Comment

The City has been in negotiation with the relevant Union on the Inside Workforce Enterprise Agreement since May 2023 and is committed to expediting the process. The negotiation for wage increases and superannuation matching has not been able to be finalised between the parties through the negotiation process and will likely go through the WA Industrial Commission under an arbitration process. That means that all outstanding matters will be determined by an Order from the Industrial Relations Commissioner.

The City is preparing for the commencement of the arbitration process, which would involve a joint application by the parties (employer and Union).

The arbitration process and outcome are subject to the scheduling, availability and processes of the Western Australian Industrial Relations Commission (WAIRC). The WAIRC processes are similar to court proceedings and the CEO is not able to influence these processes or give an undertaking that the City can conclude the process prior to the end of the current financial year.

It is important to note that the City of Joondalup *Inside Workforce Enterprise Agreement 2018* has what is called a nominal expiry date. That is, it does not expire and continues to operate until such time as it is replaced or terminated.

In relation to the part of the motion requesting that all EBAs be submitted to the Council for ratification for the purpose of transparency, under s5.41(2)(d) of the *Local Government Act 1995* the CEO is responsible for the employment, management, supervision, direction and dismissal of employees. The City is the employer under both the *Local Government Act 1995* and *WA Industrial Relations Act 1979*.

Under the *Industrial Relations Act 1979*, industrial agreements are negotiated between unions and employers and registered by the WAIRC. The Council is not the employer or a party to the agreement under the *Industrial Relations Act 1979*, and therefore cannot perform a role in relation to endorsement of an agreement which is between, employer, employee and the applicable parties to the agreement (Union/s).

In relation to the financial impact on the City, under the *Industrial Relations Act 1979*, industrial agreements are negotiated between unions and employers and registered by the WAIRC. Once registered, the agreement provisions apply to all employees in the workplace whose job classification is covered under the Agreement.

Any calculations for back payment will need to be completed for all of the City's employees covered by the Agreement, however in order to do so the City must have confirmation of the final rates of pay. The City can only calculate the final back payment amounts once the negotiation/arbitration process is completed.

The City has made estimated provisions in its budget. However, the final wage increases cannot be determined until agreed or ordered via arbitration. Whilst the estimated backpay is dependent on the outcome of the arbitration and decision and Order of the Industrial Relations Commissioner, at this time the approximate back pay total for current employees is \$5 million. This is the amount provided to auditors along with the rationale for the calculations.

With regard to staff members who have left since 30 June 2022, and their entitlement for backpay once the Agreement is finalised, this will be a matter for the Industrial Relations Commissioner to determine through the arbitration process.

Officer's Recommendation

That Council, in relation to Motion No. 3 carried at the Annual General Meeting of Electors:

- 1 *NOTES the status of the negotiations for the City of Joondalup Inside Workforce Agreement as detailed in the report;*
- 2 *NOTES that the Council is not the employer or a party to the City of Joondalup Inside Workforce Agreement under the Industrial Relations Act 1979 and does not have a role in the Agreement process;*
- 3 *NOTES that the estimated backpay to employees covered by the City of Joondalup Inside Workforce Agreement is dependent on the outcome of the arbitration and decision and Order of the Industrial Relations Commissioner, and at this time the approximate back pay total for current employees is \$5 million.*

MOTION NO. 4

MOVED J Hope SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 **grant a special permit for the Forest of the Fallen display to be held in one of the following City's parks:**
 - **Neil Hawkins Park;**
 - **Pinnaroo Point;**
 - **Whitfords Nodes;**
 - **Sir James McCusker Park;**
 - **Burns Beach Foreshore Park;**
- 2 **NOTES that the display will be set up for a period of five (5) hours on one weekend day per month in a park detailed in Part 1.**

Officer's Comment

The City has a number of open spaces and community facilities that are available to be hired by members of the public. Each booking request would be considered by the City against its terms and conditions of hire. Members of the public are able to contact the City for a discussion about which park would be suitable and if assistance is required to submit a booking.

Officer's Recommendation

That Council, in relation to Motion No. 4 carried at the Annual General Meeting of Electors NOTES that a member of the public can submit a booking request for consideration by the City for Forest of the Fallen display to be held in one of the City's parks.

MOTION NO. 5

MOVED S Apps SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to re-instate Ranger Services (Community Safety team) to assist, manage and attend in person to native wildlife incidents and injuries, specifically relating to kangaroos, as requested by residents and/or ratepayers, where an incident has occurred on land that is the responsibility of the City of Joondalup.

Officer's Comment

The City continues to provide a Field Services (Rangers) function for the community. The services provided by this team are broad and include the following:

- Parking management.
- Bushfire management.
- Parking compliance.
- Illegal littering and camping control.
- Coastal control including beach closures.
- Homelessness management.
- Animal management.

In relation to animal management, the City's role is determined by the *Local Government Act 1995* and the *Animal Welfare Act 2002*.

There is no legislation applicable to the City specifically in relation to native wildlife. While City officers have been responsible for the collection of dead animals, including at times kangaroos, the City has not previously had a role in managing or responding to native wildlife incidents and injuries.

Native wildlife, such as kangaroos, are protected under both State (*Biodiversity Conservation Act 2016*) and Commonwealth (*Environment Protection and Biodiversity Conservation Act 1999*) legislation requiring authorisation under a permit to undertake a number of activities, including to keep, handle or move native wildlife. Some exceptions are provided for the short-term attendance or handling of injured native wildlife, however longer-term care and rehabilitation is required to be provided by a licensed person.

The State Government agency, the Department of Biodiversity, Conservation and Attractions (DBCA), provides a range of guidance in relation to engaging with and responding to injured native wildlife.

The DBCA advises that if a sick, injured or abandoned animal is found the Wildcare Helpline should be contacted for advice and guidance.

The Wildcare Helpline provides a service for the public who find sick or injured native wildlife and are seeking advice on where to find care for the animal.

Further, a separate group, WA Wildlife, advises that sick, injured, or orphaned wildlife should be transferred to a licensed wildlife rehabilitator. WA Wildlife provides a range of services to support sick or injured wildlife including hospital, ambulance, conservation and rehabilitative services.

The City does not have the specialist qualifications, knowledge, equipment, or facilities required to care for sick or injured native wildlife, nor does it have a legislative ability to provide a greater level of intervention or support beyond a member of the community. However, when required and available, the City works with specialised wildlife rescue groups, and animal welfare officers who are skilled and empowered to provide medical treatment and care to native wildlife.

Officer's Recommendation

That Council, in relation to Motion No. 5 carried at the Annual General Meeting of Electors:

- 1 *NOTES that the City does not have the legislative ability, specialist qualifications, knowledge and facilities required to handle or care for sick or injured native wildlife;*
- 2 *NOTES that WA Wildlife advises that sick, injured or orphaned wildlife should be transferred to a licensed wildlife rehabilitator;*
- 3 *NOTES that the Department of Biodiversity, Conservation and Attractions advises that the Wildcare Helpline should be the contact for advice and guidance if a sick, injured or abandoned animal is found.*

MOTION NO. 6

MOVED B Gould SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to publish submissions received during community consultations verbatim, ensuring they are presented in a clear, accessible, and unaltered format, including all references and hyperlink addresses as plain text.

Officer's Comment

When the City undertakes an open community consultation that includes written feedback, the City publishes the full verbatim comments received via the relevant Community Consultation Outcomes Report. The verbatim comments are published in plain text. The City only removes words and phrases for the reasons stated below and includes a statement in the report to this effect. Note that the City endeavours to remove as little as possible from these written comments.

- Potentially defamatory comments — these are removed as the City is considered a “publisher” and can be held liable for publishing defamatory comments.

- Potentially identifying comments — these are removed as the City does not wish for individual commenters to be identifiable to either members of the Council or to members of the public.
- Offensive words — these are removed as it is considered inappropriate for the City to be publishing swear or curse words.
- Hyperlinks — these are removed for cyber security reasons to prevent the City inadvertently directing readers to potentially malicious websites. It is proposed that the City include the following disclaimer into consultations to request that hyperlinks not be included in responses as these will be removed for cyber security reasons.

Officer's Recommendation

That Council, in relation to Motion No 6 carried at the Annual General Meeting of Electors:

- 1 *DOES NOT SUPPORT the request to publish submissions received during community consultations verbatim in an unaltered format, including all references and hyperlink addresses as plain text;*
- 2 *NOTES that when the City undertakes an open community consultation that includes written feedback, the full verbatim comments are published in the relevant Community Consultation Outcomes Report with the following words and phrases removed:*
 - 2.1 *Potentially defamatory comments;*
 - 2.2 *Potentially identifying comments;*
 - 2.3 *Offensive words;*
 - 2.4 *Hyperlinks;*
- 3 *NOTES that Community Consultation Outcomes Reports for open community consultations are published via the Community section of the City's website.*

MOTION NO. 7 – LOST MOTION

MOVED E Coupland SECONDED L Thomas that the Electors of the City of Joondalup REQUEST that Council instructs the City to insert clear, measurable emissions targets across all areas in the Draft Climate Change Plan 2024–2034 and:

- 1 regularly assess the impact of implemented actions on the overall CO2 emissions targets;
- 2 commit to annual monitoring and reporting via data-based evaluation with public scrutiny;
- 3 improve the accuracy of data collection to support CO2 emissions measurements ensuring that scopes 1, 2 and 3 of emissions are accounted for;
- 4 introduce penalties for those entities not meeting the targets.

Officer's comment

It is noted that Motion No. 7 was not carried (lost motion) by the Electors of the City of Joondalup present at the meeting and no further action is required by the City. The motion number has been retained to align with the motions stated in the AGM Minutes of the meeting held on 23 January 2025. This is to minimise any confusion in the report between the motion numbers and alignment to parts referred to in the Officer's recommendation.

Officer's recommendation

That Council NOTES that Motion No. 7 was not carried by the Electors of the City of Joondalup present at the meeting and no further action is required by the City.

MOTION NO. 8

MOVED D Campton SECONDED M Campton that the Electors of the City of Joondalup REQUEST that Council instructs the City that the Duffy House area under the management of City of Joondalup has the following restrictions applied:

- 1 No dogs are to be allowed in this area;**
- 2 No quad bikes, dirt bikes, electric scooters, electric bikes or similar are to be allowed in this area.**

Officer's Comment:

Restrictions to the Duffy House property under the management of the City of Joondalup currently include "no dogs allowed" and "no unpermitted vehicles allowed" in line with the Department of Biodiversity, Conservation and Attractions (DBCA) restrictions for the Yellagonga National Park site. Signage advising of this prohibition will be installed at the Duffy Terrace pedestrian gate.

The pedestrian gate on Duffy Terrace is not locked to allow universal access to the community. The City is assessing options for the installation of bollard/s suitable to stop access to quad bikes and similar vehicles at this point, while ensuring access for City and DBCA vehicles as required to manage the site.

Officer's Recommendation

That Council, in relation to Motion No. 8 carried at the Annual General Meeting of Electors:

- 1 NOTES that prohibition advisory signage will be installed at the Duffy Terrace pedestrian gate;*
- 2 NOTES that the City is investigating the installation of bollard/s at pedestrian gate on Duffy Terrace to restrict access of quad bikes and similar vehicles.*

MOTION NO. 9

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 AMEND the existing Joondalup Activity Centre Plan so the Building Heights for the Joondalup Edge Precinct are similar to the minimum and maximum heights stipulated for similar Metronet Station Precincts; such as in the suburb of Morley where there are three storey minimum and eight storey maximum (10 metre minimum to 28 metre maximum building height);**
- 2 NOTES this recommendation is in lieu of the existing 20.5 meter minimum and unlimited maximum building height for a precinct area that has no amenity other than the Edgewater train station;**
- 3 AGREES for the process to be commenced immediately.**

Officer's Comment

The Joondalup Activity Centre Plan was approved in October 2018 and noting that structure plans have an approval period of 10 years from the date of approval and is due to expire in October 2028. It is intended that a review of the Joondalup Activity Centre Plan be commenced with a view to complete the review prior to the expiry of the activity centre plan. This is considered to be the appropriate time to test the existing provisions for the various precincts within the Joondalup Activity Centre Plan, including the Joondalup Edge Precinct.

Further, the imposition of building height provisions that are proposed for other Metronet precincts on Joondalup Edge may be considered to be too arbitrary and not consider differences in context.

Any proposed modification to the development provisions within the Joondalup Edge Precinct would require an initial determination by Council to specify the extent of such amendments, advertising of the proposal for public comment, then referral back to Council to consider any submissions and to make a recommendation to the Western Australian Planning Commission (WAPC), noting that the WAPC is the determining authority for structure plan amendments. The process may take up to 12 months to finalise.

It is therefore recommended that the development provisions within the Joondalup Edge Precinct be reviewed as part of the review of the Joondalup Activity Centre Plan.

Officer's Recommendation

That Council, in relation to Motion No. 9 carried at the Annual General Meeting of Electors NOTES that the Joondalup Activity Centre Plan is intended to be reviewed prior to its expiry in October 2028, and this is the appropriate time to review the development provisions for the Joondalup Edge Precinct.

MOTION NO. 10 – LOST MOTION

MOVED L Thomas SECONDED E Coupland that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 obtain as a high priority, accurate data of the City's current carbon emissions, to serve as a benchmark to support the City's mitigation strategy going forward by engaging an independent Carbon Emissions Auditor (similar to that employed by the Town of Victoria Park);
- 2 requests that the assessment include the City's share of the Carbon emitted from the Tamala Park Waste Management Centre.

Officer's comment

It is noted that Motion No. 10 was not carried (lost motion) by the Electors of the City of Joondalup present at the meeting and no further action is required by the City. The motion number has been retained to align with the motions stated in the AGM Minutes of the meeting held on 23 January 2025. This is to minimise any confusion in the report between the motion numbers and alignment to parts referred to in the Officer's Recommendation.

Officer's recommendation

That Council NOTES that Motion No. 10 was not carried by the Electors of the City of Joondalup present at the meeting and no further action is required by the City.

MOTION NO. 11 – LOST MOTION

MOVED M Dowling SECONDED E Coupland that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 declare a climate emergency, to guide all areas in the Draft Climate Change Plan 2024–2034;
- 2 acknowledge the urgent need to address the climate crisis and its local impacts;
- 3 commits to developing and implementing a comprehensive Climate Action Plan that:
 - 3.1 sets a clear timeline and measurable targets for achieving net-zero emissions across the City's operations and community by 2035;
 - 3.2 prioritises a just and equitable transition away from fossil fuel use and investments, ensuring that vulnerable groups are supported in the transition;
 - 3.3 actively seeks to invest in renewable energy, sustainable infrastructure, and programs that enhance community resilience;
- 4 requests a detailed report from the City administration within six months outlining specific strategies, funding opportunities, and partnerships to achieve these objectives;
- 5 NOTES that this motion recognises the urgent need for action, ensures accountability through measurable outcomes, and provides a pathway for a fair and sustainable transition.

Officer's comment

It is noted that Motion No. 11 was not carried (lost motion) by the Electors of the City of Joondalup present at the meeting and no further action is required by the City. The motion number has been retained to align with the motions stated in the AGM Minutes of the meeting held on 23 January 2025. This is to minimise any confusion in the report between the motion numbers and alignment to parts referred to in the Officer's Recommendation.

Officer's recommendation

That Council NOTES that Motion No. 11 was not carried by the Electors of the City of Joondalup present at the meeting and no further action is required by the City.

MOTION NO. 12

MOVED B Hewitt SECONDED G Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 DEVELOP a program that provides for a three yearly inspection and maintenance of all large trees on private property, in an effort to protect the tree canopy and reduce the number of trees being lost;**
- 2 INSTRUCT the City to develop a tree protection policy to limit the removal of trees from private property.**

Officer's Comment

In response to a Notice of Motion and subsequent Council resolution, a report was presented to Council at its meeting held on 28 November 2023 with options for improving the urban tree canopy across both public and private land. In considering this report, Council resolved, in part, as follows:

- 3 REQUESTS the Chief Executive Officer to investigate the following as part of the review of the City's Local Planning Strategy and Local Planning Scheme No. 3:**
 - 3.1 expanding the City's existing significant tree register to include trees on private land; and**
 - 3.2 possible incentives and support for tree management on private land;**
 - 3.3 additional controls for the retention of mature trees, in particular hollowed trees.**

The above matters were detailed as part of an Issues Paper prepared in April 2024 as part of the current review of the City's Local Planning Strategy (available [here](#)). The Issues Paper sets out several potential opportunities for increasing tree canopy on private land and recommends that these opportunities are investigated further as part of subsequent stages of the Local Planning Strategy review. This includes consideration of a draft tree retention policy prepared by the Western Australian Local Government Association.

Therefore, as outlined in Council's November 2023 resolution, the City is already investigating opportunities for the protection of trees on private property as part of the review of the Local Planning Strategy.

Officer's Recommendation

That Council, in relation to Motion No. 12 carried at the Annual General Meeting of Electors REAFFIRMS its decision of 28 November 2023 (CJ224-11/23 refers), noting that the City is already investigating opportunities for the protection of trees on private property as part of the review of the Local Planning Strategy.

MOTION NO. 13

MOVED J Tostevin SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that the Council considers supporting one or more of the following:

- 1 AGREES to the installation of a cockie trough (high water trough);**
- 2 AGREES to the members of Lakeview Contemplation Garden installing a table and seat set made from recycled materials (including the limestone rock from the park and gabions) to create a comfortable spot for visitors to the garden to enjoy a game of chess or chequers;**
- 3 PROVIDE and maintain a refuse bin at the entrance to Lakeview Park.**

Officer's Comment***Request for the installation of a cockie trough (high water trough)***

Elevated watering stations have been included as projects in the City's *Five-Year Capital Works Program* for 2025-26 through to 2028-29. The City is currently investigating locations for the installation of black cockatoo watering stations which will support the conservation of black cockatoos, and Lakeview Park can be considered.

As noted in the response to Motion No. 2, there is no current water supply available to Lakeview Park. Elevated watering stations do require a dedicated water supply, and this would therefore reduce the suitability of Lakeview Park for an elevated watering trough.

Request for the installation of a table and seat

The current Memorandum of Understanding (MoU) between the City and the Lakeview Contemplation Garden (LCG) group sets out the process for the LCG to request approval for additions, amendments or upgrades to the garden.

The MoU is considered to be the appropriate mechanism to seek any additions, amendments or upgrades to the garden and should the LCG wish to seek approval for this change, an application should be made to the City.

Request for the provision and maintenance of a refuse bin

Lakeview Park is classified as Low Priority Urban Landscaping in the City's *Public Open Space Framework*. Under this framework, a services refuse bin is not supported.

It is noted that under the Memorandum of Understanding (MoU) between the City and the Lakeview Contemplation Garden (LCG) group, the removal of all refuse is the responsibility of the LCG group.

The characteristics of Lakeview Park would allow for a serviced refuse bin should the LCG wish to consider this service. This would cost an initial fee of approximately \$1,180 for the first year which would include the supply and installation of a public bin and the first year's collection. The following years' collection fees would be approximately \$680 per year.

Officer's Recommendation

That Council, in relation to Motion No. 13 carried at the Annual General Meeting of Electors:

- 1 *NOTES that the City has already included funds for elevated watering stations in future years of the Five-Year Capital Works Program, and that Lakeview Park will be assessed and considered against other possible locations;*
- 2 *NOTES that Lakeview Park does not have a current water supply which may reduce its suitability to be provided with an elevated watering station;*
- 3 *NOTES that there is an existing Memorandum of Understanding entered into between the City and the Lakeview Contemplation Garden group and that this provides the best mechanism for additions, amendments or upgrades to the garden to be sought;*
- 4 *NOTES that under the Memorandum of Understanding the removal of all refuse associated with the Lakeview Contemplation Garden is the responsibility of the Lakeview Contemplation Garden group. The provision and maintenance of a refuse bin at Lakeview Park can be requested, however costs associated would be the responsibility of the Lakeview Contemplation Garden group.*

MOTION NO. 14

MOVED M Kwok SECONDED I Hurst that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to advocate to the State Government for mandatory public consultation on the installation of telecommunications infrastructure, including 5G towers and small cell towers, to ensure community concerns are adequately addressed.

Officer's Comment:

The City supports community consultation being undertaken on planning applications for telecommunications infrastructure, as required by its *Planning Consultation Local Planning Policy*.

In September 2024, the City approached the Western Australian Planning Commission (WAPC) to provide more guidance on its approach to consultation on telecommunications infrastructure for proposals that require planning approval, in particular the timing of any planned review of *State Planning Policy 5.2 Telecommunications Infrastructure* (SPP 5.2) that would allow greater clarity to be embedded into the policy for community consultation requirements on telecommunication infrastructure.

In response to the City's enquiry, the Chairperson of the WAPC noted that there are currently no plans to review SPP5.2 to insert additional guidance about consultation, however the City's comments are noted for any future review of the WAPC's framework for telecommunications infrastructure.

In relation to consultation requirements for telecommunications infrastructure that does require planning approval, given the recent nature of the City's correspondence with the WAPC, it is anticipated that the State Government, via the WAPC, would reiterate its position on the matter of consultation, and no further advocacy would be of benefit at this point.

It is also noted that the Federal *Telecommunications Act 1997* enables carriers to install low-impact facilities provided a proposed facility meets the requirements of the *Telecommunications (Low-Impact Facilities) Determination 2018*, without the need for State or local government planning approval which means not all telecommunication infrastructure would be subject to the City's *Planning Consultation Local Planning Policy*.

Separately, the Mobile Phone Base Station Deployment Industry Code (the Code) requires consultation to be undertaken for installation of mobile phone telecommunications infrastructure at a new site where a development application is not required and provides notification requirements for other types of infrastructure. The Code requires carriers to have regard to comments received by a Council and the public in response to notifications for small mobile phone radio communications infrastructure and infrastructure proposed at an existing site.

The Code sets out the following notification and consultation requirements for telecommunications infrastructure:

- Section 5 – notification requirements for small scale infrastructure (facilities that have minimal visual impact and are design to provide local coverage to a small area, also covers fixed radio links).
- Section 6 – consultation requirements for installation at a new site without a development (planning) application (the Code notes that in cases where planning approval is required, it is expected that community consultation will occur through the development application process).
- Section 7 – notification to Councils and the public – installation at an existing site without a development application.
- Section 8 – notification for temporary mobile phone radiocommunications infrastructure.

Officer's Recommendation

That Council, in relation to Motion No 14. carried at the Annual General Meeting of Electors:

- 1 NOTES that the City's Planning Consultation Local Planning Policy supports the process of community consultation for telecommunication infrastructure that is subject to a planning approval;*
- 2 NOTES that the City has recently written to the Western Australian Planning Commission to request more guidance on consultation in its State Planning Policy for Telecommunication Infrastructure that is subject to a planning approval;*
- 3 NOTES the Western Australian Planning Commission's recent statement that there are no plans to review State Planning Policy 5.2 Telecommunications Infrastructure to insert additional guidance about consultation, however the City's comments have been noted for any future review of the framework for telecommunications infrastructure;*
- 4 NOTES that the Mobile Phone Base Station Deployment Industry Code sets out consultation and notification requirements for small scale infrastructure, installation at a new site without a development application, installation at an existing site without a development application and for temporary mobile phone radiocommunications infrastructure.*

MOTION NO. 15

MOVED J Hope SECONDED B Gould that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to write to the following:

- the Prime Minister;**
 - the Commonwealth Minister for Health and Aged Care;**
 - the Commonwealth Department of Health and Aged Care;**
 - the Chief Health Officer;**
 - the Commonwealth Health Secretary;**
 - the WA Premier;**
 - the WA Department of Health;**
 - the WA Minister for Health;**
- 1 to urge the immediate suspension of the use of all COVID-19 vaccines in Australia;**
 - 2 to ENGAGE a body of qualified experts, including the Chief Health Officer and the Gene Technology Technical Advisory Committee, to conduct a comprehensive, science-based evaluation of emerging evidence regarding synthetic DNA contamination in the Pfizer and Moderna COVID-19 vaccines;**
 - 3 to INVESTIGATE excess deaths and hospitalisations in Western Australia following vaccine rollouts, specifically:**
 - 3.1 prior to the reopening of state borders;**
 - 3.2 over the longer term.**

Officer's Comment:

The development and approval of vaccines is managed by Federal Government legislation and follows a strict and scientific process.

The Therapeutic Goods Administration (TGA) is the responsible authority in Australia for assessing the safe use of vaccines. The TGA has indicated that all COVID-19 vaccines approved in Australia have been rigorously assessed and meet the TGA's high standards for safety, quality, and efficacy.

The TGA already conducts comprehensive, science-based evaluations of vaccines and constantly reviews the latest scientific evidence about the safety of vaccines.

The Federal Government Department of Health and Aged Care states that regular COVID-19 vaccinations are the best way to maintain protection against severe illness, hospitalisation and death from COVID-19.

A range of views and concerns have been expressed in relation to the safety of some COVID-19 vaccinations. The TGA, as the agent responsible for the assessment and approval of COVID-19 vaccinations, has previously released a statement in response to these views and concerns.

At its meeting held 10 December 2024, Council considered a similar request via a Notice of Motion seeking the City to advocate for a Royal Commission into Australia's response to the COVID-19 pandemic, including writing to the Governor General and Federal Members of Parliament. The Notice of Motion was not carried.

As the assessment and approval of vaccines is not the role of local government, together with the fact that the agency responsible, the TGA, has considered and responded to concerns regarding the safety of some COVID-19 vaccines the motion requested is not supported.

Officer's Recommendation

That Council, in relation to Motion No. 15 carried at the Annual General Meeting of Electors:

- 1 *NOTES that the development and approval of vaccines is managed by Federal Government legislation;*
- 2 *NOTES that the Therapeutic Goods Administration (TGA) is the responsible authority in Australia for assessing the safe use of vaccines and has indicated that all COVID- 19 vaccines approved in Australia have been rigorously assessed and meet its high standards for safety, quality, and efficacy;*
- 3 *NOTES that the Therapeutic Goods Administration, as the agent responsible for the assessment and approval of COVID-19 vaccinations, has previously released a statement in response to concerns in relation to the safety of some COVID-19 vaccinations.*

MOTION NO. 16

MOVED B Gould SECONDED C Wilson that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to ensure that the City's insurance coverage for volunteers includes individuals of all ages, without imposing upper or lower age restrictions.

Officer's comment

The City has a Voluntary Workers Personal Accident Protection insurance cover for all City of Joondalup volunteers. The existing policy does not have any age restrictions; however, certain benefits are limited dependent on the age. These limit restrictions are based on insurance industry standards and cannot be removed.

Officer's Recommendation

That Council, in relation to Motion No. 16 carried at the Annual General Meeting of Electors NOTES that the City already has a Voluntary Workers Personal Accident Protection cover in place for all City of Joondalup volunteers with no age restrictions, however, certain benefits under the cover are limited dependent on the age.

MOTION NO. 17

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 PREPARE a Precinct Plan for the Woodvale District Centre on Whitfords Avenue in accordance with *State Planning Policy 7.2 - Precinct Design*;**
- 2 AGREES for the process to be commenced immediately.**

Officer's Comment

A precinct structure plan is a document prepared in accordance with *State Planning Policy 7.2 Precinct Plans* (SPP 7.2) by the Western Australian Planning Commission (WAPC), a local government or a landowner, and approved by the WAPC. Precinct structure plans outline land use, density and development (including built form), access arrangements, infrastructure, environmental assets and community facilities at a precinct scale to facilitate future subdivision and development.

Under SPP 7.2, activity centres as outlined in *State Planning Policy 4.2 Activity Centres* (SPP 4.2) are a precinct type to which SPP 7.2 can be applied. SPP 4.2 outlines that precinct structure plans are only required to be approved prior to defined major development being undertaken in strategic, secondary and district level centres. Precinct structure plans are optional in other lower order activity centres at the discretion of the local government and WAPC.

It is noted that the request to prepare a precinct structure plan for the Woodvale District Centre as outlined in Motion No. 17 is also captured by the request for the City to prepare precinct structure plans for all activity centres within the City of Joondalup (Motion No. 22).

It is therefore considered appropriate that investigation be undertaken into those activity centres that would most benefit from a precinct structure plan, the prioritisation of those plans, and the allocation of necessary funds and resources to progress preparation of the plans, prior to any decision being made on whether it is appropriate to prepare a precinct structure plan for the Woodvale District Centre.

Officer's Recommendation

That Council, in relation to Motion No. 17 carried at the Annual General Meeting of Electors REQUESTS a report to be prepared that considers the need for the preparation of precinct structure plans over the City's activity centres, the prioritisation of preparation of those plans, and the allocation of necessary funds and resources to progress preparation of the plans.

MOTION NO. 18

MOVED B Hewitt SECONDED G Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to ensure Local Laws regarding Verges and the permanent parking of caravans, boats, and other large items on verges is monitored, actioned, and where necessary, enforced through the provisions of the Local Laws.

Officer's Comment

The parking of caravans, boats and trailers on verges is controlled via the City's *Parking Local Law 2023* and the City's *Local Government and Public Property Local Law 2014*.

Section 3.4 of the *Parking Local Law 2023* states: "A person must not park a vehicle on any portion of a road or within a parking station if the vehicle is a trailer or caravan unattached to a motor vehicle." This includes the thoroughfare / verge.

Section 8.1 of the *Local Government and Public Property Local Law 2014* states: "A person must not place, or allow to be placed or remain, on a thoroughfare or verge anything that obstructs the thoroughfare or verge; or results in a hazard for any person using the thoroughfare or verge."

The City's Field Officers respond to community complaints regarding the parking of caravans, boats, and other large items on verges. If the placement constitutes a breach of local law, the Field Officer will enforce its local laws through engaging with the resident to advise them of their obligations and seek an appropriate resolution. The Field Officers will also issue an infringement if needed in order to have the local laws complied with. If the placement of these items is observed during routine patrols and present a line of sight, obstruction, or safety risk, Field Officers will proactively liaise with the resident to seek a resolution.

Officer's Recommendation

That Council, in relation to Motion No. 18 carried at the Annual General Meeting of Electors NOTES the provisions of the City's Parking Local Law 2023 and the Local Government and Public Property Local Law 2014 that set out the requirements in relation to the parking of boats, caravans and other large items on verges and the City's approach to enforcing these requirements.

MOTION NO. 19

MOVED B Gould SECONDED P Perez Navas-Pajero that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to include the supporting statements from the mover and seconder of each motion presented at the Annual General Meeting (AGM) to be published in the meeting minutes.

Officer's Comment

In accordance with section 5.32 of the *Local Government Act 1995* (the Act), "the CEO is to –

- (a) *cause minutes of the proceedings at an electors' meeting to be kept and preserved; and*
- (b) *ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered."*

Regulation 11 of the *Local Government (Administration) Regulations 1996* (the Regulations) provides the requirements for the content of the minutes:

"11 *The content of minutes of a meeting of a council or a committee is to include –*

- (a) *the names of the members present at the meeting; and*
- (b) *where a member enters or leaves the meeting during the course of the meeting, the time of entry or departure, as the case requires, in the chronological sequence of the business of the meeting; and*
- (c) *details of each motion moved at the meeting, the mover and the outcome of the motion; and*
- (d) *details of each decision made at the meeting; and*
- (da) *written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70 (but not a decision to only note the matter or to return the recommendation for further consideration); and*
- (e) *a summary of each question raised by members of the public at the meeting and a summary of the response to the question; and*
- (f) *in relation to each disclosure made under section 5.65 or 5.70 in relation to the meeting, where the extent of the interest has also been disclosed, the extent of the interest; and*
- (g) *each document attached to an agenda relating to a council or committee meeting unless the meeting or that part of the meeting to which the document refers is closed to members of the public.'*

There is no requirement within the Act or Regulations to include the debate or supporting statements of a motion in the minutes of a meeting. To do so would take a considerable amount of staff resources to transcribe the statements and is not considered practical or appropriate to undertake.

A video recording of the meeting is available on the City's website and YouTube channel where members of the public can listen/view the supporting statements made by electors.

It is therefore recommended that the supporting statements of the mover and seconder of each motion presented at the Annual General Meeting (AGM) are not included in the minutes of the meeting, given that the meeting is live-streamed and video recorded which is available for viewing on the City's website.

Officer's Recommendation

That Council, in relation to Motion No. 19 carried at the Annual General Meeting of Electors DOES NOT SUPPORT the request to include the supporting statements of the mover and seconder of each motion presented at the Annual General Meeting in the minutes of the meeting.

MOTION NO. 20

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 Excise the Joondalup Edge Precinct from the existing Joondalup Activity Centre Plan and prepare a Precinct Plan for the area in accordance with State Planning Policy 7.2 - Precinct Design;**
- 2 AGREES for the process to be commenced immediately.**

Officer's Comment

This motion conflicts with Motion No. 9 that seeks to amend the Joondalup Activity Centre Plan to modify the building heights within the Joondalup Edge Precinct. It is not possible for both items to be pursued as they are contradictory in nature.

The Joondalup Activity Centre Plan was approved in October 2018 and noting that structure plans have an approval period of 10 years from the date of approval, is due to expire in October 2028. It is intended that a review of the *Joondalup Activity Centre Plan* be commenced with a view to complete the review prior to the expiry of the activity centre plan.

The excision of the Joondalup Edge Precinct would require separate amendments to the *Joondalup Activity Centre Plan* and *Local Planning Scheme No. 3*. The *Joondalup Activity Centre Plan* amendment requires Western Australian Planning Commission (WAPC) approval while the amendment to *Local Planning Scheme No. 3* requires approval from the Minister for Planning. These processes would likely take up to 18 months to complete. The preparation of a precinct plan would then be commenced in the event the amendments to the JACP and *Local Planning Scheme No. 3* are approved. Given the length of time needed for these amendments, it is likely that the commencement of the preparation of a precinct plan would coincide with the review of *Joondalup Activity Centre Plan* although separate funds and resourcing would need to be allocated for each project.

Noting the above, it is considered that the excision of the Joondalup Edge Precinct from the *Joondalup Activity Centre Plan* would be premature. Given the intended review of the *Joondalup Activity Centre Plan*, this is considered to be a more appropriate time for a strategic review of the extent of the activity centre and various precincts, including the Joondalup Edge Precinct, to ensure that the activity centre plan boundary remains suitable.

Officer's Recommendation

That Council, in relation to Motion No. 20 carried at the Annual General Meeting of Electors NOTES that the Joondalup Activity Centre Plan is intended to be reviewed prior to its expiry in October 2028, and that this is considered to be a more appropriate time to review whether the Joondalup Edge Precinct is appropriate to remain in the Joondalup Activity Centre Plan.

MOTION NO. 21

MOVED B Gould SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to:

- 1 publish the guest lists and expenditure for all Elected Member dinners and all formal City dinners on the City's website under the "Council and Committee Meetings" page. Guest lists must include the name of each guest and their relationship to the City, and expenditure must include the total cost and cost per head;**
- 2 reduce the number of Elected Member dinners by 50 percent, with the Mayor hosting a maximum of three dinners per calendar year and each Ward hosting a maximum of six dinners per calendar year, effective from 1 January 2025.**

Officer's Comment

Publishing Guest Lists and Expenditure Related to Dinners

The motion from the AGM requests that the Council publish the guest lists and expenditure for all Elected Member Dinners and all formal City Dinners on the City's website. The motion does not define what might constitute a formal City Dinner. It is considered that with respect to this motion it include any formal dinner/luncheon/reception function, however, exclude the annual community receptions and luncheons with local community; sporting and volunteer groups. The only formal function conducted is the Annual Joondalup Dinner.

With regard the disclosure of guest names, the Council's *Elected Members' Entitlements Council Policy* provides that "*details of invited guests that attend elected member dinners are to be reported to the Audit and Risk Committee on a quarterly basis.*" Details collected include the name of each guest and their relationship to the City.

The information provided to the Committee is deemed confidential as it relates to the "*personal affairs of any person*" (s5.23(1)(b) of the *Local Government Act 1995* refers). Further, the *Freedom of Information Act 1992 (FOI Act)*, whilst providing the public with the right to access documents held by government agencies, also includes provisions to protect personal information and the identity of individuals. Under the *FOI Act*, information is exempt if its disclosure would reveal personal information about an individual (refer clause 3 of Schedule 1 of the *FOI Act*). The purpose of the exemption in clause 3(1) of Schedule 1 is to protect the privacy of individuals about whom information may be contained in documents held by State and local government agencies. This means that any request for information that includes personal details would need to be carefully reviewed to ensure that the privacy of individuals is maintained.

Schedule 1 of the *FOI Act* provides that the information could be disclosed if the applicant provides evidence that the individual concerned consents to the disclosure of their personal information to the applicant (clause 3(5)).

It is considered that, taking into account the *Local Government Act 1995* and *FOI Act* provisions related to personal information, a requirement to seek consent from all individuals that attend any Elected Member Dinner or Formal Dinner of the City of Joondalup to publicly publish their details on the City's website, is not only an operationally impractical measure to implement, but is considered to serve minimal public interest, and as such the proposal is not supported.

With regard publishing the expenditure (total cost and cost per head) of each Elected Member Dinner and all Formal City Dinners this information can be made readily available on request, and is provided as follows:

Elected Member Dinners

Budget: approximately \$15,000* exclusive of GST

Budget per person: approximately \$100 comprising salaries; food and refreshments.

Annual Joondalup Dinner

Budget: approximately \$31,000*

Budget per person: approximately \$310 per person comprising venue hire, audio/visual supply, entertainment, printing, salaries; food and refreshments exclusive of GST.

**estimate based on previous attendance/costs.*

Given the availability of this information on request, and that the City's catering and hospitality team is relatively small (less than two FTE), and the additional time to compile data will add to their workload, it is not considered to be of benefit to establish a public register on the City's website to publish information on the expenditure related to Elected Member Dinners and Formal City Dinners.

Reducing the Number of Elected Member Dinners

The motion from the AGM requests that the Council reduce the number of Elected Member Dinners by 50 percent, with the Mayor hosting a maximum of three dinners per calendar year and each Ward hosting a maximum of six dinners per calendar year, effective from 1 January 2025.

The Council's *Elected Members' Entitlements Council Policy* provides the following in relation to the purpose of Elected Member Dinners:

11.1. *Elected Member Dinners:*

- a. *To provide an avenue to facilitate networking possibilities and for elected members to undertake discussions with various representatives of the community, the Council has agreed to host Elected Member dinners.*
- b. *The Mayor is entitled to host six dinners per calendar year, and each Ward a total of 12 each year, based on six dinners per Ward Councillor.*
- c. *Each table will allow for the Elected Member as host, plus up to a maximum of nine guests. Except for the Elected Member's spouse or partner, all guests invited are to have a relationship with the City or be a stakeholder of the City. Prior to an Elected Member dinner, elected members are to advise the City the details of their invited guests and their relationship with the City. Details of invited guests that attend elected member dinners are to be reported to the Audit and Risk Committee on a quarterly basis.*

The budget for Elected Member Dinners is \$15,000 per annum. It is acknowledged that this is not sufficient to meet the maximum requirements of the Policy, rather it is based on uptake. In the 2024 calendar year, 135 guests attended with a cost per head of \$89.88, expenditure being \$12,133.23 in that year.

It is at the Council's discretion whether to amend the Policy in relation to the provision of Elected Member Dinners. The Policy is reviewed on a regular basis, with the next proposed review to be undertaken in 2025-26 following the 2025 local government election, however, the Council may give consideration to amending the Policy prior to the proposed review.

Officer's Recommendation

That Council, in relation to Motion No. 21 carried at the Annual General Meeting of Electors:

- 1 *DOES NOT SUPPORT the request to publish the guest lists and expenditure for all Elected Member Dinners and all Formal City Dinners on the City's website, given the provisions of the Local Government Act 1995 and Freedom of Information Act 1992 and availability of expenditure information on request;*
- 2 *REQUESTS that the Policy Committee give consideration to the Elected Members' Entitlements Council Policy as it relates to Elected Member Dinners in its proposed 2025-26 review of the Policy.*

MOTION NO. 22

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 **PREPARE Precinct Plans in accordance with *State Planning Policy 7.2 – Precinct Design*, for all of the Activity Centres within the City of Joondalup to ensure that the future development of these Activity Centres are consistent with the City's planning objectives and the planning is orderly;**
- 2 **AGREES that the Precinct Plans are to be a composite part of the City's next Planning Scheme;**
- 3 **NOTES that Precinct Plans are essential to prevent ad hoc planning outcomes from developer Structure Plan proposals for Activity Centres;**
- 4 **AGREES for the process to be commenced immediately.**

Officer's Comment

A precinct structure plan is a document prepared in accordance with *State Planning Policy 7.2 Precinct Plans* (SPP 7.2) by the Western Australian Planning Commission (WAPC), a local government or a landowner, and approved by the WAPC. Precinct structure plans outline land use, density and development (including built form), access arrangements, infrastructure, environmental assets and community facilities at a precinct scale to facilitate future subdivision and development.

Under SPP 7.2, activity centres as outlined in *State Planning Policy 4.2 Activity Centres* (SPP 4.2) are a precinct type to which SPP 7.2 can be applied. SPP 4.2 outlines that precinct structure plans are only required to be approved prior to defined major development being undertaken in strategic, secondary and district level centres. Precinct structure plans are optional in other lower order activity centres at the discretion of the local government and WAPC.

Precinct structure plans, like standard structure plans, are 'due regard' documents meaning the decision-making body is required to have regard to the document, however is not bound by it when making a decision. In addition, although it is considered appropriate for higher order activity centres to have a precinct structure plan, the existence of a precinct structure plan does not prevent an applicant from lodging a development application inconsistent with the requirements of a precinct structure plan.

The City of Joondalup contains over 40 activity centres as defined by SPP 4.2, ranging in size from the Joondalup City Centre, a strategic metropolitan activity centre, down to smaller local centres. The preparation of 40 precinct structure plans would be a significant undertaking with a commensurate cost and resource commitment.

It is therefore considered more appropriate that investigation be undertaken into those activity centres that would most benefit from a precinct structure plan, the prioritisation of preparation of those plans, and the allocation of necessary funds and resources to progress preparation of the plans.

Officer's Recommendation

That Council, in relation to Motion No. 22 carried at the Annual General Meeting of Electors:

- 1 *NOTES that there are over 40 activity centres in the City of Joondalup;*
- 2 *REQUESTS a report to be prepared that considers the need for the preparation of precinct structure plans over the City's activity centres, the prioritisation of preparation of those plans, and the allocation of necessary funds and resources to progress preparation of the plans.*

MOTION NO. 23

MOVED B Gould SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the City to instruct all chemical contractors for weed spraying to use the highest concentration of marker dye to ensure treated areas are visible to the public for at least 48 to 72 hours. This will inform the public so they can avoid direct contact and exposure to harmful chemicals in recently treated areas.

Officer's Comment

The City implements the *Weed Management Plan 2023-2033* to provide an integrated approach to the management of weeds within the City. Appendix 8 of the Weed Management Plan outlines the herbicides used by the City, as of April 2023, and includes the use of Herbi Red Spray Marker Dye and Herbi Blue Spray Marker Dye.

The City and contractors use products that are approved by the Australian Pesticides and Veterinary Medicines Authority (APVMA), according to label instructions, and abides by safety requirements listed on Safety Data Sheets (SDS). When using marker dye, the maximum concentration, in alignment with label instructions, is used.

The City displays signage and appropriate warnings when spraying pesticides in accordance with the *Health (Pesticide) Regulations 2011*.

Further to the above the City provides registered residents with a minimum 24 hour notice of scheduled spraying events via email or text message plus the spraying schedule is available 24 hours a day / 7 days a week via the City's website.

Officer's Recommendation

That Council, in relation to Motion No. 23 carried at the Annual General Meeting of Electors:

- 1 *NOTES that weed management activities across the City will continue to be undertaken in alignment with the adopted Weed Management Plan 2023-2033;*
- 2 *NOTES that City and contractors use products that are approved by the Australian Pesticides and Veterinary Medicines Authority (APVMA), according to label instructions, and abides by safety requirements listed on Safety Data Sheets (SDS);*
- 3 *NOTES that when using marker dye, the City and its contractors use the maximum concentration, in alignment with label instructions.*

Legislation / Strategic Community Plan / Policy implications

Legislation

Section 5.33 of the Local Government Act 1995 states:

Decisions made at Electors' Meetings:

- 5.33 (1) *All decisions made at an Electors' Meeting are to be considered by the Council at the next ordinary council meeting or, if this is not practicable –*
- (a) *at the first ordinary council meeting after that meeting; or*
 - (b) *at a special meeting called for that purpose, whichever happens first.*
- (2) *If at a meeting of the Council a local government makes a decision in response to a decision made at an Electors' Meeting, the reasons for the decision are to be recorded in the minutes of the Council Meeting.*

10-Year Strategic Community Plan

Key theme

5. Leadership.

Outcome

5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.
5-3 Engaged and informed - you are able to actively engage with the City and have input into decision-making.

Policy

Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

The main cost to the City has been in Officer's time, which involves both salary expense and the opportunity cost of other work not done. It is estimated that officers have spent approximately 46.9 hours of an officer's time in preparing responses to, reviewing and finalising the AGM Motions report.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Decisions made by electors at an Electors' Meeting are the recommendations of those electors present, on the matters discussed and considered at the meeting. Any recommendations are not binding on the Council, however, Council is required to consider them.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 in relation to Motion No. 1 carried at the Annual General Meeting of Electors:**
 - 1.1 NOTES that the City will continue to manage fox populations within Yellagonga Regional Park in accordance with *the Yellagonga Integrated Catchment Management Plan 2021- 2026*, and in collaboration with the City of Wanneroo and Department of Biodiversity, Conservation and Attractions;**
 - 1.2 NOTES that the City will investigate whether it is possible to increase the amount of fox control conducted in Yellagonga Regional Park on an ongoing basis, in collaboration with the City of Wanneroo and Department of Biodiversity, Conservation and Attractions;**
 - 1.3 NOTES that the City will continue to advocate to external agencies that manage land within or adjoining the catchment regarding fox control;**

-
- 2** in relation to Motion No. 2 carried at the Annual General Meeting of Electors:
- 2.1** NOTES that the City has an existing agreement with the Lakeview Contemplation Garden group in regard to the provision of water for the garden that reflects Lakeview Park's status as a dry park, and that the installation of a new water supply is not supported;
 - 2.2** REQUESTS that the Chief Executive Officer provides information on the City's Community Funding Program to the Lakeview Contemplation Garden group;
- 3** in relation to Motion No. 3 carried at the Annual General Meeting of Electors:
- 3.1** NOTES the status of the negotiations for the City of Joondalup Inside Workforce Agreement as detailed in the report;
 - 3.2** NOTES that the Council is not the employer or a party to the City of Joondalup Inside Workforce Agreement under the *Industrial Relations Act 1979* and does not have a role in the Agreement process;
 - 3.3** NOTES that the estimated backpay to employees covered by the City of Joondalup Inside Workforce Agreement is dependent on the outcome of the arbitration and decision and Order of the Industrial Relations Commissioner, and at this time the approximate back pay total for current employees is \$5 million;
- 4** in relation to Motion No. 4 carried at the Annual General Meeting of Electors
NOTES that a member of the public can submit a booking request for consideration by the City for Forest of the Fallen display to be held in one of the City's parks;
- 5** in relation to Motion No. 5 carried at the Annual General Meeting of Electors:
- 5.1** NOTES that the City does not have the legislative ability, specialist qualifications, knowledge and facilities required to handle or care for sick or injured native wildlife;
 - 5.2** NOTES that WA Wildlife advises that sick, injured or orphaned wildlife should be transferred to a licensed wildlife rehabilitator;
 - 5.3** NOTES that the Department of Biodiversity, Conservation and Attractions advises that the Wildcare Helpline should be the contact for advice and guidance if a sick, injured or abandoned animal is found;
- 6** in relation to Motion No. 6 carried at the Annual General Meeting of Electors:
- 6.1** DOES NOT SUPPORT the request to publish submissions received during community consultations verbatim in an unaltered format, including all references and hyperlink addresses as plain text;
 - 6.2** NOTES that when the City undertakes an open community consultation that includes written feedback, the full verbatim comments are published in the relevant Community Consultation Outcomes Report with the following words and phrases removed:
 - 6.2.1** Potentially defamatory comments;
 - 6.2.2** Potentially identifying comments;
 - 6.2.3** Offensive words;
 - 6.2.4** Hyperlinks;

-
- 6.3** NOTES that Community Consultation Outcomes Reports for open community consultations are published via the Community section of the City's website;
- 7** in relation to Motion No. 7 carried at the Annual General Meeting of Electors that Council NOTES that Motion No. 7 was not carried by the Electors of the City of Joondalup present at the meeting and no further action is required by the City;
- 8** in relation to Motion No. 8 carried at the Annual General Meeting of Electors:
- 8.1** NOTES that prohibition advisory signage will be installed at the Duffy Terrace pedestrian gate;
- 8.2** NOTES that the City is investigating the installation of bollard/s at pedestrian gate on Duffy Terrace to restrict access of quad bikes and similar vehicles;
- 9** in relation to Motion No. 9 carried at the Annual General Meeting of Electors NOTES that the Joondalup Activity Centre Plan is intended to be reviewed prior to its expiry in October 2028, and this is the appropriate time to review the development provisions for the Joondalup Edge Precinct;
- 10** in relation to Motion No. 10 carried at the Annual General Meeting of Electors that Council NOTES that Motion No. 10 was not carried by the Electors of the City of Joondalup present at the meeting and no further action is required by the City;
- 11** in relation to Motion No. 11 carried at the Annual General Meeting of Electors that Council NOTES that Motion No. 11 was not carried by the Electors of the City of Joondalup present at the meeting and no further action is required by the City;
- 12** in relation to Motion No. 12 carried at the Annual General Meeting of Electors REAFFIRMS its decision of 28 November 2023 (CJ224-11/23 refers), noting that the City is already investigating opportunities for the protection of trees on private property as part of the review of the Local Planning Strategy;
- 13** in relation to Motion No. 13 carried at the Annual General Meeting of Electors:
- 13.1** NOTES that the City has already included funds for elevated watering stations in future years of the Five-Year Capital Works Program, and that Lakeview Park will be assessed and considered against the other possible locations;
- 13.2** NOTES that Lakeview Park does not have a current water supply which may reduce its suitability to be provided with an elevated watering station;
- 13.3** NOTES that there is an existing Memorandum of Understanding entered into between the City and the Lakeview Contemplation Garden group and that this provides the best mechanism for additions, amendments or upgrades to the garden to be sought;
- 13.4** NOTES that under the Memorandum of Understanding the removal of all refuse associated with the Lakeview Contemplation Garden is the responsibility of the Lakeview Contemplation Garden group. The provision and maintenance of a refuse bin at Lakeview Park can be requested, however costs associated would be the responsibility of the Lakeview Contemplation Garden group;

-
- 14** in relation to Motion No 14. carried at the Annual General Meeting of Electors:
- 14.1** NOTES that the City's *Planning Consultation Local Planning Policy* supports the process of community consultation for telecommunication infrastructure that is subject to a planning approval;
 - 14.2** NOTES that the City has recently written to the Western Australian Planning Commission to request more guidance on consultation in its *State Planning Policy for Telecommunication Infrastructure* that is subject to a planning approval;
 - 14.3** NOTES the Western Australian Planning Commission's recent statement that there are no plans to review *State Planning Policy 5.2 Telecommunications Infrastructure* to insert additional guidance about consultation, however the City's comments have been noted for any future review of the framework for telecommunications infrastructure;
 - 14.4** NOTES that the Mobile Phone Base Station Deployment Industry Code sets out consultation and notification requirements for small scale infrastructure, installation at a new site without a development application, installation at an existing site without a development application and for temporary mobile phone radiocommunications infrastructure;
- 15** in relation to Motion No. 15 carried at the Annual General Meeting of Electors:
- 15.1** NOTES that the development and approval of vaccines is managed by Federal Government legislation;
 - 15.2** NOTES that the Therapeutic Goods Administration (TGA) is the responsible authority in Australia for assessing the safe use of vaccines and has indicated that all COVID- 19 vaccines approved in Australia have been rigorously assessed and meet its high standards for safety, quality, and efficacy;
 - 15.3** NOTES that the Therapeutic Goods Administration, as the agent responsible for the assessment and approval of COVID-19 vaccinations, has previously released a statement in response to concerns in relation to the safety of some COVID-19 vaccinations;
- 16** in relation to Motion No. 16 carried at the Annual General Meeting of Electors
NOTES that the City already has a Voluntary Workers Personal Accident Protection cover in place for all City of Joondalup volunteers with no age restrictions, however, certain benefits under the cover are limited dependent on the age;
- 17** in relation to Motion No. 17 carried at the Annual General Meeting of Electors
REQUESTS a report to be prepared that considers the need for the preparation of precinct structure plans over the City's activity centres, the prioritisation of preparation of those plans, and the allocation of necessary funds and resources to progress preparation of the plans;

-
- 18 in relation to Motion No. 18 carried at the Annual General Meeting of Electors NOTES the provisions of the City's *Parking Local Law 2023* and the *Local Government and Public Property Local Law 2014* that set out the requirements in relation to the parking of boats, caravans and other large items on verges and the City's approach to enforcing these requirements;
- 19 in relation to Motion No. 19 carried at the Annual General Meeting of Electors DOES NOT SUPPORT the request to include the supporting statements of the mover and seconder of each motion presented at the Annual General Meeting in the minutes of the meeting;
- 20 in relation to Motion No. 20 carried at the Annual General Meeting of Electors: NOTES that the *Joondalup Activity Centre Plan* is intended to be reviewed prior to its expiry in October 2028, and that this is considered to be a more appropriate time to review whether the Joondalup Edge Precinct is appropriate to remain in the *Joondalup Activity Centre Plan*;
- 21 in relation to Motion No. 21 carried at the Annual General Meeting of Electors:
- 21.1 DOES NOT SUPPORT the request to publish the guest lists and expenditure for all Elected Member Dinners and all Formal City Dinners on the City's website, given the provisions of the *Local Government Act 1995* and *Freedom of Information Act 1992* and availability of expenditure information on request;
- 21.2 REQUESTS that the Policy Committee give consideration to the *Elected Members' Entitlements Council Policy* as it relates to Elected Member Dinners in its proposed 2025-26 review of the Policy;
- 22 in relation to Motion No. 22 carried at the Annual General Meeting of Electors:
- 22.1 NOTES that there are over 40 activity centres in the City of Joondalup;
- 22.2 REQUESTS a report to be prepared that considers the need for the preparation of precinct structure plans over the City's activity centres, the prioritisation of preparation of those plans, and the allocation of necessary funds and resources to progress preparation of the plans;
- 23 in relation to Motion No. 23 carried at the Annual General Meeting of Electors:
- 23.1 NOTES that weed management activities across the City will continue to be undertaken in alignment with the adopted *Weed Management Plan 2023-2033*;
- 23.2 NOTES that City and contractors use products that are approved by the Australian Pesticides and Veterinary Medicines Authority (APVMA), according to label instructions, and abides by safety requirements listed on Safety Data Sheets (SDS);
- 23.3 NOTES that when using marker dye, the City and its contractors use the maximum concentration, in alignment with label instructions;

- 24 NOTES the Minutes of the Annual General Meeting of Electors held on 23 February 2025 forming Attachment 1 to this Report.**

ATTACHMENTS

1. 23 January 2025 - AGM - Minutes [**12.8.1** - 29 pages]

12.9 LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2025 (WARD-ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Director Corporate Services
FILE NUMBER	09882, 101515
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 January 2025.

EXECUTIVE SUMMARY

This report shows the list of payments made under delegated authority during January 2025 totaling \$17,458,640.00.

It is therefore recommended that Council NOTES the Chief Executive Officer’s list of accounts for January 2025 paid under delegated authority in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996 forming Attachments 1, 2 and 3 to this Report, totaling \$17,458,640.00.

BACKGROUND

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

DETAILS

The table below summarises the payments drawn on the funds during the month of January 2025. Lists detailing the payments made are appended as Attachments 1 and 2 to this Report.

The vouchers for the month are appended as Attachment 3 to this Report.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques & EFT Payments 113369 – 113388 & EF125672 – EF126110 & EF126117 - EF126440 Net of cancelled payments Vouchers 3937A - 3953A	\$11,061,669.57 \$6,380,193.13
	Bond Refund Cheques & EFT Payments EF125665 EF125671 & EF126111 - EF126116 Net of cancelled payments.	\$16,777.30
	Total	\$17,458,640.00

Issues and options considered

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

Option 1

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

Option 2

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

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government (Financial Management) Regulations 1996.*

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.

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-4 Responsible and financially sustainable - you are provided with a range of City services which are delivered in a financially responsible manner.

Policy Not applicable.

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 City of Joondalup *2024-25 Annual Budget* as adopted by Council at its meeting held on 25 June 2024 (CJ156-06/24 refers) or has been authorized in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Chief Executive Officer's list of accounts for January 2025 paid under Delegated Authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* forming Attachments 1, 2 and 3 to this Report, totaling \$17,458,640.00.

ATTACHMENTS

1. Chief Executive Officers Delegated Municipal Payment List for the Month of January 2025 [**12.9.1** - 77 pages]
2. Chief Executive Officers Delegated Municipal Payment List (Bond Refunds) for the Month January 2025 [**12.9.2** - 2 pages]
3. Municipal Vouchers for the Month of January 2025 [**12.9.3** - 1 page]

12.10 FINANCIAL ACTIVITY STATEMENT FOR JANUARY 2025 (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Director Corporate Services
FILE NUMBER	07882, 101515
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 January 2025.

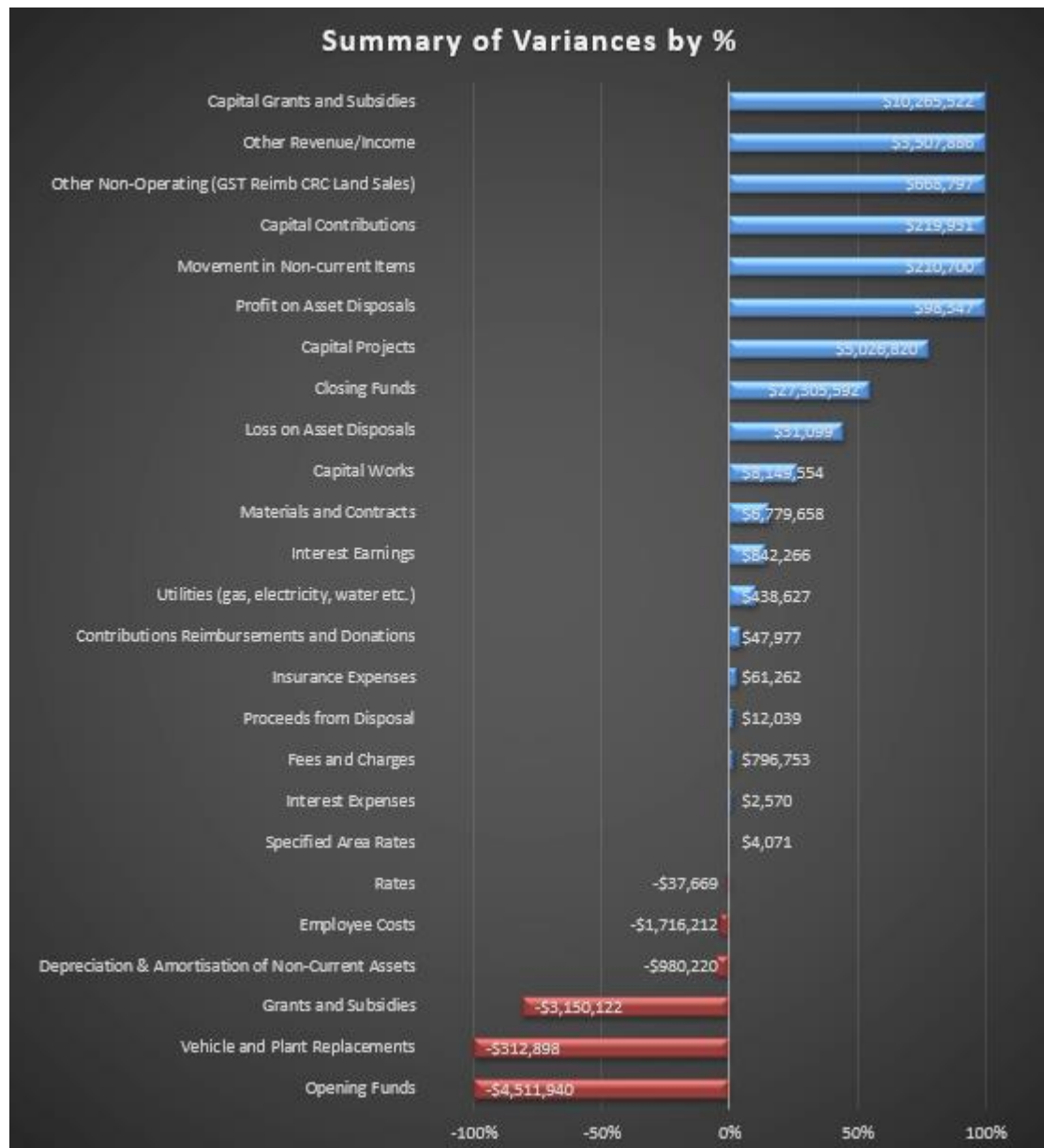
EXECUTIVE SUMMARY

At its meeting held on 25 June 2024 (CJ156-06/24 refers), Council adopted the *2024-25 Annual Budget*. Council subsequently amended the budget at its meeting held on the 22 October 2024 (CJ280-10/24 refers). The figures in this report are compared to the amended budget.

The January 2025 Financial Activity Statement Report shows an overall variance of \$27,305,592 from operations and capital, after adjusting for non-cash items.

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 January. The notes in Attachment 4 identify and provide commentary on the individual key material revenue and expenditure variances to date.

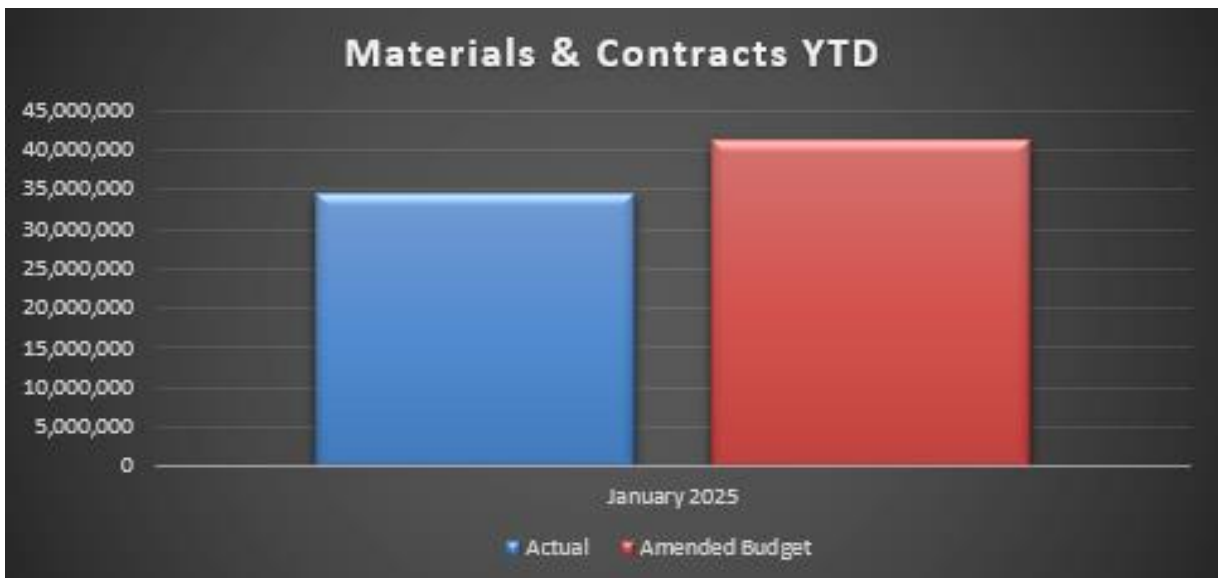
The key elements of the variance are summarised below:



Key variances for January were:

Materials and Contracts

\$6,779,658



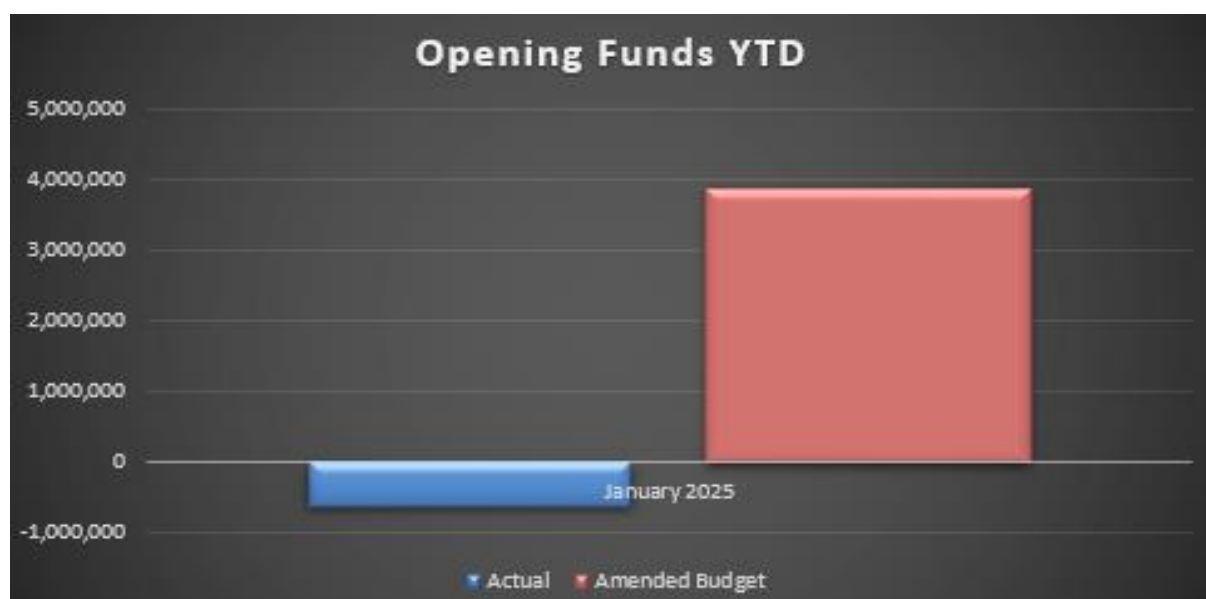
Materials and Contracts expenditure is \$6,779,658 below budget. This is spread across a number of different areas External Service Expenses \$2,625,880, Professional Fees and Costs \$938,824, Computing \$726,090, Furniture and Equipment and Artwork \$644,890, Contributions and Donations \$517,783, Other Materials \$457,819, Public Relations, Advertising and Promotions \$347,651 and Waste Management Services \$209,476.

Employee Costs

(\$1,716,212)



The variance is driven mainly by higher than estimated Salaries and Wages – Casuals due to higher than estimated activity, and revenue, at the Craigie Leisure Centre.

Opening Funds**(\$4,511,940)**

The opening funds for the current financial year has been updated to reflect the closing funds position as per the audited financial statements for the year 2023-2024. The unfavourable variance of (\$4,511,940) in opening funds compared to the budget estimate was mainly attributable to the provision made in the last financial year for the backpay \$4,990,903 due to outstanding Enterprise Agreement negotiations offset by reductions in capital and operating expenditure and an increase in operating revenue. Budgeted opening funds will be adjusted as part of Mid-Year Budget Review process.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 January 2025 forming Attachment 1 to this Report.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996* require a monthly Financial Activity Statement to be prepared according to nature classification and a monthly Financial Position Statement.

DETAILS**Issues and options considered**

The Financial Activity Statement for the period ended 31 January 2025 is appended as Attachment 1 to this Report and the Financial Position Statement at 31 January 2025 is appended as Attachment 2 to this Report.

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 revenue and expenditure as set out in the annual budget.

Regulation 35(1) of the *Local Government (Financial Management) Regulations 1996* requires the local government to prepare each month a statement of financial position reporting on the financial position as at the reporting date.

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-4 Responsible and financially sustainable.

Policy Not applicable.

Risk management considerations

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

Financial / budget implications

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

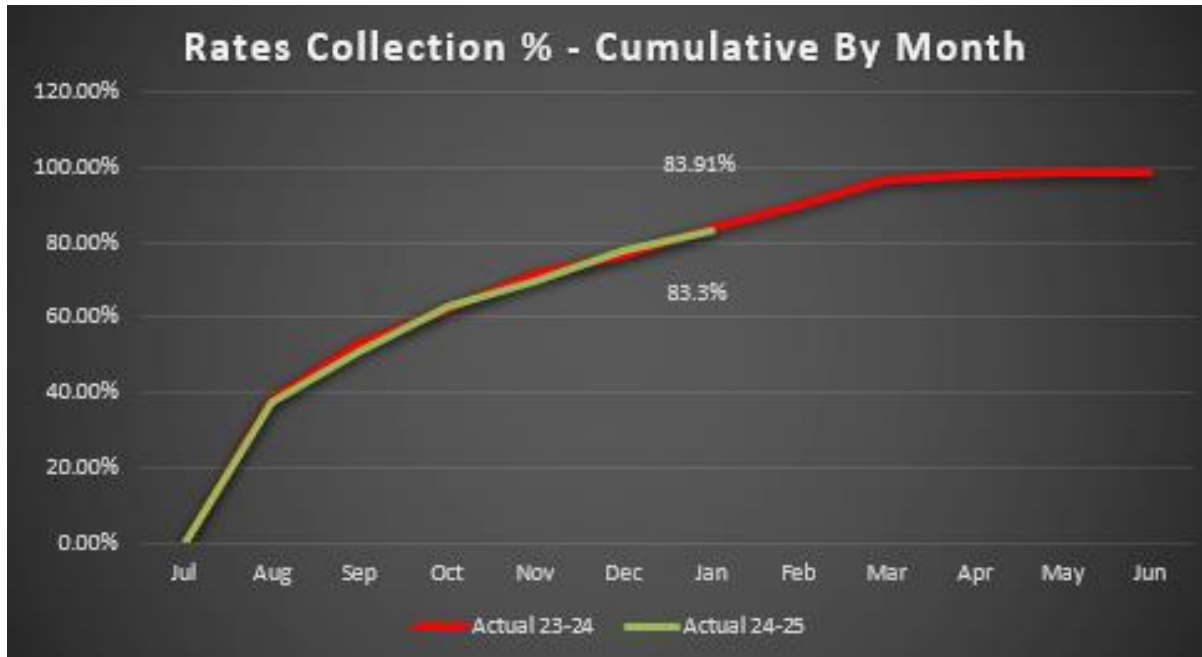
Expenditure was incurred in accordance with budget parameters, structured on financial viability and sustainability principles.

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*.

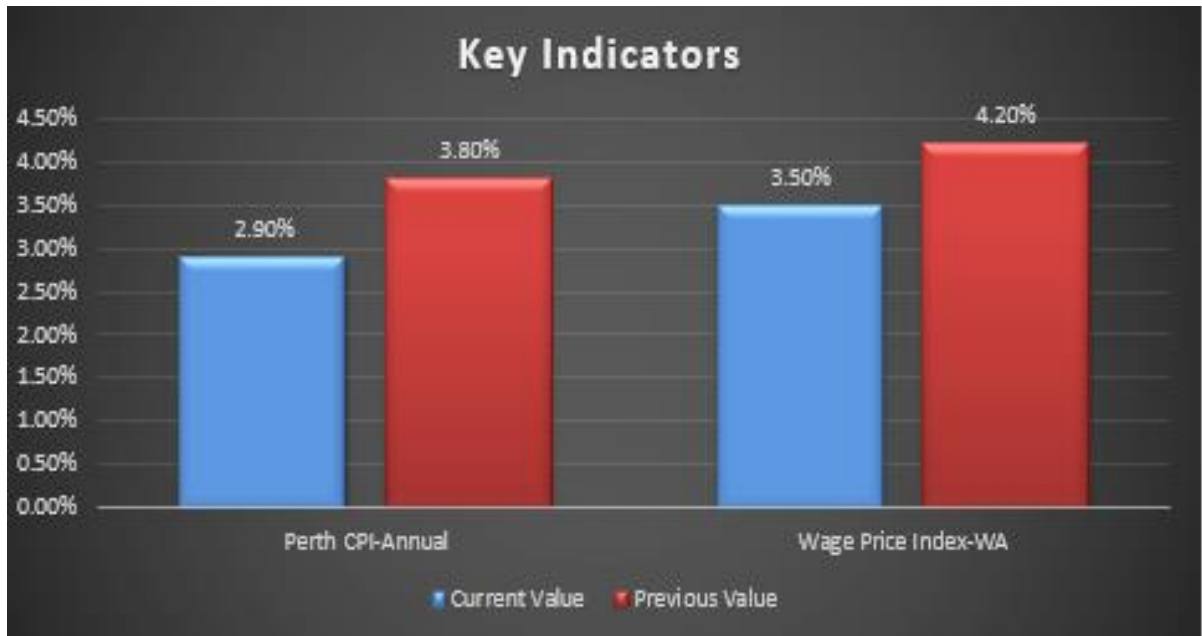
KEY INDICATORS

Rates Collection



Rates collections as a percentage of rates issued (debtors) is almost at par with the previous financial year at the end of January.

Economic Indicators



Note: Perth CPI and Wage Price Index figures are released by Australian Bureau of Statistics on a quarterly basis. Current values for CPI reflect annual percentages as at December 2024 and previous values reflect data as of September 2024. Current values for wage price index reflect annual percentages as at September 2024 and previous values reflect data as of June 2024.

Quarter 4 2024 saw a decline in CPI inflation with the electricity price index being the biggest contributor, as the first instalment of the WA Government's household electricity credit had been used up (+49.5% YoY). Other movements were due to domestic holiday travel and accommodation (+4.4% YoY), Tobacco (+6.1% YoY), rents (+1.3% YoY) and automotive fuel (-3.8% YoY).

COMMENT

All expenditure included in the Financial Activity Statement is incurred in accordance with the provisions of the 2024-25 budget or has been authorised in advance by Council where applicable.

The Investment Report in support of the monthly Financial Activity Statement is appended as Attachment 3 to this Report.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Financial Activity Statement for the period ended 31 January 2025 forming Attachment 1 to this Report and the Financial Position Statement at 31 January 2025 forming Attachment 2 to this Report.

ATTACHMENTS

1. Financial Activity Statement - January 2025 [**12.10.1** - 1 page]
2. Statement of Financial Position - January 2025 [**12.10.2** - 1 page]
3. Investment Report - January 2025 [**12.10.3** - 1 page]
4. Supporting Commentary - January 2025 [**12.10.4** - 10 pages]

12.11 CARD TRANSACTIONS FOR THE MONTH OF JANUARY 2025 (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Director Corporate Services
FILE NUMBER	09882, 101515
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 card transactions incurred during the month of January 2025.

EXECUTIVE SUMMARY

This report presents the card transactions incurred during the month of January 2025, comprising of corporate credit card and fuel card transactions.

It is therefore recommended that Council NOTES the list of card transactions for the month ended 30 January 2025 in accordance with Regulation 13A(1) of the Local Government (Financial Management) Regulations 1996 as shown in Attachments 1 and 2 to this Report.

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. According to Regulation 13A of the *Local Government (Financial Management) Regulations 1996* a list of payments made by credit, debit, purchasing or other cards by employees is required to be provided to Council.

The Department of Local Government, Sport and Cultural Industries has advised the City that the intent of Regulation 13A is to present transactions incurred in a month, whether payment, that is, transfer of funds from the City to a supplier, has taken place or not.

DETAILS

The City incurred the following card transactions during the month of January 2025.

Corporate credit card transactions	\$54,491.28
Fuel card transactions	\$68,222.62
Total for the month	\$122,713.90

Details of transactions from corporate credit cards and fuel cards are contained in Attachments 1 and 2 to this Report respectively.

The City's corporate credit cards are issued and managed in accordance with the Corporate Credit Cards Policy. Suppliers from whom goods or services are procured using the corporate credit cards are paid at the time of purchase by the card issuer who the City subsequently pays for all card transactions during the month. Payment to the card issuer typically occurs at the end of the transaction month or early in the following month. All the City's corporate credit cards have been issued by the City's bankers, Westpac.

Fuel cards are attached to specific vehicles and plant items, such as ride-on mowers, that require fuel. The City has a contract with Ampol engaged through the State Government Common Use Arrangements. Fuel cards are utilised at Ampol outlets under the terms of the contract and record the cost of fuel supplied at the time of the transactions. Ampol invoices the City at the end of each month for all fuel charges incurred via the issued fuel cards. Invoices are typically paid the month after the fuel charges are incurred.

Issues and options considered

Option 1

That Council declines to note the list of card transactions for the month of January 2025. The list is required to be reported to Council in accordance with Regulation 13A(1) of the *Local Government (Financial Management) Regulations 1996*. This option is not recommended.

Option 2

That Council notes the list of card transactions for the month of January 2025. This option is recommended.

Legislation / Strategic Community Plan / Policy implications

Legislation

Local Government (Financial Management) Regulations 1996.

In accordance with Regulation 13A of the *Local Government (Financial Management) Regulations 1996*, a list of card transactions is prepared each month showing each amount incurred since the last list was prepared.

10-Year Strategic Community Plan

Key theme

5. Leadership.

Outcome

5-4 Responsible and financially sustainable - you are provided with a range of City services which are delivered in a financially responsible manner.

Policy

Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

All amounts quoted in this report are inclusive of GST.

Regional significance

Not applicable.

Sustainability implications**Consultation**

Not applicable.

COMMENT

All expenditure included in the list of card transactions is incurred in accordance with the City of Joondalup *2024-25 Annual Budget* as adopted by Council at its meeting held on 25 June 2024 (CJ156-06/24 refers) or as subsequently amended or has been authorised in advance by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council **NOTES** the reported card transactions for the month ended 31 January 2025 in accordance with Regulation 13A(1) of the *Local Government (Financial Management) Regulations 1996* as shown in Attachments 1 and 2 to this Report.

ATTACHMENTS

1. Corporate Credit Card Transactions January 2025 [12.11.1 - 1 page]
2. Fuel Transactions Report - January 2025 [12.11.2 - 13 pages]

13 REPORTS OF COMMITTEES

13.1 POLICY COMMITTEE - 17 FEBRUARY 2025

13.1.1 LOCAL PLANNING STRATEGY REVIEW - PHASE 3 COMMUNITY CONSULTATION PLAN (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	109808, 101515
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 endorse the Stakeholder Engagement Plan which has been prepared to guide community consultation to inform Phase 3 of the City's *Local Planning Strategy* review.

EXECUTIVE SUMMARY

At its meeting held on 28 May 2024 (CJ130-05/24 refers), Council endorsed the project approach for Phase 3 of the review of the City's *Local Planning Strategy*. Phase 3 will undertake stakeholder engagement in two rounds to:

- 1 inform the development of strategic options for the spatial allocation of density and dwelling typologies in the City of Joondalup
- 2 test options with stakeholders once they are developed.

Following a tender procurement process, APP Group in collaboration with Hames Sharley have been engaged by the City to undertake community consultation and technical work for Phase 3 of the project as set out in the endorsed Phase 3 scope of work.

Aligned with the endorsed Stakeholder Engagement Strategy and building on from work undertaken in Phases 1 and 2, the engagement will:

- be informed by a diverse range of stakeholders
- provide opportunities for authentic and meaningful participation in the project.

The Phase 3 Stakeholder Engagement Plan (Attachment 1 refers) has been prepared by consultants APP Group and Hames Sharley and sets out the identified stakeholders and proposed engagement methods.

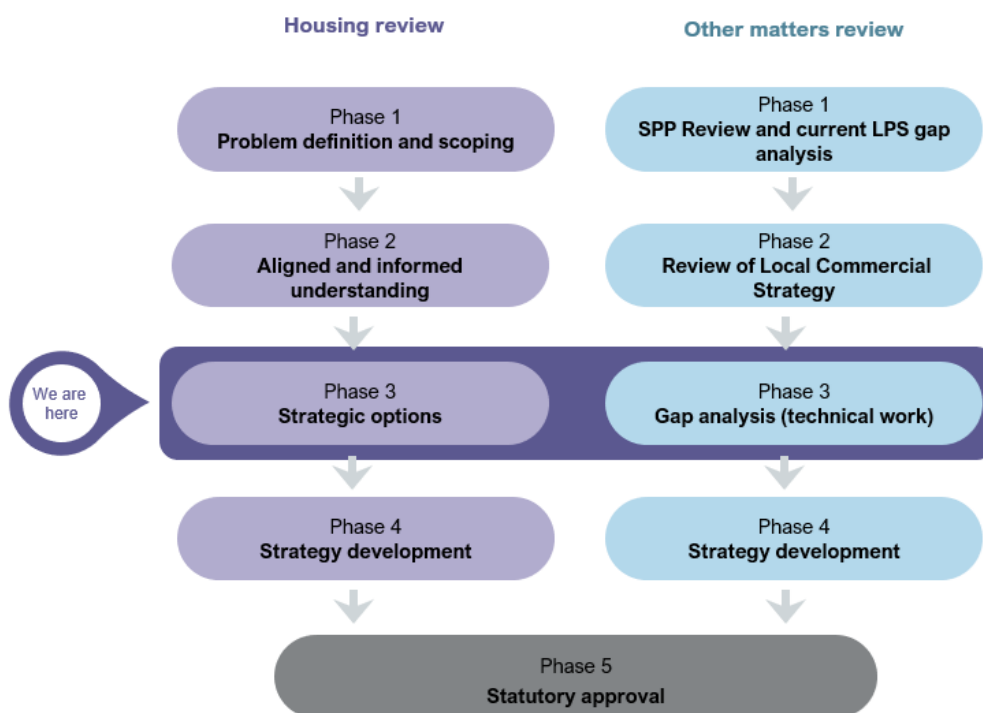
It is recommended that Council endorse the Phase 3 Stakeholder Engagement Plan to allow for the commencement of engagement activities to occur for Phase 3 of *the Local Planning Strategy* Review.

BACKGROUND

At its meeting held on 19 April 2022 (CJ047-04/22 refers), Council endorsed:

- the project approach for the review of the City’s *Local Planning Strategy*
- the scope of works associated with the review of the City’s *Local Planning Strategy*
- the Stakeholder Strategy for the housing component of the *Local Planning Strategy* review
- the scope of works associated with Phase 1 of the *Local Planning Strategy* review.

The project approach and scope of works associated with the review of the City’s *Local Planning Strategy* is organised in five phases:

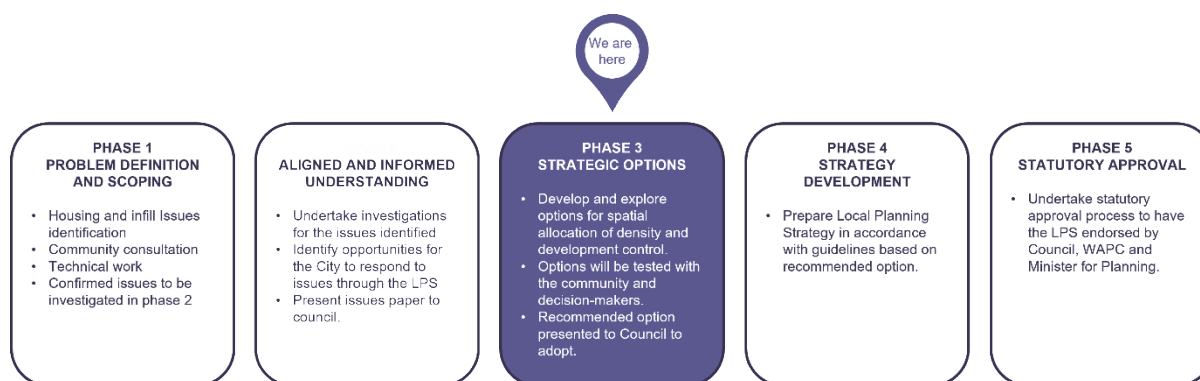


The *Local Planning Strategy* review involves two sub-projects: a ‘housing review’ (*Building Sustainable Neighbourhoods*) and an ‘other matters review’, the outcomes of which will be consolidated into a single statutory process that formally reviews the City’s *Local Planning Strategy* and *Local Planning Scheme No. 3*.

The ‘housing’ review will examine issues relating to housing in the City of Joondalup and make recommendations for how the City’s planning framework can best plan for liveable and sustainable development outcomes.

The ‘other matters review’ will consider and undertake technical work required to be undertaken to review the City’s *Local Planning Strategy*, inclusive of bringing the strategy up to date with the State Planning Policy requirements.

The project has completed Phase 1 and Phase 2, the outcomes of which were presented to the July 2023 (CJ121-07/23 refers) and May 2024 (CJ130-05/24 refers) Council Meetings respectively.



Phase 3 of the project is currently progressing, following the endorsement of the Phase 3 scope of work and consultation approach by Council at its May 2024 meeting.

The stakeholder engagement plan for Phase 3 (Attachment 1 refers) sets out the details of the consultation component of Phase 3.

DETAILS

Following a tender procurement process, APP Group in collaboration with Hames Sharley have been engaged by the City to undertake community consultation and technical work for Phase 3 of the project as set out in the endorsed Phase 3 scope of work.

APP Group and Hames Sharley have prepared a stakeholder engagement plan, provided as Attachment 1. The stakeholder engagement plan sets out the following:

- Stakeholder engagement principles and objectives.
- Proposed stakeholder engagement activities.
- Stakeholder mapping.
- Proposed stakeholder engagement communications approaches and key messaging.
- Scheduling and implementation.
- Engagement activity objectives and prompts.

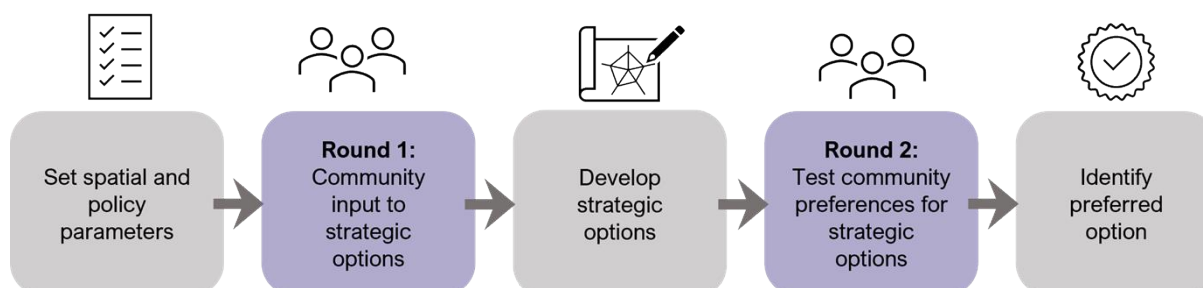
Consultation techniques proposed by the plan includes the following:

- An open online survey.
- Elected member briefings.
- Stakeholder meetings.
- Drop-in community information sessions/workshops.
- City officer interactive workshops.

The proposed consultation techniques align with the relevant project-specific engagement principles, as provided in the endorsed Stakeholder Strategy, to:

- be informed by a diverse and representative range of stakeholders
- provide opportunities for authentic and meaningful participation in the project

As per the endorsed Phase 3 scope of work, the consultation undertaken as part of Phase 3 will be undertaken in two rounds, the first of which will provide community input into the development of strategic options for the location and type of density in the City, and the second of which will test strategic options with the community once they are developed.



Engagement scope:

Engagement in Phase 3 should be undertaken to:

- ensure engagement outcomes are representative of the views of the whole community, including a range of demographic groups and a mix of property owners and renters in all residential areas of the City, not just within Housing Opportunity Areas
- provide opportunity for open consultation which allows for any resident or landowner to contribute or participate. This ensures that consultation allows for any interested party to have their say, even if not selected as part of targeted consultation activities
- engage and elicit responses not just about housing and infill, but also non-residential considerations including, but not limited to commercial and activity centre development.

Unengaged community members are reached through targeted meetings to be held with community organisations which represent community demographic groups that are often under-represented in community consultation activities relating to housing. Community drop-in sessions held in areas with high foot traffic will also contribute to intercept style feedback being received, therefore providing additional opportunity for typically unengaged community members to participate.

The City's engaged residents will equally have opportunity to be involved through an open online survey which will include questions designed to understand community preferences for infill housing types and locations in the City, not limited to Housing Opportunity Areas. This survey will be open to any resident in the City, including business owners, landowners and renters.

Non-residential considerations will be captured through meetings with key commercial landowners and agencies.

Issues identified in previous phases indicated a general lack of alignment in community expectations as to where and how additional density should be delivered in the City of Joondalup. As such, consultation is proposed to be undertaken in Phase 3 to provide input into potential options for changes to how density is allocated spatially in the City. It will also elicit feedback in relation to how the planning framework should ensure infill development typologies are delivered in strategic locations which reflect the communities' expectations. This approach builds on the outcomes of consultation undertaken in Phase 1.

Engagement techniques:

Consultation techniques address the different needs and approaches for engaged stakeholders (those who have raised their housing issues and concerns in previous consultations) and stakeholders who have not yet engaged (those who are typically under represented in previous consultations). Given the project is undertaking a whole of City strategic review of housing and infill matters, the consultation techniques also provide the opportunity for any member of the public to provide feedback. Communications for the consultation will ensure that engagement activities will be widely advertised and encourage participation.

The engagement approach allowing for an open feedback survey, coupled with targeted engagements provides the opportunity for engaged community members to have their say, if not directly engaged with through a targeted meeting or drop-in session/workshop.

Consultation fatigue for engaged stakeholders is addressed by not repeating or asking again for feedback where it has previously been provided. This provides greater certainty that information ascertained from Phase 3 engagement activities is useful in informing development of spatial options and confidence is maintained in the processes being undertaken. Engagement activities will build on phase 1 consultation outcomes ensuring that key issues identified in Phase 1 are communicated clearly and expanded on through Phase 3 engagement.

Authentic and meaningful participation will form part of the engagement by ensuring non negotiables are stipulated up front in consultation communications and activities to ensure that false expectations are not set. In particular this relates to ensuring that it is clearly communicated at the City is not the final decision maker for the new Local Planning Strategy and that it will need to be demonstrated that any changes to the current approach will maintain the existing capacity for additional dwellings in the City and that any reduction in density in particular areas will need to be compensated for by an up-coding or boundary expansion in another area. Noting also that engagement activities will recognise that the current approach for density allocation in the City is an option to remain in place should feedback received reflect this.

Issues and options considered

Council may choose to:

- endorse the Phase 3 Stakeholder Engagement Plan as provided in Attachment 1
- not endorse the Phase 3 Stakeholder Engagement Plan.

Council's endorsement of the Phase 3 Stakeholder Engagement Plan is required for the project to progress.

Legislation / Strategic Community Plan / Policy implications**Legislation**

Planning and Development (Local Planning Schemes) Regulations 2015.
Planning and Development Act 2005.

10-Year Strategic Community Plan

Key theme	3. Place.
Outcome	3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood. 3-3 Attractive and leafy - you have access to quality public open spaces and enjoy appealing streetscapes.
Key theme	5. Leadership.
Outcome	5-3 Engaged and informed – you are able to actively engage with the City and have input into decision making.
Policy	<i>Community Consultation Council Policy.</i>

Risk management considerations

Key risks for the stakeholder engagement to be undertaken in Phase 3 of the *Local Planning Strategy* review relate to the following:

- Engagement outcomes not being representative of a broad spectrum of community members.
- Consultation fatigue amongst engaged stakeholders.
- Project outcomes not responding to stakeholder concerns.

The thorough identification and investigation of issues undertaken in Phases 1 and 2 work to manage the risk of project outcomes not responding to stakeholder concerns and provide greater confidence in decision-making. A strong understanding of stakeholder issues and if/how these can be influenced through the Local Planning Strategy provides clarity in information provided to stakeholders through engagement activities and provides confidence in decision making.

The scope and engagement techniques proposed work to manage low engagement levels and consultation fatigue by ensuring the engagement activities do not repeat previous consultations. Additionally, targeted engagement activities will ensure that outcomes are reflective of a representative of the whole community and not just those who are most engaged in the project. Unengaged community members will be reached through direct meetings with representative stakeholder groups and intercept discussions during drop-in sessions in high foot traffic areas. Community members who have been previously engaged have the opportunity to respond via an open survey should they not be able to attend a drop-in session or workshop.

Financial / budget implications

Consultancy costs associated with the delivery of Phase 3 engagement are within the project funds allocated by Council.

Regional significance

Perth is currently home to more than two million people and this is anticipated to grow to 3.5 million by 2050.

The State Government has a strategy for the future growth of Perth that aims to accommodate 47% of this population growth in existing suburbs. To achieve this, the State Government set targets for new dwellings for each metropolitan local government. For local governments like the City of Joondalup, which do not have many undeveloped areas left, a portion of this growth needs to be accommodated as infill development.

Any modifications to the City's local planning strategy as a result of the housing review will need to demonstrate how the City will meet the residential infill target set by the State Government.

Sustainability implications

Sustainable design for infill developments was raised as a key issue during consultation undertaken in Phase 1 of the project. The issue investigation papers prepared in Phase 2 undertook analyses to understand how the City's Local Planning Strategy can ensure improved sustainability outcomes for residential developments. This work will allow for social, economic, and environmental considerations to be built into any new or updated Local Planning Strategy and resultant scheme and policy changes where required.

Consultation

The Phase 3 Stakeholder Engagement Plan (Attachment 1 refers) has been prepared in accordance with the endorsed Stakeholder Strategy for the project. Once endorsed, consultation activities will commence.

COMMENT

The proposed consultation techniques set out in the Phase 3 Stakeholder Engagement Plan align with the relevant project-specific engagement principles, as provided in the endorsed Stakeholder Strategy, to:

- be informed by a diverse and representative range of stakeholders
- provide opportunities for authentic and meaningful participation in the project.

The techniques proposed are appropriate for the purpose of Phase 3 consultation, being:

- to inform the development of strategic options for the spatial allocation of density and dwelling typologies in the City of Joondalup
- to test strategic options with stakeholders once they have been developed.

The Phase 3 Stakeholder Engagement Plan will guide engagement activities for both rounds for Phase 3 only. Engagement undertaken in both rounds of Phase 3 will inform the development of a recommended strategic option for the future spatial allocation of density and dwelling typologies in the City of Joondalup, and this recommended strategic option will form the basis of the housing component of a new or updated Local Planning Strategy.

Council's endorsement of the Phase 3 Stakeholder Engagement Plan will allow for commencement of engagement activities to progress to inform the identification of the preferred strategic approach for the project.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

That Council ENDORSES the Phase 3 Stakeholder Engagement Plan as provided in Attachment 1 to this Report.

ATTACHMENTS

1. Draft Stakeholder Engagement Plan [13.1.1.1 - 31 pages]

13.1.2 PROPOSED PERCENT FOR ART LOCAL PLANNING POLICY (WARD – ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	111603, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider the proposed *Percent for Art Scheme Local Planning Policy* for the purpose of public advertising.

EXECUTIVE SUMMARY

The City's Public Art Masterplan provides an overarching strategic framework, and proposes several funding options for public art within the City. One of these options is the development of a Percent for Art Scheme, whereby public artworks are commissioned using a percentage of the total costs of development proposals.

In support of the Public Art Masterplan, the following modifications are proposed to the City's policy framework:

- Revision of the *Public Art Council Policy*, which outlines percent for art requirements for development proposals relating to City-owned properties.
- Development of a new *Percent for Art Scheme Local Planning Policy*, which outlines percent for art requirements for development proposals not subject to the *Public Art Council Policy* (such as those from private developers).

These proposed modifications would bring the City's public art policy framework in line with other Local Government Authorities (LGAs) in Perth, the majority of which have an established Percent for Art Scheme.

It is recommended that Council advertises the proposed *Percent for Art Scheme Local Planning Policy* for a period of 21 days. Following advertising, a report will be presented to Council to further consider the proposed policy, as well as any submission received during the advertising period.

BACKGROUND

On 2 September 2024, the Policy Committee considered a report on the proposed *Percent for Art Scheme Local Planning Policy* (draft LPP) and proposed revisions to the *Public Art Council Policy*.

The draft LPP proposes a 1% contribution of the total project costs for development proposals where the estimated cost of development meets \$2,000,000 and above, excluding the following:

- Developments comprised of ten (10) or fewer residential dwellings.
- Additions or extensions to existing buildings which are not visible from the public realm, as determined by the City.
- Developments subject to the *Public Art Council Policy*.
- Developments subject to an approved Structure Plan, Local Development Plan or other local planning instrument that contains requirements for the provision of public art in that area.
- Developments subject to a State planning instrument that contains requirements for the provision of public art in that area.
- Development comprised solely of demolition, site works or other servicing infrastructure, as determined by the City.

The maximum contribution was proposed to be capped at \$500,000.

The Policy Committee resolved to:

DEFER the adoption of the revised Public Art Council Policy provided as Attachment 3 to this Report, as per clause 10.1(a) of the City of Joondalup Meeting Procedures Local Law 2013.

REFER BACK the draft Percent for Art Scheme Local Planning Policy provided as Attachment 1 to this Report to a future Strategy Session, as per clause 10.1(c) of the City of Joondalup Meeting Procedures Local Law 2013.

Following presentation to the Strategy Session held on 5 November 2024, the draft LPP has been modified to remove the contribution cap of \$500,000 (Attachment 1 refers).

In the event that the proposed *Percent for Art Scheme Local Planning Policy* is advertised for public comment, the revised *Public Art Council Policy* will be referred back to Council at the same time as the proposed *Percent for Art Scheme Local Planning Policy* following the close of advertising.

DETAILS

The City's first *Public Art Masterplan* was adopted by Council on 23 July 2024 (CJ85-07/24 refers). The purpose of the Masterplan is to provide an overarching strategic framework and set of standards for all public art within the City. The Masterplan deals with the priorities and goals for public artwork and identifies opportunities to achieve these.

The Masterplan proposes several options for funding public art within the City, including requiring a percentage of the total cost of development proposals to be spent on the commissioning of public art. The draft LPP has been prepared in alignment with the Masterplan.

10-Year Strategic Community Plan

Key theme	1. Community.
Outcome	1-2 Inclusive and connected - you enjoy local services and programs that cater for different ages, abilities and backgrounds. 1-4 Artistic and creative - you celebrate, support and participate in art and events in your local area. 1-5 Cultural and diverse - you understand, value and celebrate the City's unique Aboriginal and other diverse cultures and histories.
Key theme	3. Place.
Outcome	3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood. 3-3 Attractive and leafy - you have access to quality public open spaces and enjoy appealing streetscapes. 3-4 Functional and accessible - you have access to quality community facilities that are functional and adaptable
Key theme	4. Economy.
Outcome	4-2 Innovative and confident - you are attracted to the City's unique characteristics and potential and feel confident in investing. 4-3 Appealing and welcoming - you welcome residents, and local and international visitors to the City.

Risk management considerations

The draft LPP has been prepared in alignment with the *Public Art Masterplan*. If Council does not adopt a Percent for Art Local Planning Policy, this will result in the City not being able to achieve the strategic vision for its *Public Art Masterplan*.

In addition, this will result in the City being required to fund public art in lieu of funding from developer contributions. If Council does not support the development of a Percent for Art Local Planning Policy, it would need to review its funding options contained within the *Public Art Masterplan*.

If the draft LPP is adopted there may be a perceived disincentive for development due to the additional charge for public art. However, this risk will be managed as follows:

- A 21-day consultation period will be undertaken and developers will be invited to provide feedback.
- Similar *Percent for Art Policies* are utilised by many local governments and include similar thresholds, as such it is not a unique or unfamiliar policy for developers. Specifically neighbouring LGAs in Wanneroo, Stirling and Swan each have an active *Percent for Art Policy* and developers are required to meet similar public art requirements, reducing the likelihood of developers being attracted to neighbouring LGAs for financial reasons.

Financial / budget implications

Between 1 July 2020 and 24 April 2024, the City received 22 development applications which would meet the proposed policy criteria (and which would not otherwise be covered by the State Government's Percent for Art Scheme). Based on a 1% contribution to public art, these development applications would have resulted in the collection of approximately \$1,900,000 during this time (not taking into account any discount for cash-in-lieu contributions).

The costs associated with any public advertising of the draft LPP will be approximately \$180.

Regional significance

LGAs across Western Australia are now actively engaging in the public art commissioning process and utilising an active strategy and supporting policy in the form of a Percent for Art Scheme (24 of 29 LGAs - 83%). The draft LPP is a component of a practical and functioning public art program, and commonly practiced across Western Australia.

The draft LPP will bring the City in line with current State approaches and represents a best practice approach to public art programs.

Public art also has a role to play in improving the place identity of the region and contributing to its cultural, social and economic value. The policies seek to build the City of Joondalup's significance as a place, destination and home for local communities.

Sustainability implications

Environmental

Not applicable.

Social

Implications associated with endorsing the policy

- Reputational risks associated with the public not understanding how the public art budget is accrued through developer funds, leading to criticism of budget expenditure on public art. This is countered by the following information:
 - 82% of survey respondents for the Public Art Masterplan enjoy seeing public art.
 - Cultural Services is rated in the City's top 10 most important services with a customer satisfaction rating of 84% in 2023.
 - More broadly, three in five Australians agree culture and creativity should receive public funding (61%) as noted in the Creative Australia study *Creating Value: Results of the National Arts Participation Survey*.
 - The City has an active and supportive arts community based on Australian Bureau of Statistics for the electorate of Moore (which covers Joondalup local wards), profile data for 2021-22 that shows that 71% of adults (aged 15+) attend cultural events or venues.

Implications associated with not endorsing the policy

- Reputational damage to the City – falling behind state and best practice approaches to public art.
- Reputational damage to the City – no outcomes following a rigorous consultation period and strong interest from community members for more public art.
- Risk of losing competitive edge as a cultural leader.

Economic

Implications associated with endorsing the policy

- Potential for additional resources required to manage growing the public art collection. This will be addressed by the introduction of a Public Art Officer.
- Perceived disincentive for development within the City due to the additional charge for public art. The management of this risk has been discussed above.

Implications associated with not endorsing the policy

- Failure to meet the City's strategy and limiting direction to achieve the City's goals for cultural services, activation and economic development.
- Missing opportunities to grow the program and invest in an economically valuable Public Art Collection.
- Missing opportunities to attract visitors and tourists to visit the City to view artworks.

Consultation

The deemed provisions as set out in the *Planning and Development (Local Planning Schemes) Regulations 2015* require a new local planning policy or major amendment to a local planning policy to be advertised for public comment for a period of not less than 21 days. The *Planning Consultation Local Planning Policy* also requires a local planning policy to be advertised for 21 days, unless the amendment is considered minor.

The draft LPP is proposed to be advertised for 21 days as follows:

- A notice published in the local newspaper.
- Letters to registered resident and ratepayer groups.
- An email to the Community Engagement Network.
- A notice on the City's social media platforms.
- An email to the Joondalup Business Association.
- A notice and documents placed on the City's website.

If, in the opinion of the City, the local planning policy is inconsistent with any State planning policy, then notice of the proposed policy is to be given to the Western Australian Planning Commission. The draft LPP is not considered to be inconsistent with any State planning policy.

COMMENT

The City's *Place Activation Strategy* recognises the importance of activating places and neighbourhoods to support a unique, iconic identity that underpins many of the City's and community's objectives for the future. The *Public Art Masterplan* outlines that public art contributes to creating a sense of place, promoting the expression of local identity, and reflecting on the shared values of the community.

Creating places and spaces that attract and delight residents and visitors are essential elements to thriving communities. Public art can support the City to achieve this in many different forms – through functional artworks such as benches and seating, play based artworks including climbing equipment, lighting-based artworks, murals and sculptures both large and small.

Public art has the potential to reflect community values, enliven public spaces and encourage social inclusion. The proposed Percent for Art LPP will ensure that the City's collection of public art is on par with other local government areas, including neighboring LGAs such as City of Wanneroo, City of Stirling and City of Swan.

The draft LPP aligns with the City's strategy in the form of its *Public Art Masterplan*. It is vital the strategy is supported to perform and achieve its vision through supporting policies. As a result, the proposed draft LPP will provide beneficial structure and intended growth to the City's Public Art Program by facilitating the commissioning of high-quality art by developers, who have a responsibility to contribute to the character of the ward they are developing in. In turn, the City's public spaces will benefit from the enhancement that public art can bring to public space, including activation, beautification and facilitating community interaction.

The proposed draft LPP will also allow for developer contributions, or cash in lieu, as an alternative to the provision of art on site, which the City can strategically utilise in line with the *Public Art Masterplan*. This will build a public art budget for commissioning benchmark artworks and programming, and in turn further investing in the life of this region and the City's own valuable and valued art collection.

In the event that the proposed *Percent for Art Scheme Local Planning Policy* is advertised for public comment, the *Public Art Council Policy* will be referred back to Council at the same time as the proposed *Percent for Art Scheme Local Planning Policy* following the close of advertising.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

That Council, in accordance with Clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, PREPARES and ADVERTISES the draft Percent for Art Scheme Local Planning Policy, provided as Attachment 1 to this Report, for a period of 21 days.

ATTACHMENTS

1. Proposed Percent for Art Scheme Local Planning Policy [**13.1.2.1** - 4 pages]
2. LGA Benchmarking Data Percent for Art [**13.1.2.2** - 1 page]

13.1.3 PROPOSED REVOCATION OF THE CURRAMBINE STRUCTURE PLAN AND KINROSS NEIGHBOURHOOD CENTRE STRUCTURE PLAN (WARD - NORTH)

WARD	North
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	11160, 20514, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider progressing revocation of the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan*, following advertising of the proposals. The proposed revocations will be progressed by way of amendments to *Local Planning Scheme No. 3*.

EXECUTIVE SUMMARY

The *Currambine Structure Plan* was adopted by the Joint Commissioners at their meeting held on 24 November 1998 (CJ261-11/98 refers) and approved by the Western Australian Planning Commission (WAPC) on the 28 June 1999. The *Kinross Neighbourhood Centre Structure Plan* was adopted by Council at its meeting held on 23 April 2002 (CJ091-04/02 refers) and approved by the WAPC on 2 October 2003. The structure plans were developed to facilitate the subdivision, zoning and allocation of density of the two formerly undeveloped areas.

The *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* are both due to expire on the 19 October 2025. Upon expiry, the structure plans will cease to have effect unless 'normalised' into *Local Planning Scheme No. 3* (LPS3) through a scheme amendment process. The *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* are proposed to be revoked as these areas have been substantially developed and the structure plan provisions are no longer necessary to guide development.

In accordance with the LPS Regulations, an amendment to LPS3 to incorporate the zonings outlined in the structure plans will facilitate the revocation of the structure plans 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.

At its meeting held on 19 November 2024 (CJ309-11/24 refers), Council considered the intention to revoke the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* and resolved to advertise the proposal to landowners within the respective structure plan areas for a period of 14 days. One submission in support of revocation of the *Currambine Structure Plan* was received and no submissions were received in relation to the *Kinross Neighbourhood Centre Structure Plan*.

It is therefore recommended that two separate amendments to LPS3 are prepared to rezone the land within the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* areas respectively in accordance with the zones set out in the structure plans. If approved by the Minister for Planning, each scheme amendment will facilitate revocation of the relevant structure plan.

BACKGROUND

Suburb/Location		Currambine, bounded by Connolly Drive, Normandy Parade, Paddington Avenue and residential lots. Four separate residential lots within the structure plan area are bounded by a drainage reserve, Eastleigh Loop, Negresco Park and Negresco Turn.
Owner		Various.
Zoning	LPS	Urban Development.
	MRS	Urban.
Site area		12 hectares.
Structure plan		<i>Currambine Structure Plan</i>
Suburb/Location		Kinross, bounded by Connolly Drive, MacNaughton Crescent, MacNaughton Park and Selkirk Drive.
Owner		Various.
Zoning	LPS	Centre.
	MRS	Urban.
Site area		2.49 hectares.
Structure plan		<i>Kinross Neighbourhood Centre Structure Plan</i>

Local structure plan review project

In accordance with the LPS Regulations, structure plans are valid for 10 years from the date of approval by the WAPC. For structure plans approved prior to commencement of the LPS Regulations, the 10-year approval period commenced from the 19 October 2015 when the LPS Regulations came into operation.

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 covered an area including the following:

- 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.

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.

At its meeting held on 19 November 2024, Council was presented with an overview of the proposed approach to reviewing the City's structure plans. At this meeting, Council resolved to advertise the proposed revocation of the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* to landowners with the structure plan area for a period of 14 days (CJ309-11/24 refers).

DETAILS

It is proposed that two separate amendments to LPS3 be prepared to rezone the land within the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* areas respectively in accordance with the zones set out in the structure plans. If approved by the Minister for Planning, each scheme amendment will facilitate revocation of the relevant structure plan.

Detail regarding the proposed revocation of each structure plan is outlined below and in Attachments 1 and 2 to this Report.

Issues and options considered

Currambine Structure Plan

The *Currambine Structure Plan* applies to the land bounded by Connolly Drive to the west, residential lots abutting De Crillon Way to the north, Paddington Avenue and Normandy Parade to the east, and Palace Way, Waldorf Ramble and Miramare Boulevard to the south. There are also four separate residential lots to the east (two lots facing Eastleigh Loop and two lots facing Negresco Turn) that are included in the structure plan area (Attachment 1 refers).

The purpose of the *Currambine Structure Plan* was to establish the overall land use, subdivision layout and built form for urban development within the Currambine Local Centre. The structure plan area is zoned 'Urban Development', with land use permissibility and development provisions stated as being in accordance with former District Planning Scheme No. 2, now LPS3, and the *Currambine Structure Plan*.

The structure plan area is now fully developed with the exception of Lot 14564 (5) Ascot Way which is vacant. The site is Crown land with a management order in favour of the City for community purposes.

The structure plan area is divided into four land use precincts as follows:

- Commercial Centre Precinct.
- Community Precinct.
- Small Lot Residential Precinct.
- Residential Precinct.

A detailed assessment of each land use precinct is provided below.

Commercial Centre Precinct

The Commercial Centre Precinct is entirely comprised of Lot 1 (6) Ascot Way, Currambine, which has been developed as a childcare premises. The structure plan states that the land use permissibility is in accordance with the 'Commercial' zone of the planning scheme, therefore the Commercial Centre Precinct is proposed to be zoned 'Commercial' in LPS3 as envisioned by the structure plan.

Should the site be redeveloped in the future, development would be assessed against the City's *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*. Attachment 1 provides a comparison between the equivalent provisions for non-residential development between the *Currambine Structure Plan* and *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*.

The equivalent *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy* provisions are considered sufficient to guide potential future redevelopment in place of the *Currambine Structure Plan* Commercial Centre Precinct provisions, noting that these requirements are applied consistently throughout the City's 'Commercial' zones. The *Child Care Premises Local Planning Policy* will continue to apply for modifications to the childcare premises if the structure plan is revoked.

It is therefore not considered necessary for any development provisions of the Commercial Centre Precinct to be normalised into LPS3.

Community Precinct

Lot 14564 (5) Ascot Way and Lot 14489 (120) Connolly Drive, Currambine, comprise the entire Community Precinct and are vacant and used for drainage purposes respectively. Both lots are Crown land with management orders to the City for community purposes.

There has been previous consideration regarding the potential for the City to acquire Lot 14564 (5) Ascot Way, however this is not a current priority, and there are no plans for the City to develop the site. The proposed revocation of the *Currambine Structure Plan* does not fetter the City's ability to consider the acquisition of the land in the future.

Land use permissibility within this area is in accordance with the 'Civic and Cultural' zone of former District Planning Scheme No. 2, which was renamed the 'Civic and Community' reserve under LPS3. Built form outcomes are in accordance with the Community Precinct provisions of the *Currambine Structure Plan*.

There are no LPS3 or local planning policy provisions which apply to 'Civic and Community' reserves. The City's *Private Community Purposes Zone Local Planning Policy* could provide a relevant assessment framework, and it therefore is considered appropriate that this policy be amended to apply to 'Civic and Community' reserves. Attachment 1 provides a comparison between the equivalent provisions for the *Private Community Purposes Zone Local Planning Policy* and the *Currambine Structure Plan*.

The equivalent *Private Community Purposes Zone Local Planning Policy* provisions are considered sufficient to guide development in place of the *Currambine Structure Plan* Community Precinct provisions, noting that the policy also includes significantly more development controls such as landscaping and car parking. It is therefore not considered necessary for any development provisions of the Community Precinct to be normalised into LPS3. As it is considered appropriate that the provisions of the *Private Community Purposes Zone Local Planning Policy* to all 'Civic and Community' reserves, proposed amendments to that policy are included a separate report on this Policy Committee agenda.

Lot 14564 (5) Ascot Way is proposed to be reserved 'Civic and Community' and Lot 14489 (120) Connolly Drive is proposed to be reserved 'Drainage/Waterway' as the equivalent reserve under LPS3, with no change to the existing management order.

Residential and Small Lot Residential Precincts

The Residential Precinct (R20) and Small Lot Residential Precinct (R40) have been fully developed as single houses. Land use permissibility within both residential precincts is to be in accordance with the 'Residential' zone of former District Planning Scheme No. 2, therefore both residential precincts are proposed to be zoned as 'Residential' under LPS3.

Built form outcomes for both residential precincts are required to be in accordance with the *Residential Design Codes (R-Codes)* and the *Currambine Structure Plan*. Attachment 1 provides a comparison between the equivalent provisions for residential development between the *Currambine Structure Plan* and the R-Codes, as amended by the *Residential Development Local Planning Policy (RDLPP)*.

The key distinction between the structure plan and the R-Codes provisions for the Residential Precinct is in relation to open space/site cover and rear building setback provisions. It is noted that the 4 metre average rear setback requirement has been consistently varied and is often more in-keeping with the applicable R-Codes requirement. The structure plan permits 30% open space, whereas the R-Codes requires 50% for R20 lots. As all lots have been developed, any departure from the 50% deemed-to-comply open space requirement can be assessed on its merits in accordance with the R-Codes design principles.

Similar distinctions apply to the Small Lot Residential Precinct, which has a 30% open space deemed-to-comply requirement under the structure plan in contrast to 45% for R40 lots under the R-Codes. The side and rear building setbacks are comparable to the R-Codes where lot boundary setbacks are determined based on the length and height of the wall (in addition to whether there are any major openings). The minimum street building setback permitted under the structure plan is 3 metres in comparison to 2 metres for R40 lots under the R-Codes. Consistent with the Residential Precinct, all lots have been developed and therefore any departure from the deemed-to-comply requirements of the R-Codes can be assessed on its merits in accordance with the corresponding design principles.

It is therefore not considered necessary for any development provisions of the Residential or Small Lot Residential Precincts to be normalised into LPS3.

Retail net lettable area (NLA)

The *Currambine Structure Plan* refers to Schedule 3 of the former District Planning Scheme No. 2 to prescribe the maximum retail NLA for non-residential uses in the Commercial Centre Precinct. The City's *Local Commercial Strategy* has been adopted since the *Currambine Structure Plan* came into effect, with no indicative floorspace threshold for the *Currambine Structure Plan*. Any future development that incorporates retail NLA will be assessed on its merits, noting that the existing childcare centre does not contribute to NLA.

Inclusion of maximum retail NLA for the structure plan area through normalisation into LPS3 is therefore not required.

Kinross Neighbourhood Centre Structure Plan

The *Kinross Neighbourhood Centre Structure Plan* applies to the land bounded by Connolly Drive to the west, McNaughton Park to the north, MacNaughton Crescent to the east and Selkirk Drive to the south (Attachment 2 refers). The structure plan area comprises Kinross Central Shopping Centre, a vacant community purposes reserve, residential dwellings and a small portion of public open space forming part of MacNaughton Park.

The structure plan area is zoned 'Centre', with land use permissibility and development provisions in accordance with former District Planning Scheme No. 2, now LPS3, and the *Kinross Neighbourhood Centre Structure Plan*. The purpose of the structure plan was to facilitate development of the Kinross Neighbourhood Centre, with the structure plan area now fully developed excluding Lot 2277 (15) Selkirk Drive, Kinross, which is Crown Land managed by the City intended for community purposes use.

The structure plan area is divided into three land use areas as follows:

- Civic and Cultural Land use Area.
- Commercial Land Use Area.
- Residential Land Use Area.

A detailed assessment of each land use area is provided below.

Civic and Cultural Land Use Area

Lot 2277 (15) Selkirk Drive, Kinross, comprises the entire Civic and Cultural Land Use Area and is vacant Crown land with a management order to the City for community purposes. There has been previous consideration regarding the potential for the City to acquire the land, however this is not a current priority, and there are no plans for the City to develop the site. It is also noted that at its meeting held on 17 September 2024 (CJ247-09/24 refers), Council endorsed a proposal to subdivide a 21m² portion from the lot for the purpose of a community battery storage to be developed by Western Power. The proposed revocation of the *Kinross Neighbourhood Centre Structure Plan* does not fetter the City's ability to consider the acquisition of the land in the future or have any impact on the subdivision of the community battery lot from the reserve.

Land use permissibility within this area is in accordance with the 'Civic and Cultural' zone of former District Planning Scheme No. 2, which has now been superseded by the 'Civic and Community' reserve under LPS3. Built form outcomes are in accordance with the Civic and Cultural Land Use Area provisions of the *Kinross Neighbourhood Centre Structure Plan*.

There are no LPS3 or local planning policy provisions which apply to 'Civic and Community' reserves. The City's *Private Community Purposes Zone Local Planning Policy* could provide a relevant assessment framework and it is therefore considered appropriate that this policy be amended to apply to 'Civic and Community' reserves. Attachment 2 provides a comparison between the equivalent provisions of the *Private Community Purposes Zone Local Planning Policy* and the *Kinross Neighbourhood Centre Structure Plan*.

Noting that the equivalent *Private Community Purposes Zone Local Planning Policy* provisions are considered sufficient to guide development in place of the *Kinross Neighbourhood Centre Structure Plan* Civic and Cultural Land Use Area provisions, it is not considered necessary for any development provisions of the Civic and Cultural Land Use Area to be included in LPS3. As it is considered appropriate that the provisions of the *Private Community Purposes Local Planning Policy* apply to all 'Civic and Community' reserves, proposed amendments to that policy are included in a separate report on this Policy Committee agenda.

Commercial Land Use Area

The Commercial Land Use Area is entirely comprised of Lot 2278 (3) Selkirk Drive, Kinross, being Kinross Central Shopping Centre. Land use permissibility within this area is already required to be in accordance with the 'Commercial' zone of LPS3, therefore the Commercial Land Use Area is proposed to be zoned as 'Commercial'.

Built form outcomes are required to be in accordance with the *Kinross Neighbourhood Centre Structure Plan* provisions. Attachment 2 provides a comparison between the equivalent provisions for non-residential development between the *Kinross Neighbourhood Centre Structure Plan* and the *Commercial, Mixed Use and Service Commercial Local Planning Policy*, which would apply if the structure plan were revoked.

The equivalent *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy* provisions are considered sufficient to guide development in place of the *Kinross Neighbourhood Centre Structure Plan* Commercial Land Use Area provisions, noting that the provisions are similar excluding some site-specific vehicle access provisions which are no longer relevant now that the site has been fully developed.

It is therefore not considered necessary for any development provisions of the Commercial Land Use Area to be normalised into LPS3.

Residential Land Use Area

The Residential Land Use Area has been fully developed to an 'R40' density as identified in the structure plan maps, with all dwellings constructed as single houses. Land use permissibility within this area is already required to be in accordance with the 'Residential' zone of LPS3, therefore the Residential Land Use Area is proposed to be zoned as 'Residential'.

Built form outcomes are required to be in accordance with the R-Codes and the *Kinross Neighbourhood Centre Structure Plan*. Attachment 2 provides a comparison between the equivalent provisions for residential development between the *Kinross Neighbourhood Centre Structure Plan* and the R-Codes (as amended by the RDLPP).

In terms of differences in the development provisions between the *Kinross Neighbourhood Centre Structure Plan* and the R-Codes, it is noted that lot boundary walls designed in accordance with the R-Codes would create a lesser amenity impact (single storey) than the current *Kinross Neighbourhood Centre Structure Plan* (two storey) provisions. The increased garage setback requirement under the R-Codes could (if appropriate) be considered through an R-Codes design principles assessment given that there is an established streetscape precedent from garages already developed in accordance with the structure plan provisions.

It is therefore not considered necessary for any development provisions of the Residential Land Use Area to be normalised into LPS3.

Retail net lettable area (NLA)

The *Kinross Neighbourhood Centre Structure Plan* (with reference to the now former District Planning Scheme No. 2) prescribes the maximum retail NLA for non-residential uses within Kinross Neighbourhood Centre as 4,000m². The City's *Local Commercial Strategy* has been adopted since the *Kinross Neighbourhood Centre Structure Plan* came into effect, with an indicative floorspace threshold for Kinross Neighbourhood Centre of 6,000m². Any future development that incorporates retail NLA will be assessed against this threshold in the *Local Commercial Strategy*. Inclusion of maximum retail NLA for the structure plan area through normalisation into LPS3 is therefore not required.

Options

Currambine Structure Plan

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

- prepare the proposed amendment to the local planning scheme without modification
- prepare the proposed amendment to the local planning scheme with modifications
or
- not prepare the proposed amendment to the local planning scheme.

Kinross Neighbourhood Centre Structure Plan

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

- prepare the proposed amendment to the local planning scheme without modification
- prepare the proposed amendment to the local planning scheme with modifications
or
- not prepare the proposed amendment to the local planning scheme.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Planning Scheme No. 3.
Planning and Development (Local Planning Schemes) Regulations
2015.
Planning and Development Act 2005*

10-Year Strategic Community Plan

Key theme 3. Place.

Outcome 3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

Policy Not applicable.

Planning and Development Act 2005 and 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 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.

Part 5 of the *Planning and Development Act 2005*, in conjunction with the LPS Regulations, enables a local government to prepare or amend a local planning scheme and sets out the process to be followed.

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. This is applicable to the proposed revocation and separate scheme amendments of the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan*. A statement must be included within each amendment proposal specifying that when the amendment takes effect the approval of the structure plan is to be revoked. A basic amendment is not required to be advertised for public comment.

Should Council resolve to prepare the proposed amendments, they are required to be referred to the Environmental Protection Authority (EPA) to decide whether a formal environmental review is required. Should the EPA decide that an environmental review is not required, the City will notify the WAPC of the EPA's decision.

Separately, Council's decision for each amendment is forwarded to the WAPC, which makes a recommendation to the Minister for Planning. The Minister can either grant final approval to each amendment, with or without modifications, or refuse the amendment, or require the amendment to be advertised for public comment. If the Minister approves the scheme amendments, the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* will be revoked by the WAPC.

Structure Plan Framework

The Structure Plan Framework outlines the manner and form in which a structure plan and 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.

Risk management considerations

In the event Council elects to prepare the amendments to LPS3 and revoke the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan*, anticipating the Minister for Planning's support for the proposal, zoning and reserves identified in the local structure plans will be carried across into the City's LPS3.

In the event Council elects not to prepare the amendments to LPS3 and not revoke the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan*, the structure plans will remain in effect until 19 October 2025. After this time the local structure plans will expire and in the absence of further action (such as a scheme amendment), there will be less certainty regarding the planning context for the areas and potentially a reduced ability for the City to guide appropriate development outcomes.

Financial / budget implications

The City, as the proponent for both proposed scheme amendments, is required to cover the cost associated with publishing a notice in the Government Gazette should the amendments be approved by the Minister for Planning, being approximately \$160 per amendment.

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 was considered appropriate to advise the landowners within the respective structure plan areas of the proposals to revoke the structure plans and obtain any feedback prior to Council making its decision.

The proposal to revoke the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* was advertised for a period of 14 days by way of letters to landowners within the structure plan areas, closing 16 December 2024.

One submission in support of the revocation of the *Currambine Structure Plan* was received and no submissions were received responding to the *Kinross Neighbourhood Centre Structure Plan*.

COMMENT

The proposed revocation of the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* is considered appropriate as these structure plan areas have been substantially developed and the provisions within the structure plans are no longer required to guide development, with no issues identified during consultation.

The proposed scheme amendments would result in the following zonings in LPS3:

- Land within the *Currambine Structure Plan* rezoned from 'Urban Development' to the 'Commercial', 'Residential R20' and 'Residential R40' zones and the 'Civic and Community', 'Drainage/Waterway', 'Local Road' and 'Public Open Space' reserves.
- Land within the *Kinross Neighbourhood Centre Structure Plan* rezoned from 'Centre' to the 'Commercial' and 'Residential R40' zones and the 'Civic and Community' and 'Local Road' reserves.

These proposed zonings are consistent with the respective structure plans and are considered appropriate given the land uses will remain consistent with the current and intended future use of the land. In the event that the Minister for Planning approves the scheme amendments, the *Currambine Structure Plan* and *Kinross Neighbourhood Centre Structure Plan* will be revoked by the WAPC.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

- 1 In accordance with Section 75 of the *Planning and Development Act 2005*, resolves to PREPARE an amendment to the City of Joondalup *Local Planning Scheme No. 3* to:**
 - 1.1 rezone the land within the *Currambine Structure Plan* from 'Urban Development' to the 'Commercial' and 'Residential' zones and the 'Civic and Community', 'Drainage/Waterway', 'Local Road' and 'Public Open Space' reserves;**
 - 1.2 apply the 'R20' and 'R40' residential density codes in accordance with the *Currambine Structure Plan*;**

- 2 In accordance with Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DETERMINES that the scheme amendment is a basic amendment as the proposal is consistent with the zones, reserves and residential density codes within the *Currambine Structure Plan*;
- 3 Pursuant to Regulation 35A(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that the amendment to the *City of Joondalup Local Planning Scheme No. 3* include the following statement:

“Approval of the City’s Currambine Structure Plan is to be revoked when this amendment is approved and takes effect.”;
- 4 AUTHORISES the Mayor and the Chief Executive Officer, in accordance with Section 9.49a of the *Local Government Act 1995*, to execute under Common Seal the above amendment to the *City of Joondalup Local Planning Scheme No. 3*;
- 5 In accordance with Section 75 of the *Planning and Development Act 2005*, resolves to PREPARE an amendment to the *City of Joondalup Local Planning Scheme No. 3* to:
 - 5.1 rezone the land within the *Kinross Neighbourhood Centre Structure Plan* from ‘Centre’ to the ‘Commercial’ and ‘Residential’ zones and the ‘Civic and Community’ and ‘Local Road’ reserves;
 - 5.2 apply the ‘R40’ residential density code in accordance with the *Kinross Neighbourhood Centre Structure Plan*;
- 6 In accordance with Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DETERMINES that the scheme amendment is a basic amendment as the proposal is consistent with the zones, reserves and residential density codes within the *Kinross Neighbourhood Centre Structure Plan*;
- 7 Pursuant to Regulation 35A(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that the amendment to the *City of Joondalup Local Planning Scheme No. 3* include the following statement:

“Approval of the City’s Kinross Neighbourhood Centre Structure Plan is to be revoked when this amendment is approved and takes effect.”;
- 8 AUTHORISES the Mayor and the Chief Executive Officer, in accordance with Section 9.49a of the *Local Government Act 1995*, to execute under Common Seal the above amendment to the *City of Joondalup Local Planning Scheme No. 3*.

ATTACHMENTS

1. Currambine Structure Plan Maps and Assessment Tables [13.1.3.1 - 8 pages]
2. Kinross Neighbourhood Centre Structure Plan Maps and Assessment Tables [13.1.3.2 - 10 pages]

13.1.4 PROPOSED AMENDMENTS TO THE PRIVATE COMMUNITY PURPOSES ZONE LOCAL PLANNING POLICY (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	106237, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider a review of the operation of the *Private Community Purposes Zone Local Planning Policy* and consider proposed amendments for the purpose of public advertising.

EXECUTIVE SUMMARY

The *Private Community Purposes Zone Local Planning Policy* (the Policy) provides development standards for non-residential development on land that is zoned 'Private Community Purposes' under the City's *Local Planning Scheme No. 3* (LPS3). These standards include building setbacks, height, built form design, parking standards and access, landscaping, and service arrangements to facilitate development.

A review of the operation of the Policy has been undertaken to ensure it aligns with relevant legislation and current practices. Amendments to the Policy are proposed to address potential overlooking issues for adjoining properties, provide consistency with the Residential Design Codes (R-Codes) in relation to building height, include additional parking standards, to address screening of external fixtures and the use of security devices, to expand the scope of the Policy to include "Civic and Community" reserves, and to address other minor inconsistencies.

It is therefore recommended that Council supports the draft revised Private Community Purposes Zone Local Planning Policy for the purposes of public advertising for a period of 21 days.

BACKGROUND

Local planning policies are prepared in accordance with the provisions of the *Planning and Development (Local Planning Scheme) Regulations 2015* (LPS Regulations). While there is no requirement in the LPS Regulations for local planning policies to be reviewed, it is good practice to regularly review the operation of policies to ensure that the policy framework reflects changes in the planning legislation and current practices.

The *Private Community Purposes Zone Local Planning Policy* (Attachment 1 refers) was adopted by Council at its meeting held on 16 October 2018 (CJ184-10/18 refers).

At its meeting held on 4 November 2024, the Policy Committee considered a report on proposed amendments to the *Private Community Purposes Zone Local Planning Policy* (the Policy) and resolved that the item be referred back to the Chief Executive Officer to clarify requirements relating to the following:

- Clause 5.4(a) related to windows and glazing to have solutions that are practical for organisations.
- External structures.
- The definition of visitors.

Following consideration of these matters, additional amendments are proposed to the Policy.

DETAILS

The *Private Community Purposes Zone Local Planning Policy* (the Policy) applies to non-residential development within the 'Private Community Purposes' zone. While it is considered that the Policy has been working adequately since adoption, several amendments are proposed, including the following:

- Minor format changes to align with the current policy template.
- Updating the application section to provide clarity on how the Policy relates to the 'Residential Building' land use.
- Updating the statement section to include reference to precinct structure plans and other local planning policies.
- Updating the building setback requirements to increase the setback of upper floors where a development abuts the 'Residential' zone or other sensitive land use.
- Aligning the maximum building heights with the R-Codes.
- Including parking standards for 'Residential building' land use.
- Removal of provisions relating to solar energy systems.
- Updating clause references.

In response to feedback provided at the 4 November 2024 Policy Committee meeting, the following additional amendments are proposed:

- The removal of the requirement for external fixtures to be located on the roof, basement or at the rear of the building, and instead requiring that they be suitably screened where they are in view of the public realm.
- The addition of a definition for 'visitor'.
- The removal of the requirement for security devices to be installed on the inside of a window.

It is also proposed that the Policy be amended so that it applies to "Civic and Community" reserves within the City. Further comment on this is provided below.

The main proposed amendments to the Policy are outlined below. A tracked changes version of the draft revised Policy is included as Attachment 2 to this Report and a clean version of the draft revised Policy is included as Attachment 3 to this Report.

It is noted that this review only relates to the current operation of the Policy to ensure that there are no fundamental implementation issues. A comprehensive review of local planning policies will be undertaken as part of the review of LPS3.

Building setbacks

While this Policy relates to non-residential development (such as development which is not assessed against the provisions of the R-Codes), some development may nonetheless include residential accommodation, for example, a residential care facility. In order to provide a level of visual privacy to adjoining properties for these types of uses, it is proposed that the side and rear minimum building setback requirements be increased from 3 metres to 6 metres for upper floors where a lot abuts the 'Residential' zone or a sensitive use, unless suitable screening is provided. Sensitive land uses would include child care premises, education establishments, residential aged care facilities and other land uses as determined by the City. The proposed amendments would reduce the impact of potential overlooking onto these adjoining properties.

Building height

The maximum height standards included in the Policy are intended to reflect the two-storey height standard in the R-Codes. It is proposed that maximum building heights (including those within coastal areas) be increased by 1 metre to align with the current maximum height requirements of the R-Codes Volume 1 Part B, which are as follows:

- 7 metre maximum height of wall.
- 8 metre maximum height of gable, skillion and concealed roof.
- 10 metre hipped and pitched roof.

The proposed amendments will provide consistency with the height provisions of other relevant City local planning policies.

Car parking standards

The Policy does not currently specify a parking standard for the 'Residential Building' land use despite it being a discretionary 'D' land use in the 'Private Community Purposes' zone. It is proposed that the Policy be amended to include a car parking standard of one bay for every two people accommodated, and a recommended bicycle parking standard of one space per 50 visitors, which is consistent with the standard in other City local planning policies.

It is noted that the definition of 'Residential Building', as set out in the R-Codes, includes a permanent accommodation component and a temporary accommodation component. The permanent accommodation component falls within the R-Codes definition of residential development and is therefore subject to the R-Codes. The temporary accommodation component does not fall within the R-Codes definition of residential development and is not subject to the R-Codes. As the Policy only applies to non-residential development, the proposed parking standard for 'Residential Building' in the Policy would only apply to the temporary accommodation component of the land use. Parking standards for the permanent accommodation component would be as per the R-Codes.

In addition, a new provision is proposed which would allow the consideration of a reduction in the required number of car parking bays where a suitable parking management plan is provided. This would allow for a more nuanced consideration of parking needs for developments which may have unique operational requirements. A parking management plan would provide detail such as anticipated staff and customer numbers, alternative transport options, shared parking arrangements and parking management strategies.

Solar energy systems

The Policy includes a provision requiring that solar energy systems be integrated into the overall design of the building and located on rooftops so as not to detract from the building or streetscape. It is proposed that this provision be removed, as the LPS Regulations have been updated to exempt the installation of solar panels on the roof of a building from requiring development approval.

External fixtures

The current Policy requires external fixtures (which includes utilities, plant and other structures necessary for a building to achieve efficient, comfortable operating outcomes) to be screened from view from the street through building design and located on the roof, basement or at the rear of the building. In response to feedback received at the 4 November 2024 Policy Committee meeting, it is proposed that this requirement be amended to instead require that they be suitably screened where they are in view of the public realm.

It is noted that certain low-impact telecommunications facilities are exempt from requiring development approval under the Commonwealth *Telecommunications Act 1997*. As such, the Policy is not able to include provisions relating to this form of external fixture.

Visitor bike parking

The current Policy sets out bicycle parking standards for visitors but does not provide a definition for visitors. In response to feedback received at the 4 November 2024 Policy Committee meeting, it is proposed that the Policy be amended to include a definition of visitor, as follows:

“**visitor**” means a person who is temporarily visiting the facility and is not employed or volunteering at or for the facility.

Windows and glazing

The current Policy sets out that where window security devices are provided, they must be installed on the inside of a window and be 75% visually permeable. The intent of this provision is to reduce the visual impact of security devices, which can create unappealing, blank facades that present poorly to the public realm. Excessive use of certain security devices, such as solid roll down shutters, can also reduce opportunities for passive surveillance over the public realm, reducing perceptions of safety for people using such spaces.

In response to feedback received at the 4 November 2024 Policy Committee meeting, it is proposed that the Policy be amended to remove the requirement for security devices to be installed on the inside of a window.

Civic and Community reserve

The current Policy only applies to the “Private Community Purposes” zone. It is proposed that the scope of the Policy be expanded so that it also applies to “Civic and Community” reserved land within the City.

The *Kinross Neighbourhood Centre Structure Plan* and the *Currambine Structure Plan* provide development provisions for “Civic and Community” reserves within the respective structure plan areas. A separate report on this Policy Committee agenda proposes to revoke these structure plans. The equivalent provisions within the Policy are considered sufficient to guide development in place of these structure plan provisions. It is therefore considered appropriate to amend the Policy so that it applies to all “Civic and Community” reserves within the City. This amendment includes renaming the Policy to the *Private Community Purposes Zone and Civic and Community Reserve Local Planning Policy*.

Issues and options considered

Council has the option to either:

- advertise the draft revised *Private Community Purposes Zone Local Planning Policy*, without modifications
- advertise the draft revised *Private Community Purposes Zone Local Planning Policy* with modifications
- or
- not support advertising of the draft revised *Private Community Purposes Zone Local Planning Policy*.

Legislation / Strategic Community Plan / Policy implications

Legislation *City of Joondalup Local Planning Scheme No. 3. Planning and Development (Local Planning Schemes) Regulations 2015. Residential Design Codes Volume 1.*

10-Year Strategic Community Plan

Key theme 3. Place.

Outcome 3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

Policy *Private Community Purposes Zone Local Planning Policy. Planning Consultation Local Planning Policy.*

Risk management considerations

If the review of the Policy is not progressed there will be no specific risk, however not progressing with a review will mean the Policy will not align with the current planning legislation and practices.

Financial / budget implications

The costs associated with any public advertising of the draft revised *Private Community Purposes Zone Local Planning Policy* will be approximately \$180.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The consultation requirements for proposed amendments to a local planning policy are stipulated in the LPS Regulations and the City's *Planning Consultation Local Planning Policy*.

The LPS Regulations require a major amendment to a policy to be advertised for public comment for a period of not less than 21 days. The local government may make an amendment to a local planning policy without advertising if, in the opinion of the local government, the amendment is a minor amendment.

The *Planning Consultation Local Planning Policy* states minor amendments include correction of typographical or formatting errors, updates to legislation references and similar, but does not include an amendment to development provisions or standards. As some amendments are proposed to the development provisions of the Policy, consultation is considered appropriate in this instance.

The draft revised Policy is proposed to be advertised for 21 days as follows:

- A notice published in the local newspaper.
- Letter sent to registered resident and ratepayer groups.
- An email to the Community Engagement Network.
- A notice and documents placed on the City's website.
- A notice on the City's social media platforms.

If, in the opinion of the City, the Policy is inconsistent with a State planning policy, then notice of the proposed policy is to be given to the Western Australian Planning Commission. The proposed Policy is not considered to be inconsistent with any State planning policy.

COMMENT

While the *Private Community Purposes Zone Local Planning Policy* has been working adequately since adoption, it is considered that minor amendments could be made to improve its operation. The amendments proposed are considered to reflect current practices and improve consistency and clarity.

It is recommended that Council supports the proposed amendments to the *Private Community Purposes Zone Local Planning Policy* for the purposes of public consultation for a period of 21 days.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

That Council, in accordance with Clauses 3 and 4 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, ADVERTISES the draft revised *Private Community Purposes Zone Local Planning Policy*, provided as Attachment 3 to this Report, for a period of 21 days.

ATTACHMENTS

1. Current Private Community Purposes Zone Local Planning Policy [**13.1.4.1** - 10 pages]
2. Proposed Amendments to the Private Community Purposes Zone Local Planning Policy (marked up) [**13.1.4.2** - 11 pages]
3. Proposed Amendments to the Private Community Purposes Zone Local Planning Policy (clean) [**13.1.4.3** - 10 pages]

13.1.5 PROPOSED REVOCATION OF THE SHEPPARD WAY STRUCTURE PLAN (WARD - SOUTH)

WARD	South
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	88575, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider progressing revocation of the *Sheppard Way Structure Plan*, following advertising of the proposal. The proposal will be progressed by requesting that the Western Australian Planning Commission revoke the structure plan.

EXECUTIVE SUMMARY

The *Sheppard Way Structure Plan* was adopted by Council at its meeting held on 19 September 2006 (CJ163-09/06 refers) and approved by the Western Australian Planning Commission (WAPC) on 22 October 2007. The structure plan was developed to facilitate medium density mixed-use development in place of the former service station and subsequent (now former) commercial dry-cleaners.

The *Sheppard Way Structure Plan* is due to expire on 19 October 2025. The structure plan provisions are no longer considered necessary to guide any potential redevelopment of the former dry-cleaning premises as any future development would be in accordance with the *Residential Design Codes (R-Codes)* and the City's *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*. The existing 'Mixed Use' zoning and 'R40' density coding within *Local Planning Scheme No. 3 (LPS3)* is proposed to remain and will be unaffected by the revocation of the structure plan.

At its meeting held on 19 November 2024 (CJ309-11/24 refers), Council considered the intention to revoke the *Sheppard Way Structure Plan* and resolved to advertise the proposal to landowners within the structure plan area for a period of 14 days. 14 submissions were received, one submission from a landowner within the structure plan area with the remaining from people outside of the structure plan area. The primary concern raised during consultation relates to a view that removal of the R40 density coding would result in potential future development that would be inconsistent with the surrounding neighbourhood and would detrimentally impact the amenity for local residents. It is noted, however, that no change to the existing zoning or density coding within LPS3 is proposed as part of the structure plan's revocation.

As no change is proposed to the zoning or density coding of the structure plan area, there is no requirement for an amendment to LPS3 to revoke the structure plan. Therefore, it is recommended that the City request the WAPC revoke the *Sheppard Way Structure Plan*.

BACKGROUND

Suburb/Location		Marmion, bounded by Marmion Village, Sheppard Way and Whiley Road.
Owner		Various.
Zoning	LPS	Mixed Use.
	MRS	Urban.
Site area		2,025m ² .
Structure plan		<i>Sheppard Way Structure Plan</i>

Local structure plan review project

In accordance with the LPS Regulations, structure plans are valid for 10 years from the date of approval by the WAPC. For structure plans approved prior to commencement of the LPS Regulations, the 10-year approval period commenced from the 19 October 2015 when the LPS Regulations came into operation.

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 covered an area including the following:

- 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.

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. In this instance, as no change is proposed to the zoning or density coding of the structure plan area, there is no requirement for an amendment to LPS3 to revoke the structure plan. The City can request the WAPC to revoke the structure plan.

Sheppard Way Structure Plan

The *Sheppard Way Structure Plan* applies to the land bounded by Marmion Village Shopping Centre to the south and west, Sheppard Way to the north and Whiley Road to the east (Attachment 1 refers). The structure plan was developed to facilitate medium density mixed-use development in place of the former service station and subsequent (now former) commercial dry-cleaners. Four lots have been developed as two-storey single houses. The remaining lot at 21 Sheppard Way is yet to be redeveloped and contains a building formerly used as a commercial dry-cleaners, which has recently been issued a building permit for an internal refurbishment to operate as a cafe within the existing building envelope. All five lots are zoned 'Mixed Use' with an 'R40' residential coding under LPS3, which will remain if the structure plan is revoked.

Council has previously considered two proposed amendments to LPS3 to 'uncode' Lot 15 (21) Sheppard Way, being the dry-cleaner site, in November 2019 and May 2022 (CJ142-11/19 and CJ061-05/22 refer). If supported, this would have enabled the land to be developed to an R80 density. Council resolved not to support either of the proposals due to potential amenity concerns on the neighbouring residential lots developed to an R40 density and developing to a higher density not being appropriate given the context of the site as a small portion of a neighbourhood centre not located near a train station or high frequency bus route.

At its meeting held on 19 November 2024, Council was presented with an overview of the proposed approach to reviewing the City's structure plans, including the *Sheppard Way Structure Plan*. At this meeting, Council resolved to advertise the proposed revocation of the *Sheppard Way Structure Plan* to landowners within the structure plan area for a period of 14 days (CJ309-11/24 refers).

DETAILS

Detail regarding the proposed *Sheppard Way Structure Plan* revocation, including a comparison between the existing and proposed planning framework for the structure plan area, is provided below.

Issues and options considered

Land use permissibility

The sites are zoned 'Mixed Use' and allocated the 'R40' density coding under LPS3, therefore there is no requirement to normalise the zoning/coding through a scheme amendment. The *Sheppard Way Structure Plan* lists nine land uses as being permitted or discretionary within the structure plan area, with all other uses not permitted. The following table outlines land use permissibility under the *Sheppard Way Structure Plan* in comparison to the 'Mixed Use' zone of LPS3.

Sheppard Way Structure Plan		Local Planning Scheme No. 3	
Land Use	Permissibility	Land Use	Permissibility
Bank*	P	Office	P
Grouped Dwelling	D	Grouped Dwelling	D
Hairdresser*	P	Shop	D
Home Business 1, 2, 3*	P	Home Occupation, Home Business	P
Dry Cleaning Agency*	P	Shop	D
Medical Centre	P	Medical Centre	P
Newsagent*	D	Shop	D
Office	P	Office	P
Single House	P	Single House	D

*These land uses no longer exist in LPS3, therefore the equivalent land use and permissibility have been included.

Prior to the LPS Regulations coming into effect, structure plans had the force and effect of the planning scheme, which meant that land use controls in a structure plan were as binding as if contained within the planning scheme. This is no longer applicable, with the land use permissibility controls listed in the *Sheppard Way Structure Plan* now being 'due regard' only as land use permissibility is in accordance with the 'Mixed Use' zoning of LPS3.

It is considered that the zoning table of LPS3 is appropriate to control land use outcomes for the structure plan area, with the limited use permissibility of the *Sheppard Way Structure Plan* unnecessarily restrictive and misaligned with the objectives of the 'Mixed Use' zone as listed in the below table.

Zone Name	Objectives
Mixed Use	<ul style="list-style-type: none"> • To provide for a wide variety of active uses on street level which are compatible with residential and other non-active uses on upper levels. • To allow for the development of a mix of varied but compatible land uses which do not generate nuisance detrimental to the amenity of the district or to the health, welfare and safety of its residents. • To encourage high quality, pedestrian friendly, street-orientated development that integrates with surrounding areas.

Residential development requirements

Residential development within the structure plan area is required to be designed in accordance with the R-Codes and the *Sheppard Way Structure Plan*. Attachment 1 provides a comparison between the equivalent provisions for residential development between the *Sheppard Way Structure Plan* and the R-Codes, as amended by the *Residential Development Local Planning Policy* (RDLPP).

The development provisions of the R-Codes are comparable to the relevant *Sheppard Way Structure Plan* provisions. Notably, the maximum building height permitted remains at two storeys between the two assessment frameworks and the lot boundary wall height is lesser under the R-Codes than the *Sheppard Way Structure Plan*. The street and lot boundary setbacks are equal or greater under the R-Codes/RDLPP than the *Sheppard Way Structure Plan*.

Therefore, it is considered that revoking the *Sheppard Way Structure Plan* would result in equal or less amenity impact on neighbouring properties and the streetscape, with no residential development provisions required to be included in LPS3.

Non-residential development requirements

If the structure plan area is redeveloped with a non-residential component, development would be guided by the provisions of the City's *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*. This policy sets out provisions pertaining to setbacks, parking, building height, landscaping and other detailed provisions.

Attachment 1 provides a comparison between the equivalent provisions for non-residential development between the *Sheppard Way Structure Plan* and the *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*.

The development provisions of the *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy* are considered to be more stringent and prescriptive than those contained within the structure plan and align with the expectations set for all non-residential development throughout the City. The policy also applies to any future non-residential development that may occur at the adjoining Marmion Village complex, providing a consistent approach to redevelopment, whilst ensuring an appropriate built form outcome is achieved.

It is therefore not considered necessary to include any non-residential development provisions of the structure plan in LPS3.

Retail net lettable area (NLA)

The *Sheppard Way Structure Plan* prescribes the maximum retail NLA for mixed use and commercial uses within the structure plan area as 100m² each (200m² total), which could not be varied under former District Planning Scheme No. 2. This was intended to apply to specific building sites identified in the *Sheppard Way Structure Plan* being developed, which has not occurred. Notwithstanding the intent and weight that the provision carried when first implemented, it can now only be given 'due regard' under LPS3.

It is also noted that the City's *Local Commercial Strategy* has been adopted since the structure plan came into effect, which includes an indicative shop retail floorspace threshold of 2,000m² for the entire Marmion Village Neighbourhood Centre. Any future development that incorporates retail NLA, either on the subject site or the adjoining shopping complex site, will be assessed against the threshold in the *Local Commercial Strategy*.

As such it is considered that inclusion of a maximum retail NLA for the structure plan area is not required to be included in LPS3.

Options

The options available to Council in considering the proposed revocation of the *Sheppard Way Structure Plan* are to:

- request that the Western Australian Planning Commission revoke its approval of the structure plan
or
- not request that the Western Australian Planning Commission revoke its approval of the structure plan.

Legislation / Strategic Community Plan / Policy implications

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

10-Year Strategic Community Plan

Key theme 3. Place.

Outcome 3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

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 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 *Sheppard Way Structure Plan* area is currently zoned 'Mixed Use' and coded 'R40' under LPS3, which is not proposed to change and therefore there is no requirement for an amendment to LPS3. Instead, the City would write to the WAPC requesting that the structure plan be revoked, accompanied by justification and an outline of the framework which will remain in place to guide future development in the area. If this request is approved by the WAPC, the structure plan would be revoked.

Structure Plan Framework

The Structure Plan Framework outlines the manner and form in which a structure 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.

Risk management considerations

In the event Council elects to request that the WAPC revoke the structure plan, the structure plan would be revoked immediately upon agreement from the WAPC. In the event the WAPC does not agree to the revocation request or Council does not resolve to write to the WAPC, then the structure plan will expire on the 19 October 2025.

There is no inherent risk in allowing the structure plan to expire in lieu of requesting that the WAPC revoke the structure plan approval as the outcome will be the same, however, it is considered appropriate to formally request revocation of the structure plan, consistent with the process undertaken for other structure plan reviews.

Financial / budget implications

There is no cost associated with requesting that the WAPC revoke the structure plan.

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 was considered appropriate to advise the landowners within the structure plan area of the proposal to revoke the structure plan and obtain any feedback prior to Council making its decision.

The proposal to revoke the *Sheppard Way Structure Plan* was advertised for a period of 14 days by way of letters to landowners within the structure plan area, closing 16 December 2024.

A total of 14 submissions were received, all objecting to the proposal. One submitter resides within the structure plan area, with the remaining 13 residing outside the structure plan area, yet within the immediate locality. The submitters raised concerns at what has been interpreted to be the removal of the R40 density coding, and the resulting impact of this on future development of the land. Submitters were concerned this would result in high rise development and a loss of amenity for local residents.

The concerns relating to the removal of the R40 density code are noted and can most likely be attributed to the previous (not supported) scheme amendment proposals to 'uncode' the structure plan area (which would have facilitated development at an R80 density) rather than the current proposed structure plan revocation proposal.

The *Sheppard Way Structure Plan* area is currently zoned 'Mixed Use' and coded 'R40' under LPS3, which would not be amended as part of the structure plan revocation. The proposed structure plan revocation will also retain the existing two-storey height limit for both residential and non-residential development as this provision is contained in the R-Codes and *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy*. The City has not received any proposals for redevelopment within the structure plan area, noting that a building permit has recently been issued for internal refurbishment of the existing building at 21 Sheppard Way (former commercial drycleaners) for use as a cafe.

It is therefore considered that the concerns raised in the submissions received are already addressed as outlined in this report.

COMMENT

The proposed revocation of the *Sheppard Way Structure Plan* is considered appropriate as suitable development provisions are contained in the R-Codes and the City's *Commercial, Mixed Use and Service Commercial Zone Local Planning Policy* and there is no change to the existing 'Mixed Use' zoning and 'R40' coding of the structure plan area.

It is therefore recommended that the Council request the WAPC to revoke the Sheppard Way Structure Plan.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

That Council, in accordance with Schedule 2 Regulation 28(3) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, REQUESTS that the Western Australian Planning Commission revoke its approval of the *Sheppard Way Structure Plan*.

ATTACHMENTS

1. Sheppard Way Structure Plan Location Map and Assessment Tables [13.1.5.1 - 5 pages]

13.1.6 PROPOSED SHORT-TERM RENTAL ACCOMMODATION AMENDMENT TO LOCAL PLANNING SCHEME NO. 3 AND AMENDMENTS TO THE SHORT-TERM ACCOMMODATION LOCAL PLANNING POLICY (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Director Planning and Community Development
FILE NUMBER	72584, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider for the purpose of public advertising:

- a proposed amendment to *Local Planning Scheme No. 3* to align land use categories and permissibility for short-term rental accommodation in accordance with the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*
- proposed amendments to the *Short-term Accommodation Local Planning Policy*.

EXECUTIVE SUMMARY

On 18 September 2024, amendments to the *Planning and Development (Local Planning Schemes) Regulations 2015* (LPS Regulations) came into effect that facilitate changes to the management of short-term rental accommodation (STRA).

The amended LPS Regulations introduce new land use categories for STRA:

- 'Hosted short-term rental accommodation' (hosted STRA), where the owner or property manager lives on site while the property is used for STRA. This land use, which replaces the existing 'bed and breakfast' land use, is exempt from the requirement to obtain planning approval.
- 'Unhosted short-term rental accommodation' (unhosted STRA), where a property is rented on a short-term basis with the landowner living offsite. This land use, which replaces the existing 'holiday house' land use, is exempt from the requirement to obtain planning approval if operating for 90 nights or less in a 12-month period, otherwise planning approval is required. Unhosted STRA permits a maximum of 12 guests per night.

The implementation of hosted and unhosted STRA land uses have been incorporated into the LPS Regulations as 'deemed' provisions, meaning that they automatically apply to all local planning schemes and are unable to be altered, varied or excluded by local governments. To reflect these changes, the Western Australian Planning Commission (WAPC) is requiring that all local planning schemes are amended by 1 January 2026 to align with the STRA amendments. The proposed scheme amendment to *Local Planning Scheme No. 3* (LPS3) is consistent with the deemed provisions of the LPS Regulations.

Development applications for STRA proposals are assessed in accordance with the City's *Short-term Accommodation Local Planning Policy* (the Policy). It is proposed to amend the Policy to reflect the changes to the LPS Regulations.

It is therefore recommended that Council resolve to adopt the proposed scheme amendment and amended *Short-term Accommodation Local Planning Policy*, for the purpose of public advertising.

BACKGROUND

The limited regulation of STRA (such as Airbnb) outside of traditional hotel and resort style accommodation has been identified as a significant concern by the State Government, industry stakeholders and local communities. Consequently, several reforms have been introduced by State Government regarding the management of STRA including the following:

- Commencement of amendments to the LPS Regulations from 18 September 2024 introducing new STRA land uses and definitions. Exemptions from development approval for all hosted STRA, and unhosted STRA operating for 90 nights or less in a 12-month period, have also been introduced.
- Implementation of a Short-Term Rental Accommodation Register, which requires all STRA operators to register their premises with Department of Energy, Mines, Industry Regulation and Safety (DEMIRS) from 1 January 2025.
- Publication of a Position Statement and associated Guidelines to assist local governments in long-term planning for tourism and STRA.

The WAPC requires all local governments amend their local planning schemes to introduce the 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' land uses to replace the existing 'bed and breakfast' and 'holiday house' land uses respectively. STRA scheme amendments are required to be approved by the Minister for Planning by 1 January 2026, which necessitates local governments initiating the scheme amendments as early as possible.

The WAPC has recommended that local planning policies relevant to the regulation of STRA are amended concurrently with the required scheme amendment for consistency. The City's *Short-term Accommodation Local Planning Policy* has been in effect since 2011 (CJ159-09/11 refers) and has been updated several times since its inception, most recently in 2020 (CJ033 03/20 refers).

The requirement for STRA operators to register their property using the Short-Term Rental Accommodation Register in accordance with the *Short-term Rental Accommodation Act 2024* is managed by DEMIRS. Registration is separate to the requirement for planning approval under the LPS Regulations and LPS3, therefore there is no requirement for the City to amend LPS3 or the *Short-term Accommodation Local Planning Policy* to facilitate this process.

DETAILS

The STRA amendments to the LPS Regulations require an amendment to LPS3, with concurrent amendments to the *Short-term Accommodation Local Planning Policy* proposed to ensure consistency between LPS3 and the *Short-term Accommodation Local Planning Policy*. Detail on the proposed amendments to LPS3 and the Policy is provided below.

Issues and options considered

Proposed amendment to Local Planning Scheme No. 3

Land use definitions

Short-term accommodation was the previous term used for temporary accommodation within the City, which has now been superseded by the terms 'short-term rental accommodation' and 'short-term rental arrangement' in the LPS Regulations. A comparison between the definitions has been provided in Table 1 of Attachment 1 to this Report.

The LPS Regulations have also introduced the new 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' land uses to replace the existing 'bed and breakfast' and 'holiday house' land uses respectively. A comparison between the land uses has been provided in Tables 2 and 3 of Attachment 1 to this Report.

The definitions of 'short-term rental accommodation', 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' are 'deemed' provisions within the LPS Regulations, which means they are automatically written into local planning schemes and supersede the existing short-term accommodation definition and 'bed and breakfast' and 'holiday house' land uses. As deemed provisions, they are not required to be inserted into LPS3 to replace the superseded land use definitions.

To align with the LPS Regulations, the following amendments to land use definitions in LPS3 are proposed (Attachment 2 refers):

- In clause 37, 'Terms Used' delete the definition for 'short-term accommodation'.
- In clause 38, 'Land Use Terms Used' delete the definitions for 'bed and breakfast' and 'holiday house'.

Land use permissibility

Land use permissibility throughout the City is regulated by the following zoning tables of LPS3:

- Table 3 Zoning Table.
- Table 3a Whitford Activity Centre Zoning Table.
- Table 3b Joondalup Activity Centre Zoning Table.

Additionally, deemed clause 61 of the LPS Regulations outlines exemptions from requiring planning approval for STRA land uses operating from a dwelling ('dwelling' applies to single dwellings, grouped dwellings and multiple dwellings), in the following circumstances:

- 'Hosted short-term rental accommodation' is in all cases exempt from requiring planning approval.
- 'Unhosted short-term rental accommodation' is exempt from requiring planning approval if operating for 90 nights or less in a 12-month period.

As the 'bed and breakfast' and 'holiday house' land uses have been superseded, these are proposed to be deleted from the zoning tables of LPS3. The 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' land uses are proposed to be inserted into each zoning table within LPS3 in accordance with Tables 4, 5 and 6 of Attachment 1 and Attachment 2 to this Report.

For each zoning table, it is a requirement that hosted STRA is a 'P' (permitted) use in any zone where a dwelling is permitted, as this will reflect the exemption from planning approval in the LPS Regulations. In zones where dwellings are an 'X' (not permitted) use, hosted STRA is also proposed to be an 'X' use.

For unhosted STRA, there is no requirement to incorporate the 90-night exemption from planning approval into LPS3. Instead, land use permissibility is required to be a 'D' (discretionary) or 'A' (discretionary with advertising) use in any zone where a dwelling is permitted. In zones where dwellings are an 'X' use, unhosted STRA is also proposed to be an 'X' use.

It is proposed to designate unhosted STRA as a 'D' use in zones where a dwelling is permitted. It is noted that the City's *Planning Consultation Local Planning Policy* requires advertising of new or intensified short-term accommodation in the 'Residential' zone, and the City has discretion to advertise 'D' uses in other zones where there may be an amenity impact on adjoining properties.

Model provisions of the LPS Regulations

In addition to the deemed provisions of the LPS Regulations, the published STRA amendments also included the following amendments to the 'model' provisions:

- An updated definition of 'cabin'.
- An updated definition of 'chalet'.
- A new land use for 'tourist and visitor accommodation'.

Unlike the deemed provisions of the LPS Regulations, model provisions are not automatically written into local planning schemes. It is a general requirement for local governments to align their local planning schemes with the model provisions of the LPS Regulations, and it is the future intent for LPS3 to be amended to align with the updated definitions for 'cabin' and 'chalet' and introduce the new 'tourist and visitor accommodation' land use, however the WAPC have not stated this as being mandatory by 1 January 2026.

The updated 'tourist and visitor accommodation', if adopted, would replace the existing 'holiday accommodation', 'motel', 'serviced apartment' and 'tourist development' land uses in LPS3. These existing land uses are varied and operate at different scales which do not currently have a uniform land use permissibility in LPS3, therefore consolidating these uses into one single land use is not recommended without further investigation into appropriate land use permissibility and development provisions. It is therefore considered appropriate for the currently proposed scheme amendment to only align with the amended deemed provisions of the LPS Regulations.

Short-term Accommodation Local Planning Policy

The proposed *Short-term Accommodation Local Planning Policy* amendments are intended to align the development requirements with the updated terminology and land uses incorporated into the proposed concurrent amendment to LPS3. Other minor modifications to the Policy are also proposed to improve its operation.

It is proposed to amend the Policy as follows:

- Rename the Policy to the 'Short-term Rental Accommodation Local Planning Policy' and update wording of 'short-term accommodation' to 'short-term rental accommodation'.
- Delete definitions for 'bed and breakfast', 'holiday house' and 'short term accommodation'.
- Add definitions for 'hosted short-term rental accommodation', 'short-term rental accommodation', 'short-term rental arrangement' and 'unhosted short-term rental accommodation'.
- Remove all development requirements for the 'bed and breakfast' and 'holiday house' land uses.
- Add development requirements for 'unhosted-short-term rental accommodation'.
- Minor modifications to wording and references within the development requirements for 'holiday accommodation' and 'serviced apartment' land uses.
- Reformat clause 5.1 relating to general development requirements for all short-term rental accommodation.
- Introduce a maximum occupancy for all STRA subject to this Policy of two persons per bedroom.

An overview of the proposed amendments to the Policy is outlined below. The existing Policy is included as Attachment 3 to this report, with a tracked changes and clean version of the draft revised Policy included as Attachments 4 and 5 respectively.

STRA terminology

The Policy is proposed to be renamed the 'Short-term Rental Accommodation Local Planning Policy' to align with the updated terminology for STRA within the LPS Regulations. References in the Policy to 'short-term accommodation' are also proposed to be replaced with 'short-term rental accommodation', except within the existing definitions of 'holiday accommodation' and 'serviced apartment', as these land uses will be reviewed separately in the future.

Policy definitions

The definitions for 'bed and breakfast', 'holiday house' and 'short term accommodation' are proposed to be deleted and replaced with the new equivalent definitions 'hosted short-term rental accommodation', 'unhosted short-term rental accommodation' 'short-term rental accommodation' and 'short-term rental arrangement'. This is proposed for consistency with the deemed provisions of the LPS Regulations and the proposed concurrent amendment to LPS3.

Specific development requirements

As the Policy will no longer apply to 'bed and breakfast' and the equivalent 'hosted short-term rental accommodation' is exempt from requiring planning approval, all specific development requirements for 'bed and breakfast' development applications are proposed to be deleted.

The existing 'holiday house' specific development requirements will apply to 'unhosted short-term rental accommodation' development applications, with minor modifications to the wording in the relevant clause to clarify the applicable development requirements.

It is proposed that the development requirements for 'holiday accommodation' and 'serviced apartment' will continue to apply as these land uses are being retained. Minor modifications are proposed to the wording in the relevant clauses to clarify the applicable development requirements, consistent with unhosted STRA above.

General development requirements and maximum guest occupancy

The general development requirements for all STRA land uses subject to the Policy have been reformatted and reworded in places to clarify some provisions and improve legibility of the document, including the 'number of on-site parking bays' table being deleted and replaced by a clause requiring all STRA parking to be in accordance with the R-Codes (dependent on the applicable dwelling type and density coding). The existing requirement for a management plan, inclusive of a complaints procedure and the owner/managing agent's (current) contact number being made available to neighbouring properties, will continue to apply to unhosted STRA that requires planning approval.

It is noted that the definition of unhosted STRA allows a maximum of 12 guests per dwelling, although does not stipulate a maximum number of guests per bedroom, potentially allowing, for example, up to 12 people in a two bedroom dwelling. A policy provision is therefore proposed for guest occupancy to be limited to a maximum of two persons per bedroom. It is considered that limiting guest numbers based on the number of bedrooms will decrease the likelihood of potential amenity impacts on neighbouring properties through issues such as noise and parking.

Options

Scheme Amendment

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

- proceed to advertise the amendment to the local planning scheme without modifications
- proceed to advertise the amendment to the local planning scheme with modifications
- not proceed to advertise the amendment to local planning scheme.

Should Council adopt the proposed scheme amendment for the purpose of advertising, a further report will be presented to Council following the conclusion of the advertising period.

Short-term Accommodation Local Planning Policy

The options available to Council in considering the proposed policy amendments are to:

- advertise the revised *Short-term Accommodation Local Planning Policy*, without modifications
- advertise the revised *Short-term Accommodation Local Planning Policy*, with modifications
- not support advertising of the revised *Short-term Accommodation Local Planning Policy*.

Should Council resolve to advertise the amended policy, a further report will be presented to Council following the conclusion of the advertising period.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Planning Scheme No. 3.*
 Planning and Development (Local Planning Schemes) Regulations 2015.
 Planning and Development Act 2005.

10-Year Strategic Community Plan

Key theme 3. Place.

Outcome 3-2 Well-planned and adaptable - you enjoy well-designed, quality buildings and have access to diverse housing options in your neighbourhood.

Policy *Short-term Accommodation Local Planning Policy.*

Planning and Development Act 2005 and Planning and Development (Local Planning Schemes) Regulations 2015

Part 5 of the *Planning and Development Act 2005*, in conjunction with the LPS Regulations, enables a local government to prepare or amend a local planning scheme and sets out the process to be followed.

Under the LPS Regulations, scheme amendments are classified as being basic, standard, or complex amendments. In resolving to proceed with an amendment, Council needs to specify the amendment type and explain the reason for that classification. The proposed scheme amendment is considered to be a standard amendment as it is not a basic or complex amendment and does not result in any significant environmental, social, economic or governance impacts on land within the City. This classification as a standard amendment is consistent with advice provided by the WAPC and *Planning Bulletin 115/2024 Short-Term Rental Accommodation – Guidance for Local Government*.

Should Council resolve to proceed with the proposed amendment for the purposes of public advertising, the proposed amendment is required to be referred to the Environmental Protection Authority to decide whether or not a formal environmental review is necessary. Should the Environmental Protection Authority decide that an environmental review is not required, and notifies the City accordingly, then it will be necessary to proceed to advertise the proposed scheme amendment for 42 days. The proposed scheme amendment must also be forwarded to the WAPC for consent to advertise.

Upon closure of the advertising period, Council is required to consider all submissions received and decide whether to support the amendment, with or without modifications, or not support the amendment. The decision is then forwarded to the WAPC, which makes a recommendation to the Minister for Planning. The Minister can either grant final approval to the amendment, with or without modifications, or refuse the amendment.

Short-term Accommodation Local Planning Policy

Clause 4, Schedule 2, Part 2 of the LPS Regulations enables a local government to prepare or amend a local planning policy and sets out the process to be followed. This includes a requirement to publicly advertise a new local planning policy for a period of 21 days. This is consistent with the City's *Planning Consultation Local Planning Policy*.

Risk management considerations

The WAPC has required that all local planning schemes be amended to implement the new 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' land uses by 1 January 2026. If the proposed scheme amendment is not initiated by Council, there is a significant risk that there will be insufficient time available for a new amendment to be prepared and approved by Council and the WAPC before 1 January 2026. Should this occur, Council may be directed to prepare an amendment by the Minister for Planning in accordance with Section 76 of the *Planning and Development Act 2005*.

The City's *Short-term Accommodation Local Planning Policy* requires amendments to reflect the new and superseded STRA land uses. If this policy is not amended concurrently with LPS3, there will be uncertainty for applicants and landowners regarding the applicable development provisions for different STRA land uses.

Financial / budget implications

The City, as the proponent, is required to cover the costs associated with the cost of publishing a notice in the local newspaper and the Government gazette should the amendment be approved by the Minister for Planning. The cost of publishing the amendment in the local newspaper is approximately \$130 and the cost for publishing within the Government Gazette is approximately \$160.

Regional significance

Changes to the regulation and management of short-term rental accommodation will impact all local governments in Western Australia.

Sustainability implications

Not applicable.

Consultation

Should Council resolve to initiate the proposed scheme amendment and/or advertise the amended *Short-term Accommodation Local Planning Policy*, advertising will be conducted in accordance with the City's *Planning Consultation Local Planning Policy* as follows:

- A notice published in the local newspaper.
- Emails to registered resident and ratepayer groups.
- An email to the Community Engagement Network.
- A notice on the City's social media platforms.
- A notice and documents placed on the City's website.

Advertising would be undertaken for 42 days for the scheme amendment. It is considered appropriate to extend the required 21-day advertising period for the modified *Short-term Accommodation Local Planning Policy* to 42 days to coincide with the scheme amendment advertising period.

COMMENT

Amendments to LPS3 and the *Short-term Accommodation Local Planning Policy* are required to align the City's local planning framework with STRA amendments to the deemed provisions of the LPS Regulations which came into effect on 18 September 2024.

The scheme amendment is proposed to replace the superseded 'bed and breakfast' and 'holiday house' land use definitions and permissibility in LPS3 with 'hosted short-term rental accommodation' and 'unhosted short-term rental accommodation' respectively.

Amendments to the *Short-term Accommodation Local Planning Policy* are proposed for consistency with the proposed concurrent scheme amendment and minor improvements to the operation of the Policy.

It is therefore recommended that Council resolve to adopt the proposed scheme amendment and modified *Short-term Accommodation Local Planning Policy*, for the purpose of public advertising.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

That Council:

- 1 Pursuant to section 75 of the *Planning and Development Act 2005* and Regulation 35(1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, **ADOPT** an amendment to the City of Joondalup *Local Planning Scheme No. 3* as shown in Attachment 2 for the purpose of public advertising for a period of 42 days;
- 2 In accordance with Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* **DETERMINES** that the scheme amendment is a standard amendment as the proposal does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;
- 3 In accordance with Clauses 4 and 5 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, **PREPARES** and **ADVERTISES** the draft revised *Short-term Accommodation Local Planning Policy*, provided as Attachment 5 to this Report, for a period 42 days.

ATTACHMENTS

1. STRA Land Use Permissibility and Definition Comparison Tables [**13.1.6.1** - 6 pages]
2. Proposed STRA Amendments to Local Planning Scheme No.3 [**13.1.6.2** - 1 page]
3. Existing Short-term Accommodation Local Planning Policy [**13.1.6.3** - 5 pages]
4. Draft Amendments to Short-term Accommodation Local Planning Policy (tracked changes) [**13.1.6.4** - 7 pages]
5. Draft Amendments to Short-term Accommodation Local Planning Policy (clean) [**13.1.6.5** - 6 pages]

13.1.7 ELECTIONS CARETAKER COUNCIL POLICY REVIEW (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	107644, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to adopt the revised *Elections Caretaker Council Policy*.

EXECUTIVE SUMMARY

At its meeting held on 11 December 2018 (CJ229-12/18 refers) Council adopted the *Elections Caretaker Policy* which establishes the protocols for the purposes of preventing actual and perceived advantage or disadvantage to a candidate in the City of Joondalup elections.

The *Elections Caretaker Council Policy* was last reviewed by Council at its meeting held on 17 August 2021 (CJ126-08/21 refers) which resulted in some changes following the introduction of the *Local Government (Model Code of Conduct) Regulations 2021* in February 2021, and the subsequent adoption of the *Code of Conduct for Council Members, Committee Members and Candidates*.

As part of the State Government's tranche 1 reforms of the *Local Government Act 1995*, changes were introduced on 18 May 2023 relating to standardised caretaker periods across all local governments in Western Australia. The changes commenced on 1 July 2024 and will apply to all ordinary local government elections from 2025 onwards.

In light of the changes to the *Local Government Act 1995*, changes are recommended to the *Elections Caretaker Council Policy* to ensure consistency with the legislation.

It is therefore recommended that Council ADOPTS the revised Elections Caretaker Council Policy, provided as Attachment 2 to this Report.

BACKGROUND

At its meeting held on 11 December 2018 (CJ229-12/18 refers) Council adopted the *Elections Caretaker Policy* (the Policy) which established the protocols for the purposes of preventing actual and perceived advantage or disadvantage to a candidate in the City of Joondalup elections.

The Policy details matters such as, but not limited to the following:

- Decisions that are made by the Council and the circumstances where a major decision may be undertaken during the election caretaker period.
- The role of the Chief Executive Officer during the election caretaker period.
- Information and material published by the City, including online formats and social media, during the election caretaker period.
- Attendance and participation in functions and events during the election caretaker period.
- Use of the City's resources during the election caretaker period.
- Access to information held by the City during the election caretaker period.

The *Elections Caretaker Council Policy* was last reviewed by Council at its meeting held on 17 August 2021 (CJ126-08/21 refers) which resulted in some changes following the introduction of the *Local Government (Model Code of Conduct) Regulations 2021* in February 2021, and the subsequent adoption of the *Code of Conduct for Council Members, Committee Members and Candidates*.

As part of the State Government's tranche 1 reforms of the *Local Government Act 1995*, changes were introduced on 18 May 2023 relating to standardised caretaker periods across all local governments in Western Australia. The changes commenced on 1 July 2024 and will apply to all ordinary local government elections from 2025 onwards.

DETAILS

The reforms will standardise a caretaker period across all local governments in Western Australia. It prevents a local government from making significant decisions while an election is underway, particularly decisions that would bind a future council to a particular course of action.

In particular, the relevant (new) provisions of the *Local Government Act 1995*, are as follows:

1.4A Caretaker period

(1) *In this Act –*

caretaker period, in relation to a local government, means a period that -

(a) *Begins at the close of nominations (as defined in section 4.49(a)) for a relevant election for the local government; and*

(b) *Ends –*

i. on the day after the day on which the returning officer declares the result of the relevant elections under section 4.77; or

ii. if section 4.57(1) applies to the relevant election – on the day after on which the close of nominations falls; or

iii. if section 4.58(1) applies to the relevant elections – on the day after the day on which the candidate dies.

3.73 Restrictions on what local government may do during caretaker period

(1) *In this section –*

emergency means –

- (a) *The occurrence, or imminent occurrence, of an event, situation or condition that is a hazard under the definition of that term in the Emergency Management Act 2005 section 3; or*
- (b) *A public health emergency as defined in the Public Health Act 2016 section (4)(1);*

land transaction has the meaning given in section 3.59(1);

major land transaction has the meaning given in section 3.59(1);

major trading undertaking has the meaning given in section 3.59(1);

senior employee means a senior employee under section 5.37;

significant act means any of the following –

- (a) *making a local law (including making a local law to amend or repeal a local law);*
- (b) *entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;*
- (c) *entering into a major land transaction;*
- (d) *entering into a land transaction that is preparatory to entry into a major land transaction;*
- (e) *commencing a major trading undertaking;*
- (f) *entering into a contract, or other agreement or arrangement, in prescribed circumstances;*
- (g) *inviting tenders in prescribed circumstances;*
- (h) *deciding to do anything referred to in paragraphs (a) to (g);*
- (i) *an act done under a written law or otherwise that is a prescribed act.*

(2) *During a caretaker period, a local government must not do a significant act.*

(3) *Subsections (4) to (6) apply despite subsection (2).*

(4) *A local government may do a significant act during a caretaker period if –*

- (a) *the local government's decision to do the significant act was made before the caretaker period; and*
- (b) *any prescribed requirements are met.*

- (5) *A local government may do a significant act during a caretaker period if it is necessary for the local government to do the significant act during the caretaker period in order to comply with any of the following –*
- (a) *a written law;*
 - (b) *an order of a court or tribunal;*
 - (c) *a contractual obligation of the local government under a contract entered into by the local government before the caretaker period.*
- (6) *The Departmental CEO may authorise a local government to do a significant act during a caretaker period if the Departmental CEO is satisfied that it is necessary for the local government to do the significant act during the caretaker period –*
- (a) *because of an emergency; or*
 - (b) *to ensure the proper operation of the local government.*

The Policy has been reviewed against the requirements of the *Local Government Act 1995* to ensure consistency with the legislation, whilst maintaining the existing requirements of the Policy.

A marked-up version of the Policy is provided at Attachment 1 to this Report.

A clean version of the revised Policy is provided at Attachment 2 to this Report.

Issues and options considered

Council may choose to:

- adopt the revised *Elections Caretaker Council Policy* as presented
- adopt the revised *Elections Caretaker Council Policy* with further amendments
or
- not adopt the revised *Elections Caretaker Council Policy*.

Option 1 is recommended to ensure the Policy is consistent with the new provisions of the *Local Government Act 1995* as it relates to caretaker periods.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*
 City of Joondalup Code of Conduct for Council Members, Committee Members and Candidates.

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.
 5-2 Proactive and represented- you are confident that the City is advocating on your behalf for initiatives that benefit the community.
 5-3 Engaged and informed - you are able to actively engage with the City and have input into decision-making.

Policy *Elections Caretaker Council Policy.*

Risk management considerations

On 18 May 2023 the State Government introduced reforms to the *Local Government Act 1995* as it relates to caretaker periods. All local governments in Western Australian must comply with the standardised caretaker periods and requirements which will apply to all local government elections from 2025 onwards. Failure to comply with the requirements of the *Local Government Act 1995* will result in non-compliance.

The Policy seeks to clarify the requirements of the *Local Government Act 1995* as it relates to caretaker periods. The City's brand and image may be damaged if decisions are made that are not reflective of the community's desires during a caretaker period, or where there is a misuse of City resources for political gain.

Financial / budget implications

There are no financial implications associated with the adoption of the revised policy.

Regional significance

The new provisions of the *Local Government Act 1995*, as it relates to caretaker periods, applies to all local governments in Western Australia.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The primary purpose of any caretaker period is to avoid governments making major decisions that would bind an incoming government, prevent the use of public resources in ways that are seen as advantageous to, or promoting, the sitting government members who are seeking re-election, or new candidates, and ensuring government officials act impartially in relation to candidates.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

RECOMMENDATION

That Council ADOPTS the revised *Elections Caretaker Council Policy*, provided as Attachment 2 to this Report.

ATTACHMENTS

1. Elections Caretaker Council Policy (Marked up changes) [**13.1.7.1** - 10 pages]
2. Elections Caretaker Council Policy (Final) [**13.1.7.2** - 9 pages]

13.1.8 PROPOSED COUNCIL POLICY - EMERGENCY DONATIONS (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Director Governance and Strategy
FILE NUMBER	100728, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to adopt the proposed Emergency Donations Council Policy.

EXECUTIVE SUMMARY

At the Policy Committee meeting held on 19 February 2024, it was requested that a report be prepared on a *Charity and Donations Policy*. The intent was to guide when and how donations for charitable causes are given, with a focus on emergency relief donations.

The City has previously donated to the Lord Mayor's Distress Relief Fund (LMDRF) and other significant emergency relief efforts both within and outside Western Australia.

The City has prepared a draft policy to guide its donations to emergencies within Western Australia. The policy defines the City's objectives, eligibility criteria and the approval process.

To support transparency and consistency in approach, it is recommended that Council adopt the proposed Emergency Donations Council Policy as detailed in Attachment 1 to this Report.

BACKGROUND

At the Policy Committee meeting held on 19 February 2024, a report on a *Charity and Donations Policy* was requested. Following the meeting, Cr Kingston clarified the intent for:

A report on creating a Charitable Donations Policy to guide when and how donations for charitable causes are to be given, having regard to the following matters:

- *That donations generally should not be given publicly or used for promotions.*
- *Co-contribution models such as matching donations from employees, members of the public, or other entities should be considered.*

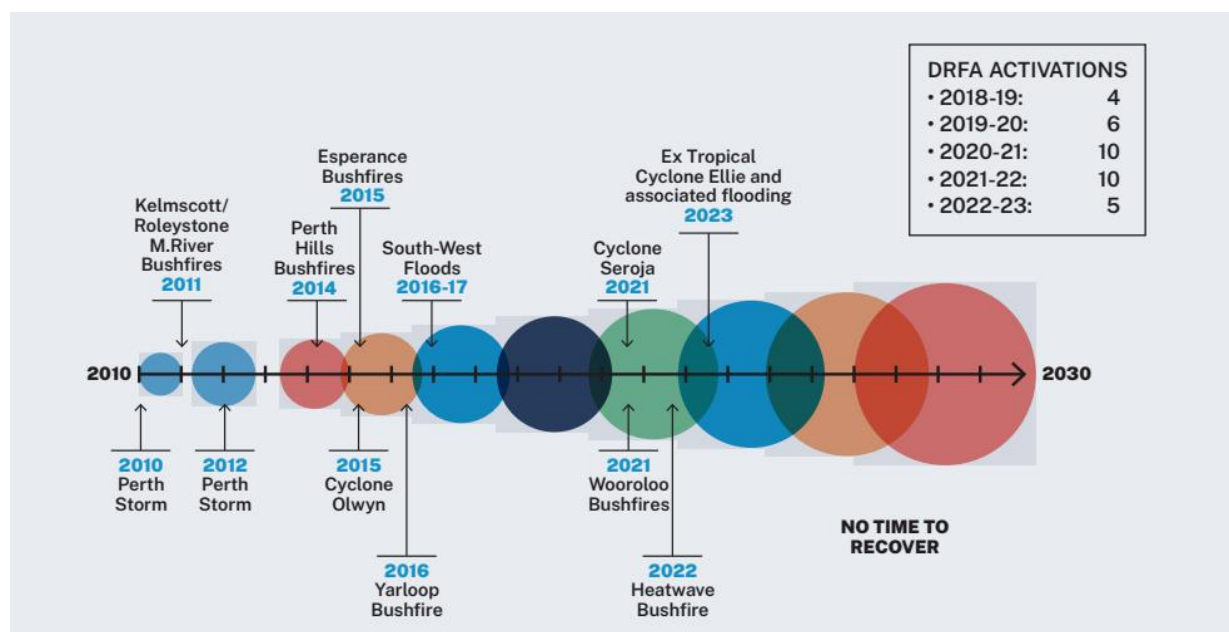
The City has previously donated to the Lord Mayor’s Distress Relief Fund, administered by the City of Perth. All donations to the fund are accounted for and it is the coordinating body for most natural disaster appeals within Western Australia.

No administrative charges are made by the City of Perth for support services provided to the Fund, allowing 100% of donated funds to be made available for those in need of immediate financial assistance in the aftermath of an emergency.

City donations to this fund have been between \$5,000 and \$10,000 with the most recent being:

2024	\$10,000	Mariginiup bushfire appeal
2023	\$10,000	Kimberley Floods appeal
2021	\$10,000	Wooroloo and Hills bushfires appeal
	\$10,000	Tropical Cyclone Seroja appeal

The timeline below shows major emergencies in Western Australia between 2010-23. The circles illustrate predicted increases in the intensity and destructiveness of natural hazards as a result of the changing climate which will exacerbate community impacts across the built, natural, economic and social domains.



Adapted from Deloitte Access Economics

The Council has also donated the following to assist with similar significant disasters outside of the State:

2005	\$10,000	Asian Tsunami Disaster. \$5,000 to Save the Children Australia and \$5,000 to CARE Australia
2009	\$10,000	Victorian Bushfire Appeal (managed by Red Cross Australia).

The City's budget has not previously included funds for donations, therefore, the expenditure for the above outlined donations have been approved by Council on a case-by-case basis. Following the February 2024 Policy Committee meeting, the City now budgets \$10,000 per annum for emergency funding.

Communicating donations requires careful consideration of the emergency, community, and Council context. Less visible donations can minimise unwanted attention and enable the City to focus on its mission without distractions. Conversely, publicly announcing donations can enhance transparency, inspire others to give, and strengthen the alignment between the City of Joondalup's values and those of its residents. Communication decisions should be made at the time, considering the current context.

Current Situation

Currently, the City does not have a policy or guidelines to define how donations are determined or managed. Requests are processed on a case-by-case basis via referral to the Chief Executive Officer (CEO) and Council for consideration. The majority of donations have been made to the LMDRF, with amounts ranging from \$5,000 to \$10,000.

The City's policy would be in addition to core duties undertaken as part of the City's responsibilities under the *State Emergency Management Plan (SEMP) WA*.

This SEMP also recommends dollar donations are made through the Lord Mayor's Distress Relief Fund (LMDRF) and goods can be donated through "Givit" process where people donate but retain the goods until it is called for. Local Governments to state who has been affected and who the LMDF could provide donations to, to ensure those affected are reached.

Numerous State agencies also provide grants (welfare, agricultural, environmental) to impacted communities. Department of Communities coordinates emergency welfare and support on behalf of the government with efforts from charitable organisations (such as Red Cross) forming part of this.

Proposed Policy

The objective of the draft policy is to outline the City's commitment to provide financial support to eligible organisations who provide relief to those suffering during times of disaster or emergency within Western Australia.

The policy would only apply to "organisations seeking a one-off financial donation from the City during times of disaster or emergency" and all recipients would need to be:

- supporting a disaster or emergency within Western Australia, as declared by the Western Australia Government
and
- a deductible gift recipient, noting that not all registered charities are deductible gift recipients.

The proposed policy focuses on providing emergency relief donations to communities in Western Australia, ensuring resources are used effectively and directed towards high-impact areas.

The approach increases the likelihood of public acceptance by addressing urgent needs. Limiting the scope reduces risks and ensures better compliance and oversight. With over 60,000 registered charities in Australia, including 4,454 in Western Australia, the policy helps prioritise critical needs amidst numerous donation requests.

*source: [Australian Charities Report, 10th Edition](#) accessed 11 September 2024 @ 12noon

The proposed policy outlines that there will be no application required for a donation and that the City will consider donations following direction to do so by the Chief Executive Officer, which is then subject to Council approval, only if over \$10,000.

Co-contribution Model

It was requested that, as part of the report, consideration be given to a co-contribution model such as matching donations from employees, members of the public, or other entities should be considered.

Workplace Giving and Staff Contributions Summary

City staff support a wide range of charitable organisations through the Workplace Giving program, which allows employees to donate to chosen charities via regular payroll deductions. This program has been in place for over 10 years, with annual contributions ranging from \$24,000 to \$29,000. Charities benefiting from this program include Alzheimer's Australia, Cancer Foundation, Food Bank of WA, and many others.

City staff also participate in charitable programs and fundraising activities, such as Relay for Life and Riding to Cure Cancer. The City informs staff about the Lord Mayor's Distress Relief Fund during emergencies, encouraging donations while respecting personal choice.

The policy does not depend on co-contributions from employees due to the existing Workplace Giving program.

Matching Donations from the Public

It is not considered the City's role to coordinate donations from members of the public to give on their behalf to other registered charity organisations. There are several challenges inherent in such a role, including the following:

- **Coordination and communication:** Clear and consistent communication between all parties is crucial to avoid misunderstandings about the purpose of the donations, their usage, and the roles of each organisation.
- **Transparency and management:** Donors need assurance that their contributions are used effectively and as intended. Transparent management, tracking, reporting and accountability are essential but are likely to strain resources.
- **Resource allocation and efficiency:** Balancing co-contribution model resourcing with other City priorities may be difficult. In contrast, registered charity organisations often have specialised systems and expertise in managing donations efficiently.
- **Data security/privacy:** Handling donations typically involves collecting personal and financial information. Ensuring data security to prevent breaches or misuse requires robust cybersecurity measures and may introduce risk.
- **Reputation management:** Mishandling donations or data breaches could damage the City's reputation and erode public trust.

In Western Australia, an organisation collecting money or goods from the public for charitable purposes needs to:

- obtain a Charitable Collections Licence
or
- be collecting under the authority of an existing licence holder.

Currently the Western Australian Government are working with the Commonwealth Government to streamline fundraising regulation and reduce red tape. Legislation is currently being prepared to implement the national fundraising principles for charitable collections in Western Australia. More information can be found on [Western Australia's implementation plan for the national fundraising principles](#). The City would need to keep abreast of these requirements to ensure compliance with government fundraising regulations.

Given the challenges detailed above, it is not considered appropriate for the policy to facilitate coordinated co-funding models.

Issues and options considered

Council may choose to:

- continue to discuss donations as/when the need arises without a supporting policy to guide decision making (status quo)
- endorse the proposed policy
or
- provide amendments to the proposed policy.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

10-Year Strategic Community Plan

Key theme 1. Community.

Outcome 1-1 Healthy and safe - you feel healthy and safe in your local community.
1-2 Inclusive and connected - you enjoy local services and programs that cater for different ages, abilities and backgrounds.

Policy Not applicable.

Risk considerations

Not applicable.

Financial / budget implications

The City budgets \$10,000 per annum for emergency donations.

Regional significance / sustainability / consultation

Not applicable.

COMMENT

Donations are a non-essential deliverable. They are made with public money, and the City needs to demonstrate transparency, accountability, and alignment with not only the organisations goals, but public interests and the relevant laws and regulations. Donations need to reflect positively on the organisation and avoid perceived or real conflicts of interest. They should be impartial and based on need. Restricting donations to specific initiatives helps to prevent potential misuse of funds and ensures that public money is used for its intended purpose.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

That Council ADOPTS the proposed Emergency Donations Council Policy, as provided in Attachment 1 to this Report.

The Committee's subsequent recommendation to Council is as follows (changes identified):

That Council:

1 *ADOPTS the proposed Emergency Donations Council Policy, as provided in Attachment 1 to this Report, subject to the following amendment:*

1.1 That an additional Part 4.3 BE ADDED to the Policy to provide advice to Elected Members following the exercise of the delegation by the Chief Executive Officer to approve a donation of up to \$10,000 (excluding GST).

RECOMMENDATION

That Council:

1 ADOPTS the proposed Emergency Donations Council Policy, as provided in Attachment 1 to this Report, subject to the following amendment:

1.1 That an additional Part 4.3 BE ADDED to the Policy to provide advice to Elected Members following the exercise of the delegation by the Chief Executive Officer to approve a donation of up to \$10,000 (excluding GST).

ATTACHMENTS

1. Draft Emergency Donations Council Policy [13.1.8.1 - 2 pages]

Disclosures of Interest Affecting Impartiality

Name / Position	Cr Adrian Hill.
Meeting Type	Briefing Session.
Meeting Date	11 March 2025.
Item No. / Subject	13.1.9 – Venue Hire Fees and Charges Policy Review (Ward - All).
Nature of Interest	Interest of Impartiality.
Extent of Interest	Cr Hill has routine engagement with the Joondalup Brothers as they are members of Arena Community Sports and Recreation Association (ACSRA) and based in North Ward.

Name / Position	Cr Phillip Vinciullo.
Meeting Type	Briefing Session.
Meeting Date	11 March 2025.
Item No. / Subject	13.1.9 – Venue Hire Fees and Charges Policy Review (Ward - All).
Nature of Interest	Interest of Impartiality.
Extent of Interest	Cr Vinciullo is president of the Joondalup Symphony Orchestra, Whitford Senior Citizen Venue.

13.1.9 VENUE HIRE FEES AND CHARGES POLICY REVIEW (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Director Corporate Services
FILE NUMBER	101271, 101515
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to endorse the revised *Venue Hire Fees and Charges Council Policy* and note the outcomes of the review of the *Venue Hire Fees and Charges Council Policy* and booking management software system.

EXECUTIVE SUMMARY

In 2018, the City began a review of the *Facility Hire Subsidy Council Policy* (FHSP) and on 18 February 2019 undertook an externally facilitated workshop with Elected Members, seeking their input. Following that workshop and several further review sessions and reports to Council, the *Venue Hire Fees and Charges Council Policy* (VHFCP) (Attachment 1 refers) was adopted on 16 August 2022 (CJ139-08/22 refers), with the policy to be implemented from 1 January 2024.

Following the adoption of the policy on 16 August 2022, the policy was further discussed by Council at its meeting on 18 April 2023 (C040-04/23 Notice of Motion No 1 refers), with a final position being agreed on 23 May 2023 (CJ067-05/23 Motion No. 16 refers) which reaffirmed the decision of 16 August 2022, and increased the level of subsidy for hirers defined within Category C from 50% to 75%.

In December 2023 (CJ284-12/23 refers), the Council requested a progress report regarding the implementation of the policy be presented to the Policy Committee in the third quarter of 2024. At the same meeting it was also requested that the finalised review of the VHFCP be presented in the first quarter of 2025.

Since the implementation of the VHFCP the following has occurred:

- City Officers have engaged with hirers to continue to educate them on the change in policy adopted by Council, particularly around any requests for financial hardship applications.
- Changes have been made to the booking management software to not prepopulate bookings for regular hirers with the last hire period's bookings. Feedback has been received in the community consultation to reinstate prepopulating the bookings.
- Further functionality in the booking management system was included to allow hirers to submit specific bookings against specific venues for a specific period. This change was utilised by five winter seasonal hirers out of 61 approved booking applications and 11 summer seasonal hirers out of 45 approved booking applications.
- Invoices are now issued monthly in arrears, which better reflects the hirers actual bookings without the need for adjustments to future invoices.
- Seasonal hirers amending their bookings during their season to reduce hours booked. Winter seasonal hirers reduced their booking by 243 hours on average and summer seasonal hirers to date by 115 hours on average.
- An additional 26,469 hours of usage booked within the City's community hireable facilities with the average utilisation rate of community facilities in 2024 being 42%, an increase of 8% compared to 2023.
- The City has received 23 financial hardship applications, with eight approved in full, seven partially approved (ranging from 20% to 96%), three declined and five were withdrawn.

The City undertook community consultation to seek feedback from regular and casual hirers of City buildings and public open spaces on their hiring experiences under the new *Venue Hire Fees and Charges Council Policy*, and on their use of the City's booking management software system. A total of 334 surveys were sent to regular hirers (36% response rate) and 81 surveys to casual hirers (74% response rate).

Most respondents found the online booking system easy to use. Venue hirers were also asked to indicate how affordable they found the City's venues compared to other venues they have hired. One-third of regular hirers and over 80% of casual hirers considered the City's venues more affordable than others.

Regular venue hirers were asked to rate the impact of the change in hire fees policy and the results varied. Approximately one-quarter of respondents rated the impact as neutral, and just under one-third rated the impact between 0 and 4 (negative), and between 6 and 10 (positive). Specific feedback was provided in relation to how the booking management system or the bookings process could be improved and their hiring experience, of which some feedback has already been implemented.

Based on this feedback, it is recommended to amend the policy by extending the phasing in of the level of subsidy for Category C hirers, considering the outcomes of the review and community consultation.

That Council:

- 1 *ADOPTS the revised Venue Hire Fees and Charges Council Policy provided as Attachment 2 to this Report;*
- 2 *AGREES to provide a reimbursement of the ground hire fees incurred by Arena Community Sport and Recreation Association (ACSRA) member clubs (Joondalup Athletics Centre, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at Arena Joondalup. This will be reimbursed at 70% in 2025-26, 65% in 2026-27, 60% in 2027-28 and 55% in 2028-29 until the expiration of the deed of agreement between WA Sport Centre Trust and the City of Joondalup on 30 April 2029.*

BACKGROUND

At its meeting held on 20 November 2012 (CJ234-11/12 refers), Council adopted the *Facility Hire Subsidy Policy (FHSP)*. At that time, there was an identified need to review and implement a revised policy that dealt with the degree of subsidisation afforded to community groups that were accessing City venues.

The FHSP was introduced because the City was dealing with a large percentage of hirers over-booking City venues and those bookings subsequently not aligning with actual usage. This created a false demand for venues therefore generating a greater demand for new or significantly redeveloped venues.

In 2018, the City began a review of the *Facility Hire Subsidy Council Policy (FHSP)* and on 18 February 2019 undertook an externally facilitated workshop with Elected Members, seeking their input. The need for the review was primarily due to the amount of 'blanket' bookings by those groups that were generally afforded 100% subsidy of hire fees for City managed venues (parks and facilities).

The former FHSP categorised groups based on the type of activity they undertook and the size of their membership, to determine the extent of subsidy that was applied. These groups attracted either full or partial subsidy up to a certain number of hours per week by way of right, due to their pre-determined category. If a group exceeded their maximum weekly allocation, they could request for further subsidisation of the fees.

The policy also provided for the City to reimburse 50% of the hire rates charged by VenuesWest for junior use to the members of the Arena Community Sport and Recreation Association (ACSRA) being the following members:

- Joondalup Netball Association and affiliate clubs.
- Joondalup Athletics Centre.
- Joondalup Brothers Rugby Union Football Club.

The workshop discussion centered around the policy objectives, Council's role in the decision-making process and the potential criteria that should be applied. The outcome of the workshop was for a policy to be drafted to meet the following key principles:

- The need to maximise 'real' utilisation of City venues (that is mitigating blanket bookings).
- The requirement for any new policy to be easier to interpret and apply with applications for fee waivers to be determined by the City.
- The social value of groups to be 'proven' and not 'perceived' within a policy context.
- The importance of considering a hirer's financial capacity to pay.
- Ensuring all hirers have some exposure to operational costs.

This was followed by three sessions held on 2 July 2019, 4 February 2020 and 6 April 2021. At each of these information sessions, updates were provided, and discussions occurred.

At the 3 May 2022 information session, Council requested clarification on several minor details before progressing. A report relating to the revised policy position was presented to the August 2022 Policy Committee meeting including the alignment of hirer and tenant categories within the policy and the proposed *Property Management Framework*.

At the 16 August 2022 Ordinary Council Meeting, the *Venue Hire Fees and Charges Council Policy* (VHFCP) was adopted unanimously (CJ139-08/22 refers). As part of the Council resolution, it was agreed for the VHFCP to be implemented from 1 January 2024, with the Chief Executive Officer being requested to undertake a detailed community engagement program.

The City conducted one-on-one meetings with over 100 sporting clubs, community groups, and state sporting associations between the policy being adopted and its implementation on 1 January 2024.

These meetings were primarily with those groups negatively impacted, and enabled the City to explain the policy in more detail to ensure hirers were clear on the changes and present them with information on the anticipated financial impact of the policy on their specific group. The meetings also enabled hirers to ask questions regarding the policy, and provide feedback to the City about the policy, their organisation and the wider environment they operate in.

After the August 2022 Council resolution, the VHFCP was subject to discussion at the Annual General Meeting (AGM) of Electors held on 7 March 2023. In response to the motion carried at the AGM of Electors, at its meeting held on 23 May 2023 (CJ067-05/23 Motion No. 16 refers), Council resolved as follows:

“That Council:

- 16.1 *REAFFIRMS its decision of 16 August 2022 (CJ139-08/22 refers) regarding the Venue Hire Fees and Charges Policy subject to the level of subsidy detailed for category C within the policy being amended from 50% to 75% to read:*
 - iii *Category C – 75% of the average hourly operating costs;*
- 16.2 *AGREES that the 75% subsidy as detailed in Part 16.1 above be applicable from 1 January 2024 to 30 June 2025 inclusive; then to be amended to 50% from 1 July 2025;*
- 16.3 *REQUESTS a report be presented to the next Policy Committee meeting that details community groups which are eligible for financial hardship exemptions.”*

In response to part 16.3 above, a Report was presented to the 7 August 2023 Policy Committee meeting and on 22 August 2023 (CJ159-08/23 refers), Council resolved as follows:

“That Council:

- 1 *NOTES the proposed fee waiver process for Category B and C hirers under the Venue Hire Fees and Charges Policy;*
- 2 *REQUESTS a report be presented to a future Policy Committee meeting in 2023 reviewing the fee waiver process under the Venue Hire Fees and Charges Policy;*

- 3 *AGREES to reimburse 75% of the ground hire fees, incurred by ACSRA member clubs (Joondalup Little Athletics Association, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at HBF Arena from 1 January 2024 to 30 June 2025;*
- 4 *REQUESTS a report be presented to the Policy Committee to define not for profit service provider groups into category B."*

A Report was presented to the 20 November 2023 Policy Committee meeting and on 12 December 2023 (CJ286-12/23 refers), Council resolved as follows:

"That Council:

- 1 *NOTES the proposed fee waiver process for Category B and C hirers under the Venue Hire Fees and Charges Policy;*
- 2 *NOTES the categorisation for not-for-profit service providers under the Venue Hire Fees and Charges Policy;*
- 3 *REQUESTS the Chief Executive Officer commence a review of the Venue Hire Fees and Charges Policy and the booking management software system, including:*
 - 3.1 *Directly engaging with affected users including those users being afforded the opportunity to present directly to the Policy Committee;*
 - 3.2 *Investigating the causes of the concerns from affected users;*
 - 3.3 *Formulating propositions for analysis to either develop an amendment to the Venue Hire Fees and Charges Policy or confirm the existing Venue Hire Fees and Charges Policy;*
 - 3.4 *With a recommended timeframe for the review to be concluded no later than quarter one of 2025;*
 - 3.5 *A progress report to be presented to the Policy Committee in the third quarter of 2024."*

In accordance with clause 3.5 above, a progress report was presented to the Policy Committee at its meeting held on 2 September 2024.

This Report provides a review as requested in Part 3.4 above.

DETAILS

The FHSP focused on the level of subsidy afforded to groups, whereas the VHFCP looks at the way the City sets the fees and charges for all hirers of City managed venues.

The VHFCP came into effect from 1 January 2024. The following provides a review of what has occurred during the first year of the implementation of the VHFCP from 1 January 2024 to 31 December 2024.

Group Categories

One of the policy objectives established at the Elected Member workshop was to make the policy easy to understand and interpret. The VHFCP policy introduced a three-category system to provide clear categorisation of hirers, eliminating uncertainty and inconsistent application of the fees and charges. The VHFCP categories aim to reflect a user's capacity to pay rather than the specific function or activity being conducted from a City property.

The three categories listed in the policy are as follows:

- “Category A user” means an organisation, group or individual hiring a venue as part of a business, for business purposes, and/or for financial benefit.
- “Category B user” means a charity, an incorporated association or a community group, government department / agency or educational provider with an annual gross revenue of less than \$10 million and more than \$3 million, occupying the premises for non-commercial purposes.
- “Category C user” means a charity, an incorporated association or a community group with annual revenue of less than \$3 million, or an individual hiring a venue for non-commercial purposes.

Within the current booking management system, the City has 6,618 registered hirer accounts. Of this, 898 are Category A, 113 are Category B and 5,607 are Category C. Of these registered hirer accounts, 432 are classified as regular hirers who book more than 12 bookings per year. These regular hirers are generally referred to by their booking period as follows:

- Annual hirers: Hirers who are able to book 12 months of the calendar year from 1 January to 31 December. These bookings are generally limited to those who utilise the City’s indoor community hireable venues.
- Winter seasonal hirers: Hirers who utilise an active playing surface primarily during the winter sporting season being 1 April to 30 September.
- Summer seasonal hirers: Hirers who utilise an active playing surface primarily during the summer sporting season being 1 October to 31 March.

The classification as a seasonal hirer assists operational processes including changeover of infrastructure as well as park renovations and other maintenance.

Category C assumes that all non-commercial users provide equal contributions to the community and removes any subjective quantification of their social value compared to others (as agreed at the Elected Member Workshop). This is further reflected in the VHFCP policy statement, which indicates:

“The City also acknowledges that its venues are primarily hired by non-commercial users and that many of these users play an important role in combating social exclusion and enhancing the economic, social and environmental wellbeing of the community. In recognition of this, the City will offer discounted fees and charges for City-managed venues to non-commercial users”.

This is also consistent with the Organisation for Economic Co-operation and Development definition of ‘social capital’, which is described as *“networks together with shared norms, values and understandings that facilitate co-operation within or among groups”.*

With regard to Category B, it has been identified that some groups who are legally registered as not-for-profit groups while functioning under the principles of not-for-profit (in that no funds are distributed to members) have significant and diverse revenue streams, resulting in them operating under a ‘quasi-commercial’ model. This differs significantly from community and volunteer-based organisations that also operate from City properties, with much lower and less-diverse revenue streams. To reflect this, income thresholds were applied to the new categories to inform the attraction and application of subsidised hire fees and rent based on a “capacity to pay” principle. In this respect, not-for-profit organisations with an annual revenue exceeding \$10 million will be treated in the same manner as commercial operators due to the size and scale of their operations.

The City utilises a \$3 million revenue cap as the eligibility figure for this category as this aligns with the Australian Charities and Not-for-profits Commission (ACNC) which categorises financial reporting and management obligations based on total annual revenue. For reporting periods starting from the 2022 Annual Information Statement, the ACNC recognises that large charities are those with annual revenue of \$3 million or more.

A \$10 million revenue cap was also added to Category B to enable high-income incorporated associations and Government Departments/Agencies to be treated in the same manner as commercial operators. This was based on feedback received from Elected Members at the Strategy Session held on 6 July 2021 when reviewing the PMF and subsequently supported by Policy Committee on 1 August 2022.

Category A user definition

The intent of hirer definitions within the VHFCP is to be consistent with the definition within the *Property Management Framework* (PMF) as the documents are closely aligned, with the VHFCP acting as a subsidiary guide to the PMF for hire arrangements. The revised PMF was adopted by Council at its meeting on 15 November 2022 (CJ193-11/22 refers).

The definition of a Category A user provides more clarity within the revised PMF compared to the VHFCP as it includes the second line, as follows:

“an organisation, group or individual occupying a property as part of a business, for business purposes, and/or for financial benefit, or;

a charity, incorporated association, community group, government department/agency or educational provider with annual gross revenue of more than \$10 million, occupying the premises for non-commercial purposes.”

Fee structure

The fee structure was based on a cost contribution methodology assessment to identify the hourly cost of operation for each of the City's hireable venue types. For community facilities, parks, open spaces, beaches and tennis courts the cost contribution fee has been based on total annual operating costs divided by total bookable hours. These costs have not been reviewed since 2021.

The following rates were agreed to per category:

- Category A - 500% of cost contribution fee.
- Category B - 100% of cost contribution fee.
- Category C - 50% of cost contribution fee (25% of cost contribution fee till 30 June 2025 [CJ067-05/23 Motion No. 16 refers]).

Cost Contribution Methodology

The City undertook a cost contribution methodology assessment to identify the hourly cost of operation for each of the venue types the City hires.

For community facilities, parks, open spaces, beaches and tennis courts the cost contribution fee has been based on total annual operating costs divided by total bookable hours.

The proposed sports floodlighting fees have been set in accordance with the hourly electricity costs associated with their operation.

The proposed annual storage license fees have been based on the capital construction costs of storerooms per square metre spread over a facility's expected lifetime (100 years).

It should be noted that other than for the storage fees, initial and ongoing capital costs associated with constructing, refurbishing and redeveloping venues has not been included in the cost contribution methodology. It is considered that it is the City's role to provide these venues, however those that use them should have exposure to the operating costs.

Booking Management system review

Alongside seeking feedback through the community consultation, City Officers undertook a review of the Booking Management System. The following changes were made:

- No prepopulating of the prior year's bookings on the regular hire booking form.
- Allow the hirer to submit specific bookings against specific venues for a specific period.
- Changed winter seasonal hirers and summer seasonal hirers to receive monthly invoices.
- Changed invoicing to be done in arrears.

City Officers approved 61 winter seasonal booking applications and found that five winter hirers utilised the functionality to submit bookings against specific venues for specific dates with the remaining 56 booking requests being for the entire period able to be booked, being 1 April to 30 September. Of the clubs that used this functionality, some used it to request weekend fixture bookings from late April and others to have bookings concluding on the third weekend of September, which is the last weekend of fixtures across most winter sports.

City Officers approved 45 summer seasonal booking applications and 11 booking applications had used the above functionality. Of the 11 booking applications, City Officers directly assisted six clubs to submit their booking applications that used the functionality.

Venue usage analysis and audits

Most hirers expressed frustration at the availability of venues under the former FHSP. They agreed with the City's observations that currently venues are sometimes booked but not used. Some hirers, particularly those who received subsidised hours, admitted that they had previously booked venues they did not use, either due to a lack of volunteer time to administer the bookings, a lack of understanding of how to amend bookings, or out of concern that if they relinquished the venue then they wouldn't have access again should they need it. Similar comments were made about floodlight use, with some hirers admitting they left floodlights on when they were not using the park.

Most hirers agreed that action needed to be taken to increase venue availability, particularly during peak times and at seasonal changeover periods, and agreed that the policy would assist in doing this.

The average utilisation rate of community facilities in 2024 is 42%, an increase of 8% compared to 2023. This is an additional 26,469 hours of usage booked within the City's community hireable facilities. Similarly, active parks saw an increase of 3,849 additional hours booked in 2024 compared to 2023.

Seasonal hirer bookings analysis

A desktop review was undertaken of regular hirer bookings requested through the booking management system compared to the number of hours on their regular hire booking at the end of their season (Attachment 3 refers).

The regular hirer bookings for the winter seasonal sporting groups opened on 13 February 2024 and closed on 29 February 2024. During this time, 61 winter seasonal hirers requested bookings.

Of the 61 winter seasonal hirers, 35 are formalised winter sporting clubs who have affiliation to a winter sporting association and utilise City venues. Of those groups, their hours requested when regular hire bookings were processed in March 2024 was 40,094 and at the end of their season, their actual booked hours were reduced by 8,033 hours to 32,061 hours. On average across the 35 groups, their regular hire booking was reduced by 243 hours. There were three clubs who did not reduce their bookings and four hire groups who increased the number of hours they had booked during the season. Across all of these winter seasonal hirer bookings, reduction of their requested bookings resulted in savings compared to the projected costs on average of \$1,348 per club.

Summer seasonal bookings opened on 21 August 2024 and closed on 4 September 2024 ahead of the season commencing on 1 October 2024. Analysis of summer seasonal bookings requested compared to midway through the summer season (31 December 2024), show bookings have already been reduced by 8,331 hours, from 28,727 hours requested to 20,396 hours. Three groups have reduced their bookings by 2,269 hours, 1,903 hours and 1,147 hours respectively. The remaining groups, on average, have reduced their bookings by 116 hours.

Active park audits

City Officers conducted audits of active parks within the City over a two-week period in the 2024 winter seasonal booking period and the 2024/2025 summer seasonal booking period.

Winter active park audits

Winter seasonal booking audits were completed on weekdays from Monday, 6 May 2024, through to Friday, 17 May 2024 between 4:20pm and 7:38pm and in total, 588 parks were visited during this period.

Of the parks visited, 401 parks had approved bookings and junior sporting clubs were 82% (330) of these bookings. Of the 401 parks with approved bookings, 24% (96) had been booked but not used. Junior clubs were responsible for 84% (81) of the unattended bookings. Out of the top five hirers with the greatest number of unattended bookings, four were soccer clubs. On average across all the parks audited with groups present, the average number of individuals utilising the park was 29 people.

During the audits, City Officers found nine parks with Australian standard SMS floodlights had the floodlights on when the park had been booked but no group was present.

Summer active park audits

Summer seasonal booking audits were undertaken from Monday, 18 November 2024, through to Friday, 29 November 2024. The audits were completed on weekdays between 4.30pm and 7.30pm and in total, 560 parks were visited during this period.

Of the parks visited, 256 parks had approved bookings and junior sporting clubs were 77% (196) of these bookings. On average across all the parks audited with groups present, the average number of individuals utilising the park was 19 people.

Of the 256 parks with approved bookings, 23% (59) had been booked but not used. Junior clubs were responsible for 78% (46) of the unattended bookings.

The number of parks with floodlights on during the summer park audits was only 4% (11) however this is relative to the times that the audits were conducted. Sunset during the dates of the audits ranged from 6.56pm to 7.06pm. Ten of the 11 parks with floodlights on during the park audits also had groups present. Nine of the floodlights turned on were SMS floodlights with six of these SMS floodlights turned on after 6.50pm which would correlate to reduced daylight.

Casual hirer bookings

The City has seen a significant increase in the number of casual bookings received, both in quantity of bookings and duration. During the first 12 months of the VHFCP implementation from 1 January 2024 to 31 December 2024, the City has had 2,902 casual bookings. There were 2,172 bookings for the same period in 2023 therefore an additional 730 casual bookings since the introduction of the policy.

Venue audits

The City has access control in 27 of its 35 community hireable facilities. Analysis was undertaken using data from September 2024 to compare bookings approved to actual entry and exit times at each of the 27 community hireable facilities.

A total of 1,748 bookings took place across the facilities with access control. Of those bookings, 70% (1,231 bookings) had access control data to verify the approved hirer was present for their booking. The remaining 30% (514 bookings) had no data to substantiate the hirer entered the facility and therefore these are assumed to be ghost bookings. These 514 bookings were from 162 hirers.

Of the 162 hirers with ghost bookings, 111 were regular hirers and 51 were casual bookings. Category A hirers constituted 22 of the bookings (14%), Category B hirers two bookings (1%) and 138 were Category C hirers (85%). Of the 138 Category C hirers, 94 were regular hirers and 44 were casual hirers.

Fee waivers

The VHFCP applies a fee to all hirers of City venues, however, allows incorporated hirers within category B or C to apply for a fee waiver where they can demonstrate they are experiencing financial hardship. Any application for fee waiver for financial hardship will be required to be substantiated using financial records and must meet the definition within the policy, being “*a temporary situation affecting a hirer where that hirer is willing, but unable to meet their payment obligations due to an unforeseen circumstance*”.

Requests for financial hardship will be based on a case-by-case basis, however hirers wishing to seek a waiver of hire fees will be required to submit a financial hardship application form with their seasonal / annual booking. The form will request information to enable City officers to determine the organisation's financial position.

All waiver recipients will also be required to meet with the City and agree to certain requirements of the approval, including how the group will address its financial situation. The value of fee waivers will be determined on a case-by-case basis in consultation with the hirer and may include a full or partial waiver of hire fees for some or all of the booking period.

The fee waiver process is not intended to reduce facility hire costs to make them more accessible for certain groups on an ongoing basis.

It is important that application for financial hardship is dealt with on a case-by-case basis, rather than applying a blanket waiver / subsidy across an entire category of hirer. This allows the City to work with each group individually to assist them during this time.

Financial hardship applications

In 2024, the City received 23 financial hardship requests from its 278 annual hirer bookings. No financial hardship requests were received from its 61 winter seasonal booking applications, 45 summer seasonal booking applications or 2,902 casual bookings. Overall, financial hardships were received from 0.7% of all bookings. Eight were approved as a full waiver, seven were approved as a partial waiver (ranging from 20% to 96%), three were declined and five waivers were withdrawn after submission.

Of the five requests withdrawn, City Officers worked with four of these hirers to find other methods of paying their hire fees and were successful.

Local Government engagement

The majority of local governments charge junior sporting clubs for venue hire in some way, be it through seasonal usage fees, per-player fees, or per-hour hire costs. As local governments all have varied ways of applying fees and charges for venue hire, Parks and Leisure Australia completed a scenario-based analysis of WA local government sporting fees and charges in 2022 to enable a cost comparison. The City is not unique in charging junior sport for venue hire, with the LGAs included in the comparison charging the following (11 metro, one regional):

- 92% charge juniors for venue hire in some form.
- 50% charge for park use.
- 90% charge for facility use.
- 82% charge for floodlighting.

Since the policy's endorsement, three local governments have also reached out to better understand the cost contribution methodology as it is considered to be leading the way and has significant merit for hire fee calculation with City Officers of various local governments.

Arena Community Sport and Recreation Association (ACSRA)

The VHFCP removed the subsidy afforded to the members of the Arena Community Sport and Recreation Association (ACSRA) for junior use of the venues located at Arena Joondalup. This was in accordance with the City's position in relation to other sporting and community groups that occupy and must meet hire fees of non-City managed venues.

At its meeting held on 22 August 2023 (CJ159-08/23 refers), Council resolved in part as follows:

- “3 *AGREES to reimburse 75% of the ground hire fees, incurred by ACSRA member clubs (Joondalup Little Athletics Association, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at HBF Arena from 1 January 2024 to 30 June 2025.”*

ACSRA History

In 2004, the Arena Community Sport & Recreation Association Incorporated (ACSRA), now trading as Joondalup Sports Club (JSC), was established as a way to secure playing fields and club rooms for a number of sporting groups. The establishment of ACSRA secured a 30-year lease with the WA Sport Centre Trust (WASCT), now trading as Venues West (VW), for the club rooms that were not built at the time.

A condition of the Community Sport and Recreation Facilities Fund grant from the Department of Sport and Recreation was that the City and WASCT enter into an agreement for a period of 20 years. At its meeting on 17 March 2009, Council endorsed the Deed of Agreement (CJ072-03/09 refers). The Deed of Agreement includes the City making a 50% contribution to the actual maintenance costs of the playing fields and a 50% contribution towards the clubroom asset renewal sinking fund on an annual basis.

The Deed states in the event of a breach or default by ACSRA under the lease, the City shall pay to WASCT an amount equal to 50% of the total costs, losses and damages sustained by WASCT including 50% of all rent for the entire unexpired portion of the lease. The Deed also states the City shall use all reasonable endeavours to provide, obtain or procure for ACSRA a suitable replacement playing field and clubroom as soon as possible after the termination of the lease. The Deed of Agreement expires on 30 April 2029.

In March 2009, the City received a request from the Joondalup Little Athletics Centre (JLAC) and Beaumaris Little Athletics Club (BLAC) for reimbursement of hire fees the Clubs had incurred for use of facilities at Arena Joondalup.

As a result, the *Facility Hire Subsidy Policy* allowed member clubs of ACSRA to claim a reimbursement from the City of 50% of junior hire fees for use of facilities at Arena Joondalup. These clubs include Joondalup Brothers Rugby Union Football Club, Joondalup Netball Association (including nine individual member clubs under the association), and Joondalup Athletics Centre.

The nine individual member clubs under Joondalup Netball Association are as follows:

- Beaumaris Netball Club.
- Butler Netball Club.
- Currambine Netball Club.
- Kinross Netball Club.
- Mindarie Netball Club.
- Northern Raiders Netball Club.
- Quinns District Netball Club.
- Saints Netball Club.
- Steelers Netball Club.

The value of the reimbursements provided to ACSRA since 2010 is below.

Year	Joondalup Netball Association & Member Clubs	Joondalup Athletics Centre	Joondalup Brothers Rugby Union Football Club
2010	No claim submitted	\$943	No claim submitted
2011	\$583	No claim submitted	No claim submitted
2012	\$12,429	\$5,676	No claim submitted
2013	\$5,872	\$6,329	No claim submitted
2014	\$39,015	\$3,547	No claim submitted
2015	\$19,196	\$5,683	No claim submitted
2016	\$27,587	\$8,434	\$12,493
2017	\$29,067	\$6,656	No claim submitted
2018	\$32,900	\$3,489	No claim submitted
2019	\$22,913	\$4,646	No claim submitted
2020	\$28,792	\$4,944	No claim submitted
2021	\$17,204	\$4,013	No claim submitted
2022	\$10,298	\$5,681	No claim submitted
2023	\$48,007	No claim submitted	No claim submitted
2024	\$45,065	\$10,021	\$31,809
TOTAL	\$338,928	\$70,062	\$44,302

Note:

- Claims for reimbursement prior to 2024 (FHSP) were for junior hire fees only and required 50% of the club's members to reside within the City of Joondalup.
- The 2024 figures are applicable to 1 January 2024 to 31 December 2024.
- Some reimbursements made in 2024 are at a 50% subsidy. They are for bookings that took place in 2023 however the claim was processed in 2024.
- The VHFCP applies to junior and senior hire fees that ACSRA members incur from VenuesWest and not just junior hire fees as per FHSP.
- 2021 and 2022 claims may have been impacted by the COVID-19 pandemic.

Financial Sustainability of ACSRA Clubs

At its meeting held on 28 February 2023 (CJ021-02/23 refers), Council resolved in part:

"3 *REQUESTS the Chief Executive Officer to:*

3.2 *convene a meeting with all parties to discuss options for a long-term solution to improving the financial sustainability of Joondalup Brothers Rugby Union Football Club."*

The City engaged in discussions with VenuesWest to negotiate a reduction of venue hire fees applied to members of the Arena Community Sport and Recreation Association due to the City's annual contribution to maintenance costs for the western playing fields and netball courts at Arena Joondalup.

The fees imposed by VenuesWest are gazetted and the fees cannot be changed. VenuesWest reviews its Fees and Charges annually and has historically implemented a CPI increase as of 1st July each year. The ACSRA clubs currently receive a 50% subsidy off the commercial rates which is consistent with all local clubs across the VenuesWest portfolio of venues.

The resolution refers to discussing with all parties, and as a result the City instigated discussions and meetings with VenuesWest and members of ACSRA (Joondalup Athletics Centre, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) in early 2023. It was determined that given the tenure arrangements of individual clubs and ACSRA as a whole, for the facilities located at Arena Joondalup, that the financial sustainability of ACSRA played a significant role in the ongoing financial sustainability of not only Joondalup Brothers Rugby Union Football Club but the Association itself and other member clubs.

A consultant was engaged to determine whether the current operating model of ACSRA helps its members to be financially sustainable and determine what alternatives are available to improve the financial sustainability of all member clubs and ACSRA. If ACSRA could improve its financial performance, and in turn provide forms of dividends to member clubs, then that could provide the clubs with an additional source of income to meet any costs incurred.

The consultant met with individual clubs and ACSRA and as part of these discussions, the ACSRA member clubs indicated that the removal of the reimbursement will impact their operations.

Following the individual meetings, a workshop of all representatives was held on Friday 24 May 2024, and it was decided to engage a financial consultant to undertake modelling. A financial consultant undertook an external financial analysis of ACSRA, to determine the operating costs and if any potential savings could be made if the operating model was changed.

The financial modelling was presented to a meeting of ACSRA members held on 14 November 2024. Options focused around changing the operating model of ACSRA so the clubs would benefit and retain the income they brought into the canteen and bar, thus making the clubs more financially sustainable. The meeting further explored nine options for ACSRA members to consider.

In late November 2024, the Chairperson of ACSRA contacted City officers to confirm ACSRA had convened as a committee and engaged in discussions with their members. ACSRA communicated that their position was to retain the current model for the time being. This decision would allow them to address key uncertainties, particularly projections for ongoing pitch/court fee costs.

Issues and options considered

In considering the *Venue Hire Fees and Charges Council Policy*, Council may choose to:

- Retain the policy as adopted by Council on 16 August 2022 (CJ139-08/22 refers) and reaffirmed by Council at its meeting held on 23 May 2023 (CJ067-05/23 Motion No. 16 refers). This involves the subsidy for Category C hirers reverting to 50% on 1 July 2025.

- Amend the policy considering the outcomes of the review and community consultation since the policy was adopted. This may include:
 - Alignment of Category A definition in the VHFCP to the revised Property Management Framework.
 - Extend the phasing in, of the level of subsidy beyond 1 July 2025.
- Amend the policy to continue the subsidy for Category C hirers at 75% of average hourly operating costs.
or
- Revoke the policy and reinstate the *Facility Hire Subsidy Policy*. If this option is pursued, the policy will still require a review to assist with the issues identified in 2018. Noting that any change will have an impact on the booking management system which will require adjustment and time to make the changes.

Retaining the policy and continuing with the VHFCP in its current form would mean the subsidy for Category C hirers will revert to 50% from the 75% subsidy currently in place until 30 June 2025 (CJ067-05/23 Motion No. 16 refers). This would result in Category C hirer fees effectively having a 100% increase on their venue hire charges on 1 July 2025.

Notice and additional engagement will need to take place when a full cost contribution review is completed, and new charges are endorsed within the City's Schedule of Fees and Charges. The phased approach in transitioning to the *Venue Hire Fees and Charges Policy* (CJ139-08/22 refers) has meant that most clubs would have only experienced one season under the policy prior to the subsidy reverting back to 50%. **This option is not recommended.**

Amending the policy to extend the phasing of the subsidy is the preferred option, enabling amendments to be recommended based on hirer feedback. As the VHFCP is a subsidiary document to the PMF, City Officers are applying the definition as per the PMF however alignment in the VHFCP will assist potential hirers to better understand the hirer categories.

The phased reduction of the Category C subsidy allows these hirer groups to have time to prepare for the increase in venue hire fees by incrementally reducing the subsidy every financial year, with the 50% subsidy being applied as from 1 July 2029.

By incrementally increasing costs for groups, coupled with the current cost of living crisis, would mean this option is more manageable for groups to adjust to the impact of the change in subsidy for Category C hirers within the policy. **This option is recommended.**

Amending the policy to maintain the subsidy for Category C hirers at 75% is also an option. The intent of the VHFCP was not to increase income levels the City receives through venue hire however venue audits indicate the rate of ghost bookings is approximately 24% on the City's active parks and 30% in community hireable facilities. Within community hireable facilities, Category C hirers were responsible for 85% of ghost bookings. This is likely to continue with a 75% subsidy for Category C hirers. **This option is not recommended.**

Revoking the policy and reinstating the Facility Hire Subsidy Policy is also an option however the current issues will continue to exist while demand for venue access increases. **This option is not recommended.**

With relation to the ACSRA clubs, Council may choose to:

- Continue with the implementation of the VHFCP as reaffirmed by Council at its meeting held on 23 May 2023 (CJ067-05/23 Motion No. 16 refers). This option does not provide ACSRA member clubs with a reimbursement of hire fees at Arena Joondalup from 1 July 2025.
or
- Council may choose to provide a reimbursement of the ground hire fees incurred by ACSRA member clubs (Joondalup Athletics Centre, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at Arena Joondalup. This will be reimbursed at 70% in 2025-26, 65% in 2026-27, 60% in 2027-28 and 55% in 2028-29 until the expiration of the deed of agreement between WA Sport Centre Trust and the City of Joondalup on 30 April 2029.

Continuing with the implementation of the VHFCP with no reimbursement is an option however ACSRA member clubs have expressed the removal of the reimbursement will impact their operations. **This option is not recommended.**

Providing ACSRA member clubs with a reimbursement aligned to the subsidy provided to Category C hirers is consistent with the phased approach to the implementation of hire fees provided to community sporting clubs using City venues. This will provide the same window of time for ACSRA clubs to financially prepare for changes to the subsidy in the policy.

This option is recommended.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

10-Year Strategic Community Plan

Key theme 3. Place.

Outcome 3-4 Functional and accessible - you have access to quality community facilities that are functional and adaptable.

Policy *Property Management Framework Council Policy.*
Venue Hire Fees and Charges Council Policy.

Risk management considerations

There is a risk of an ongoing adverse response from community groups whose previous subsidy value has changed under the VHFCP. To date, as only 23 financial hardship requests have been received under the 75% subsidy, there is a risk that as the subsidy decreases the requests for financial hardship may increase. However, a phased approach in reducing the level of subsidy should minimise the number of financial hardship requests.

It should also be noted that the new fees and charges have significantly reduced the community venue hire costs for individuals. This is primarily benefiting local residents using City community venues to host social functions (such as birthday parties, weddings and the like).

Financial / budget implications

In the 2024 calendar year, the City approved 56,772 bookings at its community hireable venues. Below is a breakdown of bookings by hirer category:

	Regular hire bookings	Casual hire bookings	Total number of bookings	% of total bookings
Category A	8,741	853	9,594	17%
Category B	371	129	500	0.9%
Category C	40,746	5,932	46,678	82%

The City has undertaken extensive modelling based on 2024 calendar year bookings to understand the impact the policy, if a phased approach to the subsidy is considered. This modelling utilises the 2024 calendar year bookings data with the assumption that there is no phased implementation of revised Category C hirer rates and using the current average hourly operating costs.

	Scenario 1 - Category C (75% subsidy)	Scenario 2 - Category C (70% subsidy)	Scenario 3 - Category C (65% subsidy)	Scenario 4 - Category C (60% subsidy)	Scenario 5 - Category C (55% subsidy)	Scenario 6 - Category C (50% subsidy)
<i>Suggested year for implementation</i>	<i>Current</i>	<i>2025-26 financial year</i>	<i>2026-27 financial year</i>	<i>2027-28 financial year</i>	<i>2028-29 financial year</i>	<i>2029-30 financial year</i>
Cat A	\$543,733	\$543,733	\$543,733	\$543,733	\$543,733	\$543,733
Cat B	\$27,977	\$27,977	\$27,977	\$27,977	\$27,977	\$27,977
Cat C	\$327,750	\$393,300	\$458,850	\$524,401	\$589,951	\$655,501
Total Income	\$899,460	\$965,010	\$1,030,560	\$1,096,110	\$1,161,660	\$1,227,210

Each 5% reduction in subsidy for Category C hirers represents an additional \$65,550 of income for the City annually.

ACSRA reimbursement

Under the 75% reimbursement from 1 January 2024, the City had budgeted to reimburse \$82,300 per calendar year. This was budgeted based on 2023 bookings data provided by VenuesWest. To date, the City has reimbursed \$75,278.93 to ACSRA Clubs for bookings that have taken place in the 2024 calendar year. The claims for reimbursement received are for bookings held till September 2024 and therefore the City anticipates further claims from ACSRA clubs to reimburse summer bookings held between October 2024 to December 2024, particularly from Joondalup Athletics Centre as a summer seasonal hirer and Joondalup Netball Association for their Spring competitions, held between 14 October 2024 and 4 December 2024.

Below are the modelled ACSRA reimbursement claims based on 2023 bookings data.

	Scenario 1 - 75% ACSRA reimbursement	Scenario 2 - 70% ACSRA reimbursement	Scenario 3 - 65% ACSRA reimbursement	Scenario 4 - 60% ACSRA reimbursement	Scenario 5 - 55% ACSRA reimbursement
<i>Suggested year for implementation</i>	<i>Current</i>	<i>2025-26 financial year</i>	<i>2026-27 financial year</i>	<i>2027-28 financial year</i>	<i>2028-29 financial year until the expiration of the deed of agreement between WA Sport Centre Trust and the City of Joondalup on 30 April 2029</i>
ACSRA founding members reimbursement	\$82,300	\$76,815	\$71,328	\$65,841	\$60,354

Sustainability implications

The City has hundreds of community groups that provide wide and varied community services to the benefit of its residents. Allowing access to City venues through an affordable fee structure allows these groups to deliver these services which greatly assist the social fabric of the community.

Consultation

At its meeting held on 12 December 2023 (CJ286-12/23 refers), Council resolved in part:

“That Council:

- 3 *REQUESTS the Chief Executive Officer commence a review of the Venue Hire Fees and Charges Policy and the booking management software system, including:*
 - 3.1. *Directly engaging with affected users including those users being afforded the opportunity to present directly to the Policy Committee;*
 - 3.2. *Investigating the causes of the concerns from affected users;”*

The City undertook community consultation to seek feedback from regular and casual hirers of City buildings and public open spaces on their hiring experiences under the new *Venue Hire Fees and Charges Council Policy*, and on their use of the City’s booking management software system. There were four different surveying periods as follows:

- Annual and winter hirers from Thursday 20 June 2024 to Wednesday 26 July 2024.
- Casual hirers round 1 from Monday 5 August 2024 to Sunday 18 August 2024.

- Casual hirers round 2 from Monday 21 October 2024 to Sunday 3 November 2024.
- Summer hirers from Tuesday 12 November 2024 to Sunday 15 December 2024.

Notification about the community consultation and a copy of community consultation plan and material was sent to Elected Members on 14 June 2024.

The City distributed a total of 334 surveys to regular venue hirers. A total of 120 responses were received, with an overall response rate of 35.9%. A total of 81 surveys were distributed to casual hirers and 60 completed surveys were returned. This indicates a response rate of 74.1%.

Both stakeholders were asked to rate how easy they found the City's online booking system to use. The majority of respondents reported that they found the system *easy* or *very easy* to use. Regular venue hirers were asked to provide suggestions for how the City's booking management system or bookings process could be improved. The majority of comments described various issues experienced with the system, including the following:

- Issues with invoicing/receipting.
- Problems checking venue availability.
- Difficulty making changes.

Venue hirers were then asked to indicate how affordable they found the City's venues compared to other venues they have hired. Among regular venue hirers, approximately one-third of respondents found the City's venues either *more affordable* or *much more affordable*, and among casual venue hirers, over 80% found the City's venues either *more affordable* or *much more affordable*. (Although it is noted that 30.0% of regular and 11.7% of casual venue hirers indicated that they only hire City venues and cannot compare.)

Regular venue hirers were asked to rate the impact of the change in hire fees policy using an 11-point scale from 0 (*extremely negative*) through 10 (*extremely positive*). Approximately one-quarter of respondents rated the impact as *neutral*, and just under one-third rated the impact between 0 and 4, and between 6 and 10. When asked what changes (if any) they made as a result of the new policy coming into effect, the most common responses included the following:

- Cancelled bookings we did not require.
- Logged into Bookings Manager to amend our bookings.
- Increased our membership fees.

Regular venue hirers were also asked to review a set of policy principles as follows:

- The cost of venue hire fees should be based on the cost of operating the venue.
- Bookings should be made based on actual need/usage.
- Venue hire subsidies should be applied in a fair and consistent manner.
- Venue hire fees and subsidies should be calculated in a transparent manner.
- They were asked to indicate the extent to which they *support* the policy position and the extent to which they agree the new policy is *achieving* the policy position.

Three of the four principles were supported by the majority of respondents. The principle with the least support was *the cost of venue hire fees should be based on the cost of operating the venue*. When asked the extent to which they agreed each principle was being achieved, there was a high proportion of *unsure* responses. However, for three of the policy principles, almost half of respondents agreed that the new policy was achieving the principles. The principle with the lowest agreement was, again, *the cost of venue hire fees should be based on the cost of operating the venue*.

Regular venue hirers were lastly asked if they had any further feedback about their hiring experience or the City's *Venue Hire Fees and Charges Council Policy*. Responses were varied with the most common response being general praise for the City or the Policy. Other common responses relate to the facilities or maintenance of specific venues, and negative feedback about increased fees or the high cost of fees more generally.

COMMENT

Through the *Venue Hire Fees and Charges Council Policy*, the City is committed to ensuring fees and charges for venue hire are set in a fair and equitable way that reflect the actual cost of operating bookable venues. The City also acknowledges that its venues are primarily hired by non-commercial users and that many of these users play an important role in combating social exclusion and enhancing the economic, social and environmental wellbeing of the community. The City does not have the capacity to replicate the services that these groups provide, and as such the City has a role to play in supporting these groups with affordable and equitable access to suitable community venues.

The VHFCP policy has not been designed to increase income levels the City receives through venue hire, but rather spread the exposure of cost recovery for ongoing venue costs to all venue hirers. The City acknowledged that the change in policy was significant, and that some hirers were apprehensive about how it would impact their organisations. The policy was adopted with the intent to have the policy come into effect on 1 January 2024 however rolled out as stated in the Council report (CJ139-08/22 refers):

- casual hirers from 1 January 2024
- annual hirers from 1 January 2024
- winter seasonal hirers from 1 April 2024
- summer seasonal hirers from 1 October 2024.

This deferred implementation period was proposed to allow the City to adequately inform those groups and individuals who would have been affected by the change and provide at least 16 months for them to consider and prepare for the changes. Additional waivers and subsidies were provided to hirers to honour this intent.

During the first year of implementation, 23 financial hardship applications have been received from 278 annual hirer bookings, 61 winter seasonal booking applications, 45 summer seasonal booking applications and 2,902 casual bookings. This is 0.7% of all bookings.

Existing programs such as KidSport are also in place for families who require support to pay for junior sporting clubs fees, and the VHFCP enables groups experiencing financial hardship to request a waiver of hire fees. On 7 July 2024, KidSport increased their funding from \$300 to \$500 funding per eligible child, per financial year. The items eligible to be funded by a Kidsport voucher has also widened to now include essential playing equipment and uniforms.

In the 2024 calendar year, 1,189 City of Joondalup residents aged between 5 to 18 years, redeemed KidSport vouchers and \$386,133 was funded through this funding program. Of the top 10 clubs that City of Joondalup residents were redeeming vouchers, only two of the sporting clubs listed primarily operate from venues impacted by the VHFCP. One club had 55 vouchers redeemed out of 843 members, while the other had 47 vouchers redeemed from 982 members. KidSport vouchers at those clubs equates to approximately 5% of the total club membership.

The policy reflects the following agreed principles from the Elected Member Workshop in February 2019:

- The need to maximise 'real' utilisation of City venues (that is mitigating blanket bookings).
- The requirement for any new policy to be easier to interpret and apply with applications for fee waivers to be determined by the City.
- The social value of groups to be 'proven' and not 'perceived' within a policy context.
- The importance of considering a hirer's financial capacity to pay.
- Ensuring all hirers have some exposure to operational costs.

In relation to these agreed principles, using information provided within the report and the community consultation outcomes report, the below conclusions can be inferred.

Maximise 'real' utilisation of City venues

City Officers anticipated a reduction of bookings as hirers reduced their blanket bookings, therefore increasing availability and the opportunity to hire the City's venues. The additional 26,469 hours of usage booked within the City's community hireable facilities and 3,849 additional hours booked on the City's active parks do not directly correlate with a reduction in ghost bookings although the intent of reducing ghost bookings was to allow other hirers to book City Venues.

The seasonal hirer booking analysis (Attachment 3 refers) shows on average across the 35 winter sporting clubs, their hours were reduced by 243 hours. There were three clubs who did not reduce their bookings and four hire groups who increased the number of hours they had booked during the season. The summer seasonal clubs reduced their bookings by an average of 116 hours, with the exception of 3 outliers who significantly reduced their bookings.

This data reflects two of the most common responses in the community consultation to the question about the changes (if any) they had made as a result of the new policy coming into effect, being cancelling bookings not required and logging into Bookings Manager to amend their bookings.

The active park audits still demonstrate approximately 24% of parks were booked but not used, which is similar to audits undertaken prior to the implementation of the VHFCP.

Requirement for any new policy to be easier to interpret; fee waivers be determined by the City

The VHFCP introduced a three-category system (reduced from 11 categories under the former policy) to provide clear categorisation of hirers through definitions aligned to the PMF. The VHFCP applies a simple hourly rate for all bookings which is easy to apply and easy to interpret.

All fee waivers are determined by the City under the VHFCP with the policy clearly articulating the definition of financial hardship and parameters of the waiver. This eliminates inconsistent application of the waivers.

Social value of groups to be 'proven' and not 'perceived' within a policy context

The VHFCP removed the 11 different categories of subsidy under the former *Facility Hire Subsidy Policy* (FHSP), along with other criteria required to be met within those categories, such as team rates and primary base of occupancy to name a few. The 11 different categories of groups under the FHSP were based on the type of activity they undertook and the size of their active membership, to determine the extent of hire subsidy that was applied. These groups attracted a full or partial subsidy up to a certain number of hours per week by way of right, due to their pre-determined category.

The below statement is included within the VHFCP and the fees and charges being set in alignment with the categories ensures parity between groups:

"The City also acknowledges that its venues are primarily hired by non-commercial users and that many of these users play an important role in combating social exclusion and enhancing the economic, social and environmental wellbeing of the community. In recognition of this, the City will offer discounted fees and charges for City-managed venues to non-commercial users."

The importance of considering a hirer's financial capacity to pay

VHFCP includes a financial hardship provision where groups on a case-by-case basis could apply for some assistance with meeting the hire costs if they did not have the capacity to pay. Of the 23 financial hardship applications received, eight being approved as a full waiver and seven approved as a partial waiver is reflective of this principle.

At various Policy and Strategy sessions, the anticipated impact on hirers was presented to Elected Members. This modelled impact was based on 2021 bookings data and across those groups negatively impacted was an additional cost of approximately \$1 per member per week for the booking period.

2024 Modelled Impact

A comparison was undertaken of the anticipated modelled impact and the actual impact (Attachment 4 refers).

Of the groups who have provided membership data, on average, the cost per member is \$0.51 per member, per week. This 50% reduction in the cost per member, per week is attributed to the subsidy for Category C hirers being reduced from 50% of average hourly operating costs to 25% from 1 January 2024 to 30 June 2025 (CJ067-05/23 Motion No. 16 refers).

In the community consultation, 17% of those who responded answered that they had increased their membership fee as a result of the new policy coming into effect. Within the same question, 13% responded that they increased their use of City Venues as the new fees were more affordable.

Ensuring all hirers have some exposure to operational costs

The fee structure of the VHFCP is based on a cost contribution methodology to identify the hourly cost of operation for each of the City's hireable venue types. The VHFCP achieves this through a minimal charge for Category C hirers based on a percentage of average hourly operating costs.

Booking Management system review

Based on feedback received in the community consultation in relation to problems checking for availability of venues and difficulty making changes, City Officers will work with the booking management system software provider to try to improve these processes. City officers are also available to assist hirers with this during business hours. Other feedback about invoice/receipt issues has already been implemented by changing the invoicing period to monthly, in arrears.

Furthermore, City Officers will organise workshops to educate hirers on how to check for availability, making changes to their bookings and showing hirers the invoicing functionality. A feature of the booking management system is that the pdf invoice on the system is updated within 15 minutes of any change being made to a hirer's booking however the survey results indicate that hirers may not be aware of this.

The majority of respondents reported that they found the system "easy" or "very easy" to use however mixed feedback was evident in the verbatim comments (Appendix 5, Attachment 5 refers) about the system ranging from "one of the easiest I have used" to "not user friendly" suggest hirers could benefit from such workshops.

Hirer feedback

Outside of the community consultation process, the City has directly received positive feedback from many hirers who under the former FHSP did not receive a subsidy. These groups range from religious based groups, arts groups, sporting clubs and individuals making bookings for non-commercial purposes (casual hirers). These hirers have been positively impacted and their feedback included now being able to afford to make more bookings and contribute financial resources towards the scope and quality of their community initiatives.

The City has also received isolated negative feedback from some hirers who made initial contributions to the construction of a community hireable venue and Category A hirers who previously received a 100% subsidy and have had a significant increase in hire fees. These include the Department of Education and some schools who are classified as a Category A hirer.

Some hirers believe that their initial contribution, whether through their advocacy, a grant directly received, in-kind contributions or cash contributions should preclude their organisation from paying venue hire fees. The revised *Property Management Framework* states the City will not recognise any prior investment by the Tenant to the capital cost of constructing or improving the premises. Therefore, the VHFCP does not account or provide provision for an additional subsidy for this reason.

The financial hardship framework (CJ285-12/23 refers) does however consider capital contributions to City infrastructure in the previous 10 years where the hirer has provided a significant financial contribution toward the venue they are hiring. This pertains to the substantial financial contribution, which is the reason preventing the hirer from being able to meet the fees for the current booking period. Hirers who have provided the feedback are not experiencing financial hardship as a result of an initial contribution made.

City Officers initially grouped public schools under Category A, based on the Department of Education's financials. However, some schools clarified their status as independent public schools. Whilst independent public school principals have a direct line relationship with, and are accountable to, the Director General of the Department of Education; they have more autonomy and produce their own annual reports.

School funding is enrolment based, with budgets determined by student numbers, covering staff salaries, operations, and curriculum. City officers researched each school's annual report and adjusted their categorisation. Most schools were moved to Category B, but larger schools, like senior high schools with over \$10 million in student-centred funding, remained in Category A.

The Category A hirers who provided feedback stated they felt it was the principle that their organisation should not be charged venue hire fees rather than experiencing financial hardship. Regardless of their annual gross revenue, they provide benefit to the community and have never paid venue hire fees therefore believe the fees should continue to be waived.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Policy Committee at its meeting held on 17 February 2025.

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

That Council:

- 1 *ADOPTS the revised Venue Hire Fees and Charges Council Policy provided as Attachment 2 to this Report;*
- 2 *AGREES to provide a reimbursement of the ground hire fees incurred by Arena Community Sport and Recreation Association (ACSRA) member clubs (Joondalup Athletics Centre, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at Arena Joondalup. This will be reimbursed at 70% in 2025-26, 65% in 2026-27, 60% in 2027-28 and 55% in 2028-29 until the expiration of the deed of agreement between WA Sport Centre Trust and the City of Joondalup on 30 April 2029.*

The Committee's subsequent recommendation to Council is as follows (changes identified):

That Council:

- 1 *ADOPTS the revised Venue Hire Fees and Charges Council Policy provided as Attachment 2 to this Report subject to the following amendment:*
 - 1.1 *Category C rate - 25% of average hourly operating costs;*
- 2 *AGREES to provide a reimbursement of the ground hire fees incurred by Arena Community Sport and Recreation Association (ACSRA) member clubs (Joondalup Athletics Centre, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at Arena Joondalup. This will be reimbursed at 70% in 2025-26, 65% in 2026-27, 60% in 2027-28 and 55% in 2028-29 until the expiration of the deed of agreement between WA Sport Centre Trust and the City of Joondalup on 30 April 2029;*
- 3 *REQUESTS the Chief Executive Officer undertake a further review of the Venue Hire Fees and Charges Council Policy to be presented back to the Policy Committee in 2026;*
- 4 *REQUESTS the Chief Executive Officer to undertake a review of the Commercial Operator Permit fees for businesses using City's public open space.*

RECOMMENDATION

That Council:

- 1 **ADOPTS the revised Venue Hire Fees and Charges Council Policy provided as Attachment 2 to this Report subject to the following amendment:**
 - 1.1 **Category C rate - 25% of average hourly operating costs;**
- 2 **AGREES to provide a reimbursement of the ground hire fees incurred by Arena Community Sport and Recreation Association (ACSRA) member clubs (Joondalup Athletics Centre, Joondalup Netball Association and Joondalup Brothers Rugby Union Football Club) at Arena Joondalup. This will be reimbursed at 70% in 2025-26, 65% in 2026-27, 60% in 2027-28 and 55% in 2028-29 until the expiration of the deed of agreement between WA Sport Centre Trust and the City of Joondalup on 30 April 2029;**
- 3 **REQUESTS the Chief Executive Officer undertake a further review of the Venue Hire Fees and Charges Council Policy to be presented back to the Policy Committee in 2026;**
- 4 **REQUESTS the Chief Executive Officer to undertake a review of the Commercial Operator Permit fees for businesses using City's public open space.**

ATTACHMENTS

1. Venue Hire Fees and Charges Council Policy [**13.1.9.1** - 3 pages]
2. Venue Hire Fees and Charges Council Policy Revised [**13.1.9.2** - 3 pages]
3. CONFIDENTIAL REDACTED - Desktop Review [**13.1.9.3** - 2 pages]
4. CONFIDENTIAL REDACTED - Anticipated Modelled Impact versus Actual Impact [**13.1.9.4** - 4 pages]
5. CONFIDENTIAL REDACTED - Consultation Outcomes Report [**13.1.9.5** - 50 pages]

13.2 AUDIT AND RISK COMMITTEE - 24 FEBRUARY 2025

13.2.1 2024 COMPLIANCE AUDIT RETURN (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Chief Executive Officer
FILE NUMBER	32481, 09492, 101515
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to adopt the City's 2024 Compliance Audit Return (the Return) prior to it being submitted to the Department of Local Government, Sport and Cultural Industries (the Department).

EXECUTIVE SUMMARY

The Compliance Audit Return for the period 1 January 2024 to 31 December 2024 has been completed and is required to be adopted by Council before being submitted to the Department by 31 March 2025.

It is therefore recommended that Council:

- 1 ADOPTS the completed 2024 Local Government Compliance Audit Return for the period 1 January 2024 to 31 December 2024 forming Attachment 1 to this Report;*
- 2 REQUESTS the Chief Executive Officer, in accordance with Regulation 15 of the Local Government (Audit) Regulations 1996, to SUBMIT the completed Compliance Audit Return as detailed in Part 1 above, to the Department of Local Government, Sport and Cultural Industries.*

The Return identified one area of non-compliance for 2024.

BACKGROUND

Regulation 14 of the *Local Government (Audit) Regulations 1996* requires a local government to carry out a compliance audit for the period 1 January to 31 December in each year.

After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister. The Audit and Risk Committee is to review the Return before it is presented to Council for adoption.

Regulation 15 requires the Return to be certified by the Mayor and the Chief Executive Officer before being submitted to the Department, along with the relevant section of the minutes, by 31 March next following the period to which the Return relates.

The 2024 Return was made available to local government authorities by the Department via its centralised portal for completion online. The 2024 Return is similar to previous years and focuses on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

DETAILS

The 2024 Return contains the following compliance categories:

- Commercial Enterprises by Local Governments.
- Delegation of Power / Duty.
- Disclosure of Interest.
- Disposal of Property.
- Elections.
- Finance.
- Integrated Planning and Reporting.
- Local Government Employees.
- Official Conduct.
- Optional Questions.
- Tenders for Providing Goods and Services.

Relevant Managers were required to complete the responses to the Return's questions which were approved by their Director before being forwarded to the Internal Auditor for review and input via the online portal on the Department website. The Return was also presented to the Executive Leadership Team – CEO and Directors – for review and comment. The Return has been completed and is now submitted for adoption by Council before being finalised and submitted to the Department by 31 March 2025.

There was one area of non-compliance, as follows:

- Disclosure of interest – Question 5

Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2024?

Four employees failed to lodge their annual return on time.

- One employee, in an acting position, submitted a late return due to an oversight.
- One employee submitted a late return whilst they were on extended leave.
- One employee submitted a late return due to an administrative oversight. The City did not identify that this position required a primary return and subsequent annual return to be completed.
- One employee has not submitted an annual return due to being on extended leave.

To reduce the risk of late return submissions Managers have been reminded to ensure that designated employees intending to take leave during the submission period submit their returns prior to their leave. The City had 10 designated employees on extended leave over the reporting period; with eight returns being submitted on time.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government (Audit) Regulations 1996.*

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.

Policy Not applicable.

Risk management considerations

The risk associated with Council failing to adopt the 2024 Return would result in the Return not being submitted to the Department by 31 March 2025 and be non-compliant with the legislative requirements of the *Local Government (Audit) Regulations 1996*.

Financial / budget implications

Completing the annual compliance audit is carried out using existing budgeted resources.

Regional significance

Ensuring compliance with legislative requirements and submitting responses to the Department provides oversight which enhances the City's capability to deliver services to the district, and beyond, as relevant.

Sustainability implications

The financial, environmental and social sustainability of the City's operations depends on complying with legislation and ensuring effective procedures are implemented for this to occur. Being accountable and transparent is part of the goals of the City's *Strategic Community Plan*.

Consultation

Internal consultation with relevant Managers, and the Executive Leadership Team occurs for each annual compliance audit.

COMMENT

The results of the City's Compliance Audit Returns since 2019 has shown:

- 2019 – two areas of non-compliance relating to disclosure of interest and local government employees
- 2020 – two areas of non-compliance relating to optional questions and tenders for providing goods and services
- 2021 – two areas of non-compliance relating to disclosure of interest
- 2022 – no areas of non-compliance

- 2023 – two areas of non-compliance relating to delegation of power/duty and disclosure of interest
- 2024 – one area of non-compliance relating to disclosure of interest.

The City's responses for the 2024 Return are show in Attachment 1; responses for Returns since 2019 are shown in Attachment 2 and 3.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Audit and Risk Committee at its meeting held on 24 February 2025.

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

That Council:

- 1 *ADOPTS the completed 2024 Local Government Compliance Audit Return for the period 1 January 2024 to 31 December 2024 forming Attachment 1 to this Report;*
- 2 *REQUESTS the Chief Executive Officer, in accordance with Regulation 15 of the Local Government (Audit) Regulations 1996, to SUBMIT the completed Compliance Audit Return as detailed in Part 1 above, to the Department of Local Government, Sport and Cultural Industries.*

The Committee's subsequent recommendation to Council is as follows (changes identified):

That Council:

- 1 *ADOPTS the completed 2024 Local Government Compliance Audit Return for the period 1 January 2024 to 31 December 2024 forming Attachment 1 to this Report;*
- 2 *REQUESTS the Chief Executive Officer, in accordance with Regulation 15 of the Local Government (Audit) Regulations 1996, to SUBMIT the completed Compliance Audit Return as detailed in Part 1 above, to the Department of Local Government, Sport and Cultural Industries;*
- 3 *REQUESTS the Chief Executive Officer to undertake an internal audit of the Compliance Audit Return for the period 1 January 2024 to 31 December 2024, to be presented to a future Audit and Risk Committee meeting.*

RECOMMENDATION**That Council:**

- 1** **ADOPTS** the completed **2024 Local Government Compliance Audit Return** for the period **1 January 2024 to 31 December 2024** forming **Attachment 1** to this Report;
- 2** **REQUESTS** the Chief Executive Officer, in accordance with Regulation 15 of the *Local Government (Audit) Regulations 1996*, to **SUBMIT** the completed Compliance Audit Return as detailed in Part 1 above, to the Department of Local Government, Sport and Cultural Industries;
- 3** **REQUESTS** the Chief Executive Officer to undertake an internal audit of the Compliance Audit Return for the period **1 January 2024 to 31 December 2024**, to be presented to a future Audit and Risk Committee meeting.

ATTACHMENTS

1. 2024 [**13.2.1.1** - 8 pages]
2. 2019 to 2021 [**13.2.1.2** - 17 pages]
3. 2022 to 2024 [**13.2.1.3** - 17 pages]

13.2.2 PUBLIC SECTOR COMMISSION INTEGRITY EDUCATION THEMATIC REVIEW (WARD - ALL)

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Chief Executive Officer
FILE NUMBER	11827, 107084, 101515
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 Public Sector Commission’s Integrity Education Thematic Review.

EXECUTIVE SUMMARY

As part of the Public Sector Commissioner's role under section 45A (2)(b) and (c) of the *Corruption, Crime and Misconduct Act 2003*, a thematic review was undertaken to examine how a sample of public authorities builds the integrity knowledge and skills of their employees; the City was included in the review.

At its meeting held on 28 October 2024, the Audit and Risk Committee were notified of the City’s inclusion in the review, and that the final report would be presented to Council via the Audit and Risk Committee.

The Public Sector Commission published the final report titled *Integrity Education – An integrity thematic review* on 9 December 2024 (Attachment 1 refers).

It is recommended that Council NOTES the Public Sector Commission’s Integrity Education Thematic Review, forming Attachment 1 to this Report.

BACKGROUND

The City has many controls in place to promote the highest standard of conduct and ethical behaviour, which have been expressed in the City’s *Integrity Framework*.

The Audit, Risk and Executive Services business unit has an operational objective “to communicate the City’s zero tolerance approach and response actions to fraudulent, corrupt and/or misconduct behaviours within the performance of its functions and interactions with contractors and suppliers, the community and all other stakeholders of the City.” To support this objective, mandatory integrity and conduct training for employees commenced in May 2024; and to strengthen the City’s integrity and conduct controls, learnings from reports of external oversight agencies are used as a gap analysis of issues requiring further consideration.

DETAILS

In June 2024, the City was advised by the Public Sector Commission that it will be included in a thematic review to examine how a sample of public authorities builds the integrity knowledge and skills of employees.

The review considered each authority's approach to integrity education, identifying and highlighting areas of good practice, and providing suggested actions to help all authorities strengthen their approach. The review focused on the following:

- Frameworks that govern integrity education.
- Approaches to educate employees.
- Reinforcement of integrity education.
- Evaluation and improvement of integrity education.

Key observations and improvement opportunities identified for the City are outlined in Attachment 2 to this Report.

Legislation / Strategic Community Plan / Policy implications

Legislation *Corruption, Crime and Misconduct Act 2003.*

10-Year Strategic Community Plan

Key theme 5. Leadership.

Outcome 5-1 Capable and effective - you have an informed and capable Council backed by a highly-skilled workforce.

Policy Not applicable.

Risk management considerations

Strengthening integrity and conduct controls reduces risk. The City takes both proactive and reactive measures as required.

As a large local government providing a wide variety of services to the community, appropriate systems of control are required to be developed and implemented to ensure that objectives are achieved. Vigilance should be constant, and systems of control should be subject to regular review and updated as appropriate to prevent, deter and detect opportunities for fraudulent and corrupt activity.

Regular reviews provide evidence of the appropriateness and effectiveness of systems and procedures regarding risk management, internal control and legislative compliance, as required by the *Local Government (Audit) Regulations 1996*.

Financial / budget implications

Integrity and conduct activities are carried out using existing budgeted resources.

Regional significance

Strong focus on integrity and conduct controls enhances the City's capability to deliver services to the District, and beyond, as relevant.

Sustainability implications

The financial sustainability of the City's operations depends on effective integrity and conduct controls with the aim to decrease the risks of significant reputational damage and/or financial losses being incurred through error or fraudulent activity. Being responsible and financially sustainable is part of the goals of the City's *Strategic Community Plan*.

Consultation

Interviews were conducted with officer/s responsible for delivering or coordinating integrity education, as well as collection of relevant documentation.

COMMENT

The City's Integrity Officer was invited to be a panellist for the Public Sector Commission's International Anti-Corruption Day Community of Practice, which included the publishing of the thematic review report. Inclusion in such events allows for the sharing of expertise and insights from integrity practitioners which helps the Public Sector Commission to build integrity capacity of the government sector.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this Report (as detailed below) was resolved by the Audit and Risk Committee at its meeting held on 24 February 2025.

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

That Council NOTES the Public Sector Commission's Integrity Education Thematic Review, forming Attachment 1 to this Report.

The Committee's subsequent recommendation to Council is as follows (changes identified):

That Council NOTES the Public Sector Commission's Integrity Education Thematic Review, forming Attachment 1 to this Report and that a report on the opportunities will be provided to a future meeting of the Audit and Risk Committee.

RECOMMENDATION

That Council NOTES the Public Sector Commission's Integrity Education Thematic Review, forming Attachment 1 to this Report and that a report on the opportunities will be provided to a future meeting of the Audit and Risk Committee.

ATTACHMENTS

1. Public Sector Commission Report - Integrity Education - An integrity thematic review (December 2024) [13.2.2.1 - 13 pages]
2. City of Joondalup Report [13.2.2.2 - 2 pages]

14 REPORTS OF THE CHIEF EXECUTIVE OFFICER

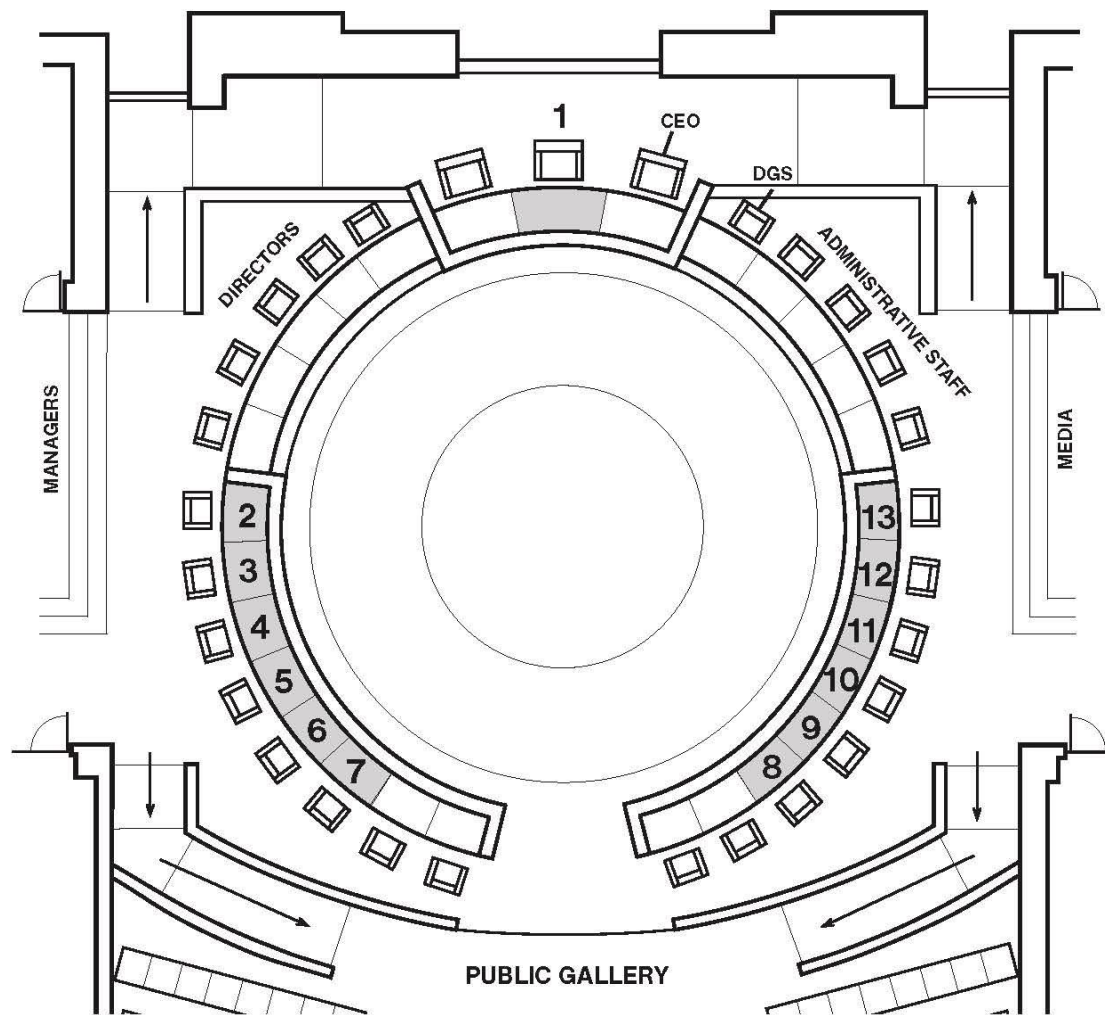
15 URGENT BUSINESS

16 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

17 ANNOUNCEMENT OF NOTICES OF MOTION FOR THE NEXT MEETING

18 CLOSURE

Council Chamber – Seating Diagram



Mayor

1 His Worship the Mayor, Hon. Albert Jacob (Term expires 10/25)

North Ward

- 2 Cr Adrian Hill (Term expires 10/25)
- 3 Cr Lewis Hutton (Term expires 10/27)

North-Central Ward

- 4 Cr Daniel Kingston (Term expires 10/25)
- 5 Cr Nige Jones (Term expires 10/27)

Central Ward

- 6 Cr Christopher May, JP (Term expires 10/25)
- 7 Cr Rebecca Pizzey (Term expires 10/27)

South-West Ward

- 8 Cr Christine Hamilton-Prime, JP (Term expires 10/25)
- 9 Cr Phillip Vinciullo (Term expires 10/27)

South-East Ward

- 10 Cr John Chester (Term expires 10/25)
- 11 Cr Rohan O'Neill (Term expires 10/27)

South Ward

- 12 Cr Russ Fishwick, JP (Term expires 10/25)
- 13 Cr John Raftis (Term expires 10/27)

11 MARCH 2025 - BRIEFING SESSION - AGENDA ATTACHMENTS

12.1 DEVELOPMENT AND SUBDIVISION APPLICATIONS - JANUARY 2025 (WARD - ALL).....	5
12.1.1 DEVELOPMENT APPLICATIONS DETERMINED - JANUARY 2025.....	5
12.1.2 SUBDIVISION REFERRALS - JANUARY 2025.....	9
12.2 CITY CENTRE PARKING FEES STRATEGY (WARD - NORTH).....	10
12.2.1 CITY CENTRE PARKING FEES BUSINESS CASE 2024.....	10
12.2.2 CITY CENTRE PARKING FEES FURTHER EVALUATION 2025.....	66
12.3 EXECUTION OF DOCUMENTS (WARD - ALL).....	91
12.3.1 SIGNING AND SEALING REGISTER FOR FEBRUARY 2025.....	91
12.5 STATUS OF COUNCIL DECISIONS - MARCH 2025 (WARD - ALL).....	92
12.5.1 ACTIONS REGISTER AS AT 26 FEBRUARY 2025.....	92
12.6 STATUS OF PETITIONS (WARD - ALL).....	106
12.6.1 MARCH 2025 - STATUS OF PETITIONS.....	106
12.7 LOCAL GOVERNMENT ELECTIONS - APPOINTMENT OF WA ELECTORAL COMMISSIONER (WARD - ALL).....	125
12.7.1 WAEC LONG TERM AGREEMENT - CITY OF JOONDALUP.....	125
12.7.2 2025 COST ESTIMATE JOONDALUP.....	126
12.7.3 WRITTEN AGREEMENT LOCAL GOVERNMENT ELECTION 2025 UPDATED JOONDALUP.....	129
12.8 MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 23 JANUARY 2025 (WARD - ALL).....	130
12.8.1 23 JANUARY 2025 - AGM - MINUTES.....	130

12.9 LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2025	
(WARD-ALL).....	159
12.9.1 CHIEF EXECUTIVE OFFICERS DELEGATED MUNICIPAL PAYMENT LIST FOR THE MONTH OF JANUARY 2025.....	159
12.9.2 CHIEF EXECUTIVE OFFICERS DELEGATED MUNICIPAL PAYMENT LIST (BOND REFUNDS) FOR THE MONTH JANUARY 2025.....	236
12.9.3 MUNICIPAL VOUCHERS FOR THE MONTH OF JANUARY 2025.....	238
12.10 FINANCIAL ACTIVITY STATEMENT FOR JANUARY 2025 (WARD -.....	239
12.10.1 FINANCIAL ACTIVITY STATEMENT - JANUARY 2025.....	239
12.10.2 STATEMENT OF FINANCIAL POSITION - JANUARY 2025.....	240
12.10.3 INVESTMENT REPORT - JANUARY 2025.....	241
12.10.4 SUPPORTING COMMENTARY - JANUARY 2025.....	242
12.11 CARD TRANSACTIONS FOR THE MONTH OF JANUARY 2025 (WARD - ALL).....	252
12.11.1 CORPORATE CREDIT CARD TRANSACTIONS JANUARY 2025.....	252
12.11.2 FUEL TRANSACTIONS REPORT - JANUARY 2025.....	253
13.1.1 LOCAL PLANNING STRATEGY REVIEW - PHASE 3 COMMUNITY CONSULTATION PLAN (WARD - ALL).....	266
13.1.1.1 DRAFT STAKEHOLDER ENGAGEMENT PLAN.....	266
13.1.2 PROPOSED PERCENT FOR ART LOCAL PLANNING POLICY (WARD – ALL).....	297
13.1.2.1 PROPOSED PERCENT FOR ART SCHEME LOCAL PLANNING.....	297
13.1.2.2 LGA BENCHMARKING DATA PERCENT FOR ART.....	301

13.1.3 PROPOSED REVOCATION OF THE CURRAMBINE STRUCTURE PLAN AND KINROSS NEIGHBOURHOOD CENTRE STRUCTURE PLAN (WARD - NORTH).....	302
13.1.3.1 CURRAMBINE STRUCTURE PLAN MAPS AND ASSESSMENT.....	302
13.1.3.2 KINROSS NEIGHBOURHOOD CENTRE STRUCTURE PLAN MAPS AND ASSESSMENT TABLES.....	310
13.1.4 PROPOSED AMENDMENTS TO THE PRIVATE COMMUNITY PURPOSES ZONE LOCAL PLANNING POLICY (WARD - ALL).....	320
13.1.4.1 CURRENT PRIVATE COMMUNITY PURPOSES ZONE LOCAL PLANNING POLICY.....	320
13.1.4.2 PROPOSED AMENDMENTS TO THE PRIVATE COMMUNITY PURPOSES ZONE LOCAL PLANNING POLICY (MARKED UP).....	330
13.1.4.3 PROPOSED AMENDMENTS TO THE PRIVATE COMMUNITY PURPOSES ZONE LOCAL PLANNING POLICY (CLEAN).....	341
13.1.5 PROPOSED REVOCATION OF THE SHEPPARD WAY STRUCTURE PLAN (WARD - SOUTH).....	351
13.1.5.1 SHEPPARD WAY STRUCTURE PLAN LOCATION MAP AND ASSESSMENT TABLES.....	351
13.1.6 PROPOSED SHORT-TERM RENTAL ACCOMMODATION AMENDMENT TO LOCAL PLANNING SCHEME NO. 3 AND AMENDMENTS TO THE SHORT-TERM ACCOMMODATION LOCAL PLANNING POLICY (WARD - ALL).....	356
13.1.6.1 STRA LAND USE PERMISSIBILITY AND DEFINITION COMPARISON TABLES.....	356
13.1.6.2 PROPOSED STRA AMENDMENTS TO LOCAL PLANNING SCHEME...	362

13.1.6.3 EXISTING SHORT-TERM ACCOMMODATION LOCAL PLANNING POLICY.....	363
13.1.6.4 DRAFT AMENDMENTS TO SHORT-TERM ACCOMMODATION LOCAL PLANNING POLICY (TRACKED CHANGES).....	368
13.1.6.5 DRAFT AMENDMENTS TO SHORT-TERM ACCOMMODATION LOCAL PLANNING POLICY (CLEAN).....	375
13.1.7 ELECTIONS CARETAKER COUNCIL POLICY REVIEW (WARD - ALL)....	381
13.1.7.1 ELECTIONS CARETAKER COUNCIL POLICY (MARKED UP.....	381
13.1.7.2 ELECTIONS CARETAKER COUNCIL POLICY (FINAL).....	391
13.1.8 PROPOSED COUNCIL POLICY - EMERGENCY DONATIONS (WARD -	400
13.1.8.1 DRAFT EMERGENCY DONATIONS COUNCIL POLICY.....	400
13.1.9 VENUE HIRE FEES AND CHARGES POLICY REVIEW (WARD - ALL)....	402
13.1.9.1 VENUE HIRE FEES AND CHARGES COUNCIL POLICY.....	402
13.1.9.2 VENUE HIRE FEES AND CHARGES COUNCIL POLICY REVISED.....	405
13.2.1 2024 COMPLIANCE AUDIT RETURN (WARD - ALL).....	408
13.2.1.1 2024.....	408
13.2.1.2 2019 TO 2021.....	416
13.2.1.3 2022 TO 2024.....	433
13.2.2 PUBLIC SECTOR COMMISSION INTEGRITY EDUCATION THEMATIC REVIEW (WARD - ALL).....	450
13.2.2.1 PUBLIC SECTOR COMMISSION REPORT - INTEGRITY EDUCATION - AN INTEGRITY THEMATIC REVIEW (DECEMBER 2024).....	450
13.2.2.2 CITY OF JOONDALUP REPORT.....	463

ATTACHMENT NO: 1

ATTACHMENT 12.1.1
PAGE NO: 1 of 4

Monthly Development Applications Determined - January 2025

Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
Central	DA24/0543	10/07/24	SINGLE HOUSE (new dwelling and ancillary dwelling)	19 Laurel Street MULLALOO WA 6027	\$250,000.00	Approved
Central	DA24/0815	04/10/24	SINGLE HOUSE (ancillary dwelling)	5 Conder Place WOODVALE WA 6026	\$50,000.00	Approved
Central	DA24/0860	28/10/24	SINGLE HOUSE (garage addition)	18 Firwood Trail WOODVALE WA 6026	\$18,000.00	Approved
Central	DA24/0870	21/10/24	GROUP DWELLING (new dwelling)	5 Regis Court MULLALOO WA 6027	\$390,000.00	Approved
Central	DA24/0942	04/11/24	GROUPED DWELLING (new dwelling)	165A Eddystone Avenue CRAIGIE WA 6025	\$230,000.00	Approved
Central	DA24/0997	02/12/24	GROUPED DWELLING (new dwelling)	31A Beltana Road CRAIGIE WA 6025	\$285,000.00	Approved
Central	DA24/1017	06/12/24	SINGLE HOUSE (patio addition)	4 Cumberland Way BELDON WA 6027	\$47,000.00	Approved
Central	DA24/1044	27/12/24	SINGLE HOUSE (additions)	12 Perrona Gardens MULLALOO WA 6027	\$408,045.00	Approved
Central	DA24/1057	19/12/24	GROUPED DWELLING (carport addition)	50A Adelaide Circle CRAIGIE WA 6025	\$9,840.00	Approved
Central	DA24/1071	23/12/24	GROUPED DWELLING (patio addition)	4/243 Timberlane Drive WOODVALE WA 6026	\$5,489.00	Approved
Central	DA24/1076	25/12/24	SINGLE HOUSE (patio addition)	3 The Return WOODVALE WA 6026	\$11,754.00	Approved
Central	DA24/1079	27/12/24	SINGLE HOUSE (siteworks)	45 Mullaloo Drive MULLALOO WA 6027	\$70,000.00	Approved
Central	DA25/0025	16/01/25	SINGLE HOUSE (patio addition)	311 Camberwarra Drive CRAIGIE WA 6025	\$4,800.00	Approved
Central	DA25/0038	22/01/25	GROUPED DWELLING (outbuilding addition)	30B Allambie Drive CRAIGIE WA 6025	\$11,760.00	Approved
Central	DA25/0040	22/01/25	SINGLE HOUSE (additions)	30 Bearing Parade MULLALOO WA 6027	\$80,000.00	Approved
Central	DA25/0045	21/01/25	SINGLE HOUSE (patio addition)	4B Ashwood Court CRAIGIE WA 6025	\$7,000.00	Approved
North	DA20/0012.01	10/03/23	LAND SALES OFFICE AND DISPLAY HOME (retrospective - signage)	101 Grand Ocean Entrance BURNS BEACH WA 6028	\$127,000.00	Approved
North	DA20/0012.01	10/03/23	LAND SALES OFFICE AND DISPLAY HOME (retrospective - signage)	Res for Public Recreation 4 Toowoyn Way BURNS BEACH WA 6028	\$127,000.00	Approved
North	DA20/0012.01	10/03/23	LAND SALES OFFICE AND DISPLAY HOME (retrospective - signage)	17 Hermosa Way BURNS BEACH WA 6028	\$127,000.00	Approved
North	DA20/0012.01	10/03/23	LAND SALES OFFICE AND DISPLAY HOME (retrospective - signage)	1511 Marmion Avenue BURNS BEACH WA 6028	\$127,000.00	Approved
North	DA24/0672	07/08/24	BULKY GOODS SHOWROOM (signage addition)	Joondalup Square 3 Sundew Rise JOONDALUP WA 6027	\$400,000.00	Approved
North	DA24/0826	07/10/24	SINGLE HOUSE (new two storey dwelling)	7 Baths Way BURNS BEACH WA 6028	\$680,000.00	Approved
North	DA24/0841	10/10/24	SINGLE HOUSE (additions)	16 Mulloway Court BURNS BEACH WA 6028	\$50,000.00	Approved
North	DA24/0926	31/10/24	BULKY GOODS SHOWROOM and SHOP (expansion of existing development and signage)	Joondalup Square 3 Sundew Rise JOONDALUP WA 6027	\$1,500,000.00	Approved

ATTACHMENT NO: 1

Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
North	DA24/0943	04/11/24	UNHOSTED SHORT TERM RENTAL ACCOMMODATION (change of use)	120 Kinross Drive KINROSS WA 6028	\$1,000.00	Approved
North	DA24/0994	29/11/24	SINGLE HOUSE (new dwelling)	81 Burleigh Drive BURNS BEACH WA 6028	\$600,000.00	Approved
North	DA24/1077	24/12/24	SINGLE HOUSE (patio addition)	73 Roxburgh Circle KINROSS WA 6028	\$16,500.00	Approved
North	DA25/0001	02/01/25	SINGLE HOUSE (outbuilding addition)	16 Naivasha Turn JOONDALUP WA 6027	\$7,000.00	Approved
North	DA25/0024	21/01/25	SINGLE HOUSE (patio addition)	184 Kinross Drive KINROSS WA 6028	\$19,900.00	Approved
North	DA25/0053	22/01/25	SINGLE HOUSE (additions)	3 Kastorias Close JOONDALUP WA 6027	\$120,000.00	Approved
NorthCentr	DA24/0920	30/10/24	SINGLE HOUSE (new dwelling)	2B Volunteer Place OCEAN REEF WA 6027	\$650,000.00	Approved
NorthCentr	DA24/0937	06/11/24	SINGLE HOUSE (outbuilding addition)	5 Oorama Court OCEAN REEF WA 6027	\$15,000.00	Approved
NorthCentr	DA24/0973	21/11/24	SINGLE HOUSE (additions)	66 Harvest Loop EDGEWATER WA 6027	\$270,000.00	Approved
NorthCentr	DA24/0987	22/11/24	SINGLE HOUSE (new dwelling)	36A Mermaid Way HEATHRIDGE WA 6027	\$416,377.00	Approved
NorthCentr	DA24/1064	20/12/24	SINGLE HOUSE (patio addition)	5 Prairie Dunes Place CONNOLLY WA 6027	\$11,600.00	Approved
NorthCentr	DA25/0007	08/01/25	SINGLE HOUSE (siteworks)	8 Opal Drive EDGEWATER WA 6027	\$19,500.00	Approved
NorthCentr	DA25/0018	14/01/25	GROUPED DWELLING (patio addition)	140A Southern Cross Circle OCEAN REEF WA 6027	\$12,545.00	Approved
NorthCentr	DA25/0020	17/01/25	SINGLE HOUSE (patio addition)	190 Caridean Street HEATHRIDGE WA 6027	\$9,984.00	Approved
NorthCentr	DA25/0023	17/01/25	SINGLE HOUSE (patio addition)	9 Montego Rise ILUKA WA 6028	\$44,000.00	Approved
NorthCentr	DA25/0028	16/01/25	SINGLE HOUSE (front fence and siteworks)	16 Treetop Avenue EDGEWATER WA 6027	\$18,000.00	Approved
NorthCentr	DA25/0030	20/01/25	GROUPED DWELLING (garage addition)	6A Shadyglen Mews EDGEWATER WA 6027	\$18,000.00	Approved
NorthCentr	DA25/0033	21/01/25	SINGLE HOUSE (siteworks)	20 The Loop EDGEWATER WA 6027	\$18,000.00	Approved
South	DA24/0158.01	20/12/24	SINGLE HOUSE (new two storey dwelling - amendment to previously approved DA24/0158)	6A Nekaya Way DUNCRAIG WA 6023	\$5,000.00	Approved
South	DA24/0267	05/04/24	GROUPED DWELLING (three new dwellings)	551 Beach Road DUNCRAIG WA 6023	\$1,300,000.00	Approved
South	DA24/0684	26/08/24	SINGLE HOUSE (new dwelling)	89 Oxley Avenue PADBURY WA 6025	\$280,000.00	Approved
South	DA24/0895	25/10/24	GROUPED DWELLING (additions)	8 Breen Place PADBURY WA 6025	\$300,000.00	Approved
South	DA24/0930	31/10/24	SINGLE HOUSE (siteworks)	10 Caley Road PADBURY WA 6025	\$16,000.00	Approved
South	DA24/0978	20/11/24	SINGLE HOUSE (carport addition)	74 Gibson Avenue PADBURY WA 6025	\$13,560.00	Approved
South	DA24/0982	20/11/24	SINGLE HOUSE (patio addition)	21 Wandoo Road DUNCRAIG WA 6023	\$6,600.00	Approved
South	DA24/1022	10/12/24	SINGLE HOUSE (siteworks)	49 Burragah Way DUNCRAIG WA 6023	\$15,000.00	Approved
South	DA24/1026	12/12/24	SINGLE HOUSE (ancillary dwelling)	17A Lawson Way PADBURY WA 6025	\$140,000.00	Approved

ATTACHMENT NO: 1

Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
South	DA24/1029	12/12/24	SINGLE HOUSE (additions)	4 Radbourn Street MARMION WA 6020	\$300,000.00	Approved
South	DA24/1037	17/12/24	SINGLE HOUSE (ancillary dwelling - retrospective)	58 West Coast Drive MARMION WA 6020	\$147.00	Approved
South	DA24/1042	17/12/24	SINGLE HOUSE (new dwelling)	90 Barker Drive DUNCRAIG WA 6023	\$700,000.00	Approved
South	DA24/1059	19/12/24	CHILD CARE CENTRE DEVELOPMENT (shade sail addition)	16 Blackwattle Parade PADBURY WA 6025	\$19,500.00	Approved
South	DA24/1072	23/12/24	GROUPED DWELLING (carport addition)	17A Pinnaroo Drive PADBURY WA 6025	\$16,818.00	Approved
South	DA24/1073	23/12/24	GROUPED DWELLING (carport addition)	17B Pinnaroo Drive PADBURY WA 6025	\$16,818.00	Approved
South	DA24/1082	24/12/24	SINGLE HOUSE (siteworks)	13 Lowes Way PADBURY WA 6025	\$18,000.00	Approved
South	DA25/0010	08/01/25	SINGLE HOUSE (new dwelling)	8A Apollo Place DUNCRAIG WA 6023	\$411,308.00	Approved
South	DA25/0027	17/01/25	SINGLE HOUSE (patio addition)	37A Beach Road MARMION WA 6020	\$10,000.00	Approved
South	DA25/0035	21/01/25	SINGLE HOUSE (patio addition)	25 Currajong Road DUNCRAIG WA 6023	\$11,037.00	Approved
SouthEast	DA24/0173	28/02/24	GROUPED DWELLING (three new two storey dwellings)	5 Barnsbury Road WARWICK WA 6024	\$764,000.00	Approved
SouthEast	DA24/0501	19/07/24	GROUPED DWELLING (two new dwellings)	87 Dorchester Avenue WARWICK WA 6024	\$747,000.00	Approved
SouthEast	DA24/0609	22/07/24	GROUPED DWELLING (three new dwellings)	14 Chalcombe Way WARWICK WA 6024	\$900,000.00	Approved
SouthEast	DA24/0664	07/08/24	UNHOSTED SHORT TERM ACCOMMODATION (change of use)	12 Didcot Street WARWICK WA 6024	\$0.00	Approved
SouthEast	DA24/0874	21/10/24	SINGLE HOUSE (additions)	45 Allenswood Road GREENWOOD WA 6024	\$110,000.00	Approved
SouthEast	DA24/0909	29/10/24	GROUPED DWELLING (new two storey dwelling)	338A Warwick Road WARWICK WA 6024	\$507,000.00	Approved
SouthEast	DA24/0921	31/10/24	GROUPED DWELLING (four new dwellings)	22 Barnsbury Road WARWICK WA 6024	\$720,000.00	Approved
SouthEast	DA24/0922	31/10/24	SINGLE HOUSE (new dwelling)	51A Allenswood Road GREENWOOD WA 6024	\$380,000.00	Approved
SouthEast	DA24/0941	11/11/24	GROUPED DWELLING (new two-storey dwelling)	9 Westham Court KINGSLEY WA 6026	\$400,000.00	Approved
SouthEast	DA24/0946	08/11/24	UN-HOSTED SHORT TERM RENTAL ACCOMMODATION (change of use)	5 Willow Road WARWICK WA 6024	\$0.00	Approved
SouthEast	DA24/0991	22/11/24	SINGLE HOUSE (additions)	9 Glenfield Road KINGSLEY WA 6026	\$16,500.00	Approved
SouthEast	DA24/1020	09/12/24	SINGLE HOUSE (patio addition)	33 Wahroonga Way GREENWOOD WA 6024	\$1,802.00	Approved
SouthEast	DA25/0004	07/01/25	GROUPED DWELLING (patio addition)	1/19 Dorchester Avenue WARWICK WA 6024	\$8,200.00	Approved
SouthEast	DA25/0011	08/01/25	SINGLE HOUSE (carport addition)	24 Kilcairn Place GREENWOOD WA 6024	\$12,320.00	Approved
SouthEast	DA25/0021	16/01/25	SINGLE HOUSE (additions)	14 Kintyre Place KINGSLEY WA 6026	\$16,000.00	Approved
SouthEast	DA25/0048	21/01/25	SINGLE HOUSE (carport addition)	483 Warwick Road GREENWOOD WA 6024	\$13,245.00	Approved
SouthWest	DA22/0437.02	15/01/25	GROUPED DWELLING (modification to previous approved DA22/0437 - extension of time)	8A Woonona Place KALLAROO WA 6025	\$150,000.00	Approved

ATTACHMENT NO: 1

Ward	DA Number	Receive Date	Application Details	Property Address	Estimated Cost	Stage Decision
SouthWest	DA24/0818	11/10/24	SINGLE HOUSE (new dwelling)	19A Windsor Place KALLAROO WA 6025	\$461,034.00	Approved
SouthWest	DA24/0877	23/10/24	SINGLE HOUSE (ancillary dwelling)	85 Marine Terrace SORRENTO WA 6020	\$200,000.00	Approved
SouthWest	DA24/0901	25/10/24	SINGLE HOUSE (new two storey dwelling)	21B Geordie Rise SORRENTO WA 6020	\$650,000.00	Approved
SouthWest	DA24/0950.01	24/12/24	CHILD CARE CENTRE PREMISES (shade sail - amendment to previous approved DA24/0950)	29 Seacrest Drive SORRENTO WA 6020	\$5,000.00	Approved
SouthWest	DA24/0960	13/11/24	SINGLE HOUSE (new dwelling)	7 Mackerel Court SORRENTO WA 6020	\$720,000.00	Approved
SouthWest	DA24/1048	18/12/24	SINGLE HOUSE (patio addition)	14 Mayena Retreat HILLARYS WA 6025	\$17,727.00	Approved
SouthWest	DA24/1060	20/12/24	GROUPED DWELLING (carport addition)	1B Balboa Court SORRENTO WA 6020	\$9,681.00	Approved
SouthWest	DA24/1063	20/12/24	SINGLE HOUSE (carport addition)	12 Beechwood Grove HILLARYS WA 6025	\$12,780.00	Approved
SouthWest	DA24/1074	24/12/24	SINGLE HOUSE (carport addition)	10 Clearwater Place HILLARYS WA 6025	\$30,820.00	Approved
84					\$17,716,991.00	

ATTACHMENT NO: 2

Monthly Subdivision Application Recommendations to Western Australian Planning Commission - January 2025

Ward	SU Number	Received Date	Application Details	Property Address	Recommendation
Central	SU1251-24	11/12/24	2 strata residential lots	22 Gwendoline Drive BELDON WA 6027	Support
Central	SU201133	11/12/24	1 additional residential lot	57 Spinaway Street CRAIGIE WA 6025	Support
NorthCentr	SU1263-24	16/12/24	2 strata residential lots	22 Dunham Way HEATHRIDGE WA 6027	Support
NorthCentr	SU201162	16/12/24	2 balance lots, 1 additional lot, 1 road reserve lot	Ocean Reef Marina Dev 400 Ocean Reef Road OCEAN REEF WA 6027	Support
NorthCentr	SU1304-24	20/12/24	2 strata residential lots	4 Milne Court OCEAN REEF WA 6027	NotSupport
NorthCentr	SU201168	17/12/24	1 additional residential lot	6 Dinghy Place OCEAN REEF WA 6027	Support
South	SU1235-24	11/12/24	2 strata residential lots	75 Lilburne Road DUNCRAIG WA 6023	NotSupport
SouthEast	SU73-25	20/01/25	2 strata residential lots	87 Dorchester Avenue WARWICK WA 6024	Support
	8				



City Centre Parking Fees Strategy - BUSINESS CASE (2024) -

Project Name	City Centre Parking Fees Strategy
Project Sponsor	Director Planning Community Development
CM Records	INT24/24753

VERSION CONTROL

	Date	Author	Details
1	16 Aug 2024	SFA	First draft to steering group
2	11 Sep 2024	SFA	Comments from DPCD, MED and changes to the financial evaluation following review by Project Steering Group
3	02 Oct 2024	SFA	Update following City Centre Steering Group

Business Case

City Centre Parking Fees Strategy



CONTENTS

INTRODUCTION / PROJECT RATIONALE5

1 Introduction / Background5

 1.1 Purpose of paper5

 1.2 City Centre activation is crucial6

 1.3 Glossary6

 1.4 IPCMS6

 1.5 Attachments6

 1.6 User pays7

 1.7 Previous reviews7

 1.8 Disclaimer8

2 Project Management and Governance9

 2.1 Project Management Framework – Major Project9

 2.2 Project management9

3 Project Rationale & Objectives10

 3.1 Vision10

 3.2 Outcomes10

 3.3 Project objectives11

 3.4 Scope13

 3.5 Related projects or changes in the demand for parking13

 3.6 Key issues14

CURRENT STATE AND UTILISATION ANALYSIS15

4 Current Fees15

 4.1 Current pricing structure15

 4.2 Comparison to other providers of parking in Joondalup15

 4.3 Is the City’s pricing structure too complicated?16

5 Historical Analysis17

 5.1 Fee increases since 2008/0917

 5.2 Parking financial surpluses since 2008/0917

 5.3 Tickets purchased18

 5.4 Impacts of price increases on ticket purchases19

 5.5 Operating surplus 2024/2519

 5.6 Summary of current state of the parking financials20

 5.7 Target of \$0.5m to \$1.0m20

6 Utilisation Analysis22

 6.1 Utilisation analysis22

 6.2 Utilisation target22

Business Case

City Centre Parking Fees Strategy



6.3	Utilisation – Off Street car-parks.....	22
6.4	Utilisation – On street areas	24
6.5	Utilisation – Summary comments	25
6.6	What is increased utilisation?	25
6.7	Congestion in the City Centre / Integrated Transport Plan.....	25
CONSULTATION.....		26
7	Previous Consultations	26
7.1	Previous consultation	26
7.2	List of previous consultations	26
8	Consultation OUTcomes.....	27
8.1	Summary of outcomes.....	27
8.2	Outcomes Community Survey 2019.....	27
8.3	Comments 2019 paid parking survey	28
OPTIONS EVALUATION & FINANCIAL EVALUATION.....		31
9	Options Evaluation Process.....	31
9.1	Process for shortlisting	31
9.2	Phase 1 and Phase 2 ideas.....	31
9.3	Shortlisted options	32
9.4	Scoring process.....	32
9.5	Options key features.....	33
9.6	Fees for each option – Key principles	34
10	Financial Evaluation.....	36
10.1	Financial evaluation report	36
10.2	Baseline & Core Adjustments - Summary	36
10.3	Fee Assumptions.....	36
10.4	Summary financial impacts.....	38
10.5	Would utilisation improve?.....	39
10.6	Revised financials with utilisation improvement	39
10.7	What-ifs	41
10.8	Key outcomes of financial evaluation	41
RECOMMNDATION & SUMMARY.....		42
11	Option Evaluation	42
11.1	Multi-Criteria Assessment (MCA) – process.....	42
11.2	Scoring of each option and explanation	42
11.3	Scoring of each option and explanation	43
11.4	MCA ranking and commentary	46
12	Recommendation & Details	47
12.1	Recommended option = Option 5.....	47

Business Case

City Centre Parking Fees Strategy



12.2	What does the City get out of this?.....	47
12.3	Recommended option – fees by Area	47
12.4	Recommended option – further details.....	50
12.5	Recommended option – RPCP	51
13	Risks & Opportunities	52
13.1	Risk Assessment	52
13.2	Risks identified	52
13.3	Risk controls and Residual Risk	52
13.4	Risk evaluation process ongoing	53
13.5	Opportunities	53
14	Next Steps	54
14.1	15 minutes free parking - Marketing	54
14.2	Performance measures	54
14.3	Timeline	54
14.4	Future potential enhancements to fees (Phase 2).....	55
14.5	Flexible parking fee structure	55
14.6	Phased approach or all at once	56
14.7	External peer review	56

Business Case

City Centre Parking Fees Strategy



INTRODUCTION / PROJECT RATIONALE

1 INTRODUCTION / BACKGROUND

1.1 Purpose of paper

To review the City's approach to parking management in the Joondalup City Centre. The review considers the management strategies available, such as fee-paying and time-limited parking, along with the pricing structures applied to paid parking.

Key drivers behind the decision to undertake a strategic review to the City's approach to parking in the city centre at this time include:

- The recent implementation of the City's Integrated Parking and Compliance Management System project – a new centralised system to manage all parking-related activities including replacement of current parking ticket machines, incorporating pay-by-phone and pay-by-plate technology.
- The opportunity to leverage new technology to simplify parking management in the city centre to improve user experience and support local businesses.
- To complement other initiatives being delivered to enhance development and activation outcomes in the city centre, as identified in the recently approved Council documents of Expanding Horizons (Economic Development Strategy) and the Joondalup City Centre Place Activation Plan
- The City Centre car parks are heavily underutilised and while providing a financial return could be considered to be underperforming

Parking fees are reviewed annually to support future budgets and the Strategic Financial Plan.

Additionally, the City's approach to paid parking has been reviewed more strategically on several occasions, most recently in December 2021 (*item CJ182-12/21 refers*) where Council resolved, in part to:

- 4 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.**

Also informing this review is Council's decision of April 2024 (*item CJ096-04/24 refers*) whereby Council requested that the City prepare a report to explore options to increase free parking in the Joondalup City Centre, including the option of limiting paid parking on weekdays from 9.00am to 3.00pm:

RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ096-04/24)

MOVED Cr Hill, SECONDED Mayor Jacob that Council REQUESTS the Chief Executive Officer prepare a report on options to increase free parking in the Joondalup CBD. The report should explore limiting paid parking to weekdays from 9.00am till 3.00pm, better reflecting peak demand.

This report addresses both resolutions.

Business Case

City Centre Parking Fees Strategy



1.2 City Centre activation is crucial

It is acknowledged by Council that one of the most critical priorities for the City is to activate the City Centre.

The need to activate the City Centre is crucial for so many reasons, not just to make Joondalup the capital of the north, but the economic benefits could be significant.

To support this aspiration Council have endorsed a Place Activation Strategy, and a City Centre Place Activation Plan (*item CJ085-06/22 refers*).

The Place Activation Strategy establishes the required commitment to placemaking which will facilitate continued activation of the City's places – with this process being appropriately led by the community who maintain that relationship with their local places.

The City Centre Place Activation Plan has been developed through community and business ideas and provides a strong direction from community members involved in its development as to the priorities for investment in activating the City Centre. This direction provides guidance for the City to align its projects within the City Centre with priorities for activation.

Successful place activation involves a range of key elements to create engaging and memorable experiences. Parking, if done in a clever and strategic way using the availability of bays along with time limits and parking fees may support and complement other initiatives to encourage activation.

1.3 Glossary

The report will include the following terms:

"Core city centre" – Joondalup City Centre, defined by Joondalup City Centre Place Activation Plan

"**MSCP**" – Multi Storey Car Park

"**RPCP**" – Reid Promenade Car Park, which is currently the City's only MSCP.

"**IPCMS**" – Integrated Parking & Compliance Management System

1.4 IPCMS

The City is implementing the new IPCMS that will replace/upgrade of parking infrastructure in the City. The IPCMS project will replace existing infrastructure but will offer more flexibility for customers. The new machines will make it easier to implement the proposals in this report.

1.5 Attachments

This business case provides a comprehensive review of paid parking in the city centre and is supported by five separate reports that have been prepared:

- Report 1 – Objectives of the review.
- Report 2 – Current State / Historical analysis. Detailed analysis of existing utilisation, time periods, income, financial surpluses, etc. This analysis will be crucial to take a

Business Case

City Centre Parking Fees Strategy



thorough review at the history of parking fees, the current structure and utilisation on an area by area basis.

- Report 3 – Community Consultation – summary of previous consultations and how they relate to this review.
- Report 4 – Options evaluation process – a report to document the processes used by the City to list, evaluate and shortlist options. The options evaluation is an extensive process so Report 4 is important to provide a full audit trail of all the options that were considered and to explain the process of shortlisting and why options were shortlisted.
- Report 5 – Financial Evaluation. Detailed financial analysis of the shortlisted options.

This business case has used the key sections from each of the Reports and therefore this document is able to be read as a stand-alone document without reviewing the Reports.

1.6 User pays

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 City Centre. If there is a surplus in parking revenue after all operating costs are allowed for, the surplus is allocated to the Parking Facility Reserve Fund. This reserve can be used for the development of further parking facilities within the Joondalup City Centre. These principles are crucial to bear in mind for any change in parking fees i.e. ratepayer funds should not be used to subsidise parking operations.

1.7 Previous reviews

There have been several reviews and changes to paid parking and parking operations since first being introduced to the city centre, a brief synopsis of previous reviews are:

- 2008/09 – paid parking introduced.
- Saturday free parking – introduced in 2014 (*item CJ166-09/14 refers*)
- Reid Promenade Car Park (RPCP) – business case approved December 2012 and MSCP constructed in 2015.
- Fees increase – a five-year plan for gradual increases was presented at the 2017/18 budget process and included fee increases of \$0.20 per year for four years in the inner City Centre and \$0.10 increases for the outer City Centre. This 5-year plan was linked to the business case for the Joondalup Performing Arts Cultural Facility which eventually was not approved but the increases in parking fees associated with the case were still implemented.
- Free parking – detailed analysis completed in 2019 and 2020, and presented to Council in 2021, no changes were resolved (*item CJ182-12/21 refers*).
- 2020 – COVID response resulted in fee increases being frozen for two years.
- Multi Storey Car Park 2 at 104 McLarty Avenue – business case prepared in 2022 and presented to Council in December 2022 (*item CJ229-12/22 refers*). Council resolved that that there was not a compelling case at the time due to insufficient demand.
- IPCMS – tender approved in 2024 for the new parking machines and system, including the roll out of the EasyPark app.

Business Case

City Centre Parking Fees Strategy



1.8 Disclaimer

This report does not contend that the financial projections will come to pass exactly as stated but are based on the most up-to-date information available at this point in time. 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:

- Utilisation
- Change in transport modes / usage by visitors to Joondalup
- Change in parking management approaches or supply by significant providers of on-site / private parking
- IPCMS and EasyPark impacts
- Economic factors.

The impacts of changing parking fees will be monitored on an ongoing basis as part of business-as-usual processes, Mid-Year review and annual budget.

Business Case

City Centre Parking Fees Strategy

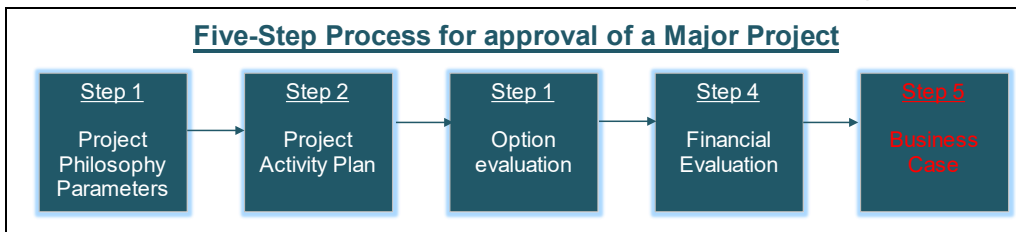


2 PROJECT MANAGEMENT AND GOVERNANCE

2.1 Project Management Framework – Major Project

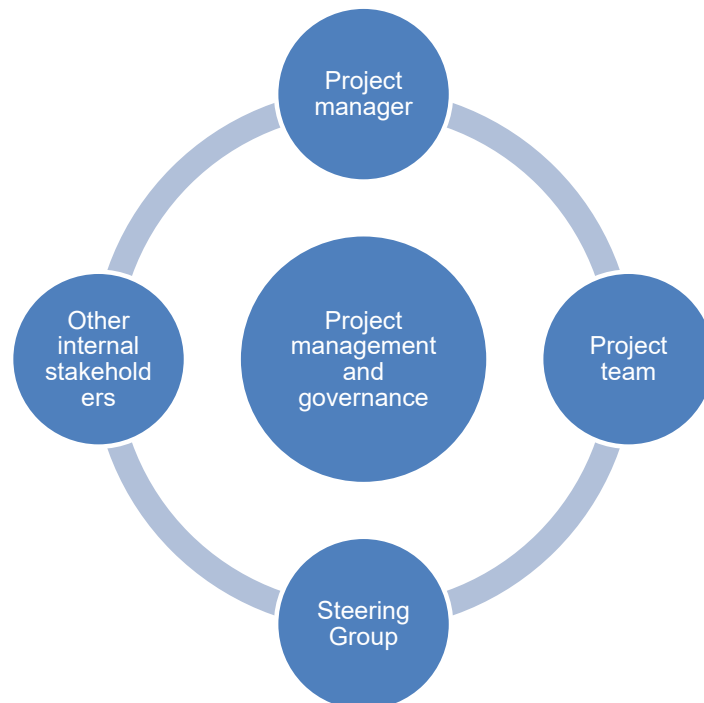
This project is not a capital project and may therefore not appear to be a major project. However, under the definition as endorsed by Council in April 2023 (*item CJ059-04/23 refers*) this project does qualify as a major project because it could be a “*significant change to an existing service*”.

The City uses a standard project methodology for managing major projects, the Project Management Framework. This requires the following five steps to be completed as part of the first phase of a project, the approval/business case. All five steps have been completed in accordance with the framework and this business case is the fifth and final step.



2.2 Project management

The City has applied best practice project management and governance as shown below.



Business Case

City Centre Parking Fees Strategy



3 PROJECT RATIONALE & OBJECTIVES

3.1 Vision

Report 1 is the Objectives document which includes the following vision statement that has guided the review.

“Parking fees/time limits should encourage churn and ensure sufficient availability for workers, commuters and visitors to the City Centre. Users should enjoy a smooth customer experience with a simplistic fee structure and easy-to-use parking arrangements. Prices should be affordable whilst ensuring the City receives sufficient income (not excessive) to pay for the cost of parking operations. Parking availability along with appropriate time limits and fees will enable increased visitation, longer stays and improve activation of Joondalup City Centre, in summary there is an opportunity to change Parking Fees to demonstrate that Joondalup Means Business.”

As mentioned earlier, one of the most important strategic objectives for the City is to activate and grow the City Centre. The review of parking fees is considered an important lever to support activation. However, the other core objectives of paid parking have to be balanced against the desire for increased activation. For example, offering greater free parking may attract more users but may reduce availability and hinder financial sustainability.

3.2 Outcomes

The key outcomes of the project are:

- *Availability* – ensure that the City Centre has adequate parking to support businesses and attract visitors, taking account of current and future trends.
- *Utilisation* – optimise utilisation of parking bays.
- *Economic development* – new regime will support/align with economic development.
- *Flexible* – able to respond to changes in demand as a result of pricing, or external factors, as well as potential changes in supply from the City or external providers.
- *Financial sustainability* – there should be sufficient income to cover operating expenses and achieve a financial surplus which may be used for future parking infrastructure; parking operations should not be subsidised by general ratepayer funds.
- *Value for money* – fees provide value for money to users.
- *Customer experience* – simple fee structure and easy to use parking experience.
- *Management/Operation* – fee structure and limitations are easy and flexible to operate.

Business Case

City Centre Parking Fees Strategy



3.3 Project objectives

The table below lists the project objectives which are used as part of the multi-criteria assessment of options. The multi-criteria assessment then informs the recommended option.

	Objective	Success Criteria	Measurement
1	<p><u>Financial sustainability (City)</u> Parking fees provide the City with sufficient income to cover operating expenses and generate a surplus to meet reserve requirements.</p>	<p>Parking operations must be self-sustainable with sufficient surpluses to transfer to reserve to pay for replacement of parking infrastructure and any other approved parking facilities.</p>	<p>All shortlisted options will have a detailed financial evaluation completed.</p>
2	<p><u>Availability, congestion and utilisation</u> There is sufficient availability of parking for visitors, commuters and workers. Congestion of the City Centre is avoided. Utilisation of the City's parking bays should be higher than current levels. The structure is set to be flexible to respond to changes in demand and supply, as well as temporary activations.</p>	<p>Utilisation target will be established as part of the project, the evaluation of the current state which is currently considered low. Ideally the City would achieve at least an overall 70% utilisation of its public car bays, but no more than 85% otherwise this would adversely impact on availability and attraction.</p>	<p>As part of the 2024 business case, the potential impact on utilisation of each option will be estimated. The City will have a target utilisation of 85%, which allows for bays to be available as well as utilised. After the new parking fees are introduced, the availability and utilisation will be monitored on an ongoing basis using the data available on parking fees within Power BI. (the City's tool for management information). The potential impacts on worsening congestion in the City Centre will be assessed as part of the business case.</p>

Business Case

City Centre Parking Fees Strategy



	Objective	Success Criteria	Measurement
3	<p><u>Economic Development</u> Parking fees should be used to support the City's economic development objectives.</p> <p>The overall vision for the Joondalup City Centre needs to be considered and this project must support this vision.</p>	<p>The success criteria will evaluate whether an option supports economic development either Very Highly, Highly, Medium, Low or Very Low</p>	<p>The business case will evaluate options and consider how much they support economic development. This will consider all aspects of economic development in the City Centre including:</p> <ul style="list-style-type: none"> • Place Activation • City owned City Centre Cluster Projects (Joondalup Performing Arts Facility, Multi Storey Car Park and Joondalup City Centre Development). • General economic development / business retention / attraction – does the option encourage patrons to stay longer, activate, visit and engage.
4	<p><u>Customer experience and value for money</u> The proposed parking time limits and fee regime should be attractive/competitive, simple to understand and provide a seamless customer experience to users.</p>	<p>The success criteria will evaluate whether an option is either Very Highly, Highly, Medium, Low or Very Low based on the objective of customer experience and value for money.</p>	<p>The simplicity/complexity of each option in the business case will be assessed.</p> <p>Value for money will consider comparisons to existing fees and other providers of parking where relevant to do so.</p>
5	<p><u>City operations and administration</u> The regime should be manageable by the City on an ongoing basis.</p>	<p>The success criteria will evaluate whether an option is either Very Highly, Highly, Medium, Low or Very Low based on the objective of customer experience and city operations.</p>	<p>Options in the business case will assess the ease of ongoing administration, operation and flexibility.</p>

Business Case

City Centre Parking Fees Strategy



3.4 Scope

The scope of the parking fees review is as follows:

- AREA – Paid parking areas within the Joondalup City Centre City Centre under the City's control only. This review does not include paid parking at Ocean Reef Marina, nor does it include paid parking charged on land not within the City's control (such as Joondalup Health Campus or private, fee-paying parking garages).
- ON-STREET and OFF-STREET – the review considers both on and off street, including RPCP.
- DAYS – the review will comment on the days that paid parking is applied to, which is currently only Monday to Friday. Evaluation of paid parking on Saturday/Sunday is out of scope for this review as is the potential for opening of the RPCP on a Saturday.
- TIME – the review will comment on the periods that paid parking is applied to. At present this varies from 8:00am to 5:30pm for on-street parking, 8:00am to 6:00pm for off-street parking and 6:00am to 8:00pm for parking in the RPCP.
- RESTRICTIONS – the review will comment on the maximum time limits that patrons are allowed to park for (i.e.. 15 minutes, 30 minutes, 1 hour, 2 hours, all day). There are currently a range of different restrictions applied.
- RESIDENTIAL parking permits– are not within the scope of this project.

3.5 Related projects or changes in the demand for parking

There are many other projects or changes for demand in parking that are related to this review:

- Population Growth – the growth of the population in the northwest of Perth Metropolitan will continue to have an impact on the demand for services in Joondalup and demand for parking.
- Autonomous vehicles - this may have impacts in the ownership and demand for parking i.e. less vehicle ownership = reduced parking demand although it could also increase demand for parking as everyone seeks to have a bay for their automated vehicle to park in, i.e. reduced public transport. In recent years the increased use of Uber has significantly reduced the costs of journeys, however, this has not necessarily reduced the demand for vehicles.
- Place Activation Projects.
- Joondalup Performing Arts Centre – which may be located in the City Centre.
- Multi Storey Car Park City Centre – second MSCP.
- Joondalup City Centre Development / Boas Place.
- Integrated Transport Plan.
- Innovation Incubator.

Business Case

City Centre Parking Fees Strategy



3.6 Key issues

This review has considered the following key issues.

- Utilisation of City car parks and on-street bays – it could be better.
- Fee increases & Utilisation – is there a connection between parking fees and attracting people to the City, possibly.
- Financial surplus – how much money/surplus is it reasonable for the City to achieve from parking operations – financial target established
- Fee increases – have fees increased too much since 2008/09. This does appear to be the case when compared against CPI and average weekly household income.
- Fees/Utilisation –there is an opportunity to amend fees to increase utilisation.
- Complexity – the current fee structure and restrictions could be simplified.
- Alternative uses –there some bays that do not serve any purpose and the space could be better used such as parklets
- Early bird discount – it does not appear reasonable to only charge for 4.5 hours for all day parking at RPCP, as users pay would likely pay for 5.5 hours anyway?
- 5:30pm or 6:00pm – opportunity to standardise operating hours.
- Free parking opportunities?
 - Inhibit business – if some form of free parking (e.g. 1 or 2 hours) was offered in some areas that is likely to restrict availability and churn. For example, people who use the free parking may visit businesses in other streets not directly where the free parking is.
 - Free parking is already available in evenings and at weekends and does not appear to affect/influence utilisation in any way.

Business Case

City Centre Parking Fees Strategy



CURRENT STATE AND UTILISATION ANALYSIS

4 CURRENT FEES

4.1 Current pricing structure

The table below lists the pricing regime, applicable for 2023/24 and for 2024/25.

Fees and Charges	Basis of Cost	Total Fees \$
On Street – Short Term Fees		
Time limits – ¼ Hour to 2 Hours	Hourly fee - No daily fee	2.60
On Street - Long Term Fees		
Outer City Centre	Hourly fee	1.60
	Daily fee	8.00
	Weekly fee	40.00
Inner City Centre	Hourly fee	2.20
	Daily fee	11.00
	Weekly fee	55.00
Off Street – Short Term Fees		
McLarty Avenue Car Park No P2	Hourly fee - No daily fee	2.40
Off Street – Long Term Fees		
Lawley Court Car Park No T3	Hourly fee	1.60
	Daily fee	8.00
	Weekly fee	40.00
Off Street – Long Term Fees		
Central Walk Car Park No T1 Central Park West Car Park No P8 Collier Pass Car Park No P9 Davidson Terrace Car Park No P4 McLarty Avenue Car Park No P1	Hourly fee	2.20
	Daily fee	11.00
	Weekly fee	55.00
Reid Promenade Car Park Fees		
Vehicle	Hourly fee	2.20
	Daily fee	12.10
Vehicle - Early Bird (Entry prior to 8.30am)	Daily fee	9.90
Vehicle - Event Fee	Daily Event fee	8.00
Motorcycle	Hourly fee	1.10
	Daily fee	6.00
Reserved Bay - Vehicle - Premium (24-hour access)	Monthly fee	239.00
Reserved Bay - Vehicle - Standard	Monthly fee	201.00
Unreserved Bay - Vehicle - E-Permit	Monthly fee	176.00
Reserved Bay - Motorcycle	Monthly fee	100.00

Each area has had increases of \$0.10 per hour or \$0.20 per hour for most years since paid parking was introduced. As a result most of the fees are not 'round' numbers, for example \$12.10 daily fee for RPCP or \$1.30 for 30 minutes in the area restricted to 30 minutes parking. Multipliers are used to calculate daily, weekly or monthly charges - for example a daily rate for long term parking (excluding RPCP) is based on a multiplier of 5 hours.

4.2 Comparison to other providers of parking in Joondalup

The City has compared its fees to other local governments and these are listed in Report 2. It is also beneficial to consider the City's fee structure in comparison to other providers of parking

Business Case

City Centre Parking Fees Strategy



in Joondalup which may be more relevant than comparison to other local governments. The other providers of parking in Joondalup are:

- Lakeside Shopping City – an abundance (over 4,800 bays) of free 4-hour parking, at grade and in two MSCPs. This is difficult in many respects, if not impossible, to compete against.
- Wilsons – MSCP adjacent to Shenton House, first hour \$2 then increases of \$1 for next 2 hours then increases of \$2 each hour thereafter.
- Businesses – many businesses have their own dedicated parking which inhibits the use of the City's car parks because the parking bays are free of use for staff and customers. For example the P2 Car Park at 104 McLarty Avenue is surrounded by 232 dedicated bays for the adjacent businesses – those bays enjoy very high utilisation whilst the City's car park enjoys only low utilisation.
- Joondalup Health Campus (JHC) – the JHC provides parking for staff, with a key objective to have adequate free parking for their staff. The JHC also provides visitor parking and recently constructed a MSCP on the southern part of the campus next to Shenton Avenue – the JHC apply fees of \$3 per hour and a daily maximum of \$15. The JHC has regularly entered into fee-paying agreements with the City for the use of the City's off-street car parks (Lawley Court and RPCP) to assist staff and temporary construction workers during construction projects.

4.3 Is the City's pricing structure too complicated?

One of the objectives of the business case is to consider the customer experience of parking in the Joondalup City Centre. In doing so the complexity of the City's current pricing structure has been considered with the following observations made:

- Fractional increases (\$0.10 and \$0.20) have been made to the cost of parking since it was introduced.
- Round numbers - to the nearest \$0.50 or dollar - may be easier to understand for customers.
- Subiaco confirmed that round numbers have a strong marketing edge.
- The time at which a fee is payable (both start and finish times) vary between on-street and off-street parking facilities, as well as the RPCP. Consistency across all paid parking in the City Centre may provide for an improved customer experience.
- Difficulty paying - If a user wants to use the 30-minute restricted zone (\$1.30 per half hour) and only has a \$2.00 coin they will lose \$0.70 and pay for more parking than they are allowed (the existing terminals do not give change). This will be less of an issue with the EasyPark app.
- Tickets are not interchangeable between zones, or indeed within the same street if there are different restrictions on the same street
- Several restrictions on one street. Going from one end of a street to another will encounter many different changes e.g. in Boas Avenue three parking terminals have 2 hour maximum, three terminals have 1 hour and then four terminals with a 30 minute maximum.

Whilst a simpler pricing regime may be attractive to some extent, care has to be taken that it does not have a detrimental impact on one of the key objectives of parking – availability and churn. It is worth noting that the new parking app and machines will provide a lot more flexibility for users and will give the option for only paying for time actually used – however the issue of whether pricing regime is still too complicated is still an important consideration even if the new app makes it easier.

Business Case

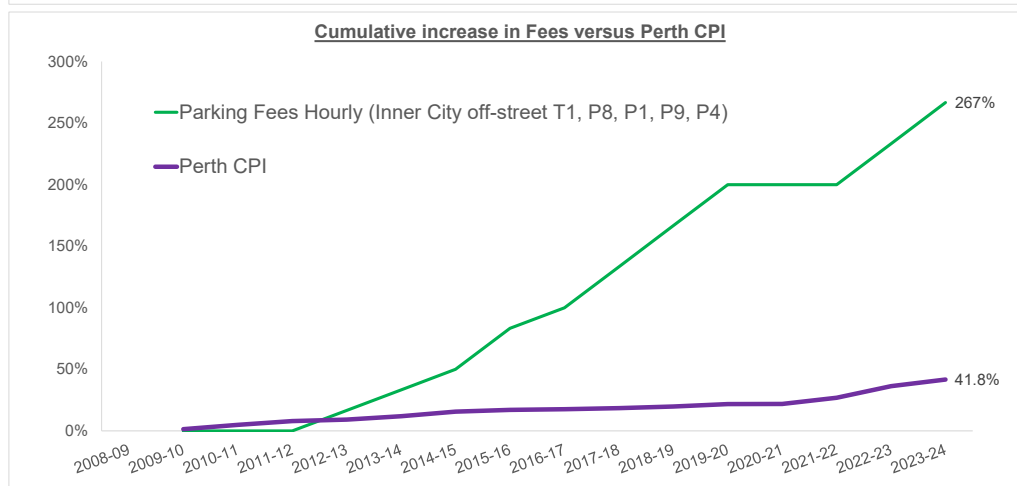
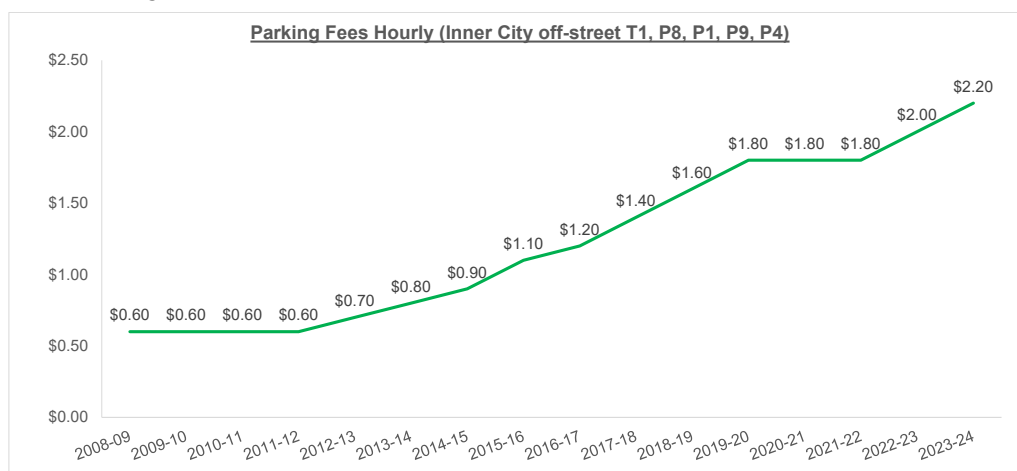
City Centre Parking Fees Strategy



5 HISTORICAL ANALYSIS

5.1 Fee increases since 2008/09

Fees have increased by 267% since paid parking was first introduced in 2008. For example, the hourly fee for most off-street car parks has risen from \$0.60 per hour to \$2.20 per hour. Meanwhile CPI has increased by 41.8% in the same period, so fees have increased five times as much as CPI.



Comparison has also with average household income for Joondalup. In 2008 parking fees were 0.7% of the average household income but are now 2.0%.

5.2 Parking financial surpluses since 2008/09

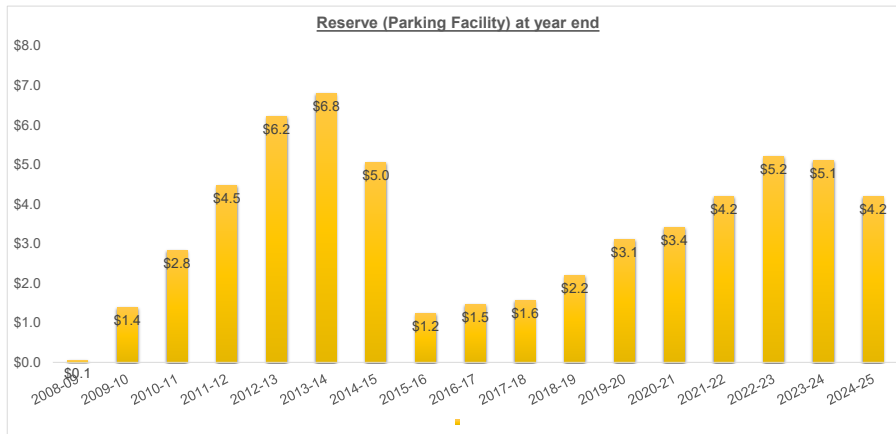
One of the key considerations in reviewing the past 15 years is whether the fees charged have provided good value for money and has the City put the surplus funds to good use. The City has achieved a financial surplus in every year of paid parking, ranging from \$1.0m to \$2.0m per year, these surpluses have been transferred into a dedicated Parking Facility Reserve.

Business Case

City Centre Parking Fees Strategy



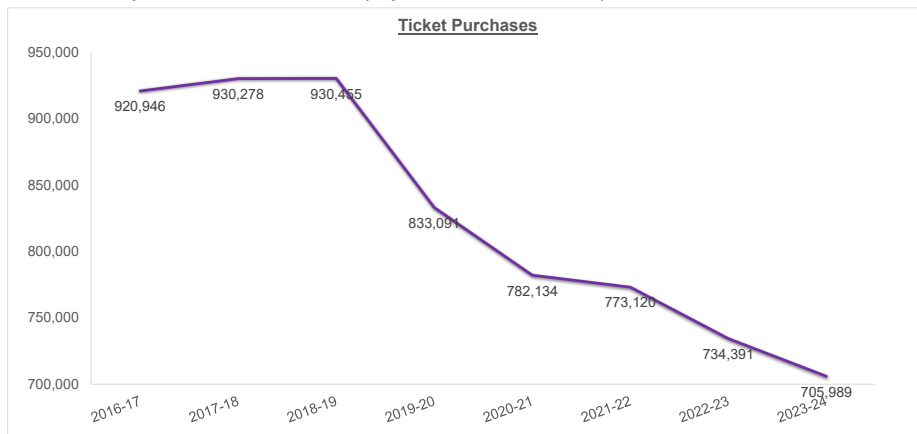
The balance of the Parking Facility Reserve are shown below and show gradual growth and then when the RPCP was constructed in 2015 the reserve was used to fund 50% of the construction cost – the other 50% of the construction cost was funded by a 10-year loan which was subsequently repaid each year using the balances in reserve. In summary the City has put the surplus funds from parking to very good use, paying for the RPCP completely and thereby supporting economic growth by providing additional parking in the City Centre.



The Parking Facility Reserve is a flexible reserve and will be used to fund the costs of the new parking machines as part of the IPCMS system.

5.3 Tickets purchased

The graph below summarises the total ticket purchases for paid parking since 2016/17. This shows that there were over 900,000 purchases up to 2018/19 but since 2019/20 this has been in steady decline. The response to the COVID-19 pandemic would have some influence with temporary impacts when restrictions on movement were in place and thereafter potentially more enduring impacts with a proportion of the workforce now working more frequently from home. The estimated ticket purchases of 705,989 for 2023/24 are based on year-to-date usage, this is showing a 4% decline in utilisation versus 2022/23. In summary ticket purchases have declined by 23% from 2016/17 (4 years before Covid) versus 2023/24.



Business Case

City Centre Parking Fees Strategy

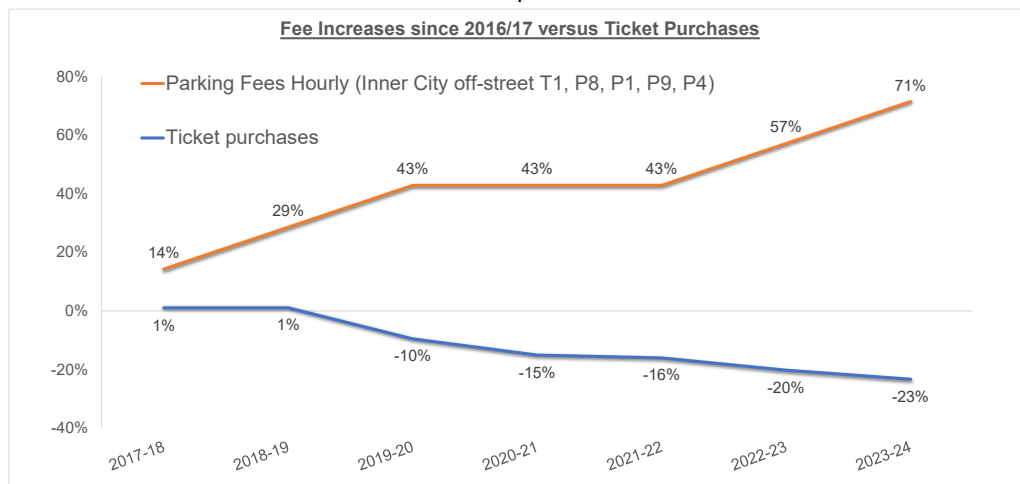


5.4 Impacts of price increases on ticket purchases

There are many factors which influence the visitation to the City. However, it is worth considering whether there is a correlation between the increase in parking fees and the decline in utilisation. As shown earlier the parking fees have increased by 267% since they were first introduced in 2008/09,. The graph below shows the increase in fees from 2017/18 and also shows the percentage decrease in ticket purchases. This shows that ticket purchases have declined by 23% but fees have increased by 71% in the same time period.

It is therefore possible that the continual increase in fees has contributed in some part to the decline in ticket purchases. Indeed, there is evidence of this within feedback the City receives from the community where there has been some disgruntlement on the continual increase in fees.

This correlation is evidence of the relationship between price and demand. As will be discussed further in this Business Case, if the evidence shown here that there is a decrease in demand following an increase in price it is reasonable to assume that if the price goes back down the demand will increase in a similar response.



5.5 Operating surplus 2024/25

As indicated earlier, Parking Operations has provided a financial surplus. The forecast for 2024/25 based on the draft budget is shown below with \$3.4m projected income, \$2.1m expenses resulting in a \$1.3m surplus which comprises 38% of income. The surplus of \$1.3m is \$0.3m less than the adopted budget for 2023/24 surplus of \$1.6m based on current trend of lower utilisation coupled with increased expenses. The expenses include all identifiable expenses for parking operations, including staff costs, maintenance of parking terminals, coin collection, processing of fees, bank charges and credit card merchant fee. The introduction of the IPCMS provides an opportunity to reduce some expenses as the number of terminals overall is being reduced and the majority of the terminals to be cashless, which are a more cost effective terminal to maintain.

Business Case

City Centre Parking Fees Strategy



5.6 Summary of current state of the parking financials

The existing situation with the financials of parking can be summarised as follows:

- Surpluses are high (38% of income).
- It is anticipated that operating expenses will reduce in future due to the IPCMS, as the overall number of parking machines is reduced, and the majority will be cashless. Cashless parking machines are a more cost effective option to manage and maintain when compared to machines that accept cash (all of the City's previous machines accepted cash).
- Surpluses go into dedicated parking facility reserve.
- Reserve currently at \$5m. There will be temporary decrease due to IPCMS and therefore will continue to grow without any firm plan or benefit to the public or ratepayers.

5.7 Target of \$0.5m to \$1.0m

To date the City has never had a set financial target for parking operations. It is important that a financial target appropriately balances the need for parking operations to generate sufficient revenue to cover expenses - both immediate and into the future, as well as ensuring pricing remains competitive and attractive so as to support visitation and activation of the City Centre. This review will introduce the principle of a financial target for parking operations as one of the criteria used to assess the range of options considered.

The financial evaluation has therefore proposed that the City strive for a financial surplus of between \$0.5m and \$1.0m. It is vital that some sort of surplus is achieved because ratepayer funds should not be used to subsidise parking operations. A surplus less than \$0.5m is not ideal because this is a risk and does not provide much to go into the Parking Facility Reserve whilst surpluses above \$1.0m are considered excessive. The full list of reasons for establishing the financial target of \$0.5m to \$1.0m are:

- Parking Facility Reserve does not have a defined objective anyway so excessive surpluses are unnecessary to build up the reserve which has no clear long-term plan.
- MSCP 2 needs to be financially sustainable by itself - this is documented in agreed project objectives for the MSCP project

Business Case

City Centre Parking Fees Strategy



- Financial Sustainability Guiding Principles has a key indicator to avoid building up excessive reserves.
- \$1m maximum threshold is still high, this is still 29% of income.
- \$0.5m is a reasonable minimum, this is 15% of operating income and provides sufficient buffer for any risk.
- Parking Facility Reserve has over \$5m and provides buffer for any risk, if surpluses of less than \$0.5m did occur.
- Strategy - there has been no defined long-term strategy by the City in previous years for parking surpluses, there has just been continual increases in fees.
- Increases in fees since 2008 have been 267% more than five times the rate of Perth CPI.
- Increases in fees since 2008 have been twice the rate of the growth of average weekly household income.
- Review 2017 – a five year plan for increasing parking fees was prepared as part of the 2017/18 budget process. The five-year plan proposed increases of \$0.20 per year for five years in inner City Centre. The basis of this large increases was to keep pace with the required fees to be charged at the proposed Joondalup Performing Arts Cultural Facility (as included in the business case at that time). As it transpired the JPACF business case was not endorsed but the five-year increase in parking fees was implemented.

Business Case

City Centre Parking Fees Strategy



6 UTILISATION ANALYSIS

6.1 Utilisation analysis

Report 2 provides a comprehensive analysis of utilisation of parking throughout the City Centre. The analysis is the most accurate and comprehensive overview of utilisation prepared, it is based on the minutes-based approach which uses data from each individual ticket transaction - this is explained in further detail in Report 2. The data used for the analysis are the actual ticket transactions from July 2023 to April 2024 (ie.10 months in total), providing a current dataset of over 550,000 individual transactions.

Each car park is individually assessed and for on-street parking the areas have been analysed into 24 discrete geographical areas. Three sets of utilisation measures are calculated for each area:

- Monday to Friday
- Months (July 2023 to April 2024)
- Periods of day – morning (8:00am to 12:00pm), lunch (12.00pm to 2.00pm) and afternoon (2:00 pm to 5:30pm/6:00pm depending on the current times for which parking is currently charged)

The utilisation analysis also provides observations on each area in relation to proximity of other parking, who uses each car park/area and opportunities for increased utilisation.

6.2 Utilisation target

The ideal utilisation for an area of parking is considered to be 85%. This is considered by operators of parking throughout local government to be a reasonable target. Having 85% utilisation means that there is still sufficient availability for patrons and does not discourage visits (which 100% utilisation would do). The areas evaluated are summarised into five categories of utilisation as summarised below:

Utilisation Thresholds		
	Range	
Threshold	From	To
Very Low	0%	20%
Low	20%	40%
Medium	40%	60%
High	60%	80%
Very High	80%	100%

6.3 Utilisation – Off Street car-parks

The chart below summarises the utilisation % of the eight off-street car parks between July 2023 and April 2024 using the minutes paid approach. This shows that:

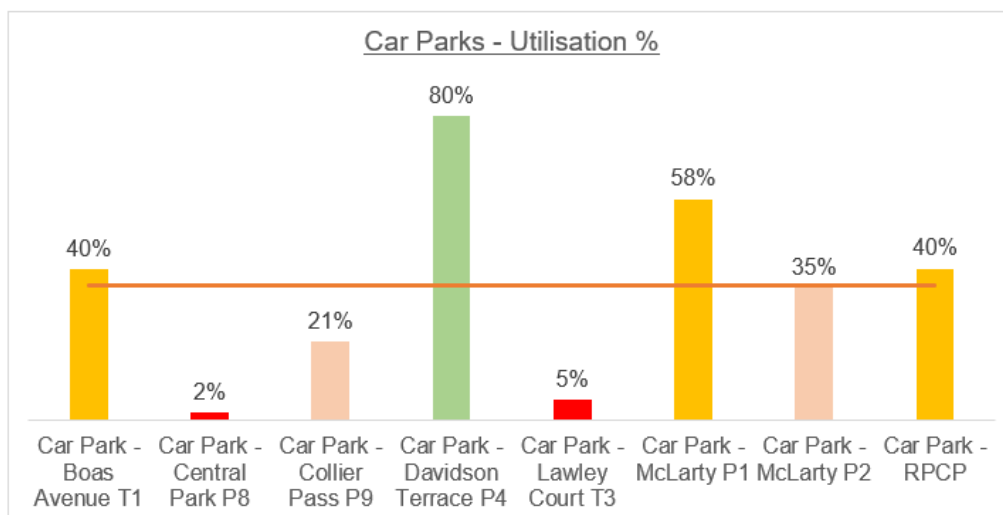
- Target utilisation – there is only one car park (Davidson Terrace) that achieves high utilisation and is close to the 85% target, and that is one of the smallest car parks.

Business Case

City Centre Parking Fees Strategy



- Medium utilisation – there are three car parks (T1, P1 and RPCP) that achieve moderate utilisation of between 40% to 60%.
 - Low or Very Low utilisation – the other four car parks have low or very low utilisation.
- The orange line is the average utilisation.



Further analysis of each of the eight car parks is shown in Report 2, including the utilisation in morning / lunch / afternoon, different days of the week and different months. The key issue to consider with the off-street car parks is whether the City could achieve higher utilisation and this definitely is the case.

Business Case

City Centre Parking Fees Strategy

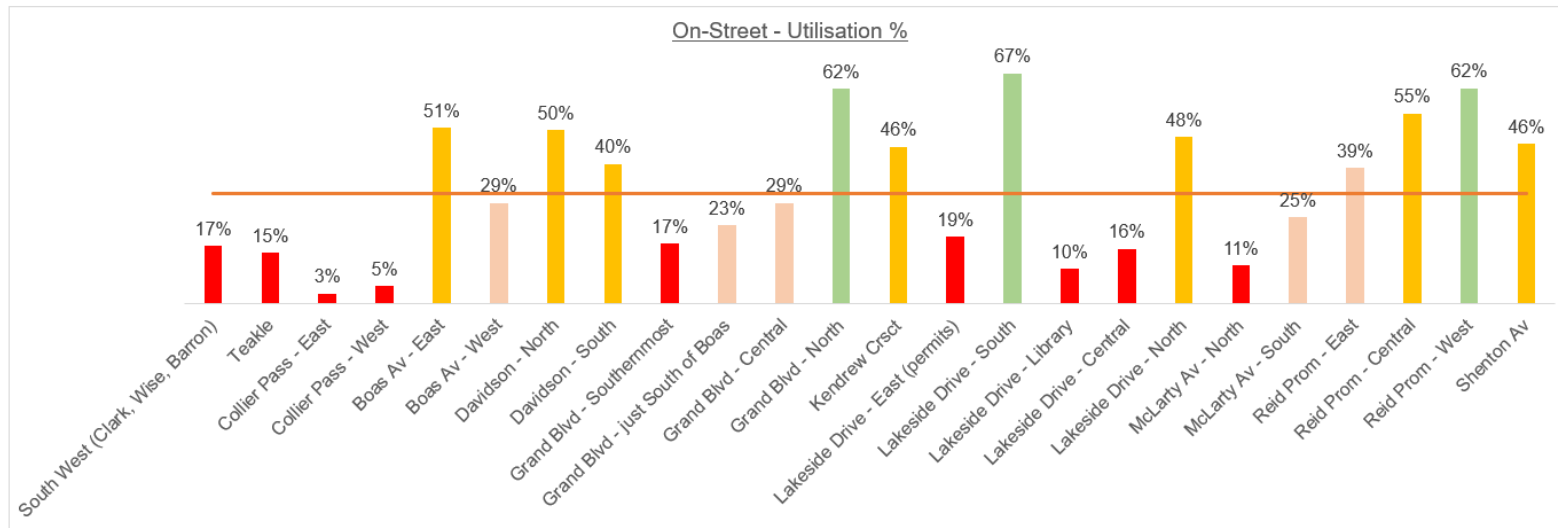


6.4 Utilisation – On street areas

The chart below show the Utilisation for the 24 on-street areas. Report 2 provides further explanation/definition of the 24 areas. The analysis shows that:

- High utilisation – there are three areas that achieves high utilisation of between 60% and 80%.
- Medium utilisation – there are seven areas that achieve moderate utilisation of between 40% to 60%.
- Low or Very Low utilisation – the other 14 areas have low or very low utilisation.

The orange line is the average utilisation.



Business Case

City Centre Parking Fees Strategy



6.5 Utilisation – Summary comments

The table groups together the 24 on-street areas and 8 car parks into the five utilisation thresholds. In summary there are only 4 areas/car parks that have high/very high usage, 8 areas/car parks with moderate utilisation and the remaining 20 areas/car parks with low or very low utilisation.

Utilisation Summary					
<u>Threshold</u>	<u>Range</u>		<u>Within threshold</u>		
	<u>From</u>	<u>To</u>	<u>Areas</u>	<u>Bays</u>	<u>%</u>
Very Low	0%	20%	12	1,147	54%
Low	20%	40%	8	501	24%
Medium	40%	60%	8	243	12%
High	60%	80%	3	157	7%
Very High	80%	100%	1	57	3%
			32	2,105	

6.6 What is increased utilisation?

So, it is clear that the City's car bays are mostly under-utilised and should strive for increased utilisation. It is important to define what increased utilisation means as this can be one or more of the following:

- New visitors – people who come to the City that did not come to the City previously.
- Existing visitors regularity – users who come to the City more often.
- Existing visitors duration – existing users who stay longer in the City than previously? e.g. using an all-day ticket instead of 2 hours.
- New business – attracted to the City for several reasons, including parking fees.

6.7 Congestion in the City Centre / Integrated Transport Plan

The City recently endorsed the Integrated Transport Plan, which includes a section on potential future congestion based on population growth. The risks of increased congestion caused by changing fees or restrictions has been a consideration in the project, with involvement from the Engineering Services team.

At present there is no significant congestion in the City Centre. There are pockets of minor delays, such as at the intersection of Boas Avenue and Grand Boulevard. The options evaluated as part of the business case are deliberately aimed at improving utilisation and activation of the City Centre. It is acknowledged that there is a risk that there may be some areas that experience more congestion than at present after the changes so the impacts of this will need to be monitored ongoing.

Business Case

City Centre Parking Fees Strategy



CONSULTATION

7 PREVIOUS CONSULTATIONS

7.1 Previous consultation

The City has undertaken numerous consultation exercises with the community during the past few years and this report will summarise the key outcomes of those and how they may impact on the review of parking fees. The current review of parking fees has not undertaken any new consultation because of the volume of responses received previously. Also the City would be concerned about asking the community with yet another consultation exercise with similar questions as before, especially as the City did not introduce free parking when there was strong support for it in 2019.

7.2 List of previous consultations

The table below lists the 6 previous consultation exercises that have related to parking during the past 12 years.

Year	Project	Purpose of consultation	Who was survey and Qty
1 2023	Payment method preferences	Primarily to gauge the interest in changing payment methods but survey also asked questions about free parking.	246 patrons of car parks
2 2022	Multi Storey Car Park 2 - Business Case	All of the questions were to gauge support for a second MSCP and the scope of it. However, there was free text allowed.	247 businesses were invited to participate but only 42 replied
3 2021	Travel Survey	General questions about mode of transport and reason for visiting Joondalup but some questions of relevance to this review.	Telephone survey of 402
4 2019	Paid Parking <i>(item CJ182-12/21 refers)</i>	The survey was to assess the impacts that free parking may have. This survey and the many comments received is the most relevant of all the surveys to the 2024 review.	1690 responses received from the Community. 60 businesses responded.
5 2018	Reid Promenade Car Park Customer Survey	To evaluate customer satisfaction with the Multi Storey Car Park. Some information provided that is interesting in relation to review of car parking.	279 users of the car park
6 2012	Multi Storey Car Park 1 – Business Case	Evaluate the potential demand for a MSCP at Boas Place or McLarty Avenue.	925 users of car parks surveyed. 153 businesses responded.

Business Case

City Centre Parking Fees Strategy



8 CONSULTATION OUTCOMES

8.1 Summary of outcomes

The key issues to note from previous surveys are:

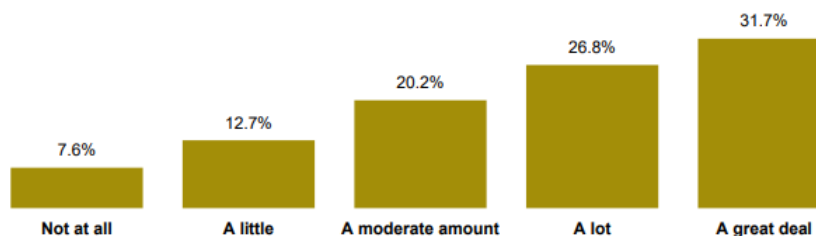
- Fees – the cost of parking is a highly influential factor for visitation to the City.
- Increased visitation – is likely if there was some form of free parking or reduced fees. The increased visitation could arise from existing visitors to the City or new visitors.
- Stay longer – there is high likelihood that patrons would stay longer if fees were reduced or some form of free parking.
- No visits to the City – the use of paid parking and/or fees has resulted in some patrons not coming to Joondalup.
- Businesses – paid parking has caused some businesses to leave Joondalup.

In summary the various information provided would indicate a great opportunity to amend parking fees and restrictions to improve visitation.

8.2 Outcomes Community Survey 2019

As an illustration below is an extract from the 2019 community survey. This indicates that the cost of parking and/or some free parking may influence their stays to the City but then the remaining respondents indicating it would not have much of an impact.

Interested community members (online community survey) — How much does paying for parking influence your decision to come into the Joondalup City Centre?

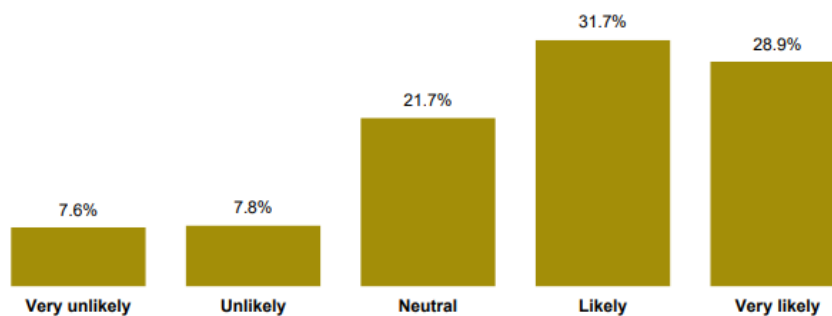


Business Case

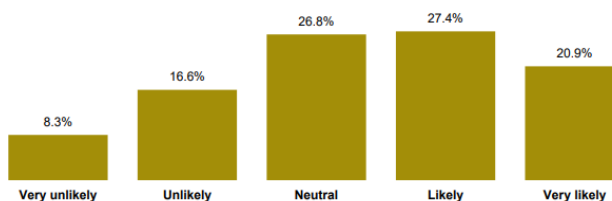
City Centre Parking Fees Strategy



Interested community members (online community survey) — If the City were to change paid parking conditions in the Joondalup City Centre to include a half hour of free parking, how likely are you to visit the Joondalup City Centre more often?



Interested community members (online community survey) — If the City were to change paid parking conditions in the Joondalup City Centre to include a half hour of free parking, how likely are you to stay for longer in the Joondalup City Centre when you do visit?



8.3 Comments 2019 paid parking survey

The most relevant part of the community survey was the quantity and relevance of the many comments. There were 623 comments received, over 37 pages worth, as summarised below.

Business Case

City Centre Parking Fees Strategy



Respondents were asked if they had any comments about parking in the Joondalup City Centre. Approximately two-thirds of respondents provided comment and 297 of these indicated that they would prefer longer than 30 minutes of free parking. A large number of respondents also expressed the belief that paid parking deters visitors to the Joondalup City (or decreases vibrancy) (165), and 123 respondents stated that free parking would support small businesses. These comments have been broadly grouped and quantified in the table below. Verbatim comments have been randomised and are provided at Appendix 16.

Do you have any comments about parking in the Joondalup City Centre? (summary):	N*	%
Support proposal (in general)	59	6.3%
Prefer longer than 30 minutes free parking	297	31.7%
Paid parking is too expensive	94	10.0%
Paid parking is annoying/inconvenient	48	5.1%
Not enough parking available	26	2.8%
More disabled and/or pensioner parking required	11	1.2%
Parking should be free (in general)	141	15.0%
Parking should be free for Joondalup residents and/or ratepayers	23	2.5%
Parking should be free for hospital and/or medical	101	10.8%
Parking should be free for shopping, restaurants and/or movies	24	2.6%
Parking should be free/discounted for workers, volunteers, students and/or businesses	26	2.8%
Paid parking deters visitors/decreases vibrancy of City Centre	165	17.6%
Free parking would support local businesses	123	13.1%
Parking inspectors are unreasonable/strict	30	3.2%
Pre-paying for parking is frustrating	30	3.2%
Usually park at Lakeside Shopping Centre/other free parking areas to avoid parking fees	42	4.5%
Other (miscellaneous) comments	149	15.9%
No response	314	33.5%
Total comments	623	—
Total responses	937	—

*Numbers may not add up to total, as respondents may have addressed more than one subject.

There were many comments throughout the 37 pages which commented on the fee structure and how it affects visitation, see below some of those comments. Note that these are only a handful there are many more comments similar to this:

It's expensive given the size of the City Centre and the number of people parking.

Even though I live in Sorrento I will often choose to go to Osborne Park, Balcatta or the City over Joondalup due to the fact I have to pay for parking. While I still have to do this in the City I feel like I get more value for money out of that paid parking visit. When Joondalup CBD becomes busier and parking is harder to come by, I do understand the need to have paid parking, but it currently does discourage me from visiting or staying.

You need to consider the places we go to and only need a short time; those businesses are suffering, and I go elsewhere. I'd rather shop at Whitfords than Joondalup if I have to pay for parking. I may have to pay for parking sometimes and it annoys me, especially as I'm a ratepayer of Joondalup. Maybe we should have a card for ratepayers who get free parking. T

There are many alternative centres to visit which do not have paid parking. Unless I have no choice other than to visit Joondalup City Centre then I will choose to visit a Centre with free

Business Case

City Centre Parking Fees Strategy



There are a few small businesses in Joondalup I really like, I often choose to shop elsewhere though so I don't have to pay for parking.

Before paid parking came in we used to come in to use the bank and also an accountant. Plus the little Asian convenience store next to the Dome. We changed banks and accountants and only go into the convenience store on a Sunday. The charge for some street parking is ridiculous. You can't achieve anything in half an hour.

Free parking would certainly encourage me to spend more time in the centre.

I have never been a supporter of paid parking in the City Centre. It is a disincentive to shop

You have only to look at what happened to Fremantle when they introduced paid parking, it virtually spelt the end to the local businesses. I don't think it should be free, but it should have at least 1 hour free.

Parking fees make me consider other options than Joondalup. It adds to my costs and often leads me to spending money with businesses I can visit without paying for parking.

Often avoid Joondalup and go elsewhere to avoid paid parking.

I would probably go to Whitfords for my shopping and restaurants rather than Joondalup.

The biggest annoyance is not being able to move your car to go to another appointment and not being able to use the credit remaining on the original ticket. If you have paid it shouldn't matter

Joondalup is doing itself and businesses no favours by having paid parking. The first 1 hour at least should be free of charge.

Even though the current cost of parking is low, it definitely impacts my decisions to come

I totally avoid heading into the centre unless I have to, mainly due to the parking. As a small business owner, I refused to lease office space in the centre as our customers would have been inconvenienced by having to pay for parking.

Business Case

City Centre Parking Fees Strategy

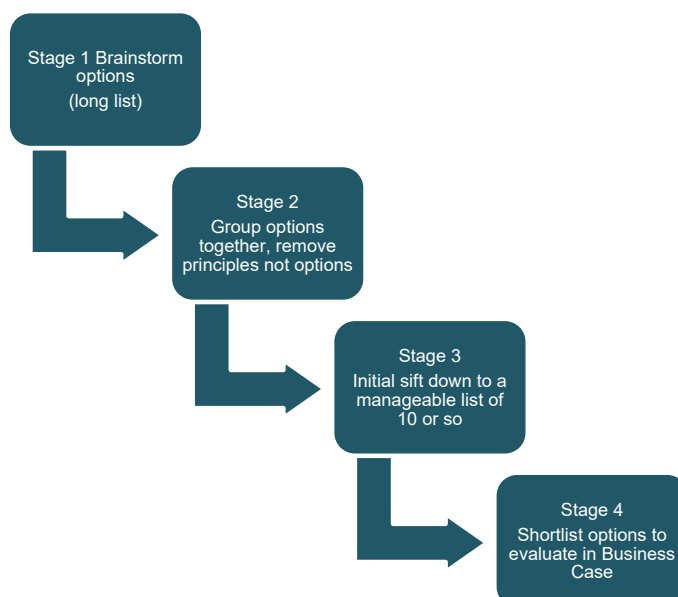


OPTIONS EVALUATION & FINANCIAL EVALUATION

9 OPTIONS EVALUATION PROCESS

9.1 Process for shortlisting

The project team have followed an intensive and best-practice approach to list options, shortlist options and evaluate them. This is documented fully in Report 4. The first part of the process is to come up with as many options as possible and then whittle them down to a manageable shortlist:



9.2 Phase 1 and Phase 2 ideas

Report 4 provides full details of all the options that were listed and the reasons why they were eventually not shortlisted. One of the key issues was to split up ideas into phase 1 and phase 2, whereby phase 1 should consist of options that impact on all parking fees. There were also many good ideas brainstormed that didn't fully consider all areas of paid parking so these were designated as phase 2 and listed for consideration at a later point.

Business Case

City Centre Parking Fees Strategy



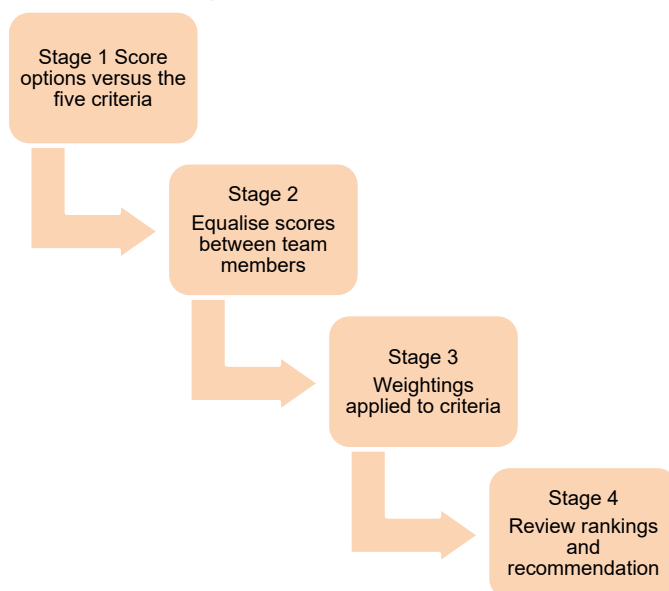
9.3 Shortlisted options

Below are the shortlisted options for financial evaluation and evaluation in this business case.

Option		Description
Base	As Is	As Is
Option1	9am to 3pm	9am to 3pm
Option2	Off-stret reduced	Off-street target - reduce
Option3	Overall fee reduction	Overall Fee Review - Reduce but still achieve surplus \$0.5m
Option4	1-hour free and targeted approach	1-Hour Free parking in portion of City Centre and targeted approach to reduce fees and improve utilisation
Option5	\$5 a day off-street, Reduce on-street with 15 mins free	Reduce Fees but still achieve a surplus of \$0.5m. On-street max 2 hours City Centre, first 15 minutes free Off-street car parks \$5 a day
Option6	As per option 5 but 30 mins free	as above but 30 minutes free
Option7	As per option 5 but 9 to 3 paid parking,	As per Option 5 but hours changed to 9 to 3

9.4 Scoring process

After the options have been shortlisted, the team then went through another 4-stage process to evaluate the seven options as shown below.



Business Case

City Centre Parking Fees Strategy



9.5 Options key features

The table below summaries the key features of the seven options evaluated within the business case.

Option definition	As Is	Option 1	Option 2	Option 3	Option 4	Option 5	Option 6	Option 7
	As Is	9am to 3pm	Off-stret reduced	Overall fee reduction	1-hour free and targeted approach	\$5 a day off-street, Reduce on-street with 15 mins free	As per option 5 but 30 mins free	Similar to Option 5, but 9 to 3 paid parking
<u>Operating hours</u>								
On-street	8am to 5:30pm	9am to 3pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	9am to 3pm
Off-street	8am to 6:00pm	9am to 3pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	9am to 3pm
Area scope		Core City Centre only						Core City Centre only
<u>Free parking</u>								
15 minutes						✓		
30 minutes							✓	
1 hour					✓			
Area covered with free parking					Portion of City Centre only	Core City Centre On-street		
<u>Reduce fees</u>								
Off-street			✓	✓	✓	✓	✓	✓
On-street				✓	✓	✓	✓	✓
<u>Time Limits Off-street</u>								
All day at all car parks, except P2	✓	✓						
All day at all car parks			✓	✓	✓	✓	✓	✓
<u>Time Limits On-Street</u>								
Various	30 mins to 2 hours	30 mins to 2 hours	30 mins to 2 hours	30 mins to 2 hours				
Core					2 hour limit	2 hour limit	2 hour limit	2 hour limit
Outer					All day	All day	All day	All day

Further comments on the options are:

- Operating hours standardised – Options 2 to 6 propose a standardisation of operating hours across all car bays, both on-street and off-street from 8am to 5:30pm (at present off-street is 8am to 6pm). Option 1 and 7 assume 9am to 3pm for the Core City Centre which is defined in next paragraph with the remaining outer City Centre areas standardised from 8am to 5:30pm.
- Option 1 proposes a change in operating hours to 9am to 3pm but no reduction in fees.
- Option 4 on-street free parking – this option proposes 1-hour free parking but only in a portion of the City Centre - the area proposed for free parking is the area bordered by Boas Avenue, Lakeside Drive (west only), Reid Promenade and Grand Boulevard

Business Case

City Centre Parking Fees Strategy



- Option 4 off-street. This applies a \$5 per day charge to most car parks but then has a targeted approach in other car parks, with \$2 at Collier Pass and Central Park, but then \$8 at Davidson Terrace which enjoys higher utilisation and \$10 for the RPCP.
- Option 5 provides first 15 minutes free but within the Core City Centre at on-street only. This will be convenient for some users who only want to stop for less than that time. Note that there is an option for how this is applied. Firstly, the 15 minutes free could be provided irrespective of the duration of the stay, and that is how the option has been evaluated in the financial evaluation / business case. The other option is to charge for the first 15 minutes if they stay longer, so for example if a patron stays for 20 minutes in total then they do not get any free parking and have to pay for the full 20 minutes – this second option is not recommended because it could lead to confusion, the first option which has been applied in the business case is simpler and more attractive to patrons.
- Option 7 – similar as option 5 but with 9am to 3pm operating hours. It has all the same key features as Option 5 but does not have 15 minutes free parking because that would be too much to give away and unnecessary on top of the reduced operating hours of 9am to 3pm.
- Off-street versus On-street – a key feature of most options is to encourage more users in the off-street car parks, and potentially staying longer.
- Time Restrictions Off-street – all car parks, except the P2 McLarty Avenue car-park offer all day rates (a multiplier of 5 of the hourly rate). The existing structure of not allowing an all day ticket at P2 car park does lead to complaints from the community and it is therefore proposed that all car parks have all day parking.
- Time Restrictions On-street – there are a range of time limits applied at present, for example 30 minutes restriction on the western side of Boas Avenue, 1 hour time limit, 2 hour limit and all day rate. The all day offer in some areas such as the southern and east side of Lakeside Drive is still important. But for the Core City Centre most options propose a standard approach to move to a 2 hour time limit.
- Infringement income – no change to the income currently included in the baseline which is minimal.
- Rosters – some of the options (Option 1, 4 and 7) would require a full restructure of rosters. Ideally the reduced operating hours would result in operational savings but this will require further evaluation and so to be prudent no financial saving is factored in.

9.6 Fees for each option – Key principles

The proposed fees for each option are presented in the Financial Evaluation report. The fees are both an input and an output of the financial evaluation, there were several iterations of each option to achieve the objectives of each option i.e. where possible to achieve a surplus of between \$0.5m and \$1m (this is explored further in Financial Evaluation). The team prepared a set of key principles for the fees, to help guide them as listed below:

- Utilisation to be improved.
- Core City Centre to be the focus and encourage greater activation of.
- Core City Centre is aligned to previously affirmed Council definition, as per the Joondalup City Centre Place Activation Strategy that was endorsed by Council in June 2022 (item CJ085-06/22 refers). This is shown within Report 4.
- Consistency – pricing to be as consistent as possible in same streets / areas e.g. Boas Avenue has multiple pricing and restrictions.

Business Case

City Centre Parking Fees Strategy



- Price Reductions for each street/area, notwithstanding the other key principles i.e. to achieve consistency may require some parts of a street incurring an increase and other parts a decrease.
- Round numbers (to the nearest dollar for all day rates at car parks and to the nearest \$0.50 per hour for off-street)
- On-street versus Off-street – clear price difference so as to encourage greater use of off-street car parks, entice patrons to stay longer.
- Consistency – time limits to be as consistent as possible in most streets e.g. 2-hour max in Core City Centre, irrespective of existing limits (30mins / 1 hour / 2 hours).
- Early Bird discounts removed from RPCP.

Business Case

City Centre Parking Fees Strategy



10 FINANCIAL EVALUATION

10.1 Financial evaluation report

Report 5 is a detailed financial evaluation report, this business case will provide a summary of the key items. The financial evaluation has assessed the seven options listed above versus the 'as is' scenario. The data used for the utilisation analysis as explained earlier is also used for the financial evaluation.

10.2 Baseline & Core Adjustments - Summary

The starting point in the financial analysis is the same for all seven options:

- A. Budget 2024/25 Operating Surplus \$1.3m.
- B. Easy Park Reduced Income – reduced income of \$75,000.
- C. IPCMS Efficiency Savings –estimated benefit of \$150,000.
- D. Early Bird discount removed from RPCP \$105,332
- E. Revised baseline of \$1,499,747.

Report 5 provides further details of the Reports above.

10.3 Fee Assumptions

The table below summarises the fee assumptions for each option. The key issues to note are:

- Existing fee structure is considered quite complicated, for example with on-street fees of between \$1.60, \$2.20 and \$2.60, different time restrictions in same streets and different rates at car parks.
- Option 1 is assumed to only change the operating hours to 9am to 3pm without changing fees. However, a different variation of this option is prepared as Option 7.
- Option 2 does not change on-street but has large reductions on off-street.
- Option 3 would reduce fees by 33% which would still achieve a surplus of \$0.5m. This option though is just assumed to retain the same differences between the existing fee structure so the same level of complication.
- Option 4 – this is the first option in the evaluation to propose a simpler set of rounded fees. This is a very aggressive option to attract utilisation and reduces on-street to \$1 per hour with a portion of the City Centre 1-hour free. The fees at car parks are standardised at \$5 per hour but variations where necessary based on utilisation i.e. \$2 per day at Collier Pass and Central Park which has low utilisation, but \$8 at Davidson Terrace which has high utilisation.
- Option 5 – this is the simplest option in terms of fees. All hourly rates for all areas in on-street and off-street are \$2 per hour. The daily rate for outer on-street is standardised at \$8 per day which is the same as most of the existing daily on-street fees. The daily rate proposed for off-street is standardised at \$5 per day but \$2 per hour, by having only a \$3 difference between the daily rate and hourly rate has the potential to incentivise more daily purchases. It is proposed to apply higher charges for RPCP of \$8 per day because of the benefits of parking in a RPCP, but noting that \$8 per day is still a reduction on the existing daily rate of \$12.10 and \$9.90 early bird. Option 5 would provide the first 15 minutes free for on-street Core City Centre.

Business Case

City Centre Parking Fees Strategy



- Option 6 is the same as Option 5 but 30 minutes free instead of 15 minutes.
- Option 7 is same as option 5 but operating hours also reduced.

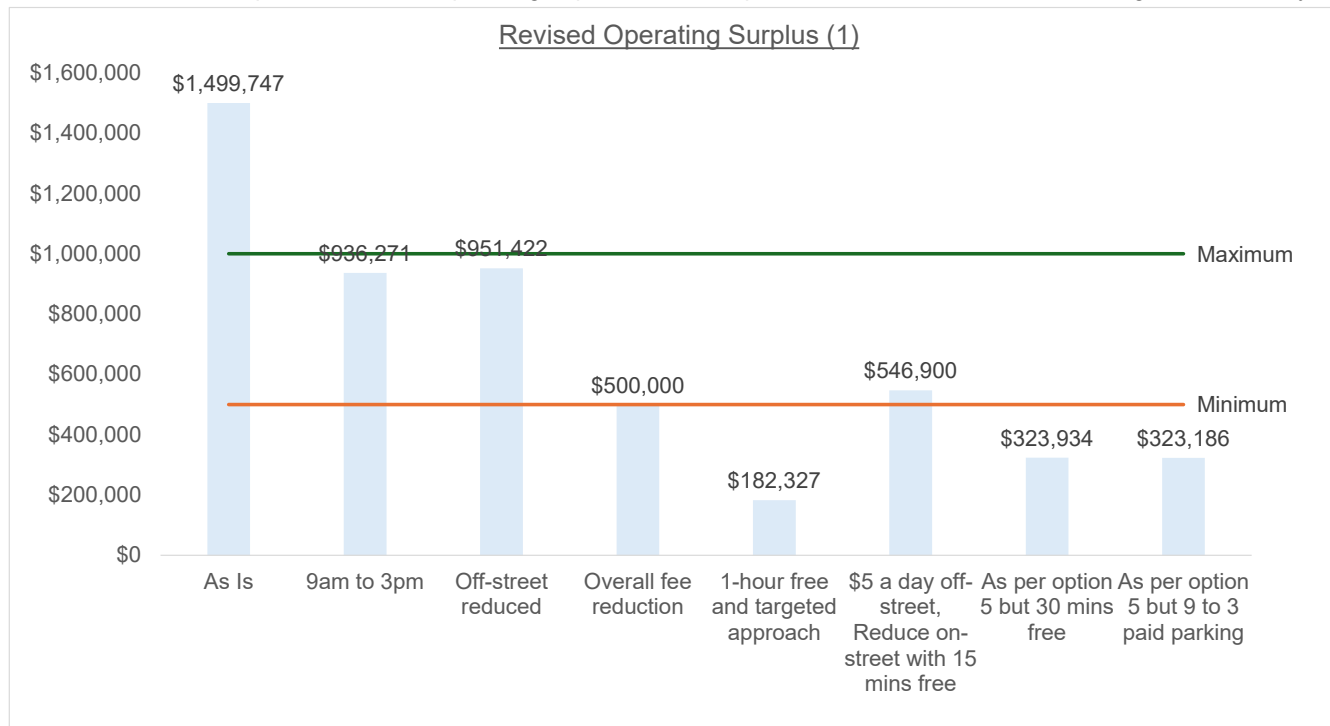
FEES BY OPTION	On-Street				Off-Street			
	Core City Centre		Outer		RPCP		Car Parks	
	\$ per hr	\$ day	\$ per hr	\$ day	\$ per hr	\$ day	\$ per hr	\$ day
As Is	\$2.20	n/a	\$1.60	n/a	\$2.20	\$9.90	\$1.60	n/a
	\$2.60	\$11	\$2.20	\$8		\$12.10	\$2.20	\$8
		\$13	\$2.60	\$13			\$2.40	\$11
1 9am to 3pm	as above		as above		as above		as above	
2 Off-street reduced	as above		as above		\$2.00	\$8.00	\$2.00	\$5.00
3 Overall fee reduction	33% less than As Is		33% less than As Is		33% less than As Is		33% less than As Is	
4 1-hour free and targeted approach	Free	n/a	\$1.00	\$5.00	\$2.00	\$10.00	\$0.40	\$2
	\$1						\$1.00	\$5
							\$1.60	\$8
5 \$5 a day off-street, Reduce on-street with 15 mins free	15 mins free	n/a	\$2.00	\$8.00	\$2.00	\$8.00	\$2.00	\$5.00
	\$2							
6 As per option 5 but 30 mins free	30 mins free	n/a	as above		as above		as above	
	\$2							
7 As per option 5 but 9 to 3 paid parking	as above		as above		as above		as above	

Business Case
 City Centre Parking Fees Strategy



10.4 Summary financial impacts

The chart below summarises the potential annual operating impacts of each option. Note that is based on existing utilisation only.



Business Case

City Centre Parking Fees Strategy



10.5 Would utilisation improve?

The analysis above is based on existing utilisation from ticket purchases 2023/24. The key objective of this review is to improve utilisation, either by existing patrons staying longer/visiting more often, or new patrons/business coming to Joondalup.

There is no guarantee that reducing fees or offering some form of free parking would result in increased utilisation, but it is worth referring to available information, research and other local governments:

- Consultation – previous consultation exercises conducted by the City show that having parking fees AND the cost of parking itself is an influential factor for many people in visiting
- Supply and Demand – the basic principles of elasticity of demand with price would intimate that utilisation would increase. Evidence of this is in section 5.4 which showed when price increased utilisation decreased. It is reasonable to assume the same that if price goes down utilisation will increase. Although this of course is dependent on how elastic/related the demand for parking is to fees. But going from a daily rate of \$11 at off-street car parks to \$5 per day is likely to be an attractor.
- On-street versus Off-street. Creating such a large gap between on-street and off-street will influence behaviour. Patrons who previously may only have stayed for one or two hours at on-street parking for example would be paying just about the same if they went to an off-street car park and could stay all day.
- City of Subiaco – introduced some 1-hour free parking and reduced fees. Despite some niggling issues with implementation/enforcement the free parking is considered successful and did increase utilisation. City of Subiaco also reduced some of their off-street fees to \$5 a day and this resulted in significant increase in utilisation in some months, from 44% to 71%.
- City of Perth – free parking has contributed to increased City Centre activation e.g. 29.7% increase in nighttime spending since free parking after 6pm.
- Guide to Traffic Management / Parking (Austroads) – emphasises the relationship between demand and pricing.
- City of Joondalup Parking Supply Management Plan – use price as a lever.
- Local Government Car Parking Guideline 2020 - WALGA

In summary the best way for the City to research the impact on utilisation with reduced fees and/or some free parking is to try it.

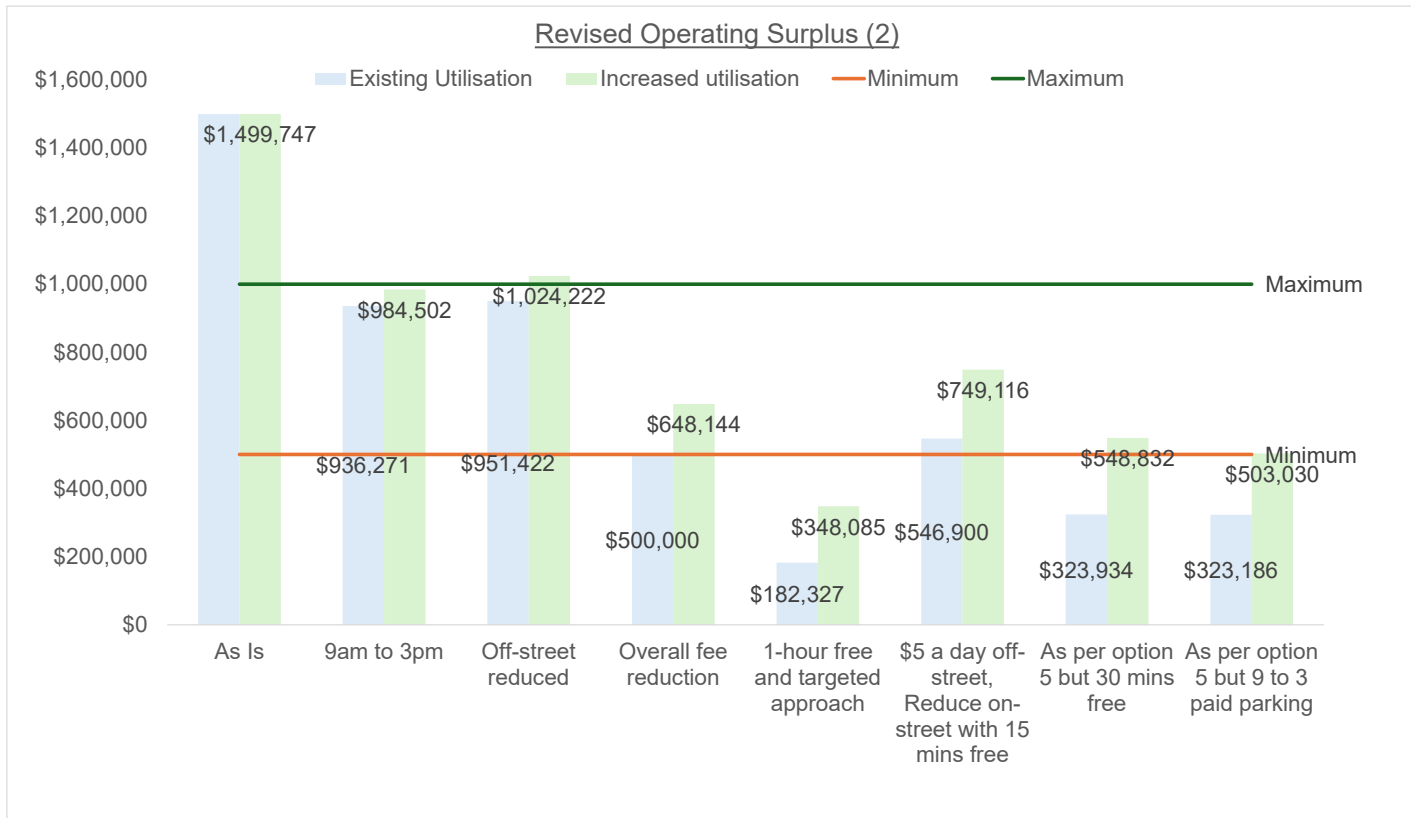
10.6 Revised financials with utilisation improvement

It is worth considering the financial impacts if there were improvements in utilisation caused by reducing parking fees and/or free parking income. Some of the seven options may be more attractive than others.

The graph below provides analysis of the potential improvement in operating results if there were increases in utilisation, Report 5 provides further details of this analysis.

Business Case

City Centre Parking Fees Strategy



Business Case

City Centre Parking Fees Strategy



10.7 What-ifs

There are many variations to the change in parking fees that can be considered. It is possible to take one of the main options and combine it with one or more of the other factors below, this of course depends on the appetite for risk and increased utilisation. Some of the what-if factors are:

- On-street City Centre – for each \$0.50 reduction in hourly rate may cost \$180k. So for Option 5 for example, reducing from the \$2.00 to \$1.50 would cost \$180k more.
- Off-street car parks – most options have proposed a \$5 daily rate (\$1 per hour). If this were \$6 a day, this additional \$1 may be an extra \$92k of income.
- Reid Promenade Car Park – option 5 assumes a daily rate of \$8 per day. If \$10 was applied this would be increased income of \$102k

10.8 Key outcomes of financial evaluation

The desired financial target is between \$0.5m and \$1.0m surpluses. The key outcomes of the proposals are that:

- Option 1 (9am to 3pm operating hours) and Option 2 (off-street reductions) would fall within the desired range but are very close to the maximum of \$1m. If utilisation is improved, which is likely, then these options would go above the maximum and result in excessive financial surpluses.
- Option 3 (overall fee reduction) is designed to achieve an exact surplus of \$0.5m by reducing fees by 33%.
- Option 4 (1 hour free and targeted approach) is a very aggressive option to increase utilisation but if there were no increases in utilisation this option would achieve a surplus close to breakeven so not ideal.
- Option 5 (\$5 a day off-street and reduced on-street with 15 minutes free parking in Core City Centre) is forecast to fall within the desired range of \$0.5m and \$1.0m. Although it is only just above the \$0.5m minimum threshold this option would also likely benefit from increased utilisation so the eventual impacts are expected to be higher.
- Option 6 (similar to option 5 but with 30 minutes free) may result in a surplus much lower than the minimum.
- Option 7 (same as option 5 but with 9am to 3pm) would lose too much income and result in less than the minimum, albeit before increased utilisation.

The Multi Criteria Assessment covered in the next sections will use the information above to score the financial criteria. Options 1, 2, 4, 6 and 7 would attract a negative score because the surpluses are either below the minimum threshold or are likely to be excessive above \$1m. Meanwhile options 3 and 5 have more confidence of being within the desired thresholds and will attract a moderate or positive score in the Multi Criteria Assessment.

Business Case

City Centre Parking Fees Strategy



RECOMMNDATION & SUMMARY

11 OPTION EVALUATION

11.1 Multi-Criteria Assessment (MCA) – process

As explained earlier the project team has applied a thorough process to evaluate options. The options need to be assessed against the objectives, both financial and non-financial, so that the option that provides the overall best outcome can be recommended. The process needs to be an objective assessment, that can be fully defended. The MCA is prepared as follows:

- Criteria selected - based on the project objectives as explained earlier.
- Scoring range – develop a method for scoring each option against the criteria. The method needs to ensure that each option can be clearly categorised and the differences between the options are reasonable.

The scoring range applied in the MCA is included in Report 4.

- Weighting – each of the criteria needs to be weighted e.g., should the financial impacts be given a higher weighting than customer value for money?

The weightings applied are listed in Report 4.

- Scoring – each option is then scored and team scores are equalised.
- Review rankings and confirm recommendation.

11.2 Scoring of each option and explanation

The table below summarises the scores for each option. These scores are the average of the team scores and after equalisation. The table then adds up the scores, both weighted and unweighted, and ranks them.

Criteria	Base As Is	Option1 9am to 3pm	Option2 Off-stret reduced	Option3 Overall fee reduction	Option4 1-hour free and targeted approach	Option5 \$5 a day off-street, Reduce on-street with 15 mins free (CBD)	Option6 As per option 5 but 30 mins free	Option7 As per option 5 but 9 to 3 paid parking, without 15 mins free
Annual Operating Results	1	2	2	4	1	5	2	2
Availability, Congestion & Utilisation	2	3	3	3	2	4	3	3
Customer experience and Value for Money	2	3	3	4	4	5	5	4
Economic Development / Strategic Alignment	2	3	3	4	4	4	4	4
City operations and administration	3	4	3	3	1	2	2	4

Business Case

City Centre Parking Fees Strategy



11.3 Scoring of each option and explanation

The reason for the scores and difference between the options is summarised in the table below with each option either classed as negative, moderate or positive.

Criteria	Negative score '1' or '2'	Moderate '3'	Positive score '4' or '5'
1) Financial sustainability (City)	As is scenario scores 1 because it would continue to result in excessive surpluses. Option 4 (1 hour free and targeted approach) also scores a 1 because it would result in a risk of insufficient surpluses. Options 1 (9am to 3pm), Option 2 (off-street reduced) , 6 (option 5 but 30 minutes free) and 7 (option 5 with 30 minutes free) all score a 2 mark because there would be "some risk" in achieving the financial target.		Option 3 (overall fee reduction) scores a 4 because it is focused on achieving a target of \$0.5m. Option 5 (\$5 all day and on-street reduction with 15 minutes free) scores a 5 because it falls in the range of between \$0.5m and \$1.0m and the revised structure would be much more attractive than option 3 and more likely to increase utilisation than option 3 so it scores higher.

Business Case

City Centre Parking Fees Strategy



Criteria	Negative score '1' or '2'	Moderate '3'	Positive score '4' or '5'
2) Availability, congestion and utilisation	As is scenario scores negatively because it does little to encourage greater utilisation. Option 4 (1 hour free zone and targeted) is positive in some respects to attract more utilisation but the proposal for a portion of the City Centre to be 1-hour free would result in significant risks of availability and lack of churn.	Options 1,2,3,6 and 7 all score a 3 score. To some extent they all have positive aspects in terms of encouraging utilisation but risks on availability. For example, Option 1 (9am to 3pm opening hours) may encourage increased utilisation but could lead to risks of availability at those times whilst option 1 will do little to encourage improved utilisation between 9am and 3pm.	Option 5 would strike the best balance in attracting improved utilisation without impinging on availability and therefore scores a 4. Option 5 would provide some added convenience to some patrons, albeit with only 15 minutes free.
3) Customer experience and value for money	As is option scores negatively with a 1 score because it does not introduce any change.	Options 1 and 2 have a moderate score of 3. There would be some benefits to portions of the community but this would be limited and may be deemed unfair because the changes would only benefit some parts of the community e.g. for option 1 those patrons who visit after 3 pm or before 9am.	Options 3 to 7 all achieve a positive score because there will be improved value for money with reduced fees. Options 5 and 6 achieve a 5 score and considered better than the other options because of the benefits of rounded fees and a more consistent standard approach.
4) Economic Development	The As Is option does nothing to potentially improve activation or economic development so it scores negatively.	Options 1 and 2 may provide some economic benefits so that meets a 3 score.	Options 3 to 7 are more far-reaching than the other options and score positively.

Business Case
 City Centre Parking Fees Strategy



Criteria	Negative score '1' or '2'	Moderate '3'	Positive score '4' or '5'
5) City operations and administration (ongoing not one-off)	Option 4 would be problematic to manage in terms of the 1-hour free zone so this scores a 1. Option 5 may also present some ongoing operational issues in terms of managing compliance to the free 15-minutes parking. Option 6 also has a form of free parking with 30 minutes so scores negatively.	Options 2 and 3 would be very easy in terms of ongoing administration as it would not change the regime, just change fees.	Options 1 and 7 would reduce operating hours so once the rosters for Field Officers are updated (which would be problematic) there will be less time required to operate. Therefore Options 1 and 7 score higher.

Business Case

City Centre Parking Fees Strategy



11.4 MCA ranking and commentary

The table below summaries the rankings for each option, both weighted and unweighted.

Criteria	Base As Is	Option1 9am to 3pm	Option2 Off-stret reduced	Option3 Overall fee reduction	Option4 1-hour free and targeted approach	Option5 \$5 a day off-street, Reduce on-street with 15 mins free (CBD)	Option6 As per option 5 but 30 mins free	Option7 As per option 5 but 9 to 3 paid parking, without 15 mins free
Score Unweighted	10	15	14	18	12	20	16	17
% of Max	40%	60%	56%	72%	48%	80%	64%	68%
Ranking	8	5	6	2	7	1	4	3
Weighted Score	1.8	2.8	2.7	3.7	2.4	4.3	3.2	3.2
% of Max	36%	56%	54%	74%	48%	86%	64%	64%
Ranking	8	5	6	2	7	1	3	4

The MCA exercise is intended to give a clear expected outcome but it is still worth commenting on the rankings

- Ranked 1 = Option 5. This ranks number 1 in both the weighted and unweighted. This option achieves a 4 score or better for four of the five criteria and is considered very attractive. The fees would be reduced and have round numbers which is considered important for the change.
- Ranked 2 = Option 3. It is somewhat surprising that this option ranked highly because it isn't a very dynamic option. The fee structure would still be complicated without round numbers, but the positives are that having large reductions on fees would still be a good attractor and easy to administer.
- Ranked 3 = Option 6. This ranks highly in many criteria like option 5 but does provide a financial risk.

The 'as is' scenario is not compatible with the objectives of the review and there should be change.

Business Case

City Centre Parking Fees Strategy



12 RECOMMENDATION & DETAILS

12.1 Recommended option = Option 5

Based on the project objectives and the scoring process, the recommended option is option 5. Option 5 option ticks many boxes and provides the City with an excellent opportunity to sell to the community and to business as summarised below.

Proposed changes to Parking Fees -- Option 5 --	
Value for money	✓
Attractive to patrons	✓
Attractive to businesses and potential new business	✓
Consistency and Standardisation	✓
Reduces complexity	✓
Manageable	✓
City Centre activation	✓
Financially sustainable	✓
Aligned with Reserve restructuring and key indicators	✓
Economic Benefits	✓
Strong message - Joondalup Means Business	✓

12.2 What does the City get out of this?

The recommended option may lose the City, circa \$1m in revenue, so what does the City get out of this for losing \$1m? The key benefits to the City are:

- Activation – improved activation is likely.
- Existing businesses and workers are more satisfied with the City.
- Existing visitors to the City are more satisfied.
- New business may be more attracted to the City.
- New rates revenue is potentially received.
- New visitors may be more attracted.

12.3 Recommended option – fees by Area

The table below summaries the proposed fees, this shows the simplistic approach that is proposed with a standard rate of \$2.00 per hour on-street in all streets. Meanwhile the all day rate at car parks is reduced considerably providing added incentive to stay longer.

Business Case

City Centre Parking Fees Strategy



On-Street				Off-Street			
Core City Centre		Outer		RPCP		Car Parks	
\$ per hr	\$ day	\$ per hr	\$ day	\$ per hr	\$ day	\$ per hr	\$ day
15 mins free \$2	n/a	\$2.00	\$8.00	\$2.00	\$8.00	\$2.00	\$5.00

The tables below list the proposed fees for each area, split out between on-street and off-street. The table also shows where the proposed fees would reduce versus the current rates. The majority of areas would see a reduction, there are some areas where it is proposed to provide consistency so this would result in an increase on one part of the street and a decrease in the other part of the street.

Business Case

City Centre Parking Fees Strategy



ON-STREET					Fees - Current		Fees - Proposed		Is it an increase or decrease to the current fees?
					Hourly	Daily	Hourly	Daily	
Area	Location	Core?	Bays	\$	\$	\$	\$		
1 Boas Av - East	between Grand Blvd to Lakeside Drive	Yes	27	\$2.60	\$13.00	\$2.00	n/a	Decrease	
2 Boas Av - West	between McLarty Avenue and Grand Blvd	Yes	25	\$2.60	\$13.00	\$2.00	n/a	Decrease	
3 Davidson - North	between Reid Prom and Shenton Av	Yes	10	\$2.60	\$13.00	\$2.00	n/a	Decrease	
4 Davidson - South	between Boas Av and Reid Prom	Yes	22	\$2.60	\$13.00	\$2.00	n/a	Decrease	
5 Grand Blvd - Southernmost	between Lakeside entrances	Yes	37	\$2.20	\$11.00	\$2.00	n/a	Decrease	
6 Grand Blvd - just South of Boas	between Boas Av and Lakeside entrance	Yes	26	\$2.60	\$13.00	\$2.00	n/a	Decrease	
7 Grand Blvd - Central	between Boas Av and Reid Prom	Yes	41	\$2.60	\$13.00	\$2.00	n/a	Decrease	
8 Grand Blvd - North	between Reid Prom and Shenton Av	Yes	41	\$2.60	\$13.00	\$2.00	n/a	Decrease	
9 Lakeside Drive - Central	between Boas Av and Reid Prom	Yes	26	\$2.60	n/a	\$2.00	n/a	Decrease	
10 Lakeside Drive - North	between Reid Prom and Shenton Av	Yes	14	\$2.60	n/a	\$2.00	n/a	Decrease	
11 Lakeside Drive - Library	between Library/Civic and Boas Av	No	36	\$2.20	\$11.00	\$2.00	n/a	Decrease	
12 McLarty Av - South	east only, outside P2 and corner offices	Yes	12	\$2.60	n/a	\$2.00	n/a	Decrease	
13 Reid Prom - East	between Lakeside and Davidson	Yes	21	\$2.60	n/a	\$2.00	n/a	Decrease	
14 Reid Prom - Central	between Davidson and Grand Blvd	Yes	24	\$2.60	n/a	\$2.00	n/a	Decrease	
15 Reid Prom - West	between Grand Blvd and McLarty Av	Yes	49	\$2.60	n/a	\$2.00	n/a	Decrease	
16 Shenton Av	south eastern part of Shenton Av	Yes	14	\$2.60	n/a	\$2.00	n/a	Decrease	
17 McLarty Av - North	outside/before of Joondalup Comm Centre	No	9	\$2.60	n/a	\$2.00	\$8.00	Decrease	
18 South West (Clark, Wise, Barron)	South of Collier Pass	No	113	\$2.20, \$2.60	\$11, n/a	\$2.00	\$8.00	Decrease	
19 Teakle	East of Grand Blvd	No	18	\$1.60	\$8.00	\$2.00	\$8.00	Same	
20 Collier Pass - East	East of Wise Street	No	27	\$2.60	\$13.00	\$2.00	\$8.00	Decrease	
21 Collier Pass - West	West of Wise Street	No	21	\$2.20, \$2.60	\$11, n/a	\$2.00	\$8.00	Decrease	
22 Kendrew Crsct	some bays at west, some at east	No	14	\$1.60, \$2.60	\$8, n/a	\$2.00	\$8.00	Inc & Dec	
23 Lakeside Drive - East (permits)	all bays on eastern part of Lakeside Drive	No	114	\$1.60, \$2.20, \$2.6	\$8, \$11, n/a	\$2.00	\$8.00	Inc & Dec	
24 Lakeside Drive - South	between Grassbird Av and Library/Civic	No	67	\$1.60	\$8.00	\$2.00	\$8.00	Same	

Business Case
City Centre Parking Fees Strategy



OFF-STREET			Fees - Current		Fees - Proposed		Is it an increase or decrease to the current fees?
			Hourly	Daily	Hourly	Daily	
Area		Bays	\$	\$	\$	\$	
1 Car Park - Boas Avenue T1	In front of Lotteries House & Driving License	154	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
2 Car Park - Central Park P8	Just off Grand Blvd, in Central Park	32	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
3 Car Park - Collier Pass P9	Next to bus terminal and Lakeside	91	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
4 Car Park - Davidson Terrace P4	Back of Davidson and Lakeside Drive	57	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
5 Car Park - Lawley Court T3	Next to Office Works and Lakeside	189	\$1.60	\$8.00	\$2.00	\$5.00	Inc & Dec
6 Car Park - McLarty P1	Courthouse and Police Station	118	\$2.20	\$11.00	\$2.00	\$5.00	Decrease
7 Car Park - McLarty P2	Back of Varsity, Nandos, Medical Centre	131	\$2.40	n/a	\$2.00	\$5.00	Decrease
8 Car Park - RPCP	Inbetween Reid Prom and Boas Av	525	\$2.20	\$12.10	\$2.00	\$8.00	Decrease

12.4 Recommended option – further details

The definition of option 5 and the recommendation is further summarised below:

- Core City Centre and Outer – clear distinction in alignment with the Joondalup City Centre Place Activation Strategy
- Core City Centre – 2 hour time limits for on-street replacing the various different limits currently in place
- 15 minutes free parking for Core City Centre on-street only
- Operating hours standardised to 8am to 5:30pm.
- Saturday and Sunday free parking – leave as is
- Winton Road commercial area – no change
- Parking bay exclusive use reduced from \$26 per day to \$20 per day and from \$15 per half day to \$12 per half day.

Business Case

City Centre Parking Fees Strategy



12.5 Recommended option – RPCP

The RPCP has its own set of unique prices and charges so these have been reviewed in alignment with the overall review. The following changes are proposed.

- Motorcycles – no charge. There is only 1 motorcycle who has been using the RPCP. If the City were to apply charges there would need to be a dedicated parking terminal just for motorcycles.
- Reserved monthly fee reduced from \$201 per month to \$130.
- Reserved monthly fee with 24 hour access reduced from \$239 to \$180.
- Unreserved bay removed because the legality is uncertain anyway and it is a confusing charge to administer.
- Early bird discount removed.

Business Case

City Centre Parking Fees Strategy



13 RISKS & OPPORTUNITIES

13.1 Risk Assessment

A detailed risk assessment has been prepared by the City in accordance with the Risk Management Framework. The process has evaluated the risks for the recommended option. The evaluation considers the key risks, the likelihood, consequences, mitigating actions and the residual risk. Note that the risks of changing fees and restrictions have been considered throughout the business case process, in terms of setting the objectives, evaluating options and the recommendation itself.

13.2 Risks identified

There are eight risks identified, their probability and consequences has been assessed. Of the eight risks five of them are high, two are medium and one is low. Below are the eight risks and their risk level. The final column at the right shows which classifications of risk match the level of risk.

Risk Event	Risk Level	Classifications matching level
Lack of knowledge and experience to develop parking strategy	Low (2)	Financial Loss , Health, Safety & Wellbeing
Utilisation assumptions are significantly wrong	High (8)	All classifications
Parking strategy leads to financial loss for parking operations	High (6)	Financial Loss , Reputation, Service Delivery, Governance & Compliance
Increased community/customer complaints (internal and external)	High (9)	Financial Loss , Health, Safety & Wellbeing , Reputation, Service Delivery
Inability to enforce the changes	High (6)	Financial Loss , Health, Safety & Wellbeing , Reputation, Service Delivery
City attraction is diminished	Medium (3)	Financial Loss , Reputation
New fee structure cannot be implemented as quickly as Council would ideally like	Medium (4)	Financial Loss , Reputation, Service Delivery
Parking infrastructure and/or software failure	High (6)	Financial Loss , Health, Safety & Wellbeing , Reputation, Service Delivery, Governance & Compliance

13.3 Risk controls and Residual Risk

The risk evaluation process requires activities/controls to be identified that mitigate the risks identified. Eight activities have been listed and matched against the risks i.e. some of the actions mitigate one or more of the risks. The evaluation process also requires details of how effective the control is. This process results in a calculation of the residual risk rating which is summarised below. The evaluation then considers whether there are adequate controls listed for each risk and if any further action is required at this stage, of the eight risks listed there is no further action required within the business case.

Business Case

City Centre Parking Fees Strategy



Risk Event	Risk Level	Risk Residual	Assessment queries and Recommendations for action
Lack of knowledge and experience to develop parking strategy	Low (2)	Low (2)	No issues found
Utilisation assumptions are significantly wrong	High (8)	High (8)	No issues found
Parking strategy leads to financial loss for parking operations	High (6)	High (6)	No issues found
Increased community/customer complaints (internal and external)	High (9)	High (9)	No issues found
Inability to enforce the changes	High (6)	High (6)	No issues found
City attraction is diminished	Medium (3)	Medium (3)	No issues found
New fee structure cannot be implemented as quickly as Council would ideally like	Medium (4)	Medium (4)	No issues found
Parking infrastructure and/or software failure	High (6)	High (6)	No issues found

The residual risk is the same as the risk level because many of the controls have still to be implemented and subject to the business case being approved.

13.4 Risk evaluation process ongoing

The risk evaluation process is an ongoing tool within each business unit. The analysis summarised above is only relevant for this business case but will then need to be further evaluated by the Community Safety Business unit in conjunction within the Risk & Business Continuity Advisory.

13.5 Opportunities

There are many opportunities as well with this project and overall with parking operations:

- Demand changes – Report 5 provides analysis of potential changes in the use of parking e.g. the newly constructed building at the old basketball stadium will likely increase demand for paid parking.
- New visitors – opportunity to promote Joondalup more and increase visitation.
- New business – potentially attracted
- Flexible pricing regime is possible with the new parking infrastructure.

Business Case

City Centre Parking Fees Strategy



14 NEXT STEPS

14.1 15 minutes free parking - Marketing

The recommended option proposes 15 minutes free for on-street City Centre parking. This should not be considered comparable to 30 minutes free parking.

Based on previous consultation exercises, most notably the community survey in 2019, there is demand for 30 minutes or 1 hour free parking. So the proposal for 'only' providing 15 minutes may not be very popular from those patrons. So the new regime needs to be sold carefully and the distinctions clearly managed. A key aspect will be how the 15 min is put into place operationally, managed and marketed. If done correctly then the 15 min could be 15 min free for those making a quick stop, but also a discount on the first hour of parking. This is a significant marketing tool that enables the City of Joondalup to have something unique and to encourage shoppers to stay longer and shop longer, it may also actually increase utilisation of those who feel they get a good deal on the first hour and so are encouraged to stay longer.

The 15 minutes free parking is not really comparable to the 30 minutes free parking of 1-hour free. Giving away 30 minutes or 1 hour free parking is a significant reduction in income and runs the risk of failing the financial target whilst reducing availability of bays and discouraging churn – indeed paid parking was introduced in 2008 to improve churn. The first 15 minutes will help some patrons who need to stop quickly without the disincentive of having to pay, although users would still be asked to use the Easy Park App for the 15 minutes.

The potential loss of income from the first 15 minutes free is unlikely to be as high as included in this report because it is likely that some patrons would still pay for 1 hour anyway.

There are also key disadvantages with 30 minutes or 1 hour free parking – patrons could use the space even if not using a local business but just using the space to go elsewhere. Availability of bays may be reduced, churn reduced and businesses disadvantaged. In addition, once free parking is provided it is extremely difficult to rescind as was recently the case at City of Vincent.

In summary the communication and marketing of the 15 minutes free parking is crucial.

14.2 Performance measures

As indicated throughout the report the intent of the fee reductions are to increase utilisation of the car parks and increase visitation to Joondalup. It is important this initiative has some form of performance measures to evaluate the success of the project, these are defined as follows:

- Financials – parking operations should continue to make a surplus of at least \$0.5m and contribute to the Parking Facility Reserve.
- Utilisation / tickets purchased – ideally a 10% increase at least is achieved after 2 years
- Foot traffic to Joondalup – increases versus 2023/24

The utilisation measures above are affected by many other factors other than parking fees, such as business viability, business relocation, economic conditions, other City Centres, etc.

14.3 Timeline

There are a significant number of challenges for the parking team at present, with the new IPCMS being implemented, the infrastructure at RPCP to be replaced in January 2025 and

Business Case

City Centre Parking Fees Strategy



ongoing staff vacancies/turnover. The City is keen to implement the proposed changes as soon as practicably possible but the changes do require some careful steps for implementation including but not limited to:

- Signage – new signs to be produced and installed
- Communication to business and community
- Staff rosters
- Machines programmed
- Easy Park App

The steps above can only be commenced once Council endorses the proposal and change in fees. The business case does not stipulate a date for implementing the new fee structure but will instead propose flexibility to the parking team to implement the changes once it has completed the implementation steps above.

14.4 Future potential enhancements to fees (Phase 2)

There are several other suggestions that should be considered as part of a future phase 2 set of changes:

- Free or discounted parking to businesses willing to relocate to Joondalup (for a limited time)
- Easy Park App – encourage use of as much as possible, provide discounts
- Weekly payments more flexible – the City currently allows purchase of a weekly ticket in some areas and at RPCP. But this is inflexible i.e. is only worthwhile if parking required 5 days a week. Allow users to pay for 3 days a week or 4 days a week because many workers now work from home one or two days a week.
- Monthly permit for off-street car parks not just RPCP
- Flexible ticket e.g. pay for 30 days but can use within one year
- Charge more in mornings, but less in afternoons
- Charge more in peak periods
- Exponentially increase parking fees, first hours \$1, then \$3
- Bulk payments discounts for businesses e.g. pay for 8 bays but get 10 tickets
- Re-use bays that have close to zero utilisation e.g. bays to the south of Grand Boulevard

The City would propose that parking fees should be more dynamic and flexible to consider the items above on an ongoing basis.

14.5 Flexible parking fee structure

The parking fees are fixed each year as part of the “Fees & Charges” document within the adopted budget adopted in June each year. This fixes the fees and does not provide any flexibility during the year for the City but as mentioned above the City would like to be more responsive to business needs and community demand and have the ability to tweak fees during the year, but within approved parameters. The report to Council in support of this business case will therefore include resolutions to both alter fees and allow changes during the year.

Business Case

City Centre Parking Fees Strategy



For future changes to parking fees some of the core principles should continue i.e. rounded numbers so avoid the historical practice of increasing fees by \$0.10 or \$0.20 per year. Utilisation should be monitored and tweaked where appropriate i.e. where a car park achieves the target utilisation of 85% then it would be possible to increase fees e.g. from \$5 to \$6 or \$7.

14.6 Phased approach or all at once

The City has considered whether the changes to parking fees should be introduced on a phased basis e.g. some of the off-street car parks reduced first. This is not considered a good approach, it will be better to do it all at once because this will create the bigger impact/selling point and from an implementation perspective it is more practical to introduce all the changes at same time. Most importantly a phased approach is a lost opportunity of City Centre activation. Furthermore it is not considered practical to have a trial of the changes.

14.7 External peer review

The City has confidence in the proposals within this report with an abundance of in-house expertise in parking operations and fees that has built up over years. It is not considered necessary to undertake a peer review before implementing the changes. However, it may be worth considering a peer review after 1 year.



City Centre Parking Fees - FURTHER EVALUATION (2025) -

Project Name	City Centre Parking Fees
Project Sponsor	DPCD

VERSION CONTROL

	Date	Author	Details
1	18 Feb 2025	SFA	New report following Strategy session
2	26 Feb 2025	SFA	Update following review with Ward Members 25 Feb

**City Centre Parking Fees
– Further Evaluation (2025) -**



CONTENTS

1	Introduction	4
1.1	Purpose of paper	4
1.2	Purpose of review	4
1.3	Previous Council Resolutions	4
2	Business Case 2024	5
2.1	Options	5
2.2	Outcomes	5
2.3	Options	5
2.4	MCA Criteria	6
2.5	Ranking	6
2.6	Recommendation (2024 Business Case)	7
3	Revised Options (2025)	8
3.1	Review with elected members – remove four options	8
3.2	Revised Options	8
3.3	Options scope – further details	9
3.4	Options Fee Structure	10
4	Financial Evaluation (2025)	12
4.1	Reid Promenade Car Park (RPCP)	12
4.2	Revised Baseline	12
4.3	Recommended threshold	13
4.4	Financial Evaluation 2025 - summary	13
4.5	Financial Evaluation 2025 - details	14
4.6	Disclaimer	15
5	Multi Criteria Assessment (2025)	16
5.1	MCA Overview	16
5.2	MCA Revised Criteria	16
5.3	Scores for each option	16
5.4	MCA summary scores and ranking	18
5.5	Recommendation – Option 3	18
5.6	Option 3 Fee Structure	18
5.7	Financial impacts	19
6	Option 5 Further Comments	20
6.1	Option 5 – financial risk / opportunity	20
6.2	Option 5 – further comments	20

**City Centre Parking Fees
– Further Evaluation (2025) -**



7	Issues & Further Comments	21
7.1	30 Minutes Free.....	21
7.2	Risk Evaluation.....	21
7.3	Revised fees versus previous fees.....	21
7.4	Core CBD definition.....	22
7.5	Performance measures	23
7.6	Future parking initiatives.....	24
7.7	Other options	24
7.8	Other initiatives affecting paid parking.....	24
7.9	Annual review as part of budget reviews.....	25
7.10	Flexible parking fee structure	25
7.11	Why free parking?	25

City Centre Parking Fees – Further Evaluation (2025) -



1 INTRODUCTION

1.1 Purpose of paper

This report is prepared in support of Council Report on review of Parking Fees being presented in March 2025. This report was prepared in 2025 following initial feedback from elected members of a business case prepared in 2024 (which remains as a separate attachment). A summary of the 2024 business case will be provided in the next section as it does inform the review in 2025.

1.2 Purpose of review

An opportunity exists to review the City's approach to parking management in the Joondalup City Centre, including the management strategies available, such as fee-paying and time-limited parking, along with the pricing structures applied to paid parking. City-Centre parking has been the subject of a number of investigations since it was introduced in 2008/09. Key drivers behind the decision to undertake a strategic review to the City's approach to parking in the city centre at this time includes the following:

- Appetite from Council to review the approach to parking in the city centre.
- The recent implementation of the City's Integrated Parking and Compliance Management System project – a new centralised system to manage all parking-related activities including replacement of current parking ticket machines, incorporating pay-by-phone and pay-by-plate technology.
- The opportunity to leverage new technology to simplify parking management in the city centre to improve user experience and support local businesses.
- To complement other initiatives being delivered to enhance development and activation outcomes in the city centre, as identified in the recently approved Council documents of *Expanding Horizons* (Economic Development Strategy) and the *Joondalup City Centre Place Activation Plan*.
- The city centre car parks are underutilised and while providing a financial return could be considered to be underperforming.

1.3 Previous Council Resolutions

This review responds to two Council resolutions.

At its meeting dated 14 December 2021 (CJ182-12/21 refers) Council resolved, in part to:

“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.”

Also informing this review is Council's decision made at its meeting dated 23 April 2024 (item CJ096-04/24 refers) it was resolved that Council:

“REQUESTS the Chief Executive Officer prepare a report on options to increase free parking in the Joondalup CBD. The report should explore limiting paid parking to weekdays from 9.00am till 3.00pm, better reflecting peak demand.”

City Centre Parking Fees – Further Evaluation (2025) -



2 BUSINESS CASE 2024

2.1 Options

A range of options considered and assessed against multiple criteria that includes the following:

- A reduction parking fees across the city centre.
- The introduction of rounded numbers for parking fees for ease of use.
- Standardisation of parking time limits (two hours) and hours of applicability (8.00am – 5.30pm, Monday to Friday).
- Simplification delineations of parking areas – on-street (core) / on-street (outer) / off-street. The delineation of core / outer for on-street parking aligns with the boundary of Joondalup City Centre Place Activation Strategy.
- The introduction of a period of free parking (15 minutes, 30 minutes or 1 hour) for on-street parking in the city centre core.

2.2 Outcomes

The key outcomes being sought from the work undertaken includes the following:

- *Availability* – ensure that the City Centre has adequate parking to support businesses and attract visitors, taking account of current and future trends.
- *Utilisation* – optimise utilisation of parking bays.
- *Economic development* – new regime will support/align with economic development.
- *Flexible* – able to respond to changes in demand as a result of pricing, or external factors, as well as potential changes in supply from the City or external providers.
- *Financial sustainability* – there should be sufficient income to cover operating expenses and achieve a financial surplus which may be used for future parking infrastructure; parking operations should not be subsidised by general ratepayer funds.
- *Value for money* – fees provide value for money to users.
- *Customer experience* – simple fee structure and easy to use parking experience.
- *Management/Operation* – fee structure and limitations are easy and flexible to operate.

The business case considered the City's current state in relation to parking as well as undertaking a historical analysis. Community feedback from a number of previous consultations has also informed outcomes being sought.

2.3 Options

A range of options were identified, seven of which were shortlisted and subjected to a Multi-Criteria Assessment (MCA), along with the 'base case' ('as is'). The options assessed are summarised as:

**City Centre Parking Fees
– Further Evaluation (2025) -**



Option		Description
Base	As Is	As Is
Option1	9am to 3pm	9am to 3pm
Option2	Off-street reduced	Off-street target - reduce
Option3	Overall fee reduction	Overall Fee Review - Reduce but still achieve surplus \$0.5m
Option4	1-hour free and targeted approach	1-Hour Free parking in portion of City Centre and targeted approach to reduce fees and improve utilisation
Option5	\$5 a day off-street, Reduce on-street with 15 mins free	Reduce Fees but still achieve a surplus of \$0.5m. On-street max 2 hours City Centre, first 15 minutes free Off-street car parks \$5 a day
Option6	As per option 5 but 30 mins free	as above but 30 minutes free
Option7	As per option 5 but 9 to 3 paid parking,	As per Option 5 but hours changed to 9 to 3

2.4 MCA Criteria

The MCA identified potential issues that may arise with each option against a number of measures, including:

- financial sustainability
- availability, congestion and utilisation
- customer experience and value of money
- economic development
- city operations and administration

2.5 Ranking

Weighting of the criteria was applied, following which the options were scored and ranked accordingly and summarised in the table below:

Criteria	Base	Option1	Option2	Option3	Option4	Option5	Option6	Option7
	As Is	9am to 3pm	Off-stret reduced	Overall fee reduction	1-hour free and targeted approach	\$5 a day off-street, Reduce on-street with 15 mins free (CBD)	As per option 5 but 30 mins free	As per option 5 but 9 to 3 paid parking, without 15 mins free
Score Unweighted	10	15	14	18	12	20	16	17
% of Max	40%	60%	56%	72%	48%	80%	64%	68%
Ranking	8	5	6	2	7	1	4	3
Weighted Score	1.8	2.8	2.7	3.7	2.4	4.3	3.2	3.2
% of Max	36%	56%	54%	74%	48%	86%	64%	64%
Ranking	8	5	6	2	7	1	3	4

**City Centre Parking Fees
– Further Evaluation (2025) -**



2.6 Recommendation (2024 Business Case)

Option 5, which recommends a fee reduction across all parking areas in the city centre, along with providing 15 minutes free on-street parking, was identified as the highest ranked option. Option 6, as third highest ranked option, ranks highly in many criteria and is similar to Option 5, being the highest ranked option, however was impacted as it has a higher financial risk due to providing a greater time of free parking.

City Centre Parking Fees – Further Evaluation (2025) -



3 REVISED OPTIONS (2025)

3.1 Review with elected members – remove four options

The business case has been subject to review with elected members during the past four months, providing the opportunity to comment on options within the business case and proposing other options. As a result of the feedback provided it is proposed to narrow down the options evaluated by removing the following options from further comment:

- Option 1 (9am to 3pm) – does not reduce fees for the time of paid parking and would not simplify or improve the consistency of the fee structure. Did not score highly in the MCA within the business case.
- Option 2 (off-street reduced) – does not reduce fees in on-street and would not simplify or improve the consistency of the fee structure. Did not score highly in the MCA within the business case.
- Option 3 (overall fee reduced) – this does score highly in the MCA but does not provide any form of free parking and does not simplify the fee structure.
- Option 7 (same as option 5 but 9 am to 3pm) – removed for the same reasons as Option 1.

3.2 Revised Options

By removing the four options listed above would result in three remaining options from the business case. It is proposed to further re-evaluate the three remaining options together with two other options proposed. The five options that are subject to further re-evaluation are summarised below:

- Option 1 – same as option 4 in the business case with a multi layered approach. Two key differences from the business case are:
 - Area of 1-hour free parking – proposed to be the same area as the area of free parking considered in Option 2, 3 and 4 – that is the “Core CBD on-street”. The previous version of this option in the business case only proposed a portion of the CBD to have 1-hour free parking.
 - Hourly Rate on-street of \$2 per hour instead of \$1 per hour.
These two changes ensure that there is a clearer comparison to the other options as the other options have the same area of free parking and \$2 per hour.
- Option 2 exactly as per the business case (previously option 5)
- Option 3 exactly as per the business case (previously option 6)
- Option 4 is same as Option 3 but instead of applying \$5 a day for off-street car parks and \$8 for Reid Promenade Car Park (RPCP), switch that around i.e. \$8 per day for off-street car parks and \$5 for RPCP.
- Option 5 is same as Option 3 but applies 30 minute free parking in off-street car parks as well.

**City Centre Parking Fees
– Further Evaluation (2025) -**



	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>	<u>Option 5</u>
Option Parameters	On Street - 1 hour free / Off-street targeted Approach	On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	as per Option 2 but 30 mins free	as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	as per Option 3 but 30 minutes free in both on and off-street
Description of option / objectives	Encourage on-street to be maximised and therefore encourage users to the car parks, to stay longer. Apply a different daily rate at car parks based on current utilisation	Reduce Fees. Simplify the pricing and have a consistent approach as far as possible i.e. standard rate for all car parks except RPCP. 15 minutes free for on-street is only intended to be a minor incentive. Any more than 15 minutes free may affect availability and churn	Same benefits as option 2 with reduced fees and consistency. But provide 30 minutes on-street because it is considered to be a greater incentive for users.	Encourage maximum utilisation of RPCP	Same benefits as Option 3 but provides consistency for marketing tool. Also helps to avoid patrons move from off-street to on-street just for 30 minutes free parking.
<u>Business Case Reference in Bus Case</u>	Option 4	Option 5	Option 6	new option	new option
<u>Difference to business case</u>	\$2 per hour On street and off Street, instead of \$1 per hour	Same as Business Case	Same as Business Case		

3.3 Options scope – further details

The scope of the options are shown on the table below, key issues are:

- Operating hours – at present there is inconsistency between on-street and off-street. All four options propose standardising this with 8:30am commencement and 5:30pm end.
- Free parking – all five options propose some form of free parking within Core CBD on-street, whilst Option 5 also applies 30-minute free parking to off-street. The free parking is a general marketing tool and is not necessarily proposed to support any type of patrons. The City does not recommend free parking time to off-street car parks where majority of users are all day users because free parking would be meaningless for many users and therefore options 1 to 4 do not apply free parking to off-street car parks. All-day users are encouraged in the off-street car parks and there are proposals in all options to reduce the fees, without having to also provide free parking for any period of time. Nevertheless, Option 5 has been evaluated to consider the impacts of 30-minutes free parking at off-street car parks – note that for option 5 it is assumed that the 30 minute free parking does not apply to all day users i.e. all day users would still pay \$5 to stay all day and \$8 at RPCP.
- Reduce fees – all options propose reductions.
- Time limits at off-street car parks – there is a legacy difference at present whereby P2 Car Park does not allow all day tickets to be purchased (although users can stay all day by selecting the quantity of desired hours). It is proposed to remove that inconsistency and allow all day parking at all car parks.
- Time limits – at present there is a wide variation of time limits, sometimes on the same street. It is proposed to simplify that and so all options propose a 2-hour limit in Core on-street CBD but continue to allow all day limits in outer on-street.

**City Centre Parking Fees
– Further Evaluation (2025) -**



Option Parameters	As Is As Is	Option 1 On Street - 1 hour free / Off-street targeted Approach	Option 2 On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	Option 3 as per Option 2 but 30 mins free	Option 4 as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	Option 5 as per Option 3 but 30 minutes free in both on and off-street
<u>Operating hours</u>						
On-street	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm
Off-street	8am to 6:00pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm	8am to 5:30pm
<u>Free parking</u>						
15 minutes			✓			
30 minutes				✓	✓	✓
1 hour		✓				
Area covered with free parking		Core CBD On Street	Core CBD On Street	Core CBD On Street	Core CBD On Street	Core CBD, both on-street and off-street
<u>Reduce fees</u>						
Off-street		✓	✓	✓	✓	✓
On-street		✓	✓	✓	✓	✓
<u>Time Limits Off-street</u>						
All day at all car parks, except P2	✓					
All day at all car parks		✓	✓	✓	✓	✓
<u>Time Limits On-Street</u>						
Core City Centre	30 mins, 1 hour or 2 hours	2 hours	2 hours	2 hours	2 hours	2 hours
Outer		All day	All day	All day	All day	All day

3.4 Options Fee Structure

The fee structure for each option is summarised on the table below and explained as follows:

- On-street hourly – there is currently a variety of fees between \$1.60 to \$2.60. It is proposed to standardise that to \$2 per hour, for all options (after the period of free parking).
- RPCP – Option 1 has a targeted approach and proposes a different all-day rate in the car parks depending on utilisation so Option 1 has proposed \$10 per day for RPCP, which is still a reduction of \$2.10 on the existing fee of \$12.10. Options 2 and 3 propose \$8 per day for RPCP, which is still higher than the other car park fees proposed but also provides a reduction to RPCP users. Option 4 is \$5 per hour for RPCP so as to maximise utilisation.
- Car Parks Daily Rate - option 1 proposes a targeted approach with \$2 per day at some low-utilised car parks (Central Park and Collier Pass), \$8 at highly utilised car parks (Davidson Terrace and T1 Car Park) and \$5 per day at all others. Whereas Options 2 and 3 are about standardising as far as possible so a flat rate of \$5 everywhere. Option 4 proposes \$8 per day to make up for the large reduction in RPCP daily rate of \$5.
- Off street hourly – option 1 hourly rates are based on a multiplier of five to daily rate i.e. where \$2 per day is offered then \$0.40 per hour, \$5 per day equates to \$1 per hour. Options 2 and 3 propose \$2 per hour – one of the key issues with Option 2 and 3 is

**City Centre Parking Fees
 – Further Evaluation (2025) -**



that there is a relatively small differential between the hourly rate of \$2 and the daily rate of \$5 (a multiplier of 2.5) so this provides more incentive for users to pay for all-day parking rather than just 1 or 2 hours i.e. if a patron was going to pay for 2 hours (\$4) they may just pay \$5 for all day and potentially stay longer. Meanwhile Option 4 would also be \$2 per hour but has the disadvantage of having a multiplier of 4 to get to the daily rate of \$8 per day so less incentive to stay all day than Options 2 and 3.

Option Parameters	As Is	Option 1	Option 2	Option 3	Option 4	Option 5
	As Is	On Street - 1 hour free / Off-street targeted Approach	On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	as per Option 2 but 30 mins free	as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	as per Option 3 but 30 minutes free in both on and off-street
<u>Proposed Fees</u>						
On-street: Core CBD: hourly	\$1.60,\$2.20, \$2.60	\$2.00 after 1st hour free	\$2.00 after first 15 mins free	\$2.00 after first 30 minutes free	\$2.00 after first 30 minutes free	\$2.00 after first 30 minutes free
On-street: Outer: hourly	\$1.60,\$2.20, \$2.60	\$2.00	\$2.00	\$2.00	\$2.00	\$2.00
RPCP: daily	\$12.10	\$10.00	\$8.00	\$8.00	\$5.00	\$8.00
RPCP: early bird discount	1st Hour Free	No discount	No discount	No discount	No discount	No discount
Car Parks: Daily	\$8, \$11	\$2, \$5, \$8	\$5.00	\$5.00	\$8.00	\$5.00
Car Parks: Hourly	\$1.60, \$2	\$0.40, \$1.00, \$1.60	\$2.00	\$2.00	\$2.00	\$2.00 after first 30 mins free

City Centre Parking Fees – Further Evaluation (2025) -



4 FINANCIAL EVALUATION (2025)

4.1 Reid Promenade Car Park (RPCP)

The business case was prepared in 2024 and was based on ticket data from July 2023 to April 2024, and whilst this included the most comprehensive utilisation analysis undertaken of parking by the City, the analysis is subject to risk depending on fluctuating demand. The average utilisation for RPCP reported in the business case was moderate at 40%. However, since then utilisation has increased greatly with 130 bays leased by Joondalup Health Campus and other bays leased out by companies. At present RPCP is currently just about at full utilisation so this has been factored into the evaluation of options.

4.2 Revised Baseline

The business case was based on a baseline operating surplus of \$1.3 million for parking operations which was based on the Draft Budget 2024-25. The 2024-25 Mid-Year Review now proposes a financial surplus of \$2.1 million for parking operations, an increase of \$0.8 million. The \$2.1 million operating surplus comprises of the following:

- (\$1.0 million) Employment expenses – field officers required to enforce parking restrictions and administration staff.
- (\$0.8 million) Operating expenses – parking machines maintenance, coin collection, credit card merchant fee, vehicle expenses.
- \$0.3 million – Infringement and Fines net surplus. This is the sum of fine infringement income, fines less the costs of fine registration. Note that this net surplus of infringements and fines is supported by the employment expenses so it is not an outright net benefit of \$0.3 million.
- \$0.1 million – Private Property Arrangements
- \$3.5 million – Parking Fees

The reasons for the increased financial surplus of \$0.8 million between the Mid-Year review of \$2.1 million and the Draft Budget of \$1.3 million are:

- Materials & Contracts – a reduction of \$0.3 million due to the changeover of new parking machines, with less machines now being used as well. These savings can be considered mostly recurring.
- Parking Income – an improvement of \$0.25m million due to RPCP which has enjoyed near to full utilisation since July.
- Parking Infringements – a net increase of \$0.25 million due to more infringements being issued. During the last few years the City has applied a principle of education and avoiding the issue of infringements as far as possible. This approach has unfortunately been taken advantage of and as a result the City is now applying more infringements to encourage fair and equitable use.

The revised Mid-Year Review surplus of \$2.1 million therefore provides additional flexibility and comfort for the restructuring of fees. However the \$2.1 million surplus cannot be taken for granted as continuing going forwards because utilisation (e.g. Joondalup Health Campus) may reduce whilst there are still uncertainty with expenses as elements of the Integrated Compliance Parking Management System have still to be implemented. It is proposed to assume an ongoing operating surplus of \$1.7 million which takes account of the recurring

**City Centre Parking Fees
 – Further Evaluation (2025) -**



saving in materials and contracts but takes account of the risks that utilisation could be lower than 2024-25 and other risks.

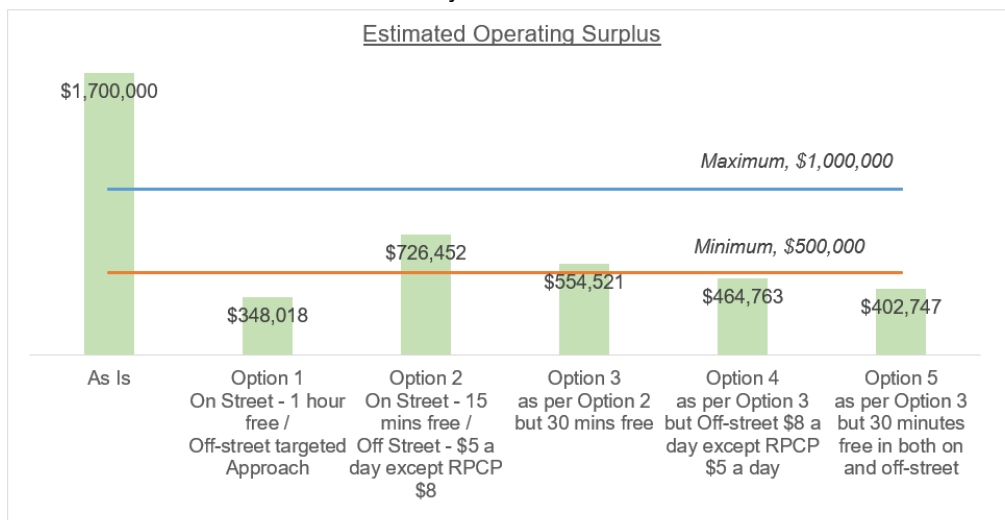
4.3 Recommended threshold

The business case recommended that parking operations should strive for a financial surplus of between \$0.5 million and \$1.0 million per year, with less than \$0.5 million considered too risky and greater than \$1.0 million excessive. The target range of \$0.5 million and \$1.0 million is merely a guide and should not be considered binding i.e. if an option was just below or just above the \$0.5 million should not be ruled out especially as there would be flexibility to adjust fees in future years if necessary.

4.4 Financial Evaluation 2025 - summary

The chart below summarises the estimated annual financial surplus from parking operations for each of the options versus 'As Is'. Option 1 is estimated to be well below the minimum \$500,000 threshold and indeed it is possible the impacts of 1-hour free parking could be worse because some patrons who currently stay for 1 hour to 1.5 hours may opt to take risk and not pay for any parking. Option 4 also falls below the threshold because it offers a much lower rate for RPCP even though that facility currently enjoys very high utilisation. Option 5 is also below the desired threshold because of applying 30-minute free parking in both off-street and on-street. Option 2 is the least expensive option and falls neatly between the minimum and maximum. Option 3 achieves the minimum, although there is a risk again that some patrons take advantage of the 30-minute free parking and don't pay for any further parking.

Whilst there are risks with elements of free parking, each of the options have attractive qualities in terms of reduced fees, standardization and some free parking that could increase utilisation. Increased utilisation can be achieved in different forms - existing patrons staying longer, existing patrons coming to Joondalup more often, new patrons attracted to the City or indeed new business attracted to the City.



City Centre Parking Fees – Further Evaluation (2025) -



4.5 Financial Evaluation 2025 - details

The table underneath the chart shows the different impacts of each of the changes that go into the evaluation. Note that the analysis does not assume any increase in utilisation. The key issues are:

- Operating hours standardised to 8:30am to 5:30pm – all options propose a consistent paid parking time (at present off-street car parks are from 8:30am to 6pm). This would cost \$11,969 in reduced income for off-street car parks.
- Early bird discount removed from RPCP – at present the City provides the first hour free at RPCP to users who are there all day (5 hours or more). Most users of RPCP are there all day and highly unlikely to be influenced in any way by the early bird discount. All of the four options propose fee reductions at RPCP so it is therefore unnecessary to provide both a fee reduction and the early bird discount. So it is proposed to add back the cost of early bird discount of \$105,532 to each of the four options before the fee reduction is then applied.
- Free Parking – the 1-hour free parking (Option 1 only) would result in a significant reduction in income of \$767,786 whereas 15 minutes free would cost \$233,145 and 30 minutes free would be \$456,112. Option 5 has an additional cost of \$172,665 by applying free parking in off-street car parks. Although there is currently a healthy financial surplus, the 1-hour free cost is a significant financial impost whereas the cost of 30 minutes free and 15 minutes free is a lot more affordable when compared to the current financial surplus of \$1.7 million. Note that the average on-street stay is 50 minutes so the majority of users would in effect enjoy free parking if 1 hour free was provided.
- Off-Street Reductions – option 1 proposes a targeted approach with \$2 per day at some low-utilised car parks (Central Park and Collier Pass), \$8 at highly utilised car parks (Davidson Terrace and T1 Car Park), \$10 at RPCP and \$5 per day at all others. Option 1 may result in reduced off-street fees of \$634,520 – the hourly rates would be one/fifth of the daily rate i.e. \$0.40, \$1, \$1.60, \$2. Option 2 and 3 have a slightly higher cost of \$652,589 because of a flat fee of \$5 for most car parks whereas Option 1 has a higher daily rate for some car parks, but Option 2 and 3 benefit from an hourly rate of \$2 per hour whereas Option 1 is proportional to the daily rate (\$0.40 per hour to \$2.00 per hour). Meanwhile Option 4 has a loss of off-street income of \$752,347, approx \$90k worse than Option 2 and 3 because Option 4 proposes a 60% reduction in daily fees for RPCP from \$12.10 to \$5 – indeed option 4 would reduce the income at RPCP from \$980,240 to \$428,970 a reduction of \$551,270. Note that the costs for option 5 are slightly less than option 3 because some of the income has already been lost with the 30-minute free parking.
- On-street reductions (hourly rates). Option 1 has a cost of \$43,238 due to the hourly rate changing to \$2 per hour - the cost for option 1 appears relatively small because option 1 has already lost \$767,786 income with the 1st hour free so there is not much more income left to lose with changes in the hourly rate. Option 2 has the highest cost by changing the hourly fees of \$171,377 because Option 2 has a smaller amount of free parking time and therefore a higher remaining amount of paid time.

**City Centre Parking Fees
 – Further Evaluation (2025) -**



	Baseline	Operating hours standard 8am to 5:30	Early Bird discount removed	Free Parking	Free parking & change in hours	Off-street reductions	On-Street reductions	Reduced Fees	Estimated Operating Surplus
As Is	\$1,700,000								\$1,700,000
Option 1 On Street - 1 hour free / Off-street targeted Approach	\$1,700,000	(\$11,969)	\$105,532	(\$767,786)	(\$674,224)	(\$634,520)	(\$43,238)	(\$677,758)	\$348,018
Option 2 On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	\$1,700,000	(\$11,969)	\$105,532	(\$233,145)	(\$139,583)	(\$662,589)	(\$171,377)	(\$833,966)	\$726,452
Option 3 as per Option 2 but 30 mins free	\$1,700,000	(\$11,969)	\$105,532	(\$456,112)	(\$362,549)	(\$662,589)	(\$120,341)	(\$782,930)	\$554,521
Option 4 as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	\$1,700,000	(\$11,969)	\$105,532	(\$456,112)	(\$362,549)	(\$752,347)	(\$120,341)	(\$872,688)	\$464,763
Option 5 as per Option 3 but 30 minutes free in both on and off-street	\$1,700,000	(\$11,969)	\$105,532	(\$628,767)	(\$535,204)	(\$641,707)	(\$120,341)	(\$762,048)	\$402,747

4.6 Disclaimer

It is vital to emphasise that the actual financial impacts of the changes will be different for any number of reasons (economic conditions, personal taste, etc.).

**City Centre Parking Fees
– Further Evaluation (2025) -**



5 MULTI CRITERIA ASSESSMENT (2025)

5.1 MCA Overview

The five options have been evaluated using a revised MCA approach. The MCA within the business case was limited to five criteria only, with scores applied of 1 to 5 for each option against each criteria. As there were only five criteria, and because the scoring range was narrow, the overall scores for some of the options were very close. Some of the criteria included two or three factors, some of which competed against each other e.g. availability / congestion / utilisation.

The project team have therefore reassessed the MCA and expanded to ten criteria, whilst a wider scoring range of 1 to 10 has been applied. The revised MCA now provides a greater opportunity to differentiate between the options.

5.2 MCA Revised Criteria

The revised ten criteria are listed below:

No	Category	Criterion	Indicator
1	Community	Simplicity and Consistency	Proposal will provide a simple pricing regime and consistency
2	Community	Availability and Churn	Option should ensure there is sufficient availability for users and churn
3	Community	Congestion	Option should ensure there is no adverse impact on congestion
4	Community	Utilisation Opportunity	Utilisation of the City's parking bays should be higher than current levels.
5	Community	Value for Money	Proposed fees will provide improved value for money
6	Community	Customer experience	The proposed parking time limits and fee regime should be attractive/competitive, simple to understand and provide a seamless customer experience to users
7	City Centre	Business - existing	Option will be attractive to existing business in terms of place activation and/or employees using car parks
8	City Centre	Economic Development	Option is attractive for Economic Development in terms of selling Joondalup, and attracting new business
9	Overall project	City operations and administration	The regime should be manageable by the City on an ongoing basis. Do NOT score down an option if it only has one-off complications to set up.
10	Financial sustainability	Annual Operating Results	Fees provide the City with sufficient income to cover operating expenses and generate a surplus to meet reserve requirements.

5.3 Scores for each option

Six of the team prepared individual scores (1 to 10) for Options 1 to 4 against the 10 criteria. A review meeting was then held to equalize the scores and ensure that there was no misunderstanding of the criteria and scores. The average scores after the equalization process are shown on the table below. Note that option 5 was only scored by one team member but was subject to review by the project team.

**City Centre Parking Fees
 – Further Evaluation (2025) -**



Criteria	Base	Option1	Option2	Option3	Option4	Option5
	As Is	On Street - 1 hour free / Off-street targeted Approach	On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	as per Option 2 but 30 mins free	as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	as per Option 3 but 30 minutes free in both on and off-street
1 Simplicity and Consistency	2	5	8	8	8	9
2 Availability and Churn	4	3	6	5	5	6
3 Congestion	5	3	6	4	4	5
4 Utilisation Opportunity	1	7	7	8	5	9
5 Value for Money	1	9	7	8	5	9
6 Customer experience	2	8	7	8	7	8
7 Business - existing	2	5	6	7	6	8
8 Economic Development	2	7	7	7	6	8
9 City operations and administration	5	7	6	6	7	5
10 Annual Operating Results	1	2	9	8	4	2

The reasons for the differences in scores are as follows:

- Simplicity / Consistency – options 1 to 5 all provide a better mechanism than ‘as is’. Option 1 is scored lower because it has a variable price range for the off-street car parks. Option 5 scores highest because offering 30-minute free in both on-street and off-street is more consistent than only applying it in on-street.
- Availability and Churn – Option 1 presents a high risk of having a lot less availability for on-street parking so scores lower. Option 2 with only 15 minutes free parking instead of 30 minutes for Option 3 and 4 scores slightly higher. Option 5 scores higher because there is a risk in options 1 to 4 that patrons who currently use off-street car parks for a short period of time start to use the on-street bays to take advantage of 30-minute free parking whereas option 5 would allow 30 minute free parking in off-street car parks.
- Congestion – option 1 may present a risk to congestion and options 3 and 4 also present a risk so also score negatively (i.e. less than 5). Option 5 has some risk but not as high a risk as Options 3 and 4 as on-street is less likely to be congested.
- Utilisation opportunity – the greater the element of free parking is likely to present greater attractiveness for increased utilisation to the City Centre. However, Option 4 scores low because this option is geared towards maximizing utilisation of RPCP which is already at full utilisation whereas the daily rate of \$8 for other off-street car parks is a lot less attractive than \$5, nevertheless it is acknowledged that option 4 still provides incentives elsewhere for improved utilisation. Option 5 scores slightly higher than option 3 because the more free parking the more the opportunity to increase utilisation.
- Value for money – the greater the price reduction or free parking the more value for money is perceived.
- Customer experience – option 2 scores lower because it may be somewhat inconvenient for short-stay users for 15 minutes still using the EasyPark app.
- Business existing – option 1 scores lower because of the likely reduction in availability. Option 2 scores less than Option 3 and 4 because 30 minutes free parking may be more attractive to business and visitation (reference to previous community and business surveys). Option 5 scores slightly higher than option 3 and 4 as it may be perceived by business to be better.

City Centre Parking Fees – Further Evaluation (2025) -



- Economic Development – options 1, 2, 3 and 5 are perceived to provide the greatest opportunity for improved activation and economic development but option 4 not as high as primarily targeted at RPCP.
- City operations / administrations – all of the new options will be easier to administrate so score positively.
- Annual operating results – this is based on the financial evaluation presented earlier. Options 1 and 4 may provide less than \$0.5m surplus so score negatively but Options 2 and 3 are in the target range of between \$0.5m and \$1.0m.

5.4 MCA summary scores and ranking

The overall summary scores and rankings (unweighted and weighted) are as follows:

	Base	Option1	Option2	Option3	Option4	Option5
	As Is	On Street - 1 hour free / Off-street targeted Approach	On Street - 15 mins free / Off Street - \$5 a day except RPCP \$8	as per Option 2 but 30 mins free	as per Option 3 but Off-street \$8 a day except RPCP \$5 a day	as per Option 3 but 30 minutes free in both on and off-street
Score Unweighted	25	56.0	69	69	57	69
% of Max	25%	56%	69%	69%	57%	69%
Ranking	6	5	1	1	4	1
Weighted Score	2.0	5.6	7.0	7.2	5.4	6.9
% of Max	20%	56%	70%	72%	54%	69%
Ranking	6	4	2	1	5	3

5.5 Recommendation – Option 3

Option 3 is narrowly the number 1 ranked option, just ahead of Option 2 and just 3% better than option 5. The key reasons for Option 3 and 2 being ranked highly are the financial impacts, availability and opportunity for increased utilisation. Options 1 and 4 score much lower for the reasons outlined earlier.

The City is therefore recommending Option 3 (30 minutes free and reduced fees) for the following reasons:

- Free Parking – the 30-minute free parking is seen as a useful attractor
- Reduce parking fees across the city centre.
- Introduce rounded numbers for parking fees for ease of use.
- Standardise parking time limits (two hours) and hours of applicability (8.00am – 5.30pm, Monday to Friday).
- Simplify delineations of parking areas – on-street (core) / on-street (outer) / off-street. The delineation of core / outer for on-street parking aligns with the boundary of Joondalup City Centre Place Activation Strategy.

It is acknowledged that the recommendation by the City is now different to the business case – the primary reason for this is the update of the financials, refining the MCA exercise and taking on board feedback.

5.6 Option 3 Fee Structure

Option 3 fee structure is summarised as:

**City Centre Parking Fees
 – Further Evaluation (2025) -**



On-Street				Off-Street			
Core City Centre		Outer		RPCP		Car Parks	
\$ per hour	\$ day	\$ per hour	\$ day	\$ per hour	\$ day	\$ per hour	\$ day
\$2 (after free parking)	n/a	\$2	\$8	\$2	\$8	\$2	\$5

5.7 Financial impacts

If Council approve an option the draft budget 2025-26 will be amended. Note that there is no impact on rates charges by reducing parking fees, because the financial operations of parking are completely ring-fenced. The only potential risk to ratepayers is if parking operations resulted in a deficit, but this is considered highly unlikely and there are mitigating actions anyway (Parking Facility Reserve).

The table below is a summary of the potential reduction in paid parking income as a result of option 3.

	Baseline	Option 3	Change	%
On-Street	\$1,167,371	\$590,918	(\$576,453)	-49%
Off-street	\$1,064,958	\$708,739	(\$356,219)	-33%
RPCP	\$980,240	\$767,432	(\$212,808)	-22%
Paid Parking Total	\$3,212,569	\$2,067,090	(\$1,145,479)	-36%

**City Centre Parking Fees
– Further Evaluation (2025) -**



6 OPTION 5 FURTHER COMMENTS

6.1 Option 5 – financial risk / opportunity

The key reason why option 5 falls behind option 3 is the financial evaluation, because option 5 is deemed to present a much higher risk of falling below the financial minimum target of \$500,000. However, it should be noted that the financial evaluation is based on existing levels of utilisation and it is possible that utilisation will increase after the changes are implemented. Option 5 only fails the minimum threshold by \$97,253 – it would only require a 5% increase in utilisation to achieve this. Alternatively, the all-day rate at off-street car parks could be applied at \$7 per day instead of \$5 per day but \$7 per day is a lot less attractive than the \$5 day offering.

6.2 Option 5 – further comments

A key issue with Option 5 is the desired use-case for off-street car parks. These car parks are intended to be available for long term users. Churn generally isn't of great concern as long as the car park is full - that is the purpose of on-street bays.

How we define availability would determine how this option scores against the others. While it is possible that the overall availability of bays would be greater with more short-term users coming and going, the availability to long-term, all-day users would likely decrease as the short term-users are using the bays (for free).

The majority of off-street car park users are all-day users (approximately 75% of users at our most utilised car park – P4). If these users are unable to find parking, then they have far more limited alternatives than short-term users.

The problem of a short-term visitor not being able to find a single on-street bay is important though as their option is to move to a car park, but they may then be inclined to stay longer. However, if a long-term visitor cannot find a single bay in any car park, their option is to use an on-street bay, which only shortens their stay and likely inconveniences them.

In terms of RPCP the provision of 30 minutes free parking would have very limited impact because the overwhelming usage is all day, and 30 minutes free would not be provided i.e. the user would still have to pay the \$8 all day rate

In summary it is important to emphasise that bringing in free parking is almost universally going to be seen as a positive. However, removing it is very difficult and will be viewed very negatively, and there is plenty of evidence to support this from other local governments. We know that this proposal is going to be very well received, regardless of whether free parking is offered in the car parks. So perhaps the opportunity to provide 30 minute free parking in off-street parks is retained as a future option, if it is ever required in the future.

**City Centre Parking Fees
– Further Evaluation (2025) -**



7 ISSUES & FURTHER COMMENTS

7.1 30 Minutes Free

Note that the analysis has been prepared on the assumption that the first 30 minutes would be provided irrespective of the length of visit. So if a patron is there for 31 minutes they would pay for 1 minute only. This is important to emphasise because there is the option of requesting users pay for the first 30 minutes if they go beyond that term i.e. if a user was there for 31 minutes they would then have to pay for the full 31 minutes as they went beyond the first 30 minute free period – this scenario is not proposed

It should also be emphasised that users must still use the EasyPark App (or ticket) to take

7.2 Risk Evaluation

A risk evaluation has been undertaken and is detailed in the business case. Eight risks were identified and assessed with inherent and residual risks ranging from low to high. In all instances the residual and inherent risks are the same as the controls that would be applied are subject to approval of the business case and recommendation. It is however anticipated that the residual risk of a number of the risks identified would reduce.

There are several key operational and financial risks:

- Move bays to take advantage of free parking – some patrons could take advantage of the free parking and move their car every 30 minutes. This is not considered a factor to enforce against.
- Noncompliance – the higher the amount of free parking the greater the risk of patrons not paying for a ticket for any time beyond the free parking. So, for example if a patron is parked for 45 minutes and there is only 15 minutes free they are more likely to purchase a ticket for the other 30 minutes then perhaps if the first 30 minutes is free and then taking a chance that they won't be caught for the other 15 minutes.
- Minimum Threshold – there is a possibility that Option 3 could slip below the \$0.5m desired minimum financial surplus or even worse below break-even. This could be addressed by using the Parking Facility Reserve to support any deficit, but just for a short period of time) and then adjust parking fees could then adjust fees as necessary to move back into positive.

7.3 Revised fees versus previous fees

The tables below list the proposed fees for each area, split out between on-street and off-street and compares the proposed fees against current rates. The majority of areas would see a reduction, however there are some areas where, in the pursuit of consistency, minor increases on one part of a street will result, whilst a decrease is realised on the other part of the street.

**City Centre Parking Fees
– Further Evaluation (2025) -**



ON-STREET			Fees - Current		Fees - Proposed		Increase or Decrease or Same
Area	Location	Core?	Hourly	Daily	Hourly, After free Parking	Daily	
1 South West (Clark, Wise, Barron)	South of Collier Pass	No	\$2.20, \$2.60	\$11, n/a	\$2.00	\$8.00	Decrease
2 Teakle	East of Grand Blvd	No	\$1.60	\$8.00	\$2.00	\$8.00	Increase to Hrly
3 Collier Pass - East	East of Wise Street	No	\$2.60	\$13.00	\$2.00	\$8.00	Decrease
4 Collier Pass - West	West of Wise Street	No	\$2.20, \$2.60	\$11, n/a	\$2.00	\$8.00	Decrease
5 Boas Av - East	between Grand Blvd to Lakeside Drive	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
6 Boas Av - West	between McLarty Avenue and Grand Blvd	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
7 Davidson - North	between Reid Prom and Shenton Av	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
8 Davidson - South	between Boas Av and Reid Prom	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
9 Grand Blvd - Southernmost	between Lakeside entrances	Yes	\$2.20	\$11.00	\$2.00	n/a	Decrease
10 Grand Blvd - just South of Boas	between Boas Av and Lakeside entrance	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
11 Grand Blvd - Central	between Boas Av and Reid Prom	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
12 Grand Blvd - North	between Reid Prom and Shenton Av	Yes	\$2.60	\$13.00	\$2.00	n/a	Decrease
13 Kendrew Crst	some bays at west, some at east	No	\$1.60, \$2.60	\$8, n/a	\$2.00	\$8.00	Mostly decrease
14 Lakeside Drive - East (permits)	all bays on eastern part of Lakeside Drive	No	\$1.60, \$2.20, \$2.60	\$8, \$11, n/a	\$2.00	\$8.00	Mostly decrease
15 Lakeside Drive - South	between Grassbird Av and Library/Civic	No	\$1.60	\$8.00	\$2.00	\$8.00	Increase to Hrly
16 Lakeside Drive - Library	between Library/Civic and Boas Av	No	\$2.20	\$11.00	\$2.00	\$8.00	Decrease
17 Lakeside Drive - Central	between Boas Av and Reid Prom	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
18 Lakeside Drive - North	between Reid Prom and Shenton Av	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
19 McLarty Av - North	outside/before of Joondalup Comm Centre	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
20 McLarty Av - South	east only, outside P2 and corner offices	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
21 Reid Prom - East	between Lakeside and Davidson	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
22 Reid Prom - Central	between Davidson and Grand Blvd	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
23 Reid Prom - West	between Grand Blvd and McLarty Av	Yes	\$2.60	n/a	\$2.00	n/a	Decrease
24 Shenton Av	south eastern part of Shenton Av	Yes	\$2.60	n/a	\$2.00	n/a	Decrease

OFF-STREET			Fees - Current		Fees - Proposed		Increase or Decrease or Same
Area			Hourly	Daily	Hourly	Daily	
1 Car Park - Boas Avenue T1	In front of Lotteries House & Driving License		\$2.20	\$11.00	\$2.00	\$5.00	Decrease
2 Car Park - Central Park P8	Just off Grand Blvd, in Central Park		\$2.20	\$11.00	\$2.00	\$5.00	Decrease
3 Car Park - Collier Pass P9	Next to bus terminal and Lakeside		\$2.20	\$11.00	\$2.00	\$5.00	Decrease
4 Car Park - Davidson Terrace P4	Back of Davidson and Lakeside Drive		\$2.20	\$11.00	\$2.00	\$5.00	Decrease
5 Car Park - Lawley Court T3	Next to Office Works and Lakeside		\$1.60	\$8.00	\$2.00	\$5.00	Increase to Hrly
6 Car Park - McLarty P1	Courthouse and Police Station		\$2.20	\$11.00	\$2.00	\$5.00	Decrease
7 Car Park - McLarty P2	Back of Varsity, Nandos, Medical Centre		\$2.40	n/a	\$2.00	\$5.00	Decrease
8 Car Park - RCP	Inbetween Reid Prom and Boas Av		\$2.20	\$12.10	\$2.00	\$8.00	Decrease

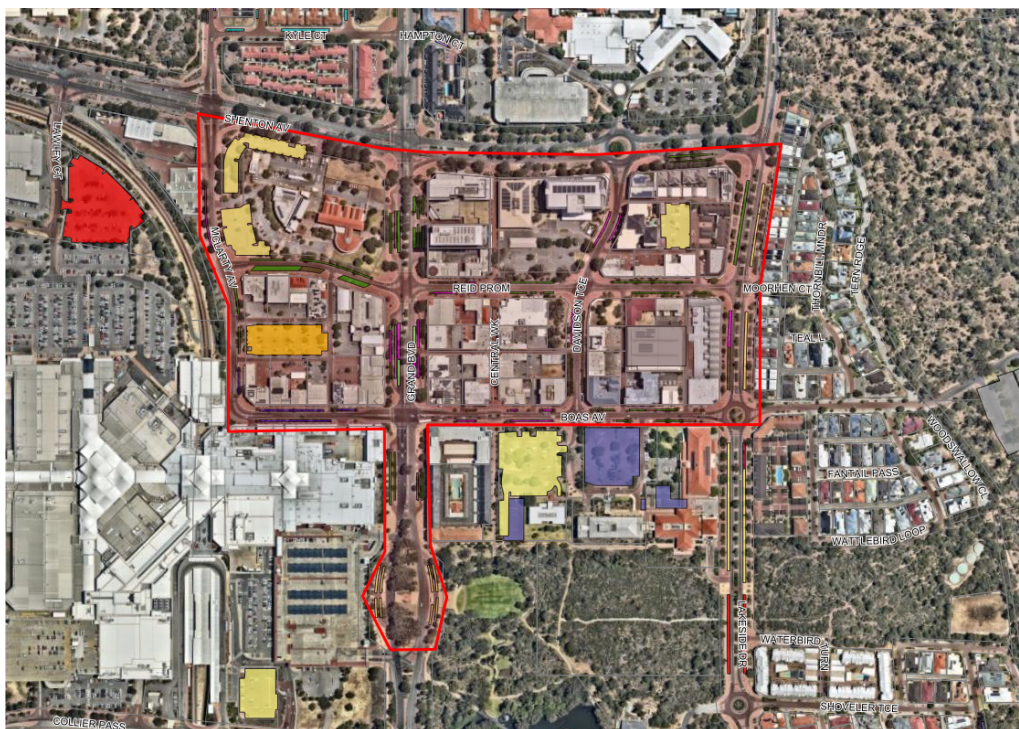
7.4 Core CBD definition

Note that the definition of the Core CBD is aligned with the City Centre Place Activity core with two minor adjustments for the purposes of parking operations:

- McLarty Avenue North – there are nine parking bays at the northwest of McLarty Avenue. This section of road is deemed to be outside of the City Centre Place Activity Core. It is proposed that this section is included in Core CBD so that all of McLarty Avenue is consistent for the operation of parking fees.
- Lakeside Drive Library – there are 36 bays just to the south of Boas Avenue outside of the Library, these are deemed to be inside the City Centre Place Activity Core. It is proposed that this section is considered outside of the Core CBD for Parking Operations, that will simply make it easier to state that all bays on Lakeside Drive south of Boas Avenue are outside.

The map below shows the proposed definition of the CBD Core for the purposes of Parking Operations.

**City Centre Parking Fees
– Further Evaluation (2025) -**



7.5 Performance measures

It is important that any change to the City's approach to paid parking in the city centre is measured to determine its effectiveness.

The intent of the proposed change in approach is to increase utilisation of the car parks and increase visitation to the city centre, whilst remaining financially sustainable for the City. Performance measures proposed to be monitored include;

- Financials – parking operations should continue to make a surplus of at least \$0.5m and contribute to the Parking Facility Reserve.
- Utilisation / tickets purchased – ideally a 10% increase at least is achieved after two years.
- Foot traffic to Joondalup – increases versus 2023-24.

Whilst these will be effective indicators, it is also noted that the measures are also potentially affected by many other factors other than parking fees, such as business viability, business relocation, economic conditions and other city centres. These other factors will also need to be acknowledged and considered when assessing the performance of any change.

City Centre Parking Fees – Further Evaluation (2025) -



7.6 Future parking initiatives

In addition to the options assessed through the business case, there are many other opportunities for the City to leverage how it manages parking as a means of supporting economic development and activation, including the following;

- Free or discounted parking to businesses willing to relocate to Joondalup (for a limited time).
- Easy Park App – encourage use of as much as possible, provide discounts.
- More flexibility in weekly payments – the City currently allows purchase of a weekly ticket in some areas and at RPCP. This however has some limitations (such as, is only worthwhile if parking five days a week. An option could be to allow users to pay for three or four days a week to recognise a shift toward greater work-from-home arrangements.
- Monthly permit for off-street car parks not just RPCP.
- Flexible ticket, such as, pay for 30 days but can use within one year.
- Charge more in mornings, but less in afternoons.
- Charge more in peak periods.
- Exponentially increase parking fees, first hours \$1, then \$3.
- Bulk payments discounts for businesses, such as, pay for eight bays but get 10 tickets.
- Re-use bays that have close to zero utilisation.
- Minimum stay is another option i.e. insist that users must register for 1 hour, with first 30 minutes free and then pay for the second 30 minutes.

At this stage it is considered appropriate to progress with the recommendation and give thought to other options, such as those outlined above, as part of a future phase.

7.7 Other options

There are a plethora of other options that could be considered. For example if Option 3 was considered too risky financially then increase the proposed fees for Option 3 (e.g. hourly rate \$2.50 or daily car park rate \$6) to give more of a comfort of achieving at least \$0.5 million surplus. These type of options can be considered further as part of annual budget reviews. The options evaluation process within the business case has been comprehensive and the refinements undertaken in this report further compliment that work – it is considered necessary to have fee reductions and free parking introduced as soon as possible without any further evaluation of options.

7.8 Other initiatives affecting paid parking

There are several other key projects in the City Centre that can affect utilisation of paid parking and likewise the recommendations in this report may affect those projects:

- Pop-Up Piazza at T1 Car Park – a business case is currently being prepared to propose a pop-up events space at one of the City's most heavily utilised car parks, the T1 Car Park opposite the Driving License Centre. The scope of the piazza and volume/timing of programming is still subject to evaluation. The Pop-Up Piazza may only take a limited number of parking bays permanently and may only pop up when the car park is not being used e.g. nights / weekends. However there is a risk of displacement of patrons, potential loss of income (unless the patrons use other car parks) that needs evaluated.
- Multi Storey Car Park business case – this is being reassessed with revised demand modelling

City Centre Parking Fees – Further Evaluation (2025) -



As indicated elsewhere it is not considered necessary to delay the reduction in parking fees and free parking to await the outcomes of these other business cases. Adjustments can be made as part of the annual review process, see below.

7.9 Annual review as part of budget reviews

This report addresses the Council resolution from 14 December 2021 (CJ182-12/21 refers) Council resolved, in part to:

“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.”

Note that the resolution above was not explicit in how the bi-annual review should be undertaken – should it be a fully detailed business case as completed in this report, or is it simply good enough that the parking fees are reviewed each year as part of the budget process? It is therefore important to be explicit on the form of reviews going forwards. It is proposed that:

- Annual budget process is the appropriate tool to review parking fees
- A separate business case is not necessarily required to evaluate parking fees in future, although the City may consider the use of such tools (e.g. MCA) depending on the proposals at hand.

7.10 Flexible parking fee structure

The parking fees are fixed each year as part of the “Fees and Charges” document within the budget adopted in June each year. This fixes the fees and does not provide any flexibility during the year for the City.

This reduces the ability to quickly respond to changing business needs and community demand throughout the year or for special events. It is therefore proposed to provide flexibility to the City Administration to adjust fees during the year.

7.11 Why free parking?

One of the key issues that has arisen in the evaluation is what is the benefit of free parking? Is it targeted for specific patrons on specific appointments? Is it just a general marketing tool? The business case has not defined the exact reasons or target customers for free parking, it is just a general tool in the hope of increased utilisation. It should also be noted that there isn't too much difference between 15 minutes and 30 minutes – there is very limited things that can be done in that time i.e. can't have lunch but can pick up a coffee.

SIGNING AND COMMON SEAL REGISTER								
DATE	ITEM #	TYPE OF DOCUMENT	DIRECTORATE	PROPERTY	DESCRIPTION	FILE REFERENCE	SIGNED CM REFERENCE	Submitted to Council
19/02/2025	64	Section 70A Notification	Planning and Community Development	Lot 1436 (59) Beachside Drive, Burns Beach	In accordance with conditions 6 and 7 of the Development Approval DA20/092 and DA21/0422, a notification on title is required to advise current and future owners that the subject site is located within a vulnerable coastal area and may be subject to coastal erosion and/or inundation over the next 100 years; and the lot is situated within a bushfire prone area as designated by an Order made by the Fire and Emergency Services Commissioner.	22589	INT25/7086 INT25/7087	25/03/2025
24/02/2025	65	Section 70A Notification	Planning and Community Development	Lot 249 (6) Sorata Place, Currabmine	In accordance with condition 8 of subdivision approval SU1111-19, a notification on title is required to advise current and future owners that the subject site is located within a transport corridor and may be affected by transport noise.	06629	INT25/7085	25/03/2025
24/02/2025	66	Licence Agreement	Infrastructure Services	Portion of Lot 369 (22) Padbury Circle, Sorrento (Geneff Park); Plan 5180 and being the whole of the land contained in Certificate of Crown Land Title Volume 1094 Folio 419.	Licence Agreement between the City and PACT Construction Pty Ltd for contractor parking at Geneff Park, Sorrento; expiry date of 30 November 2026.	28200	INT25/6854	25/03/2025

Meeting Date	Document	Item No.	Item	Status	Action Required	Action Taken	Due Date	Days Overdue
	Audit and Risk Committee	2.2	REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION	Completed	Action from Minutes - Report Request - Audit & Risk Committee - 1 March 2022 Risk Management Process: Cr Fishwick requested a report on the risk management processes undertaken by the City, particularly when upgrading parks or the installation of basketball pads.	17/10/2023 Report currently on hold awaiting outcome of the proposed guidelines for community basketball facilities from DWER. 08/10/2024 At its meeting held on 17 September 2024 (CJ237-09/24 refers) Council resolved as follows: "2 REQUESTS the Chief Executive Officer to prepare a report to Council on the progress of the Department of Water and Environmental Regulation (DWER) guidelines for community basketball facilities; 3 Subject to Part 2, should the DWER guidelines not be released or publicised, REQUESTS the Chief Executive Officer to prepare a report on the development of a policy or guidelines for the management of community basketball facilities." Progress of Parts 2 and 3 above will be reported on under resolution CJ237-09/24.		
	Ordinary Meeting of Council	1.3	C125-11/21 - NOTICE OF MOTION NO. 1 – CR MAY – PROVISION OF BASKETBALL FACILITIES	Completed	Action from Minutes - Report Request - Council Meeting - 16 November 2021 That Council: 1 REQUESTS the Chief Executive Officer to investigate and prepare a report on the best location for the provision of a basketball pad at one of the following parks in Craigie: a Otago Park, Craigie; b Camberwarra Park, Craigie; or c Albion Park, Craigie; 2 REQUESTS the Chief Executive Officer to investigate and prepare a report on the provision of a basketball pad at one of the following parks in Kallaroo: a Whitfords-West Park, Kallaroo; or b Bridgewater Park, Kallaroo; 4 Considers the provision of a basketball pad at either Bridgewater Park, Kallaroo or Whitfords-West Park, Kallaroo in the context of the Youth Outdoor Recreation Strategy and Business Case for Interconnected Mountain Bike Trails.	15/09/2023 Report due TBA 23/10/2023 Following Council's decision regarding the provision of a basketball facility at Braden Park, Marmion (CJ133-08/22 refers), this report is on hold enabling the consideration of the DWER Guidelines on basketball facilities in public open spaces. 08/10/2024 At its meeting held on 17 September 2024 (CJ237-09/24 refers) Council resolved as follows: "2 REQUESTS the Chief Executive Officer to prepare a report to Council on the progress of the Department of Water and Environmental Regulation (DWER) guidelines for community basketball facilities; 3 Subject to Part 2, should the DWER guidelines not be released or publicised, REQUESTS the Chief Executive Officer to prepare a report on the development of a policy or guidelines for the management of community basketball facilities." Progress of Parts 2 and 3 above will be reported on under resolution CJ237-09/24. The policy or guidelines will guide the provision of basketball facilities within the City.		
	Ordinary Meeting of Council	1.4	CJ185-12/21 - INSTALLATION OF UNDERGROUND POWER AND LED UPGRADES	In Progress	Action from Minutes - Report Request - Council Meeting - 14 December 2021 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 smartmetered, LED City owned streetlights.	15/09/2023 Report due TBA 16/04/2024 The City has commenced the development of a business case as requested by Council. To inform the options identified, the City included two projects, being STL2140 Relighting Dampier Avenue, Mullaloo and STL2142 Relighting of Venturi Drive, in the 2023-24 Capital Works Program and the draft 2024-25 Capital Works Program to convert two small areas to smart-metered, LED City owned streetlights. The purpose of these projects is to develop a handover process between Western Power (current owner) and the City of Joondalup. Western Power has now indicated that they are no longer supportive of handing over these assets to the City. The City is currently reviewing the assumptions underpinning the business case.		
	Ordinary Meeting of Council	1.5	C56-05/22 - NOTICE OF MOTION NO. 2 - CR CHRISTOPHER MAY - MITCHELL FREEWAY WIDENING WORKS	In Progress	Action from Minutes - Report Request - Council Meeting - 17 May 2022 5 REQUESTS the CEO to prepare a report regarding adopting the position of supporting the retention of all existing land between the Mitchell Freeway and residential areas, acting as a buffer, and encourage Main Roads WA to adopt the efficient use of land minimising the footprint of future infrastructure such as cycle paths and noise walls to preserve vegetation;	15/09/2023 Report due 26/03/2024 06/11/2023 The City is progressing the investigation into the matter raised in the Notice of Motion and compiling information to inform a report to Council in 2024. 05/06/2024 The City is continuing to work with Main Roads WA (MRWA) during the Mitchell Freeway widening works in an attempt to retain as much as possible of the existing vegetation and to agree on a revegetation plan post the completion of the civil works.		
	Ordinary Meeting of Council	1.6	CJ133-08/22 - BRADEN PARK BASKETBALL FACILITY	Completed	Action from Minutes - Report Request - Council Meeting - 6 August 2022 4 REQUESTS the Chief Executive Officer to investigate alternate age appropriate infrastructure for Braden park and report back to Council for its consideration if noise compliance as per Part 2 above cannot be achieved.	15/09/2023 Report due TBA 18/10/2023 Report currently on hold pending the outcome of the proposed guidelines for community basketball facilities from DWER.		

Meeting Date	Document	Item No.	Item	Status	Action Required	Action Taken	Due Date	Days Overdue
						<p>08/10/2024 At its meeting held on 17 September 2024 (CJ237-09/24 refers) Council resolved as follows:</p> <p>"2 REQUESTS the Chief Executive Officer to prepare a report to Council on the progress of the Department of Water and Environmental Regulation (DWER) guidelines for community basketball facilities;</p> <p>3 Subject to Part 2, should the DWER guidelines not be released or publicised, REQUESTS the Chief Executive Officer to prepare a report on the development of a policy or guidelines for the management of community basketball facilities."</p> <p>Progress of Parts 2 and 3 above will be reported on under resolution CJ237-09/24. The policy or guidelines will guide the provision of basketball facilities within the City.</p>		
	Ordinary Meeting of Council	1.7	C150-12/22 - NOTICE OF MOTION NO.2 – CR CHRISTOPHER MAY – PEDESTRIAN ACCESSIBILITY	Completed	<p>Action from Minutes - Report Request - Council – 13 December 2022</p> <p>MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</p> <p>C150-12/22 NOTICE OF MOTION NO.2 – CR CHRISTOPHER MAY – PEDESTRIAN ACCESSIBILITY</p> <p>That Council:</p> <p>That Council REQUESTS the Chief Executive Officer to prepare a report on options to consider a Pedestrian Accessibility and Amenity Improvement Program within higher density areas, particularly infill (HOA) areas, considering the following:</p> <p>1 Missing footpath connections and pedestrian refuges on distributor roads leading to neighbourhood centres, parks, high frequency bus routes and other amenities;</p> <p>2 Footpath width in areas considered to have higher pedestrian usage – such as outside of major parks/sporting ovals, schools and neighbourhood centres;</p> <p>3 Analysis of what additional budgetary impact to prioritise additional footpath and pedestrian infrastructure within high density areas would have.</p>	<p>15/09/2023 Report due 28/11/2023</p> <p>27/10/2023 Report currently being prepared for Quarter 3 of 2023-24.</p> <p>30/04/2024 Report rescheduled to Quarter 1 of 2024-25 due to resourcing requirements.</p> <p>05/09/2024 Report prepared for consideration by Council at its meeting to be held on 17 September 2024.</p> <p>08/10/2024 Council, at its meeting held on 17 September 2024 (CJ248-09/24 refers) considered a report in response to the Notice of Motion.</p>		
	Ordinary Meeting of Council	1.16	CJ149-09/22 Petition in relation to Extension of Animal Exercise Areas in Hilliards	In Progress	<p>Action from Minutes - Actions - Council - 20 September 2022</p> <p>That Council:</p> <p>3 REQUESTS the City to undertake a holistic review of its animal exercise areas and develop a framework to guide the planning, identification and delivery of animal exercise areas to be presented to Council by June 2023;</p>	<p>06/11/2023 A presentation was made and workshop held with Elected Members at the Strategy Session on 6 June 2023 to seek their feedback on community expectations, dog exercise parks and the proposed way forward.</p> <p>The first step in developing a Dogs in Public Open Space Strategy is to seek the views of the residents via a City-wide consultation. The City is currently preparing a consultation package which will be circulated to Elected Members and then residents. The results will then help inform the strategy which the City is aiming to provide to Elected Members during the third quarter of 2023-24.</p> <p>05/12/2023 The City proposed the inclusion of a Dog Management Plan in the Corporate Business Plan 2023 – 2027 to provide transparency regarding the development of this Plan which will provide clear direction to the City and confirm the position of the City on dogs in public open spaces.</p> <p>At the Council meeting held on 28 November 2023, Council under item 12.9 was requested to consider the inclusion of a project and milestones for the development of a Dog Management Plan within the City's Corporate Business Plan 2023 – 2027 which Council subsequently endorsed.</p> <p>In line with the adopted milestones by Council, the City is currently preparing a specification and request for quotation for the engagement of a specialist consultant to assist the City in the preparation of the Plan.</p> <p>16/04/2024 In line with the adopted milestones by Council in the City's Corporate Business Plan 2023 - 2027, the City has appointed an external consultant to assist the City in developing a draft Dog Management Plan.</p> <p>05/06/2024 In line with the Strategic Community Reference Group (SCRG) adopted work plan, the</p>		

Meeting Date	Document	Item No.	Item	Status	Action Required	Action Taken	Due Date	Days Overdue
						<p>development of a draft Dog Management Plan is scheduled to be considered by the SCRG at its meeting on 27 May 2024.</p> <p>19/06/2024 SCRG Meeting held on 27 May 2024. Meeting 1 Report — Dog Management Plan available on the City's website - SCRG-2024-Meeting-1-Outcomes-Report.pdf (joondalup.wa.gov.au)</p> <p>08/10/2024 The City has prepared the consultation material to undertake community consultation as per the endorsed milestones for the development of a new Dog Management Plan within the Corporate Business Plan.</p> <p>27/11/2024 Two stage community consultation to inform development of the Dog Management Plan commenced:</p> <ul style="list-style-type: none"> • A random telephone survey of 600 City residents from 4 November to 13 November 2024. • A standard consultation open to all City residents and the wider community from 14 November to 11 December 2024. 		
	Policy Committee	1.6	REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION	In Progress	<p>Action from Minutes - Report Request - Policy Committee - 3 August 2020</p> <p>An elected member called for a report on the review of the City's Naming of Public Facilities Policy.</p> <p>Refer to RPC03944</p>	<p>15/09/2023 Report due 20/11/2023</p> <p>24/11/2023 A review is being undertaken for presentation to a Policy Committee meeting at the beginning of 2024.</p> <p>22/01/2024 The City has recently engaged a consultant to assist in progressing the renaming of Rev John Smithies Park and Blackboy Park, and the naming of Sorrento Laneways. It is planned to defer presentation of amendments to the Naming of Public of Public Facilities Policy to ensure any revisions can have regard to the principles considered in these projects. It is anticipated a revised Policy will be presented to Council in the second half of 2024.</p> <p>19/03/2024 It is still intended to present a revised Policy to Council in the second half of 2024.</p> <p>30/08/2024 A report on the proposed renaming of Rev John Smithies Park and Blackboy Park is expected to be presented in late 2024. A report on the Naming of Public Facilities Policy is now expected to be presented to Council in the first half of 2025.</p> <p>28/01/2025 A report was tabled at the December 2024 council meeting on the consideration of renaming of Blackboy Park, Mullaloo (CJ326-12/24 refers). The proposal will be advertised for 30 days in early February 2025.</p>	25-03-2025	
19-09-2023	19 September 2023 - Ordinary Meeting of Council - MINUTES	16.9.1	13.1.1 - CONFIDENTIAL - BURNS BEACH FOOD AND BEVERAGE FACILITY OPERATOR - EXPRESSION OF INTEREST (WARD - NORTH)	In Progress	<p>The Original Motion as Amended being / COUNCIL RESOLUTION (Resolution No: CJ191-09/23)</p> <p>MOVED Cr Hill, SECONDED Cr McLean that Council:</p> <p>1 NOTES the information provided by respondents to the Expression of Interest for the operation of the proposed food and beverage facility at Burns Beach and the assessment by the Evaluation Panel contained within this report;</p> <p>2 DETERMINES that Australian Venue Co. Ltd, General Public Investments Pty Ltd, Gastevski Group Pty Ltd and Laika Group Pty Ltd (Young Folk Co) are the Stage One preferred respondents for the operation of the proposed food and beverage facility at Burns Beach;</p> <p>3 REQUESTS the Chief Executive Officer to invite Stage Two detailed proposals from Australian Venue Co. Ltd, General Public Investments Pty Ltd, Gastevski Group Pty Ltd and Laika Group Pty Ltd (Young Folk Co);</p> <p>4 REQUESTS the Chief Executive Officer to provide a further report to Council at the conclusion of the evaluation of Stage Two detailed proposals.</p> <p>The Motion was Put and CARRIED (12/1)</p>	<p>02/10/2023 The resolution was noted and a report on the progress is intended for March 2024 Council.</p> <p>10/04/2024 The second stage request for detailed proposals is scheduled to commence in quarter two of 2024. A report will be presented to Council following evaluation of the proposals.</p> <p>28/10/2024 The stage 2 process will be initiated after the responses to the Public Advertising of the Burns Beach Restaurant Business Plan have been considered. It is expected that a status report be provided to the EMs in the 3rd or 4th quarter of 2024-25.</p>	30-06-2025	

Meeting Date	Document	Item No.	Item	Status	Action Required	Action Taken	Due Date	Days Overdue
					In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Jones, Cr Logan, Cr May, Cr McLean, Cr Poliwka, Cr Raftis and Cr Thompson. Against the Motion: Cr Kingston.			
20-11-2023	20 November 2023 - Policy Committee - MINUTES	8.6	PROPOSED LOCAL GOVERNMENT AND PUBLIC PROPERTY LOCAL LAW 2023 - CONSENT TO ADVERTISE (WARD – ALL)	In Progress	<p>PROCEDURAL MOTION – THAT THE ITEM BE REFERRED BACK TO THE CHIEF EXECUTIVE OFFICER</p> <p>MOVED Cr Kingston, SECONDED Cr Raftis that Item 8.6 – Proposed Local Government and Public Property Local Law 2023 – Consent to Advertise, be REFERRED BACK to the Chief Executive Officer to consider the following matters:</p> <ol style="list-style-type: none"> 1 Amending clause 10.6(2) from 3 to 24 hours; 2 Redrafting Part 9 – Advertising Signs – to: <ol style="list-style-type: none"> 2.1 Impose conditions under a policy in accordance with Clause 12.6 rather than under conditions that are in the text of the local law; 2.2 Remove clauses 9.3, 9.4, 9.5, 9.6, 9.7, 9.8 and 9.9; 2.3 Provide an additional clause to empower the local government to issue permits for signage with conditions imposed under a policy; 2.4 Create a new policy 'Local Government and Public Property Signage Policy'; 2.5 Review the definitions for types of signage; 2.6 Provide additional clauses for permit conditions for different types of signage reflecting clauses 9.3, 9.4, 9.5, 9.6, 9.7, 9.8 and 9.9; 2.7 Review signage definitions at 9.1 and appropriate conditions to be imposed under a policy to take into account the Implied freedom of political communication which may operate outside of elections. Signage that is political communication can only be regulated but not prohibited by the local law; 3 Consolidating determinations from the register of determinations into Schedule 2 (see Register-of-Determinations-City-of-Joondalup.pdf); 4 Removing footnotes regarding 2019 amendments from the consolidated law on pages 9, 16, and 17; 5 Reviewing current authorised persons and whether current authorisations are valid. <p>The Motion was Put and CARRIED (6/0) In favour of the Motion: Cr Kingston, Cr Chester, Cr Hutton, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	<p>29/11/2023 The report will be reviewed and presented to the Committee for further consideration at a date to be determined in 2024.</p> <p>28/08/2024 A meeting was held with Cr Kingston on 14 August 2024 to clarify some aspects of the request made at the Policy Committee meeting held on 20 November 2023.</p> <p>27/11/2024 Work is continuing on amendments required to the draft Local Government and Public Property Local Law. It is anticipated that the revised local law will be presented to the Policy Committee for further consideration in the first half of 2025.</p>		
28-11-2023	28 November 2023 - Ordinary Meeting of Council - MINUTES ONLY	12.4	DEVELOPMENT OF ANNUAL EFFECTIVENESS AND EFFICIENCY MEASURES (WARD - ALL)	In Progress	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ226-11/23)</p> <p>MOVED Cr Jones, SECONDED Cr Hill that the Council NOTES that the City will investigate, as a program in the Corporate Business Plan 2024/25, the establishment of an initial set of effectiveness and efficiency measures aimed at measuring and reporting on the City's performance.</p> <p>The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of Item 13.2.2, page 199 refers. In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	<p>15/01/2024 Project to be included in the 2024/25 Corporate Business Plan.</p> <p>31/07/2024 Update included in the CBP for 24/25. RFQ is currently being prepared.</p> <p>04/09/2024 RFQ was advertised and is currently being assessed.</p> <p>20/09/2024 Consultants appointed to undertake project.</p> <p>25/02/2025 Workshops held with EMT and ELT.</p> <p>Elected Member Workshop scheduled for March 2025. Report to be provided to Council June 2025.</p>		

12-12-2023	12 December 2023 - Ordinary Meeting of Council - MINUTES ONLY	12.2	CONSIDERATION OF THE CITY'S RECONCILIATION ACTION PLAN (WARD - ALL)	In Progress	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ258-12/23)</p> <p>MOVED Cr Raftis, SECONDED Cr Vinciullo that Council:</p> <p>1 ENDORSES the draft Innovate Reconciliation Action Plan provided as Attachment 1 to this Report;</p> <p>2 RESUBMITS the Innovate Reconciliation Action Plan to Reconciliation Australia for final endorsement.</p> <p>The Motion was Put and CARRIED (11/0)</p> <p>In favour of the Motion: Cr Chester, Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	<p>05/01/2024 The City is progressing artwork for the Reconciliation Action Plan. Once completed, the document will be resubmitted to Reconciliation Australia.</p> <p>19/03/2024 A Noongar artist has been selected and will be working with the City's RAPCRG to scope and inform the artistic/design elements.</p> <p>28/05/2024 A Noongar artist has been working with the City's RAPCRG to finalise the RAP artwork. This is expected to be completed by end of June.</p> <p>24/09/2024 The final version of the RAP has now been completed and the City is working with Reconciliation Australia to complete the final review and endorsement.</p> <p>01/11/2024 The City revised the dates of the RAP to align with the 2025 and 2026 calendar years, and re-submitted for final endorsement by Reconciliation Australia.</p> <p>05/03/2025 The City met with Reconciliation Australia in February 2025 to discuss feedback received on the City's Reconciliation Action Plan.</p>	12-12-2023	442
12-12-2023	12 December 2023 - Ordinary Meeting of Council - MINUTES ONLY	12.7	DRAFT COASTAL HAZARD RISK MANAGEMENT AND ADAPTATION PLAN — COMMUNITY CONSULTATION OUTCOMES (WARD - ALL)	In Progress	<p>COUNCIL RESOLUTION (Resolution No: CJ264-12/23)</p> <p>MOVED Cr Kingston, SECONDED Cr Jones that Council:</p> <p>1 NOTES the outcomes of the community consultation on the draft Coastal Hazard Risk Management and Adaptation Plan provided as Attachments 1 to 4;</p> <p>2 PREPARES a new draft Coastal Hazard Risk Management and Adaptation Plan in alignment with State Planning Policy 2.6, and relevant guidelines, developed by a multi-disciplinary team of suitably qualified persons.</p> <p>3 DEVELOP a Community and Stakeholder Engagement Strategy whereby the community is regularly updated and consulted in the development of the draft Coastal Hazard Risk Management and Adaptation Plan.</p> <p>4 PREPARE the new draft Coastal Hazard Risk Management and Adaptation Plan having regard to internationally recognised scientific evidence, further research and coastal monitoring, identification of alternative adaptation options, and the review of State Planning Policy 2.6.</p> <p>5 ESTABLISH a Community Reference Group to provide advice, guidance, and oversight in the development of the draft Coastal Hazard Risk Management and Adaptation Plan.</p> <p>6 NOTES that actions to manage erosion will continue to occur while the draft Coastal Hazard Risk Management and Adaptation Plan is being developed, including but not limited to, beach nourishment and dune stabilisation.</p>	<p>12/01/2024 Development of draft CHRMAP will be included in 2024/25 Corporate Business Plan.</p> <p>06/03/2024 At the Council meeting held on 27 February 2024, Council endorsed amendments to the Corporate Business Plan 2023-2027 including changes to milestones for the Coastal Hazard Risk Management and Adaptation Plan project. As per the updated milestones a project plan is proposed to be presented to Elected Members in quarter 4.</p> <p>31/07/2024 Presented to Elected Members in April and August 2024.</p> <p>Proposed to be presented to Council in Q1 of 2024/25.</p> <p>04/09/2024 A report is scheduled to be presented to Council on 17 September 2024.</p> <p>20/09/2024 At the September Council meeting the project plan for development of draft CHRMAP and Terms of Reference for CHRMAP Community Reference Group were endorsed.</p> <p>29/01/2025 Nominations for CHRMAP Community Reference Group currently open. Report to be provided to Council in April.</p> <p>25/02/2025 Nominations for CHRMAP Community Reference Group Members were sought and closed February 2025. Report seeking endorsement of nominations will be presented to April 2025 Council.</p>		
19-02-2024	19 February 2024 - Policy Committee - MINUTES	11.1	Request for Reports	In Progress	<p>Cr Kingston requested the following reports:</p> <p>2 Charity and Donations Policy.</p>	<p>20/03/2024 The City is currently reviewing this request.</p> <p>15/11/2024 A report has been drafted and will be presented to the Policy Committee in Quarter 3 of 2024-25.</p> <p>24/02/2025 A report was presented to the Policy Committee meeting held on 17 February 2025.</p>		
27-02-2024	27 February 2024 - Ordinary Meeting of Council - MINUTES ONLY	16.9.12.04	CONFIDENTIAL - APPOINTMENT OF EXTERNAL MEMBER TO THE AUDIT AND RISK COMMITTEE (WARD - ALL)	In Progress	<p>CONFIDENTIAL ITEM 12.4</p> <p>ALTERNATE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ031-02-24)</p> <p>MOVED Cr Raftis, SECONDED Cr Kingston that Council:</p> <p>1 BY AN ABSOLUTE MAJORITY APPOINTS Mr Mark Hall to the position of external member of the Audit and Risk Committee;</p>	<p>19/03/2024 With regard to resolution 1, letter dated 5 March 2024 sent to Mr Mark Hall confirming appointment as external member to the Audit and Risk Committee.</p> <p>18/09/2024 To be reported to Council second half of 2024/25.</p>	30-05-2025	

					2 REQUESTS the Chief Executive Officer to prepare a report on the impacts of recognising payments for members of Committees and any other panels or reference panels undertaken by the City.			
11-03-2024	11 March 2024 - Audit and Risk Committee - MINUTES	11.1	Request for Report	On Hold	Cr O'Neill requested a report on the review of employees use of fleet vehicles, including the comparison of odometer readings and fuel consumption.	<p>02/05/2024 The City is currently compiling information to inform a report to the Audit and Risk Committee.</p> <p>28/10/2024 Information to inform the report has been collated and will be presented to a future Audit and Risk Committee meeting.</p> <p>20/01/2025 This report was put on hold to enable the officer's involved to roll out the new Teletrack GPS for City vehicles. It is anticipated this report will be presented to the May Audit and Risk Committee Meeting.</p>		
26-03-2024	26 March 2024 - Ordinary Meeting of Council - MINUTES ONLY	13 1.4	PROPOSED ANIMALS LOCAL LAW 2024 - CONSENT TO ADVERTISE (WARD - ALL)	In Progress	<p>MOVED Cr May SECONDED Cr Kingston, that Council:</p> <p>1 NOTES the review undertaken by the City in relation to the City of Joondalup Animals Local Law 1999;</p> <p>2 BY AN ABSOLUTE MAJORITY MAKES the proposed City of Joondalup Animals Local Law 2024, as detailed in Attachment 6 to this Report, for the purposes of public advertising, subject to the following amendment:</p> <p>2.1 The modified penalties listed in Schedule 1 of the proposed City of Joondalup Animals Local Law 2024 be increased to \$250 for all offences;</p> <p>3 in accordance with section 3.12(3)(a) of the Local Government Act 1995, gives local public notice stating that:</p> <p>3.1 the City of Joondalup proposes to make the City of Joondalup Animals Local Law 2024, and a summary of its purpose and effect is as follows:</p> <p>Purpose: to provide for the regulation, control and management of the keeping of animals within the City of Joondalup.</p> <p>Effect: to establish the requirements with which owners and occupiers of land within the district must comply in order to keep animals and provides the means of enforcing the local law.</p> <p>3.2 copies of the proposed local law may be inspected at or obtained from the City's Administration office, public libraries of the City's website;</p> <p>3.3 submissions about the proposed local law may be made to the City within a period of not less than six weeks after the notice is given;</p> <p>4 in accordance with s3.12(3)(b) of the Act, as soon as the notice is given a copy of the proposed local law be sent to the Minister for Local Government;</p> <p>5 in accordance with s3.12(3)(c) of the Act, a copy of the proposed local law be supplied to any person requesting it;</p> <p>6 the results of the public consultation be presented to Council for consideration of any submissions received.</p> <p>The Motion was Put and CARRIED (11/1)</p> <p>In favour of the Motion: Cr Hill, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Raftis and Cr Vinciullo. Against the Motion: Cr Pizzey.</p>	<p>12/04/2024 The City will arrange advertising of the Animals Local Law in accordance with Council's resolution.</p> <p>09/05/2024 Public consultation on the proposed Animals Local Law 2024 will commence on 22 May 2024 and close 11 July 2024.</p> <p>17/07/2024 Public consultation on the proposed Animals Local Law 2024 closed on 11 July 2024 with nearly 200 responses received. The responses will be reviewed and presented to a future Policy Committee meeting.</p> <p>18/09/2024 The City is awaiting a response from the Department of Local Government (DLG) with regard to the proposed Animals Local Law 2024. The feedback from the DLG is crucial as the legislation team will review for any drafting errors, which provides the City with an opportunity to correct any errors prior to adoption.</p> <p>29/10/2024 The City has received feedback from the DLG and highlighted three areas of concern with the proposed local law, in particular with the proposed cat prohibited areas and control of cats. The City is currently reviewing the advice received from the DLG and considering next steps. It is unlikely a report will be ready for the Policy Committee meeting in November, and will therefore be presented in February next year.</p> <p>02/01/2025 Green Paper sent to Elected Members on Friday 20 December 2024, seeking feedback with regard to the proposed cat prohibited areas. Feedback requested by 17 January 2025, to inform a future report to the Policy Committee.</p>		
23-04-2024	23 April 2024 - Ordinary Meeting of Council - MINUTES ONLY	13 1.4	EXPANSION AND REDEVELOPMENT OF THE WHITFORD LIBRARY AND WHITFORD SENIOR CITIZENS CENTRE (WARD - SOUTH-WEST)	In Progress	<p>COUNCIL RESOLUTION (Resolution No: CJ094-04/24)</p> <p>MOVED Cr Hill, SECONDED Cr Hamilton-Prime that:</p> <p>1 Council AGREES not to progress with a redevelopment of the Whitford Library or Whitford Senior Citizens' Centre located on Banks Avenue, Hillarys at this time;</p>	<p>17/05/2024 Item 1 - No action required at this time Item 2 - To be listed for Major Projects & Finance Committee meeting in 2025/26 once meeting dates are confirmed</p>	23-06-2025	

					2 The Major Projects and Finance Committee to review the proposal in 2025-26.			
23-04-2024	23 April 2024 - Ordinary Meeting of Council - MINUTES ONLY	16.1	NOTICE OF MOTION NO. 1 – CR LEWIS HUTTON – JOONDALUP CBD PARKING CHARGES	In Progress	<p>RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ096-04/24)</p> <p>MOVED Cr Hill, SECONDED Mayor Jacob that Council REQUESTS the Chief Executive Officer prepare a report on options to increase free parking in the Joondalup CBD. The report should explore limiting paid parking to weekdays from 9.00am till 3.00pm, better reflecting peak demand.</p> <p>The Motion was Put and CARRIED (12/0)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	<p>24/06/2024 The City is progressing the relevant actions in accordance with Council's decision.</p> <p>10/01/2025 A report will be tabled at a future Council meeting.</p>		
20-05-2024	20 May 2024 - Audit and Risk Committee - Agenda - MINUTES ONLY	11.2	Requests - Minutes	In Progress	<p>Cr Kingston requested the following reports:</p> <p>11.2 That the Chief Executive Officer prepare a report on the internal audit function reporting to the Audit and Risk Committee (the Committee) in addition to the Chief Executive Officer, and a mechanism or procedure where the Internal Auditor can confidentially report to the Committee.</p>	<p>09/08/2024 With regard to resolution 2, report being prepared for the first Audit and Risk Committee meeting in 2025.</p> <p>11/02/2025 With regard to resolution 2, draft report prepared for reporting to the Audit and Risk Committee meeting in May 2025.</p>	30-05-2025	
20-05-2024	20 May 2024 - Audit and Risk Committee - Agenda - MINUTES ONLY	11.2	Requests - Minutes	Not yet started	<p>Cr Kingston requested the following report:</p> <p>11.1 That the Chief Executive Officer prepare a report on how internal conflicts of interest are managed in relation to reports presented to Council, and consider the recommendations from the Inquiry into the City of Belmont.</p>	<p>25/02/2025 With regard to resolution 1, report will be prepared for reporting to the Audit and Risk Committee at the August 2025 meeting.</p>	29-08-2025	
28-05-2024	28 May 2024 - Ordinary Meeting of Council - MINUTES ONLY	12.9	MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 5 MARCH 2024 (WARD - ALL)	In Progress	<p>ALTERNATE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ117-05/24)</p> <p>MOVED Cr Raftis, SECONDED Cr O'Neill that Council:</p> <p>15 in relation to Motion No. 15 carried at the Annual General Meeting of Electors:</p> <p>15.1 NOTES that weed management activities across the City will continue to be undertaken in alignment with the adopted Weed Management Plan 2023-2033;</p> <p>15.2 REQUESTS the Chief Executive Officer to prepare a report on reducing the amount of glyphosate and other pesticides over a three to five year period with options for targets of 50%, 70% and 90% reductions;</p> <p>The Alternate Motion was Put and CARRIED (7/5)</p> <p>In favour of the Alternate Motion: Cr Chester, Cr Fishwick, Cr Jones, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Alternate Motion: Mayor Jacob, Cr Hamilton-Prime, Cr Hill, Cr Hutton and Cr May.</p>	<p>28/10/2024 The City has commenced the development of a Request for Quotation to engage a consultant to assist in development of options as requested by Council.</p> <p>20/01/2025 The Request for Quotation was finalised and advertised early January 2025 with a closure date of early February 2025.</p>		
28-05-2024	28 May 2024 - Ordinary Meeting of Council - MINUTES ONLY	12.9	MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 5 MARCH 2024 (WARD - ALL)	In Progress	<p>ALTERNATE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ117-05/24)</p> <p>MOVED Cr Raftis, SECONDED Cr O'Neill that Council:</p> <p>29 in relation to Motion No. 29 carried at the Annual General Meeting of Electors:</p> <p>29.1 SUPPORTS the expansion of the Waterwise Verge Rebate Program and the Native Plant Giveaway, and requests the Chief Executive Officer to prepare a report within six months on ways to provide additional funding for the programs due to the increased resources required;</p> <p>29.2 NOTES that the City is implementing a Native Plant Giveaway initiative in 2023/24;</p> <p>29.3 NOTES that the City is aiming to implement a Native Plant Giveaway initiative in 2024/25.</p> <p>29.4 NOTES that the City will consider implementing the Waterwise Verge Rebate Program in 2025/26, subject to resourcing and budget approval;</p>	<p>04/09/2024 A report is scheduled to be presented to Council on 19 November 2024.</p> <p>29/01/2025 Groundwater Policy adopted by Council at November 2024 meeting.</p> <p>25/02/2025 Following Council Decision November 2024 meeting, additional budget provision has been included in the draft 2025/26 budget to implement an expanded Waterwise Verge Program.</p>		

					<p>The Alternate Motion was Put and TIED (6/6)</p> <p>In favour of the Alternate Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr O'Neill, Cr Pizzey and Cr Raftis. Against the Alternate Motion: Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr May and Cr Vinciullo.</p> <p>There being an equal number of votes, the Presiding Member exercised his casting vote and declared the Amendment CARRIED (7/6)</p>			
28-05-2024	28 May 2024 - Ordinary Meeting of Council - MINUTES ONLY	16.1	NOTICE OF MOTION NO. 1 – CR CHRISTOPHER MAY, JP – ELECTRIC VEHICLE (EV) CHARGING STATIONS	In Progress	<p>COUNCIL RESOLUTION (Resolution No: CJ137-05/24)</p> <p>MOVED Cr May, SECONDED Cr Pizzey that Council:</p> <p>1 REQUESTS the Chief Executive Officer investigate options to permit the provision of a small number of electric vehicle charging stations at key City-managed off-street parking destinations to provide convenience and encourage visitation and activations;</p> <p>2 REQUESTS the Chief Executive Officer investigate options to permit electric vehicle charging to be either cost neutral or revenue positive, with users to pay their electricity usage;</p> <p>3 NOTES the City supports the State Government’s Electric Vehicle Strategy for Western Australia and aims to install infrastructure to transition the City owned fleet to electric vehicles;</p> <p>4 NOTES the City is not responsible for providing electric vehicle charging infrastructure or power for public use however, is able to permit charging infrastructure at carparks in key locations.</p> <p>The Motion was Put and CARRIED (9/4)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hutton, Cr Kingston, Cr May, Cr Raftis and Cr Vinciullo. Against the Motion: Cr Hill, Cr Jones, Cr O'Neill and Cr Pizzey.</p>	13/01/2025	The City is progressing the relevant actions in accordance with Council's decision.	
25-06-2024	25 June 2024 - Ordinary Meeting of Council - MINUTES ONLY	12.7	DRAFT CLIMATE CHANGE PLAN 2024 – 2034 (WARD – ALL)	Completed	<p>The Original Motion as Amended being / COUNCIL RESOLUTION (Resolution No: CJ148-06/24)</p> <p>That Council:</p> <p>1 REQUESTS the draft Climate Change Plan 2024-2034, provided as Attachment 1 to this report, be amended to remove 'Purchasing Offsets' through third parties, in favour of more direct measures such as increased tree planting by the City;</p> <p>2 ENDORSES the draft Climate Change Plan 2024 – 2034, provided as Attachment 1 to this Report, subject to the amendments in Part 1 above, for community consultation for a period of 21 days.</p> <p>3 NOTES the Climate Change Survey Community Consultation Outcomes Report, provided as Attachment 2 to this Report;</p> <p>4 NOTES that the corporate emissions targets in the draft Climate Change Plan 2024 – 2034 align with the State government emissions targets;</p> <p>5 NOTES that the annual process of purchasing carbon offsets for fleet vehicle emissions will be discontinued, with the budget used to conduct additional tree plantings within the City.</p> <p>The Motion was Put and CARRIED (9/2)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr May, Cr Pizzey and Cr Vinciullo. Against the Motion: Cr Kingston and Cr O'Neill.</p>	04/09/2024	Draft Climate Change Plan released for community consultation 15 August - 4 September 2024.	
						20/09/2024	Consultation outcomes report is currently being compiled.	
						13/11/2024	A report will be presented to Council at the meeting on 19 November 2024.	
						29/01/25	The outcomes of Community Consultation on the Draft Climate Change Plan were presented to Council at 19 November 2024 meeting. Council has referred the Item back to the CEO.	
							Feedback on the Draft Plan will be sought from Elected Members in Q3 2024/25.	
						25/02/25	Council action now complete,	
27-08-2024	27 August 2024 - Ordinary Meeting of Council - MINUTES	12.19	TENDER 002/24 CONSTRUCTION OF THE PERCY DOYLE OUTDOOR	On Hold	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ220-08/24)</p> <p>That Council:</p>	12/09/2024	Letter of Acceptance issued 28 August 2024 accepting the tender submitted by Phase 3 Landscape Construction Pty Ltd for the Construction of the Percy Doyle Outdoor Youth Facilities as specified in Tender 002/24 for the fixed lump sum of \$5,508,560 (excluding GST) for completion of works within eight months from commencement of contract	

			YOUTH FACILITIES (WARD - SOUTH)		<p>1 ACCEPTS the tender submitted by Phase 3 Landscape Construction Pty Ltd for the Construction of the Percy Doyle Outdoor Youth Facilities as specified in Tender 002/24 for the fixed lump sum of \$5,508,560 (excluding GST) for completion of works within eight months from commencement of contract;</p> <p>2 NOTES that the funding shortfall will be addressed as part of the 2024-25 Mid-Year Review, which may include adjustments to the 2024-25 Capital Works Program to offset the amount required.</p> <p>The Motion was Put and CARRIED (8/2)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Cr Kingston and Cr O'Neill.</p>	<p>28/10/2024 As per Part 2 of Council's decision, the funding shortfall will be addressed as part of the 2024-25 Mid-Year Review which will be considered by Council at it's February 2025 meeting.</p>		
27-08-2024	27 August 2024 - Ordinary Meeting of Council - MINUTES	12.20	TENDER 012/24 PROCESSING OF COMMINGLED RECYCLABLES SERVICES (WARD - ALL)	In Progress	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ221-08/24)</p> <p>MOVED Cr Hamilton-Prime, SECONDED Cr Vinciullo that Council ACCEPTS the tender submitted by Veolia Recycling & Recovery (Perth) Pty Ltd for the Processing of Commingled Recyclables as specified in Tender 012/24 for a period of five years with the option of two further terms of one year each, at the submitted rate, with any price variations subject to changes due to commodity price adjustment and the percentage change in the Perth CPI (All Groups), subject to negotiation of final contract terms before entering into a contract.</p> <p>The Motion was Put and CARRIED (9/0)</p> <p>In favour of the Motion: Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	<p>12/09/2024 Conditional Letter of Acceptance issued 9 September 2024 accepting the tender submitted by Veolia Recycling & Recovery (Perth) Pty Ltd for the Processing of Commingled Recyclables as specified in Tender 012/24 for a period of five years with the option of two further terms of one year each, at the submitted rate, with any price variations subject to changes due to commodity price adjustment and the percentage change in the Perth CPI (All Groups), subject to negotiation of final contract terms before entering into a contract.</p>		
27-08-2024	27 August 2024 - Ordinary Meeting of Council - MINUTES	16.1	NOTICE OF MOTION NO. 1 - CR ROHAN O'NEILL - PRIVACY AND RESPONSIBLE INFORMATION SHARING	In Progress	<p>COUNCIL RESOLUTION (Resolution No: CJ229-08/24)</p> <p>MOVED Cr O'Neill, SECONDED Cr Kingston that Council REQUESTS the Chief Executive Officer to prepare a report on the City's approach to Privacy and Responsible Information Sharing.</p> <p>The Motion was Put and CARRIED (10/0)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>		30-04-2025	
17-09-2024	17 September 2024 - Ordinary Meeting of Council - MINUTES	12.3	EXECUTION OF DOCUMENTS (WARD - ALL)	Completed	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ236-09/24)</p> <p>MOVED Cr Vinciullo, SECONDED Cr O'Neill that Council NOTES the Signing and Common Seal Register for 3 August 2024 to 27 August 2024 as detailed in Attachment 1 to this Report.</p> <p>The Motion was Put and CARRIED (12/0) by Exception Resolution after consideration of Item 13.1.6.</p> <p>In favour of the Motion: Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	<p>30/10/2024 Noting resolution. No further action required.</p>		
17-09-2024	17 September 2024 - Ordinary Meeting of Council - MINUTES	12.4	STATUS OF COUNCIL DECISIONS - JULY 2024 (WARD - ALL)	In Progress	<p>ALTERNATE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ237-09/24)</p> <p>MOVED Cr Fishwick, SECONDED Cr Hamilton-Prime that Council:</p> <p>1 NOTES the Status of Council Decision Report for the month of July 2024, as provided in Attachment 1 to this Report;</p> <p>2 REQUESTS the Chief Executive Officer to prepare a report to Council on the progress of the Department of Water and Environmental Regulation (DWER) guidelines for community basketball facilities;</p> <p>3 Subject to Part 2, should the DWER guidelines not be released or publicised, REQUESTS the Chief Executive Officer to prepare a report on the development of a policy or guidelines for the management of community basketball</p>	<p>08/10/2024 A report to Council on the progress of the Department of Water and Environmental Regulation (DWER) guidelines for community basketball facilities and a proposed policy will be prepared for quarter 4 of 2024-25.</p>		

					facilities. The Alternate Motion was Put and CARRIED (12/0) In favour of the Alternate Motion: Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Alternate Motion: Nil.			
22-10-2024	22 October 2024 - Ordinary Meeting of Council	12.6	WORKERS COMPENSATION INSURANCE (WARD - ALL)	Not yet started	The Original Motion as Amended being / COUNCIL RESOLUTION (Resolution No: CJ272-10/24) MOVED Mayor Jacob, SECONDED Cr Pizzey that Council: 1 NOTES the report on the City's Workers Compensation (WorkCare) Policy with Local Government Insurance Services; 2 NOTES an independent consultant is to be engaged to undertake a market analysis on whether the City's Workers Compensation Policy provides best value and report to the Council on the outcomes: 3 REQUESTS the Chief Executive Officer provide a report to the Council on the proposed appointment of the independent consultant to undertake the market analysis in Part 2 above. The Motion was Put and CARRIED (12/0) In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.			
22-10-2024	22 October 2024 - Ordinary Meeting of Council	12.12	BURNS BEACH CAFE / RESTAURANT PROJECT BUSINESS PLAN (WARD – NORTH)	In Progress	OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ279-10/24) MOVED Cr Jones, SECONDED Cr Hamilton-Prime that Council APPROVES the Burns Beach Café / Restaurant Business Plan provided as Attachment 1 to this Report for public advertising in accordance with section 3.59 of the Local Government Act 1995. The Motion was Put and CARRIED (13/0) by Exception Resolution after consideration of Item 14.2. In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.	06/11/2024 The Business Plan will be advertised for community consultation from 7 November to 18 December 2024. A consultation outcomes report will be presented to Council early in the first quarter of 2025 - SPO SC	31-03-2025	
28-10-2024	28 October 2024 - Audit and Risk Committee - MINUTES	11.2	Cr O'Neill - Minutes	In Progress	Cr O'Neill requested a report in relation to the City's On the Spot Reward Protocol, how the Protocol operates and how the rewards are distributed to officers.	25/02/2025 On 22 November 2024 copies of the City of Joondalup's Protocols related to Service Recognition and On the Spot Rewards were forwarded to all Elected Members. A report will be prepared on how the Protocols operate.		
19-11-2024	19 November 2024 - Ordinary Meeting of Council	12.7	OUTCOMES OF COMMUNITY CONSULTATION - CLIMATE CHANGE PLAN 2024 – 2034 (WARD - ALL)	Completed	COUNCIL RESOLUTION (Resolution No: CJ299-11/24) That Council: 1 NOTES the outcomes of community consultation on the draft Climate Change Plan 2024 – 2034, as provided in Attachment 1; 2 REFERS Item 12.7 - Outcomes of Community Consultation - Climate Change Plan 2024 – 2034 back to the Chief Executive Officer, as per clause 10.1(c) of the City of Joondalup Meeting Procedures Local Law 2013.	29/01/25 Feedback on the Draft Plan will be sought from Elected Members in Q3 2024/25. 25/02/25 Action complete.		
19-11-2024	19 November 2024 - Ordinary Meeting of Council	12.8	EXPANSION OF WATERWISE VERGE REBATE PROGRAM AND NATIVE PLANT GIVEAWAY (WARD – ALL)	Not yet started	The Original Motion as Amended being / COUNCIL RESOLUTION (Resolution No: CJ300-11/24) MOVED Cr O'Neill, SECONDED Cr Chester that Council: 1 NOTES that the City will not be delivering the Waterwise Verge Rebate Program in 2025-26; 2 ENDORSES the continuation and expansion of the Native Plant Giveaway in 2025-26; 3 NOTES that a total budget will be considered in the budget process			

					<p>allocating increased funding to deliver the Native Plant Giveaway in 2025-26;</p> <p>4 NOTES that the City will apply for funding through the Water Corporation to offset costs of implementing the initiative.</p> <p>The Motion was Put and CARRIED (11/0)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>			
19-11-2024	19 November 2024 - Ordinary Meeting of Council	13 2.2	R-CODES REVIEW OF RESIDENTIAL LOCAL PLANNING POLICIES (WARD - ALL)	In Progress	<p>COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ310-11/24)</p> <p>MOVED Cr Jones, SECONDED Cr Hill that Council, in accordance with Clauses 3 and 4 of Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015, PREPARES and ADVERTISES the draft Residential Development Local Planning Policy, provided as Attachment 3 to this Report, for a period of 21 days.</p> <p>The Motion was Put and CARRIED (11/0) by Exception Resolution after Item 13.2.8.</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	10/01/2025	The City is progressing the relevant actions in accordance with Council's decision.	
19-11-2024	19 November 2024 - Ordinary Meeting of Council	13 2.3	PROPOSED COUNCIL POLICIES: CORPORATE SPONSORSHIP PROGRAM AND SIGNIFICANT EVENT SPONSORSHIP (WARD - ALL)	Completed	<p>COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ311-11/24)</p> <p>MOVED Cr Kingston, SECONDED Cr Pizzey that Council:</p> <p>1 ADOPTS the Corporate Sponsorship Program Council Policy as provided as Attachment 1 to this Report, subject to the following amendment:</p> <p>1.1 That the following sentence of clause 4.3 be amended to read as follows:</p> <p>"These guidelines will be determined from time to time in accordance with this policy at the discretion of the Chief Executive Officer, and communicated to Elected Members."</p> <p>2 ADOPTS the Significant Event Council Policy as provided as Attachment 2 to this Report, subject to the following amendment:</p> <p>2.1 That the following sentence of clause 4.3 be amended to read as follows:</p> <p>"These guidelines will be determined from time to time in accordance with this policy at the discretion of the Chief Executive Officer, and communicated to Elected Members."</p> <p>3 NOTES that the Corporate Sponsorship Program Council Policy and Significant Event Council Policy will come into effect when a public notice is published on the City's website.</p> <p>The Motion was Put and CARRIED (8/3)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Raftis and Cr Vinciullo. Against the Motion: Cr Kingston, Cr O'Neill and Cr Pizzey.</p>	31/01/2025	This action is complete and work is progressing to align the City's supporting systems, documentation and other website/supporting material to new processes. Once this is complete, the policy will be published.	
19-11-2024	19 November 2024 - Ordinary Meeting of Council	13 2.5	GROUNDWATER USE COUNCIL POLICY (WARD - ALL)	Completed	<p>COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ313-11/24)</p> <p>MOVED Cr Jones, SECONDED Cr Hill that Council ADOPTS the Groundwater Use Council Policy provided as Attachment 1 to this Report.</p> <p>The Motion was Put and CARRIED (11/0) by Exception Resolution after Item 13.2.8.</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	25/02/2025	Completed.	
19-11-2024	19 November 2024 - Ordinary Meeting of Council	13 2.8	GAMBLING ACTIVITIES IN CITY-OWNED AND	In Progress	<p>COMMITTEE RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ316-11/24)</p>	16/12/2024	A Council Policy to limit gambling activities in City-owned and managed properties, taking into consideration the guidance provided by Council in Part 2 being, prohibit only	

	Meeting of Council		MANAGED PROPERTIES (WARD – ALL)		<p>MOVED Cr Kingston, SECONDED Cr O'Neill that Council:</p> <p>1 SUPPORTS the development of a formal position to limit gambling activities in all City-owned or managed properties;</p> <p>2 PROVIDES clear guidance on the specific gambling activities it wishes to limit in City-owned and managed properties, namely:</p> <p>2.1 Prohibit only wagering activities;</p> <p>3 REQUESTS the Chief Executive Officer develops a Council Policy to limit gambling activities in City-owned and managed properties, taking into consideration the guidance provided by Council in Part 2 above.</p> <p>The Motion was Put and CARRIED (11/0)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	wagering activities, is being developed and is scheduled for consideration by Council at its meeting to be held on 22 July 2025.		
19-11-2024	19 November 2024 - Ordinary Meeting of Council	16.1	NOTICE OF MOTION NO. 1 - CR REBECCA PIZZEY - VIRTUAL FENCING	Not yet started	<p>COUNCIL RESOLUTION (Resolution No: CJ318-11/24)</p> <p>MOVED Cr Pizzey, SECONDED Cr O'Neill that Council REQUESTS the Chief Executive Officer to prepare a report examining the costs and benefits of installing 'virtual fencing', a land bridge or any other alternate method the City believes would aid in the movement of native wildlife at Pinnaroo Valley Memorial Park, at Whitfords Avenue in Padbury, and Yellagonga Regional Park, at Duffy Terrace and Woodvale Drive in Woodvale.</p> <p>The Motion was Put and CARRIED (11/0)</p> <p>In favour of the Motion: Mayor Jacob, Cr Chester, Cr Fishwick, Cr Hill, Cr Hutton, Cr Jones, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>			
10-12-2024	10 December 2024 - Ordinary Meeting of Council	12.3	CONSIDERATION OF RENAMING OF BLACKBOY PARK, MULLALOO (WARD – CENTRAL)	In Progress	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ326-12/24)</p> <p>MOVED Cr Hutton, SECONDED Cr Kingston that Council ADVERTISES the proposal to rename Blackboy Park, Mullaloo, to Koorlangka Park for 30 days.</p> <p>The Motion was Put and CARRIED (11/1)</p> <p>In favour of the Motion: Cr Hill, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hutton, Cr Kingston, Cr May, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Cr Jones.</p>	<p>06/01/2025 The City will arrange advertising of the naming proposal in accordance with Council's resolution.</p> <p>05/03/2025 Public consultation on the renaming of Blackboy Park to Koorlangka Park commenced in February 2025 and will close on 13 March 2025. After the close of the consultation period, the City will consider all submissions received and prepare a report for consideration at a future Council meeting.</p>		
10-12-2024	10 December 2024 - Ordinary Meeting of Council	12.17	REQUEST FOR THE CREATION OF A FRIENDS OF PAW GROUP PROGRAM (WARD - ALL)	In Progress	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ338-12/24)</p> <p>MOVED Cr Hill, SECONDED Cr Hamilton-Prime that Council:</p> <p>1 SUPPORTS simplifying the City's processes to enable residents to undertake planting and maintenance of Public Accessways by expanding the City's Your Street Verge Guidelines to include the landscaped areas of Public Accessways;</p> <p>2 NOTES that the City's Pedestrian Accessway (PAW) Planting and Maintenance Process will be obsolete once Part 1 above is implemented.</p> <p>The Motion was Put and CARRIED (9/0)</p> <p>In favour of the Motion: Cr Hill, Cr Fishwick, Cr Hamilton-Prime, Cr Hutton, Cr Jones, Cr May, Cr O'Neill, Cr Pizzey and Cr Vinciullo. Against the Motion: Nil.</p>	<p>20/01/2025 The Your Street Verge Guidelines have been reviewed in line with Council's decision and are currently being branded prior to publication. Once published, the City's Pedestrian Accessway (PAW) Planting and Maintenance Process will be obsolete.</p>		
10-12-2024	10 December 2024 - Ordinary Meeting of Council	16.2	NOTICE OF MOTION NO. 2 - CR JOHN RAFTIS - PROJECT AXIOM	In Progress	<p>The Original Motion as Amended being / COUNCIL RESOLUTION (Resolution No: CJ348-12/24)</p> <p>MOVED Cr Raftis, SECONDED Cr O'Neill that Council REQUESTS the Chief Executive Officer to prepare a report, to be presented to the Council Meeting to be held on 29 April 2025, on Project Axiom covering the progress of the project to date, including but not limited to:</p>	<p>13/01/2025 Report is currently in progress for presenting to April 2025 OCM.</p>		

					<p>1 Full detail of original project costings, scope and timeline, including breakdown into external costs for example contractor, consultants and internal costs including staff time and additional staff resources;</p> <p>2 Details of identified benefits, both strategic and operational, proposed to be delivered by Project Axiom;</p> <p>3 Details of contracts entered into to deliver this project;</p> <p>4 Details of engagement with other Local Governments on matters involved within Project Axiom;</p> <p>5 Full detail on changes in costings, scope and timelines since the commencement of the project;</p> <p>6 Details of the contract with HCL Australia Services Pty Ltd and advice received by the City associated with the contract;</p> <p>7 Details of progress against plan of works on the project;</p> <p>8 Updated plan of proposed costings, scope and timeline for the completion of Project Axiom;</p> <p>9 Risk analysis of the project against strategic and operational risk registers for the City;</p> <p>10 Details of the undertakings made with the Office of the Auditor General regarding Project Axiom timelines and the impacts on commitments to resolve issues identified in the Office of the Auditor General reviews of the City's Information Systems.</p> <p>The Motion was Put and CARRIED (10/0)</p> <p>In favour of the Motion: Cr Hill, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Hutton, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>			
10-12-2024	10 December 2024 - Ordinary Meeting of Council	16.3	NOTICE OF MOTION NO. 3 - CR JOHN RAFTIS - POWER PURCHASE AGREEMENT	In Progress	<p>RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ351-12/24)</p> <p>MOVED Cr Raftis, SECONDED Cr O'Neill that Council REQUESTS the Chief Executive Officer to prepare a report on the Western Australian Local Government Association (WALGA) negotiated Power Purchase Agreement renewal for approval of the Council before the City commits to the new contract period and terms.</p> <p>The Motion was Put and CARRIED (9/1)</p> <p>In favour of the Motion: Cr Hill, Cr Chester, Cr Fishwick, Cr Hamilton-Prime, Cr Kingston, Cr O'Neill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Cr Jones.</p>	20/12/2024 A report on the Western Australian Local Government Association (WALGA) negotiated Power Purchase Agreement renewal will be drafted for approval of the Council before the City commits to the new contract period and terms		
12-02-2025	12 February 2025 - Special Policy Committee	7.1	VENUE HIRE FEES AND CHARGES POLICY - OPPORTUNITY FOR AFFECTED USERS TO PRESENT DIRECTLY TO THE POLICY COMMITTEE (WARD – ALL)	Completed	<p>OFFICER'S RECOMMENDATION MOVED Cr Kingston, SECONDED Cr Vinciullo that the Policy Committee NOTES the information provided by affected users of the Venue Hire Fees and Charges Council Policy.</p> <p>The Motion was Put and CARRIED (6/0)</p> <p>In favour of the Motion: Cr Kingston, Cr Chester, Cr Hutton, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	19/02/2025 Executive Support Officer Recommendation noted. No action required.		
17-02-2025	17 February 2025 - Policy Committee	8.8	2025 POLICY REVIEW SCHEDULE (WARD - ALL)	Completed	<p>OFFICER'S RECOMMENDATION MOVED Cr Vinciullo, SECONDED Cr Kingston that the Policy Committee NOTES the 2025 Policy Review Schedule, as detailed in Attachment 1 to this Report.</p> <p>The Motion was Put and CARRIED (6/0)</p> <p>In favour of the Motion: Cr Kingston, Cr Chester, Cr Hill, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>	24/02/2025 Noting resolution. No further action required.		

18-02-2025	18 February 2025 - Special Meeting of Council	8.1	CONFIDENTIAL TENDER 030/24 PROVISION OF DOMESTIC WASTE, GARDEN ORGANICS AND RECYCLING COLLECTION SERVICES (WARD - ALL)	Not yet started	<p>OFFICER'S RECOMMENDATION / COUNCIL RESOLUTION (Resolution No: CJ002-02/25)</p> <p>MOVED Cr Hutton, SECONDED Cr Chester that Council ACCEPTS the tender submitted by Solo Waste Aust. Pty Limited as Trustee for Rico Family Trust trading as Solo Resource Recovery (Conforming Offer) for the provision of domestic waste, garden organics and recycling collection services for separable portions 1 to 5 as specified in Tender 030/24 for a period of five years with the option of two further terms of one year each, at the submitted rates, with any price variations subject to the percentage change in the Perth CPI (All Groups), subject to negotiation of final contract terms before entering into a contract.</p> <p>The Motion was Put and CARRIED (8/0)</p> <p>In favour of the Motion: Cr Hill, Cr Chester, Cr Fishwick, Cr Hutton, Cr Kingston, Cr Pizzey, Cr Raftis and Cr Vinciullo. Against the Motion: Nil.</p>			
------------	---	-----	---	-----------------	--	--	--	--

STATUS OF PETITIONS PRESENTED TO COUNCIL

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
<p>A 51 signature petition has been received from residents of the City of Joondalup requesting that Council create a working group that includes representatives from the City’s planning department to review and develop appropriate signage guidelines and policy that allows small business to have a say on signage and placemaking within the City of Joondalup.</p> <p>RPC00105 (Governance and Strategy)</p>	<p>16 August 2016</p>	<p>Outstanding</p>	<p><u>Update as at February 2025</u> Given the upcoming Local Government elections in October 2025, the drafting of the revised Local Government and Public Property Local Law is not expected to be presented until later in 2025 following the election, as there are elements of the local law that relate to election signage.</p> <p><u>Update as at November 2024</u> A report is expected to be presented to the first Policy Committee meeting in 2025.</p> <p><u>Update as at August 2024</u> A meeting was held with Cr Kingston on 14 August 2024 to clarify some aspects of the request made at the Policy Committee meeting held on 20 November 2023.</p> <p><u>Update as at May 2024</u> A review of the additional requests from the Policy Committee on 20 November 2023 is continuing.</p> <p><u>Update as at February 2024</u> A review of the additional requests from the Policy Committee on 20 November 2023 has begun, with a report expected back to the Policy Committee later in 2024.</p> <p><u>Update as at November 2023</u> A report on the proposed Local Government and Public Property Local Law was presented to the Policy Committee on 20 November 2023. The Policy Committee resolved as follows:</p> <p>That Item 8.6 – Proposed Local Government and Public Property Local Law 2023 – Consent to Advertise – be REFERRED BACK to the Chief Executive Officer to consider the following matters:</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<ul style="list-style-type: none"> • Amending clause 10.6(2) from 3 to 24 hours. • Redrafting Part 9 – Advertising Signs – to: <ul style="list-style-type: none"> ○ Impose conditions under a policy in accordance with Clause 12.6 rather than under conditions that are in the text of the local law. ○ Remove clauses 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9. ○ Provide an additional clause to empower the local government to issue permits for signage with conditions imposed under a policy. ○ Create a new policy ‘Local Government and Public Property Signage Policy’. ○ Review the definitions for types of signage. ○ Provide additional clauses for permit conditions for different types of signage reflecting clauses 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9. ○ Review signage definitions at 9.1 and appropriate conditions to be imposed under a policy to take into account the implied freedom of political communication which may operate outside of elections. Signage that is political communication can only be regulated but not prohibited by the local law. • Consolidating determinations from the register of determinations into Schedule 2 (see Register-of-Determinations-City-of-Joondalup.pdf). • Remove footnotes regarding 2019 amendments from the consolidated law on pages 9, 16, and 17. • Review current authorised persons and whether current authorisations are valid. <p>A further report will be presented to the Policy Committee in February 2024.</p> <p><u>Update as at August 2023</u> A revised Local Government and Public Property Local Law did not progress to the Policy Committee in August 2023. It is expected to proceed to the Policy Committee later in 2023.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at May 2023</u> A revised Local Government and Public Property Local Law did not progress to the Policy Committee in May 2023. It is expected to proceed to the Policy Committee in August 2023.</p> <p><u>Update as at February 2023</u> A revised Local Government and Public Property Local Law did not progress to the Policy Committee in February 2023. It is expected to proceed to the Policy Committee in May 2023.</p> <p><u>Update as at November 2022</u> As stated below, a revised Local Government and Public Property Local Law (incorporating the changes on signage) is expected to be presented to the Policy Committee in February 2023.</p> <p><u>Update as at August 2022</u> The Amendment Local Law was presented to Council on 16 August 2022. The Council resolution was as follows: <i>That Item CJ124-08/22 Amendment Local Law 2021 – Final Adoption BE REFERRED BACK to the Policy Committee for further consideration and so that each local law can be considered separately.</i></p> <p>A revised Local Government and Public Property Local Law (incorporating the changes on signage) is expected to be presented to the Policy Committee in February 2023.</p> <p><u>Update as at June 2022</u> Letters were sent to the lead petitioners on 1 April 2022, advising of Council’s decision at the February 2022 Council Meeting. The Amendment Local Law is expected to be presented back to Council in July or August for consideration of submissions and final adoption.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at February 2022</u> A report was presented to the 15 February 2022 Council meeting to advertise the City of Joondalup Amendment Local Law 2021 (CJ014-02/22 refers). Once the Amendment Local Law is advertised, there is a six week submission period, with a further report to be presented to Council at the conclusion of the submission period.</p> <p><u>Update as at November 2021</u> The City is currently reviewing the Amendment Local Law with a report to be presented to Council in February 2022.</p> <p><u>Update as at May and August 2021</u> A report in relation to the <i>Advertisements Local Planning Policy</i> was submitted to Council at its meeting held on 16 March 2021 (CJ037-03/21 refers). The lead petitioner has been notified of Council's decision.</p> <p>At its meeting held on 16 February 2021 (CJ006-02/21 refers) Council endorsed a review of the City's <i>Local Government and Public Property Local Law 2014</i> to consider possible amendments to the local law provisions around the permissibility of temporary advertising signs in thoroughfares and road verges. A local law amendment will be submitted to a future Council meeting to consider detailing any possible changes that can be made.</p> <p><u>Update as at February 2021</u> A report will be presented to the 16 March 2021 Council meeting to consider the draft <i>Advertisements Local Planning Policy</i> following public advertising, which details signage requirements on private property.</p> <p><u>Update as at November 2020</u> A new draft policy was presented to Council at its meeting held on 20 October 2020 (CJ162-10/20 refers). The Draft Advertisement Local Planning Policy will be advertised for public consultation for 21 days before the end of 2020.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at February, May and August 2020</u> Review of signs policy is continuing.</p> <p><u>Update as at August and November 2019</u> Review of signs policy is continuing.</p> <p><u>Update as at May 2019</u> Review of signs policy has commenced.</p> <p><u>Update as at February 2019</u> Work will commence shortly on the review of the <i>Signs</i> policy.</p> <p><u>Update as at November 2018</u> <i>Local Planning Scheme No. 3</i> was gazetted on 23 October 2018. Now that the City knows the exact wording of the scheme, work will commence on the review of the <i>Signs Policy</i>. A decision will be made shortly how best to engage small business in the review of the policy.</p> <p><u>Update as at August, May and February 2018</u> The review of the City's <i>Signs Policy</i> will commence once <i>Local Planning Scheme No. 3</i> has been endorsed by the Western Australian Planning Commission.</p> <p><u>Update as at February, May, August and November 2017</u> The review of the City's <i>Signs Policy</i> is yet to commence.</p> <p><u>Update as at November 2016</u> The review of the City's <i>Signs Policy</i> is yet to commence.</p> <p><u>Update as at August 2016</u> It is anticipated that a review of the City's <i>Signs Policy</i> will commence in late 2016. The request to form a working group will be considered as part of the review process.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
<p>A 198 signature petition has been received 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.</p> <p>RCP00086 (Corporate Services)</p>	<p>17 August 2021</p>	<p>Outstanding</p>	<p><u>Update as at February 2025</u> A further report will be presented to Major Projects and Finance Committee in 2025-26.</p> <p><u>Update as at November 2024</u> A further report will be presented to the Major Projects and Finance Committee in 2025-26.</p> <p><u>Update as at August 2024</u> A report was presented to the Major Projects and Finance Committee on 25 March 2024 and Council on 23 April 2024 where Council agreed not to progress with a redevelopment of the Whitford Library or Whitford Senior Citizens' Centre located on Banks Avenue, Hillarys at this time, and for the Major Projects and Finance Committee to review the proposal in 2025-26 (CJ094-04/24). A further report will be presented to the Major Projects and Finance Committee in 2025-26.</p> <p><u>Update as at May 2024</u> A report is being drafted for tabling at Major Projects and Finance Committee in 2024.</p> <p><u>Update as at February 2024</u> A report is being drafted for tabling at a Major Projects and Finance Committee in 2024.</p> <p><u>Update as at November 2023</u> Report being drafted for tabling at Major Projects and Finance Committee in 2024.</p> <p><u>Update as at August 2023</u> Being reviewed in line with the Social Needs Analysis.</p> <p><u>Update as at May 2023</u> Date to be confirmed, awaiting outcome of social needs analysis.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at February 2023</u> Date to be confirmed, awaiting outcome of social needs analysis.</p> <p><u>Update as at November 2022</u> The presentation of the report has been delayed to 2023 pending the social need analysis report.</p> <p><u>Update as at August 2022</u> A report will be presented to Major Projects and Finance at its meeting scheduled for 28 November 2022.</p> <p><u>Update as at June 2022</u> The evaluation of the Social Needs Analysis is still in progress and once that is complete a report will be presented to the Major Projects and Finance Committee as per the February 2022 resolution.</p> <p><u>Update as at February 2022</u> A report was presented to Council at its meeting held on 15 December 2021 (CJ177-12/21 refers) where Council resolved the following:</p> <p><i>“That Council:</i></p> <ol style="list-style-type: none"> 1 <i>NOTES that on finalisation of the City of Joondalup’s evaluation of the Social Needs Analysis, which will occur in early 2022, a report will be presented to a future meeting of the Major Projects and Finance Committee that assesses what will be required to meet the community’s future needs at the Whitford Library and Whitford Senior Citizens’ Centre;</i> 2 <i>ADVISES the lead petitioner of Council’s decision as detailed in Part 1 above.”</i> <p><u>Update as at November 2021</u> A report will be presented to Council at its meeting scheduled for 14 December 2021.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at August 2021</u> The City is currently reviewing the request and a report will be presented to a future Council meeting.</p>
<p>A 30-signature petition has been received from residents of the City of Joondalup in relation to a request to halt all imminent road works to Merrifield Place, Mullaloo and a request for community consultation in regards to pedestrian, fire and car safety.</p> <p>RCP00132 (Infrastructure Services)</p>	25 June 2024	Outstanding	<p><u>Update as at February 2025</u> The City has not yet reviewed the Parking Improvement Plan for Merrifield Place.</p> <p><u>Update as at November 2024</u> The City has not yet reviewed the Parking Improvement Plan for Merrifield Place.</p> <p><u>Update as at August 2024</u> The petition was presented to Council on 25 June 2024, where it was received and referred to the Chief Executive Officer for action.</p> <p>The lead petitioner was advised on 3 July 2024, that the Merrifield Place Parking Improvement project had been put on hold pending further investigation by the City, including a review of the concerns raised to date with further consultation to be undertaken along with consideration of alternate options.</p> <p>The City has since terminated the construction contract with the contractor and will be in touch with the lead petitioner when alternate options are available for further consideration.</p>
<p>A 101 signature petition has been received from residents of the City of Joondalup in relation to a request for the City to investigate Main Roads WA's (MRWA) location selection for the five metre noise wall along Twickenham Drive, Kingsley.</p> <p>RCP00133 (Planning and Community Development)</p>	23 July 2024	Outstanding	<p><u>Update as at February 2025</u> A second meeting was held with Main Roads WA in early 2025. The City is currently preparing a report for Council's consideration.</p> <p><u>Update as at November 2024</u> The City has commenced its investigations and recently met with Main Roads WA to discuss the matter.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at August 2024</u> The petition was presented to Council on 23 July 2024, where it was received and referred to the Chief Executive Officer for action.</p>
<p>A 48 signature petition has been received from residents of the City of Joondalup requesting the City install CCTV security camera systems at the Woodvale Tennis Club / Soccer Club clubrooms and changeroom area, at Timberlane Park to deter graffiti and other anti-social behaviour around the clubrooms and carpark.</p> <p>RCP00134 (Planning and Community Development)</p>	23 July 2024	Outstanding	<p><u>Update as at February 2025</u> Following assessment of a 48 signature petition, works for the installation of CCTV security at Timberlane Park Hall, Woodvale have been proposed for inclusion in the 2024-25 draft operational budget.</p> <p><u>Update as at November 2024</u> The request for CCTV security at the Woodvale Tennis Club will be considered as part of the City's draft budget process.</p> <p><u>Update as at August 2024</u> The petition was presented to Council on 23 July 2024, where it was received and referred to the Chief Executive Officer for action.</p>
<p>A 25 signature petition has been received from residents of the City of Joondalup requesting the City do not proceed with the planned pathway for Bracadale Avenue, Duncraig.</p> <p>RCP00137 (Infrastructure Services)</p>	17 September 2024	Completed	<p><u>Update as at February 2025</u> Council, at its meeting held on 10 December 2024 (CJ330-12/24 refers) considered the City's recommendation regarding this petition and resolved as follows:</p> <p><i>That Council:</i></p> <p>"2 <i>in relation to the petition requesting the City does not proceed with the planned pathway for Bracadale Avenue, Duncraig:</i></p> <p>2.1 <i>NOTES that the 2024-25 Budget includes the project FPN2205 for the construction of a school connection pathway along the eastern verge of Bracadale Avenue, from Glengarry Drive to Lennoxtown Road;</i></p> <p>2.2 <i>NOTES that the eastern verge is the preferred location for the construction of a footpath on Bracadale Avenue;</i></p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>2.3. <i>DOES NOT SUPPORT the construction of a footpath on the eastern verge on Bracadale Avenue;</i></p> <p>2.4. <i>REQUESTS that the unspent funding for FPN2205 Bracadale Avenue from Glengarry Drive to Lennoxtown Road be considered for reallocation for a pathway on Telopia Drive from Nicolli Street to Granadilla Street as part of the 2024-25 Mid Year Budget review;</i></p> <p>2.5. <i>ADVISES the lead petitioner of Council's decision;"</i></p> <p>Update as at November 2024 Local governments play an important role in providing infrastructure such as footpaths to provide safe routes away from vehicles. Pedestrians, bike riders, people with disabilities who use wheelchairs or mobility scooters benefit from safe routes in their community especially to local schools and shopping hubs.</p> <p>The City has a New Footpath Program each financial year as part of its rolling Five-Year Capital Works Program. New path projects are developed through a combination of community requests and the City's own targets to improve pedestrian connectivity. Locations are assessed on their merits using a set of criteria, given a priority score and listed for possible future inclusion in the City's Capital Works Program (CWP).</p> <p>Bracadale Avenue scored highly due to but not limited to its proximity to Glengarry Primary School, its Warden-controlled crossing at the northern end and the Glengarry Shopping/Medical hub to the south. In addition, it will provide path connectivity between Glengarry Drive and Lennoxtown Road footpaths, which are prominent routes in this part of Duncraig.</p> <p>At its meeting held on 25 June 2024 (CJ156-06/24 refers), Council adopted the 2024-25 Budget which included a capital project FPN2205 for the construction of a school connection pathway along the eastern verge of Bracadale Avenue, from Glengarry Drive to Lennoxtown Road</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>with an allocated budget of \$75,000. The footpath will be constructed at the back of kerb to reduce any potential impact to the local residents and will comply with the relevant Australian Standards pertaining to pedestrians, sightlines, and gradients.</p> <p>The construction of the footpath is currently scheduled to commence in March 2025.</p> <p><i>It is therefore recommended that Council:</i></p> <p>1 <i>in relation to the petition requesting that the City does not proceed with the planned pathway for Bracadale Avenue, Duncraig;</i></p> <p>1.1 <i>NOTES that the 2024-25 Budget includes the project FPN2205 for the construction of a school connection pathway along the eastern verge of Bracadale Avenue, from Glengarry Drive to Lennoxtown Road;</i></p> <p>1.2 <i>NOTES that the eastern verge is the preferred location for the construction of a footpath on Bracadale Avenue;</i></p> <p>1.3 <i>NOTES that the footpath will be constructed at the back of kerb to reduce any potential impact to the local residents and will comply with the relevant Australian Standards pertaining to pedestrians, sightlines, and gradients;</i></p> <p>1.4 <i>ADVISES the Lead Petitioner of Council's decision.</i></p> <p><u>Update as at September 2024</u> The petition was presented to Council on 17 September 2024, where it was received and referred to the Chief Executive Officer for action.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
<p>A 74 signature petition has been received from residents of the City of Joondalup in relation to the skate park currently under construction at Percy Doyle Reserve, Duncraig, requesting the City use a Pool Coping finish to the skate bowl in lieu of the planned Steel Coping finish, to reduce hazards and to enhance user benefit.</p> <p>RCP00138 (Infrastructure Services)</p>	<p>22 October 2024</p>	<p>Completed</p>	<p><u>Update as at February 2025</u> Council, at its meeting held on 10 December 2024 (CJ330-12/24 refers) considered the City’s recommendation regarding this petition and resolved as follows:</p> <p><i>“That Council:</i></p> <p><i>“3 in relation to the petition regarding the skate park currently under construction at Percy Doyle Reserve, Duncraig, requesting the City use a Pool Coping finish to the skate bowl in lieu of the planned Steel Coping finish, to reduce hazards and to enhance user benefit:</i></p> <p><i>3.1 SUPPORTS the petition request to use a pool coping finish in lieu of the planned steel coping finish to the skate bowl at Duncraig Adventure Hub;</i></p> <p><i>3.2 NOTES that the cost for this variation will be absorbed within the project contingency without requiring an increase to the project budget;</i></p> <p><i>3.5 ADVISES the lead petitioner of Council’s decision;”</i></p> <p><u>Update as at November 2024</u> The City has investigated the petition request for pool coping finish to the skate bowl at Duncraig Adventure Hub.</p> <p>Pool coping is more expensive than steel coping as it has a higher maintenance cost due to chipping and as such, the initial design for the skate facility specified steel coping</p> <p>However, it is acknowledged that pool coping is the preferred finish to the skate bowl as it provides a more challenging surface for skaters. The cost is estimated at \$7,000 which includes the purchasing of additional pool coping pavers for future maintenance requirements.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>The installation of pool coping can be absorbed into the project contingency without increasing the project budget.</p> <p><i>It is therefore recommended that Council:</i></p> <ol style="list-style-type: none"> 1 <i>SUPPORTS the petition request to use a pool coping finish in lieu of the planned steel coping finish to the skate bowl at Duncraig Adventure Hub;</i> 2 <i>NOTES that the cost for this variation will be absorbed within the project contingency without requiring an increase to the project budget;</i> 3 <i>ADVISES the lead petitioner of Council's decision.</i> <p><u>Update as at October 2024</u> The petition was presented to Council on 22 October 2024, where it was received and referred to the Chief Executive Officer for action.</p>
<p>A 99 signature has been received from residents of the City of Joondalup in relation to a request to upgrade the local Triton Place, Mullaloo playground.</p> <p>RCP00139 (Infrastructure Services)</p>	22 October 2024	Completed	<p><u>Update as at February 2025</u> A report addressing the matters raised in the petition was considered by Council at its meeting to be held on 25 February 2025. Council resolved as follows:</p> <p><i>That Council:</i></p> <ol style="list-style-type: none"> 1 <i>DOES NOT SUPPORT the petition request to upgrade the Triton Park playspace;</i> 2 <i>SUPPORTS the rationalisation of the play equipment items at Triton Park at the end of their useful life;</i> 3 <i>NOTES that the renewal of the existing BMX track and supporting infrastructure is currently listed for design in 2025-26 and construction in 2026-27 subject to Council's endorsement as part of the annual budget process;</i> 4 <i>ADVISES the lead petitioner of Council's decision.</i>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at November 2024</u> The City is currently investigating the petition request to upgrade the playspace at Triton Park, Mullaloo.</p> <p><u>Update as at October 2024</u> The petition was presented to Council on 22 October 2024, where it was received and referred to the Chief Executive Officer for action.</p>
<p>A 30 signature has been received from residents of the City of Joondalup in relation to a request to for a footpath for Superior Rise, Edgewater.</p> <p>RCP00140 (Infrastructure Services)</p>	<p>22 October 2024</p>	<p>Outstanding</p>	<p><u>Update as at February 2025</u> Council, at its meeting held on 10 December 2024 (CJ330-12/24 refers) considered the City’s recommendation regarding this petition and the motion was lost.</p> <p>As detailed in the November update, this petition request has been evaluated by the City and is sitting currently at #132 of a total of 138 listed requests. Constructability will be difficult as there are significant established trees along both sides of Superior Rise. Additionally, if the City were to consider constructing a footpath in Superior Rise a new path would also be required in Michigan Court for connectivity. As such, the City is not supportive of the petition request at this time.</p> <p><i>It is therefore recommended that Council:</i></p> <p>“1 in relation to the request for a footpath for Superior Rise, Edgewater:</p> <p>1.1 NOTES that the request for footpath on Superior Rise has been evaluated by the City and currently ranks 132 of a total of 138 projects;</p> <p>1.2 NOTES the construction of a footpath on Superior Rise is a very low priority when compared with other similar potential projects and as such, is not likely to be supported for construction in the foreseeable future;</p> <p>1.3 ADVISES the lead petitioner of Council’s decision.”</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p><u>Update as at November 2024</u> New path projects are developed through a combination of community requests and the City's own targets to improve pedestrian connectivity. Locations are assessed on their merits using a set of criteria, which considers a range of local aspects to provide a preliminary ranking against all other locations and potential inclusion within the City's Five-Year Capital Works Program.</p> <p>The petition request is for a pedestrian footpath for Superior Rise starting at the entrance to the street on the Michigan side parallel to 2 Superior Rise and extending on either side of the road for as far as practical.</p> <p>Superior Rise, Edgewater is a cul-de-sac of 150m in length which connects to another cul-de-sac (Michigan Court) of 170m length. There are 16 properties fronting Superior Rise, no public accessways, and being a cul-de-sac, traffic and pedestrian volumes are considered to be extremely low.</p> <p>The petition request has been evaluated by the City and is sitting currently at #132 of a total of 138 listed requests. Constructability will be difficult as there are significant established trees along both sides of Superior Rise. Additionally, if the City were to consider constructing a footpath in Superior Rise a new path would also be required in Michigan Court for connectivity. As such, the City is not supportive of the petition request at this time.</p> <p><i>It is therefore recommended that Council:</i></p> <p>1 <i>in relation to the request for a footpath for Superior Rise, Edgewater:</i></p> <p> 1.1 <i>NOTES that the request for footpath on Superior Rise has been evaluated by the City and currently ranks 132 of a total of 138 projects;</i></p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>1.2 <i>DOES NOT SUPPORT</i> the construction of a footpath on Superior Rise at this time based on its low priority when compared with other similar potential projects;</p> <p>1.3 <i>ADVISES</i> the lead petitioner of Council's decision.</p> <p><u>Update as at October 2024</u> The petition was presented to Council on 22 October 2024, where it was received and referred to the Chief Executive Officer for action.</p>
<p>A 25 signature petition has been received from residents of the City of Joondalup in relation to the use of a property on Midlothian Crescent, Kinross being used as a holiday rental house.</p> <p>RCP00141 (Planning and Community Development)</p>	25 February 2025	Outstanding	<p><u>Update as at February 2025</u> The petition was presented to Council on 25 February 2025, where it was received and referred to the Chief Executive Officer for action.</p>
<p>A 26 signature petition has been received from residents of the City of Joondalup in relation to the Megiddo Way, Duncraig footpath upgrade, requesting the City to not remove the existing crossover apron as part of the works.</p> <p>RCP00142 (Infrastructure Services)</p>	25 February 2025	Outstanding	<p><u>Update as at February 2025</u> The petition was presented to Council on 25 February 2025, where it was received and referred to the Chief Executive Officer for action.</p> <p>By way of background, a Petition of Electors was received by the City on 19 April 2024, requesting footpaths on the side streets adjoining Beach Road in the Proximity of Poynter Primary School. The petition was presented to Council at its meeting held on 28 May 2024 (CJ106-05/24 refers). Residents' key concern regarding this petition is the lack of a footpath on Megiddo Way, which would provide a critical link to Poynter Primary School and Carine Senior High School for students who commute to and from school on foot, bikes, or scooters. Safety concerns were also raised for those pushing prams, using wheelchairs, or walking aids who have no option but to walk on the road as there was no footpath on Megiddo Way. At this meeting, the Council resolved that the petition be received and referred to the Chief Executive Officer for action.</p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>Council, at its meeting held on 17 September 2024 (CJ239-09/24 refers), was advised of the action taken in relation to the petition and noted that Council had adopted the 2024-25 Budget at its meeting held on 25 June 2024 (CJ156-06/24 refers), which included a capital project FPN2321 for the construction of a path on the northern verge of Megiddo Way, from Poynter Drive to Quilter Drive and that construction of the footpath was scheduled to commence in December 2024. As per the <i>Notification of Public Works Council Policy</i>, residents on Megiddo Way were advised of the footpath works were to commence in January 2025 by letter in mid-December.</p> <p>The petition received by City on 30 December 2024 did not oppose the construction of the footpath rather it requested that the existing crossover apron not be removed to allow the driveway to run to the road as it makes the houses feel detached from the street and is unsightly and not in the style of the neighbourhood.</p> <p>When undertaking new or replacement footpath works, the standard used by the City is for the footpath to be continuous to reinforce the priority that pedestrians have over vehicles entering or leaving the carriageway as outlined in the <i>Road Traffic Code 2000</i> (Regulations under the <i>Road Traffic Act 1974</i> which came into operation on 1 December 2000):</p> <p><i>Part 7 - Division 3 – r.57 – ‘Giving way when entering carriageway from land abutting carriageway or road’ states the following:</i></p> <p><i>A driver entering a carriageway from land abutting the carriageway, without a traffic-control signal or a “stop” sign, stop line, “give way” sign or give way line, shall give way to —</i></p> <p><i>(c) any vehicle or pedestrian on any land abutting the carriageway (including a path) that the driver crosses to enter the carriageway</i></p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>Further to this, r.58 'Giving way when entering land abutting carriageway or road from carriageway 'also states:</p> <p><i>A driver entering land abutting a carriageway or road from a place on a carriageway without a traffic-control signal or a “stop” sign, stop line, “give way” sign or give way line, shall give way to —</i></p> <p><i>(b) any vehicle or pedestrian on any land abutting the carriageway that the driver crosses or enters; and</i></p> <p>This is reinforced in the City's Crossover Guidelines to advise residents of these requirements when constructing their crossovers.</p> <p>Any instance where footpaths do not continue through crossovers or driveways would indicate that those works likely pre-dated the City's current guidelines/standard detail or road traffic code.</p> <p>The City is obligated to comply with current standards and legislation to ensure the safety of all road users and pedestrians. In relation to Megiddo Way, the City removed the crossovers installed by homeowners and replaced it a grey concrete footpath which is in alignment with the City's standard for footpath construction as detailed above. The continuous footpath provides safe passage for pedestrians, in this case mostly school aged children.</p> <p>The construction of the footpath on Megiddo Way commenced on Tuesday 28 January 2025 and works were completed by Friday 21 February 2025.</p> <p><i>It is therefore recommended that Council:</i></p> <p><i>1 in relation to the Megiddo Way, Duncraig footpath upgrade, requesting the City of Joondalup to not remove the existing crossover apron as part of the works:</i></p>

PETITION DETAILS	DATE OF PRESENTATION TO COUNCIL	STATUS	COMMENT
			<p>1.1 <i>NOTES the City's standard is to construct a continuous footpath to reinforce the priority that pedestrians have over vehicles entering or leaving the carriageway;</i></p> <p>1.2 <i>NOTES construction of the footpath on Megiddo Way commenced on Tuesday 28 January 2025 and works were completed by Friday 21 February 2025;</i></p> <p>1.3 <i>NOTES that the lead petitioner has been advised of the City's action following receipt of the petition.</i></p>



WESTERN AUSTRALIAN
Electoral Commission

James Pearson
Chief Executive Officer
City of Joondalup
PO Box 21
Joondalup WA 6919

Dear Mr Pearson,

Long Term Agreement to conduct Elections with the Western Australian Electoral Commission

I am writing to advise that changes to the *Local Government Act 1995* (the Act) that were enacted in July 2023 have necessitated a review of Long-Term Agreements that the Western Australian Electoral Commission (the Commission) has with Local Governments.

We have been advised that provision of a Long-Term Agreement poses a risk to local governments without the Commission providing a cost estimate first as costs change.

As a result, the Commission will need to discontinue any Long-Term Agreements we have with the City of Joondalup. In future your organisation will need to contact the Commission each time it is necessary to conduct an election and the Commission staff will guide you through the appropriate processes set out in the Act for the Council to request the WA Electoral Commission conduct the election.

I regret any inconvenience this may cause but you will appreciate when it comes to elections it is important that the appropriate legislative provisions are observed.

Yours sincerely

A handwritten signature in black ink that reads "R. Kennedy".

Robert Kennedy
ELECTORAL COMMISSIONER

04 July 2024



WESTERN AUSTRALIAN
Electoral Commission

Mr James Pearson
Chief Executive Officer
City of Joondalup
PO Box 21
JOONDALUP WA 6919

Dear Mr Pearson,

Cost Estimate Letter: 2025 Local Government Ordinary Election

As you are aware, the next local government ordinary election will be held on 18 October 2025. This letter is your Cost Estimate for the Western Australian Electoral Commission to conduct your election, should you proceed with making a declaration under the *Local Government Act 1995* for us to do so.

Cost Estimate

The Commission has estimated the cost to conduct your Council's election in 2025 as a postal election at approximately \$608,670 (ex GST).

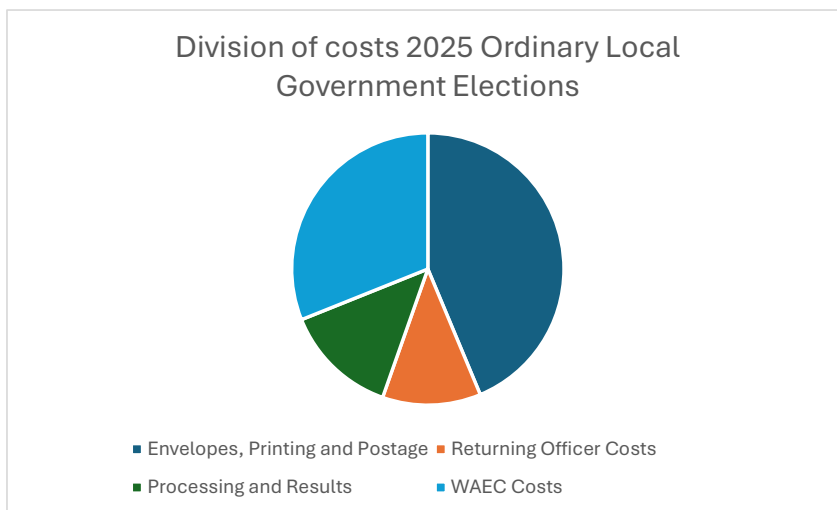
This cost has been based on the following assumptions:

- The method of election will be postal;
- 6 Councillor(s) and 1 Mayor vacancies;
- 120300 electors;
- response rate of approximately 30%
- appointment of a local Returning Officer; and
- count to be conducted at your office using CountWA.

If any of these assumptions are not correct, please contact us and we can provide a new cost estimate.

Cost Methodology

To provide your estimate, the Commission has estimated the costs of all aspects of the election, from supply of materials to staffing costs. For the 2025 Local Government elections, we have applied the following apportionment across the State:



For individual local Governments the exact apportionment of costs may differ slightly from the above, as the cost categories are determined by applying the following variables:

- Envelopes, Printing and Postage, and WAEC Costs are determined by the number of electors in your Local Government;
- Processing and Results is determined by the expected response rate for your election; and
- Returning Officer Costs are determined by the complexity of the election for the Returning Officer; we classify Local Governments into bands depending on a number of factors including number of Wards, number of vacancies and the number of candidates, and then we pay our Returning Officers a rate which reflects this band.

Estimated Cost of 2025 Local Government Elections

The Commission estimates that the total cost of conducting the Local Government Elections across Western Australia in 2025 will increase by \$1.3 million, compared to 2023. The key drivers for this cost increase are as follows:

- a 45% cost increase from Australia Post, comprising of a 25% increase which came into effect in March 2024, and an additional 20% proposed increase currently being considered by the Australian Competition and Consumer Commission, which if approved will take effect in July 2025; and
- a 9% increase in the salaries paid to Returning Officers as required by the Public Sector CSA Agreement 2024.

Variations to the final costs for your Council

In accordance with the *Local Government (Elections) Regulations 1997*, the Commission conducts elections on the basis of full accrual cost recovery. This means that should the actual costs incurred to conduct the election be less or greater than what we have estimated, the final cost may differ from the cost estimate you have been provided.

Whilst we aim to keep additional costs at a minimum wherever possible, the following are examples of where cost increases may arise:

- If a Returning Officer is selected that is not local to your area;
- If you elect for Australia Post Priority Service for the lodgement of your election package;
- If casual staff are required for the issuing of Replacement Election Packages;
- If casual staff are required to assist the Returning Officer on election day or night; or
- Unanticipated cost increases from our suppliers.

We will endeavour to keep you informed of any unanticipated cost increases as they are incurred during the election.

Service Commitment

The Commission is committed to conducting elections impartially, effectively, efficiently and professionally. Following each election event, we review our performance and identify ways to improve our service delivery.

The Commission acknowledges that during the 2023 Local Government Ordinary Elections, the results for many Local Governments were delayed. Since this time we have improved our Count Processes, and as demonstrated through extraordinary elections conducted in 2024, we are now able to finalise our results more quickly whilst still retaining accuracy and integrity.

If you have any suggestions for improvements we can make to deliver your election, your feedback is welcome at all times.

Next Steps

Should you wish to accept this cost estimate and proceed with the Electoral Commission undertaking this election, there are specific steps that must be taken under the *Local Government Act 1995*. These steps are summarised in the attached flow chart (Attachment A).

As outlined in the flow chart, if you accept this Cost Estimate then please advise of us this in writing, so that we can issue a Written Agreement letter. Both the Cost Estimate letter, and the Written Agreement letter then need to be taken to Council for a decision.

If you have any queries, please contact lgelections@waec.wa.gov.au .

Yours sincerely,



Robert Kennedy
ELECTORAL COMMISSIONER

12 December 2024



WESTERN AUSTRALIAN
Electoral Commission

Mr James Pearson
Chief Executive Officer
City of Joondalup
PO Box 21
JOONDALUP WA 6919

Dear Mr Pearson,

Written Agreement: 2025 Local Government Ordinary Election

I refer to your correspondence dated 4 February 2025 in which you accept the Western Australian Electoral Commission's Cost Estimate for the 2025 Local Government Ordinary Election, as outlined in my letter to you dated 12 December 2024 (the Cost Estimates Letter).

This letter is my written agreement to be responsible for the conduct of the local government ordinary election for the City of Joondalup. In order to finalise this agreement, you are required under *the Local Government Act 1995* to submit the following motions to Council for a postal election:

1. declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2025 ordinary election, together with any other elections or polls which may be required;
2. decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a Postal election.

Please note that:

- the above motion/s must be presented to Council as drafted and cannot be amended in any way;
- both the Cost Estimates Letter, and this Written Agreement Letter should be attached to the item for Council consideration; and
- the above motion/s must be passed by an absolute majority.

Once the Council passes the above mentioned motion/s, please forward confirmation to the Commission to the email address below. The Commission can then proceed with arrangements for your ordinary election.

If you have any queries, please contact lgelections@waec.wa.gov.au.

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'R Kennedy'.

Robert Kennedy
ELECTORAL COMMISSIONER

4 February 2025



minutes

Annual General Meeting of Electors

MEETING HELD ON THURSDAY 23 JANUARY 2025

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

joondalup.wa.gov.au

TABLE OF CONTENTS

1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS	3
2	ADDRESS BY THE MAYOR	4
3	APOLOGIES AND LEAVE OF ABSENCE	4
4	PROCEDURES AT ELECTORS' MEETINGS	4
5	VIDEO PRESENTATION.....	4
6	CONTENTS OF THE 2023-24 ANNUAL REPORT	5
7	GENERAL BUSINESS	6
8	MOTIONS FOR THE ANNUAL GENERAL MEETING OF ELECTORS'	21
9	CLOSURE	29

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Mayor declared the meeting open at 5.30pm.

Mayor:

HON. ALBERT JACOB, JP

Councillors:

CR ADRIAN HILL	North Ward	
CR LEWIS HUTTON	North Ward	<i>from 5.38pm</i>
CR DANIEL KINGSTON	North Central Ward	
CR REBECCA PIZZEY	Central Ward	
CR RUSS FISHWICK, JP	South Ward	
CR JOHN RAFTIS	South Ward	<i>absent from 7.30pm to 7.33pm</i>
CR PHILLIP VINCIULLO	South-West Ward	
CR JOHN CHESTER	South-East Ward	
CR ROHAN O'NEILL	South-East Ward	

Officers:

MR JAMES PEARSON	Chief Executive Officer	
MR JAMIE PARRY	Director Governance and Strategy	
MR MAT HUMFREY	Director Corporate Services	
MR NICO CLAASSEN	Director Infrastructure Services	
MR CHRIS LEIGH	Director Planning and Community Development	
MRS REBECCA MACCARIO	Manager Strategic and Organisational Development	<i>absent from 7.20pm to 7.24pm</i>
MS JACKIE VERNON	Manager Human Resources	<i>absent from 7.37pm to 7.42pm</i>
MS HANNAH TAGORE	Manager Communications and Stakeholder Relations	
MR STUART MCLEA	Media and Communications Officer	
MRS VIVIENNE STAMPALIJA	Acting Manager Governance	
MRS SUSAN HATELEY	Governance Officer	
MRS LAURA NAPIER	Governance Officer	<i>absent from 7.27pm to 7.31pm</i>
MS CAITLIN WOOD	Acting Governance Support Officer	

There were 71 members of the public and no member of the press in attendance.

2 ADDRESS BY THE MAYOR

The Mayor welcomed members of the public to the Annual General Meeting of Electors.

The Mayor advised that the meeting is being held in accordance with section 5.27 of the *Local Government Act 1995*.

The Mayor advised the meeting was advertised as follows:

- In *PerthNow* newspaper on 19 December 2024.
- Social Media posts (Facebook) on 19 December 2024.
- Public notices on the City's website and public notice boards on 19 December 2024.
- Public Notice eNews newsletter published on 19 December 2024.

The Annual Report was made available for public viewing after the Ordinary Meeting of Council held on 10 December 2024 (CJ328-12/24 refers), where Council adopted the *2023-24 Annual Report*.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr Christine Hamilton-Prime, JP	15 January to 1 February 2025 inclusive.
Mayor Albert Jacob, JP	28 to 31 January 2025 inclusive.
Cr Rohan O'Neill	26 January to 4 February 2025 inclusive.
Cr Daniel Kingston	4 February 2025 inclusive.
Cr Daniel Kingston	11 February 2025 inclusive.

3.2 APOLOGIES

Cr Nige Jones.
Cr Christopher May, JP.

4 PROCEDURES AT ELECTORS' MEETINGS

The Mayor outlined the requirements for voting and speaking at an Electors' Meeting and the definition of an Elector.

5 VIDEO PRESENTATION

A video presentation was given outlining the events, activities and achievements of the City of Joondalup for the 2023-24 financial year.

Cr Hutton entered the Chamber at 5.38pm.

6 CONTENTS OF THE 2023-24 ANNUAL REPORT

The Mayor advised that the purpose of the Annual General Meeting of Electors was to discuss the contents of the *2023-24 Annual Report* and raise any general business that Electors may have. In accordance with the *Local Government Act 1995*, Council adopted the *2023-24 Annual Report* at its Ordinary Meeting of Council held on 10 December 2024 (CJ328-12/24 refers).

To access this document electronically, click here:

1. Annual Report F Y 2023-24 [6.1.1 - 184 pages]
2. Annual Report F Y 2023-24: Financial Information [6.1.2 - 60 pages]

The following summarised questions were submitted verbally at the Annual General Meeting of Electors in relation to the Annual Report:

M Sideris, Mullaloo:

Re: Annual Report 2023-24 - Budget of Projects and Programs.

Q1 *In relation to the Annual Report, can the City advise if the various projects and programs listed over three pages are all on budget?*

A1 The Director Governance and Strategy responded that the City reports to the Council on a quarterly basis regarding whether projects are on budget, and any amendments to the budgets are part of the mid-year budget review with changes considered by the Council where applicable. Generally, all the programs listed are on budget as specified in the Annual Report and the *Corporate Business Plan*.

Q2 *Of the projects that are declared as being on budget, can the City advise how many were amended either during the mid-year review or over the course of monthly Council Meetings?*

A2 During the meeting, the Director Corporate Services took the question on notice.

Due to the complexity and resources required to respond to this question, a response will be provided to this question in the Council meeting agenda for 25 February 2025.

M Sideris, Mullaloo:

Re: Annual Report 2023-24 - Budget of Projects and Programs.

Q1 Can the City advise how many of these projects that are declared as being on budget, have been amended in the subsequent six to seven months?

A1 During the meeting, the Director Corporate Services took the question on notice.

Due to the complexity and resources required to respond to this question, a response will be provided to this question in the Council meeting agenda for 25 February 2025.

Q2 In regard to the Mullaloo carpark upgrade being on budget, can the City explain why there was a request for an additional \$135,000 (approx.) only one month after the budget was set for \$350,000?

A2 During the meeting, the Director Corporate Services took the question on notice.

The City has since confirmed that the cost estimate/budget is developed during the design phase and is based, at the time, on current market rates and design assumptions. The additional funding results from the actual market quotation received at the request for quote (RFQ). Traffic Management (updated rates adopted by Main Roads Western Australia (MRWA)) and material (concrete, asphalt and so forth) were among some of the cost increases WA has experienced in the past year.

7 GENERAL BUSINESS

The Mayor commented that any questions of a general nature raised at the Annual General Meeting of Electors would be responded to and questions requiring a more detailed response would be taken on notice.

The following summarised questions were received in writing prior to the Annual General Meeting of Electors:

M Kwok, Ocean Reef:

Re: Deputy Mayor Appointment.

Q1 Deputy Mayor position in the past is opened for revoting after one year, can the City advise why is it different this time?

A1 Schedule 2.3 (Division 2) of the *Local Government Act 1995*, provides the rules for when a Council elects a Deputy Mayor.

Clause 7(1) provides that

“(1) If the local government has an elector mayor or president the office of deputy mayor or deputy president is to be filled as the first matter dealt with —

- a. *at the first meeting of the council after an inaugural election or a section 4.13 or 4.14 election or after an ordinary elections day; and*
- b. *at the first meeting of the council after an extraordinary vacancy occurs in the office."*

In accordance with clause 7(1) the next election for Deputy Mayor will occur after the Ordinary elections in October 2025, or sooner if there is an extraordinary vacancy caused by the current Deputy Mayor submitting his resignation for the position.

As such, there is no legislated mechanism available to the Council to require an early election for the Deputy Mayor position for the forthcoming 12-month period.

Re: Enterprise Bargaining Agreement (EBA) Negotiations.

Q2 Can the City advise how many employees have left the City since 30th June 2022 who would have been entitled to increase pay if EBA had been finalised ahead of the previous EBA expiring?

A2 The City of Joondalup Inside Workforce Enterprise Agreement 2018 has what is called a nominal expiry date, it doesn't expire and continues to operate until such time as it is replaced or terminated.

The City has been in negotiation with the relevant Union on the Inside Workforce Enterprise Agreement since May 2023. The negotiation for wage increases and superannuation matching has not been able to be finalised between the parties through the negotiation process and will likely go through the WA Industrial Commission under an arbitration process. That means that all outstanding matters will be determined by an Order from the Industrial Relations Commissioner.

219 employees (casual, part time and full time) engaged under the City of Joondalup Inside Workforce Enterprise Agreement 2018 have left the City since 30 June 2022.

Q3 Of these staff members who have left since 30 June 2022, can the City advise how many will be entitled for backpay once EBA is finalised?

A3 This will be a matter the Industrial Relations Commissioner will determine through the arbitration process.

Q4 Can the City advise how much the estimated backpay would be?

A4 This will be dependent on the outcome of the arbitration and decision and Order of the Industrial Relations Commissioner.

Re: 2023-24 Annual Financial Report.

Q5 Can the City please supply an itemised list of the breakdown of the revenue received in the financial year 2023-24, similar to the one below that was provided at the Ordinary Meeting of Council held 27 February 2024?

A2 A table has been provided below for 2022/23:

Fees and charges (by nature and type)	2023 Actual	2023 Budget	2022 Actual
	\$	\$	\$
Building licence fees	679,518	625,000	783,271
Cat registration fee	61,010	60,500	62,086
Commission	142,093	140,900	144,295
Court sport revenue	445,486	493,518	406,300
Credit card surcharge	114,237	114,205	114,201
Development application fees	710,238	750,000	808,174
Dog registration fees	348,364	400,000	339,028
Facilities hire	1,050,139	980,697	941,723
Fines enforcement	232,278	343,500	291,216
Immunisation fees	29,096	100,000	87,802
Inspection fees	1,142,934	1,148,625	1,111,306
Land purchase enquiries fees	306,690	277,000	355,325
Learn to Swim program fees	2,282,911	2,209,177	2,224,629
Library fines and penalties	62,234	72,000	66,196
Membership fees	3,456,204	3,023,087	2,968,544
Merchandise sales and other sales	374,482	276,590	347,765
Multi storey car park parking fees	786,722	890,000	790,429
Off street parking fees	1,175,118	1,560,000	1,270,107
On street parking fee	1,093,704	1,312,200	1,086,700
Other building and development charges	90,492	110,000	122,061
Other miscellaneous charges	1,118,315	1,079,964	885,423
Park hire	242,911	126,034	201,665
Parking infringements	188,940	318,310	96,527
Private property agreements	130,641	139,000	131,791
Property rental	782,745	833,258	786,045
Rates instalments administration fee	585,392	590,000	583,581
Refuse charges	21,814,130	22,096,800	21,696,009
Term program activities fees	194,432	172,416	175,803
User entry fees	2,390,270	2,231,711	1,993,217
	42,031,725	42,474,492	40,871,218

- A5 The breakdown of fees and charges revenue for the year 2023-24 is provided in the table below.

Fees and Charges (by Nature and Type)	2023/24 Actual	2023/24 Budget
Building license fees	(700,117)	(593,750)
Cat registration fee	(68,535)	(60,000)
Commission	(143,816)	(146,450)
Court sport revenue	(535,771)	(555,741)
Credit card surcharge	(116,276)	(114,205)
Development application fees	(711,725)	(700,000)
Dog registration fees	(335,747)	(380,000)
Facilities hire	(963,362)	(938,807)
Fines enforcement	(227,458)	(223,500)
Immunisation fees	(99,468)	(70,000)
Inspection fees	(1,212,823)	(1,190,236)
Land purchase enquiries fees	(307,048)	(270,000)
Learn to Swim program fees	(2,508,553)	(2,286,780)
Library fines and penalties	(58,493)	(71,150)
Membership fees	(5,617,408)	(4,000,000)
Merchandise sales and other sales	(446,066)	(296,302)
Multi storey car parking fees	(628,107)	(675,500)
Off street parking fees	(1,184,733)	(1,204,727)
On street parking fees	(1,161,633)	(1,217,957)
Other building and development charges	(150,679)	(104,500)
Other miscellaneous charges	(1,486,347)	(1,406,128)
Park hire	(240,887)	(412,430)
Parking infringements	(135,728)	(198,310)
Private property agreements	(118,343)	(135,428)
Property rental	(847,907)	(808,426)
Rates instalments administration fee	(616,179)	(597,500)
Refuse charges	(21,953,271)	(21,887,640)
Term program activities fees	(168,835)	(175,979)
User entry fees	(2,653,096)	(2,095,485)
	(45,398,410)	(42,816,929)

B Gould, Iluka:

Re: Elected Member Dinners.

Q1 Can the City please provide the average cost per head for Elected Member dinners over the past 12 months, including a breakdown of food, beverages (including alcohol), and any additional costs associated with hosting these events?

A1 There were four Elected Member Dinners held during the 2024 calendar year. The approximate cost per head was \$89.88 (inclusive of GST). Of this amount, an estimated \$34.30 was spent on staffing, \$17.09 on catering and \$38.49 on beverages including soft drink, tea, coffee and alcohol.

Please note, the beverage cost indicates stock purchased for the event and does not indicate the amount consumed.

Q2 *Can the City provide the guest lists for all Elected Member dinners held since 1 February 2022? Please include the name of each guest and their relationship to the City.*

A2 The Council's *Elected Members Entitlements Policy* provides that: *"Details of invited guests that attend Elected Member dinners are to be reported to the Audit and Risk Committee on a quarterly basis"*.

The information provided to the Committee is confidential as it relates to the *"personal affairs of any person"* (s5.23(1)(b) of the *Local Government Act 1995* refers).

Q3 *Can the City provide the total expenditure for each Elected Member dinner held since 1 February 2022? Please include the total cost per dinner and the cost per head.*

A3 The table below provides the approximate cost of expenditure (inclusive of GST) for Elected Member Dinners since 2022.

Date	Total Cost	Per Head
27-May-22	\$2,346.87	\$83.52
24-Feb-23	\$2,639.17	\$68.53
31-Mar-23	\$2,313.30	\$76.79
30-Jun-23	\$4,004.44	\$98.74
28-Jul-23	\$4,161.46	\$135.32
25-Aug-23	\$3,790.37	\$122.95
26-Apr-24	\$5,377.95	\$116.91
26-Jul-24	\$2,475.74	\$85.37
30-Aug-24	\$1,982.57	\$99.13
25-Oct-24	\$2,296.97	\$57.42

Costs are indicative only.

Beverage costs indicate purchases, not consumption. Surplus stock is used for future events.

Q4 *Does the City have a policy or guidelines in place to ensure transparency and accountability regarding the purpose and outcomes of Elected Member dinners?*

A4 Part 11.1 of the Council's *Elected Members Entitlements Policy* provides the following in relation to the purpose of Elected Member Dinners and how they are reported to the Audit and Risk Committee:

"11.1. Elected Member dinners:

- a. *To provide an avenue to facilitate networking possibilities and for Elected Members to undertake discussions with various representatives of the community, the Council has agreed to host Elected Member dinners.*
- b. *The Mayor is entitled to host six dinners per calendar year, and each Ward a total of 12 each year, based on six dinners per Ward Councillor.*

- c. *Each table will allow for the Elected Member as host, plus up to a maximum of nine guests. Except for the Elected Member's spouse or partner, all guests invited are to have a relationship with the City or be a stakeholder of the City. Prior to an Elected Member dinner, Elected Members are to advise the City the details of their invited guests and their relationship with the City. Details of invited guests that attend Elected Member dinners are to be reported to the Audit and Risk Committee on a quarterly basis."*

S Pengelly, Kingsley:

Re: *Cockitrough Installation.*

Q1 *Can the City provide an update on the timeline for the installation of the two budgeted Cockitroughs at Craigie Bushland and Hepburn Heights Reserve, and will there be plans for additional installations in the future?*

A1 A bird watering station is listed in the City's draft 2025-26 Capital Works Program for Hepburn Heights. Phasing of the project is yet to be finalised and as such, a timeline for the installation is unable to be provided at this stage.

The City is also investigating the feasibility to install cockitroughs at Warwick Bushland, Craigie Bushland, Lilburne Park and Shepherds Bush Park as these locations have been identified as suitable by Birdlife Australia.

Re: *Tree Planting for Black Cockatoos.*

Q2 *Can the City advise if the City's current tree-planting strategy include species that specifically support black cockatoos, and could this be expanded to ensure the availability of appropriate food and habitat sources?*

A2 The City's current tree-planting strategy includes species that specifically support black cockatoos. In 2024, the City planted approximately 1,700 plants that are considered black cockatoo foraging species through the City's Leafy City Program and natural area revegetation program. The species planted are as follows:

- 335 x Acacia saligna (Orange Wattle).
- 141 x Banksia attenuata (Slender Banksia).
- 10 x Banksia dallanneyi (Couch Honeypot Dryandra).
- 83 x Banksia grandis (Bull Banksia).
- 147 x Banksia menziesii (Firewood or Menzie's Banksia).
- 10 x Banksia prionotes (Acorn Banksia).
- 188 x Banksia sessilis (Parrot Bush).
- 190 x Eucalyptus gomphocephala (Tuart).
- 32 x Eucalyptus marginata (Jarrah).
- 39 x Eucalyptus todtiana (Coastal Blackbutt or Prickley Bark).
- 91 x Hakea laurina (Pin-cushion hakea).
- 63 x Hakea lissocarpha (Honeybush).
- 30 x Hakea prostrata (Harsh Hakea).
- 14 x Jacksonia furcellata (Grey Stinkwood).
- 320 x Xanthorrhoea preissii (Grass Tree).

Re: Long-Term Conservation Planning.

Q3 *Has the City considered developing a long-term management plan specifically aimed at preserving black cockatoo populations within Joondalup, and if not, would it be willing to explore this initiative?*

A3 The City implements the *Environment Strategy 2024 – 2034* to provide a framework for the City to be environmentally sustainable by protecting and enhancing the environment and minimising the use of natural resources. The Strategy includes initiatives related to biodiversity conservation that also aid in the conservation of black cockatoos.

Additionally, the City's Natural Area Management Plans provide a targeted, long-term approach to ensuring all natural areas are managed strategically and effectively to support biodiversity, including our black cockatoo populations.

The City's management of natural areas also aligns with the Commonwealth Government's *Carnaby's Cockatoo (Calyptorhynchus latirostris) Recovery Plan*.

Re: Community Education Programs.

Q4 *Can the City advise what actions is the City taking to educate the community on the importance of conserving black cockatoos, and how can residents be encouraged to contribute to their protection?*

A4 The City's Environmental Education Program (EEP) includes a monthly Sustainability eNewsletter which is distributed to approximately 3,200 residents and features environmental articles, many of which include initiatives or information related to biodiversity conservation.

The EEP delivers a range of community sustainability events and programs each year to encourage residents to contribute to biodiversity conservation. For example, the City delivered the Waterwise Verge Rebate Program in 2022-23 which supported 101 residents to replace their lawn, artificial turf and hardstand street verges with native waterwise and bird friendly gardens by providing over 2,000 native plants.

The City also delivered the Native Plant Giveaway Program during 2023-24 and supported 750 residents to create waterwise, bird friendly gardens by providing 8,000 native plants and trees, combined with workshops, resources and advice from the City to ensure positive outcomes were achieved.

The City is currently planning the annual Native Plant Giveaway for 2024-25 which will provide free waterwise native plants to residents to increase biodiversity, canopy cover and wildlife habitat. Numerous species that will be included in our giveaway in 2024-25 are black cockatoo habitat species.

The City's education programs aim to encourage biodiversity conservation including protection and conservation of black cockatoo populations are ongoing.

Re: Habitat and Population Monitoring.

Q5 *Can the City advise if the City monitors black cockatoo activity and habitat use within its reserves, and if so, how is this data being utilised to guide conservation efforts and with that can the City provide data on black cockatoo breeding within our area and is this being actively monitored?*

A5 The City encourages community members participating in Birdlife Australia's Great Cocky Count through the Environmental Education Program each year. The Great Cocky Count is an opportunity for community members to participate in a citizen science survey to monitor changes in black cockatoo populations. Birdlife Australia provide the City with the spatial data and report from the annual survey to inform on-ground management and conservation activities for black cockatoos. The overall outcomes from the Great Cocky Count are available in a report on the Birdlife Australia website including roost count locations.

There are limited breeding sites for black cockatoos in the Perth Metropolitan Area however buffered spatial data on black cockatoo breeding sites is available through the Government of Western Australia's DataWA website. The City uses this spatial data to inform environmental planning and natural area management.

The City has recently conducted black cockatoo habitat assessments in several major conservation areas which is a targeted survey for black cockatoos listed under the *Environment Protection and Biodiversity Conservation Act 1999* and *Biodiversity Conservation Act 2016*. The findings of these assessments are used to inform natural area management of the sites and aid in the conservation of black cockatoos.

The following summarised questions were submitted verbally at the Annual General Meeting of Electors in respect of General Business:

S Apps, Woodvale:

Re: Funding of Refurbishment of Mullaloo Surf Club.

Q1 *The MLA for Hillarys made an election commitment of \$1.2 million for the refurbishment of Mullaloo Surf Club. Further enquiry revealed that the full project cost is \$2 million and the residual amount of \$840,000 is being provided by the City of Joondalup.*

Can the City provide information regarding the City's request for funding, the commitment to contribute \$840,000 and Council's consideration of the proposal?

A1 During the meeting, the Director Infrastructure Services took the question on notice.

The City has since confirmed that there is a project currently listed in the City's *Five-Year Capital Works Program* for the Mullaloo Surf Life Saving Changerooms Refurbishment (BCW2644) with \$40,000 listed in 2024-25 and \$860,000 listed in 2025-26.

In July 2024, Elected Members were provided with an advocacy list of potential projects and programs, put together by the City, in light of the forthcoming

Federal and State elections. This list was made available to sitting Members of Parliament and endorsed major party candidates on request.

This list was put together at that time, based on the City's projects and programs that could potentially attract election commitment funding. The Mullaloo Surf Life Saving Club Refurbishment was identified as a project that could potentially attract election commitment funding.

The City performs Advocacy activities in line with the Council endorsed *Advocacy Framework* (CJ168-10/22 refers). The *Advocacy Framework* outlines the Joondalup Advocacy Vision and Principles, and supports the City to identify suitable targeted and opportunistic advocacy opportunities.

Q2 *Why would the City only ask for \$1.2 million instead of the \$2 million total?*

A2 During the meeting, Mayor Jacob took the question on notice.

See A1 above.

B Hewitt, Edgewater:

Re: *City employees - Turnover rate.*

Q1 *Does the City consider the high turnover of employees from July 2022 to January 2025 and consequential loss of corporate knowledge is sustainable?*

A1 The CEO responded that assessment of the level of turnover must be relative to turnover rates in local governments generally and other comparable organisations. The rate of turnover within the City of Joondalup would not necessarily be described as particularly high.

Re: *Workplace Enterprise Bargaining Agreement.*

Q2 *Can the City advise of the progress of Workplace Enterprise Bargaining Agreement?*

A2 The CEO advised that the City is waiting for Union Membership endorsement of Union acceptance of the wording of a Draft Agreement, with a subsequent arbitration process expected to take place sometime in the future.

B Gould, Iluka:

Re: *Advertising of the Annual General Meeting of Electors.*

Q1 *Given that the Annual General Meeting is a vital opportunity for residents to engage with Local Government, why was there minimal advertising for the meeting?*

A1 Mayor Jacob responded that the City advertised its' Annual General Meeting of Electors in multiple ways. In terms of attendance numbers and numbers of motions for Annual General Meetings, the City of Joondalup receives far higher levels of attendance than neighbouring Councils. This indicates that the AGM has been well advertised and had a high level of engagement.

Q2 *The Valentine's Concert has been promoted with paid social media adverts and with large signage in parks and on Hodges Drive near the verge onto the Freeway.*

Can the City explain the disparity in advertising resources between the Valentine's Day Concert and the Annual General Meeting of Electors (AGM) and the associated cost?

A2 Mayor Jacob responded that the Council decided several years ago to charge for the tickets to the Valentine's Day Concert, and so advertising has increased in relation to that decision to engage more residents. Approximately 8,000 residents of the City of Joondalup engage with the Valentine's Day Concert, where it is unlikely that 8,000 residents will engage with the AGM.

M Kwok, Ocean Reef:

Re: *City Employee Petition - Seeking Backpay.*

Q1 *Can the CEO confirm if a Petition was received from City employees before Christmas, seeking backpay to 1 July 2022, due to the delayed finalisation of the Enterprise Bargaining Agreement (EBA) and if so, what is the response?*

A1 The CEO responded that a Petition seeking backpay as described was received. The question is currently part of the negotiations, and it is expected that there will be an arbitration process commencing in the near future that will include consideration of this matter.

Re: *Annual General Meeting of Electors (AGM) - Meeting Procedures.*

Q2 *In relation to meeting procedure for the AGM, does the mover have an opportunity to read out the motions, and the time taken to read the motion not be included in the two-minute time limit?*

A2 Mayor Jacob responded that the mover will have the opportunity to read the motion, but it will be part of their time to speak on the motion.

P Perez Navas-Parejo, Greenwood:

Re: *City of Joondalup Memberships.*

Q1 *The City is a member of Western Australian Local Government Association and it's also a member of Global Covenant of Mayors for Climate and Energy. What other organisations does the City of Joondalup subscribe as a member?*

A1 During the meeting, the Director Governance and Strategy took the question on notice.

Due to the complexity and resources required to respond to this question, a response will be provided to this question in the Council meeting agenda for 25 February 2025.

Q2 *Can the City advise how much are the annual membership fees for each one of the organisations the City subscribes as a member?*

A2 During the meeting, the Director Governance and Strategy took the question on notice.

Due to the complexity and resources required to respond to this question, a response will be provided to this question in the Council meeting agenda for 25 February 2025.

N D'Alonzo Duncraig:

Re: *Fire Hazard Management.*

Q1 *While Perth has some differences to Los Angeles (LA), there is a very similar climate in the City of Joondalup. Is the City adequately prepared to handle fires, particularly wild winter fires, if such were to happen in the City of Joondalup?*

A1 The Director Infrastructure Services responded that there is responsibility in terms of private property ensuring adequate fire breaks, with the City's Community Safety Team responsible for inspecting fire breaks. The City provides adequate fire breaks on City properties and maintains those properties. There is a City program of reducing the fuel load, and in the past some fuel load reduction burning has taken place, especially where there are grass trees.

The Director Infrastructure Services went on to say, in terms of the firefighting capability, that is a requirement on the State Government. The City is liaising with the State Government through the Local Emergency Management Committee and the District Emergency Management Committee to ensure adequate resources are available.

Q2 *The case that has happened in LA involved a very wet year which caused a lot of growth, followed by a very dry winter. Can the City very quickly remove excess vegetation if needed, in such a situation?*

A2 Mayor Jacob responded that in the past the City did do grass tree burning, predominantly to Warwick bushland, and this was fairly successful as very little infrastructure was lost to summer fires. Fuel management is key, and the City will consider the question in terms of winter fuel load management, however there may be differences due to Western Australian wind patterns versus those in LA. The City of Joondalup does take fire hazard management seriously.

B Cook, Kallaroo:

Re: Telecommunication Cell Towers.

Q1 In relation to telecommunication cell towers being erected, can the City advise have the residents been consulted and has safety testing been done?

A1 The Director Planning and Community Development advised that the consultation requirements for telecommunication infrastructure does cover a few different tiers of government in terms of obligations, with the City's role typically limited to planning applications. There is some telecommunication infrastructure that's exempt from requiring planning approval, so the City is not involved in those at all.

The Director Planning and Community Development went on to say in cases where the City does receive planning applications, there is a Local Planning Policy that guides consultation. If a telecommunication infrastructure proposal satisfies the criteria, the City will undertake consultation with residents. In relation to safety testing, there are obligations on the provider to meet certain requirements as part of a legislative obligation that sits beyond the role of local government.

Re: Funding from the State Government versus Ratepayers.

Q2 How much State Government funding does the City receive in comparison to funding through ratepayers?

A2 Mayor Jacob responded that rates are a far larger component of the City's income than State Government funding.

M Van Dyk, Connolly:

Re: Mullaloo Beach – Water Quality Testing.

Q1 When swimming at Mullaloo Beach, the water burns the skin and eyes of my children. Can the City advise whether the City is reporting on the contamination of the beach and the water?

A1 The Director Planning and Community Development responded that the City is not undertaking any specific testing because that is not the role of local government, however relevant State Government agencies are undertaking a project that involves testing and analysing the water quality at Mullaloo beach. Council has agreed in the December of 2024 for the City to increase the frequency of the sampling that it takes to pass on to laboratories for the State Government to analyse.

Q2 Can the City advise what is to be done with Mullaloo Beach, as the waters are completely un-swimmable?

A2 Mayor Jacob responded that many people are swimming at Mullaloo Beach, especially recently over the Christmas summer period.

M Sideris, Mullaloo:

Re: Mullaloo Surf Lifesaving Club refurbishment.

Q1 Has the City applied to the Minister of Lands for approval to proceed with the proposed amendments to the Mullaloo Surf Lifesaving Club as part of the Capital Works Program?

A1 The Director Infrastructure Services responded that the management order is with the City, and any approvals that is required will be undertaken at the time that the project is to be delivered. The project is listed for \$860,000 in Year 2 of the City's five-year Capital Works Program being 2025-26.

Re: Coastal Reserve Determination.

Q2 In recent correspondence the City has advised the State Government that the Coastal Reserve from Ocean Reef through to Hillarys is a Class C Reserve. Can the City provide details and references associated with that determination by the City?

A2 During the meeting, the Director Governance and Strategy took the question on notice.

Reserves are classified in accordance with the *Lands Administration Act 1997* as either A, B, or C class reserves. Whilst a small portion of Hillarys Foreshore Reserve is classified as being Class A reserve, the remainder of the coastal foreshore between Hillarys Boat Harbour and Mullaloo Foreshore Reserve is classified as Class C reserves.

This information has been sourced from Landgate.

J Hope, Beldon:

Re: Meeting Procedures Local Law.

Q1 People attending the Wanneroo Council at a recent meeting were allowed to speak for three minutes, allowing the Council and the public listening be able to hear clearly what is being said. Could time limit be considered by the City of Joondalup?

A1 Mayor Jacob advised that the provisions are set in the *Meeting Procedures Local Law* and are subsidiary in legislation. The Council has considered a range of amendments to its' *Meeting Procedures Local Law*, however, those amendments have not progressed largely because there are standard standing orders that will be coming into effect soon.

Mayor Jacob went on to say that as the *Meeting Procedures Local Law* is subsidiary legislation it would need to be approved by the delegated legislation subcommittee of Parliament, who would not approve an amendment to a Local Law when that Local Law would be superseded within a few months with the standard Meeting Procedures.

The following summarised statements were made verbally at the Annual General Meeting of Electors:

S North, Woodvale:

Re: City of Joondalup Achievements of 2023-24.

Ms Sue North congratulated the City of Joondalup on its' achievements in the financial year 2023-24 and reflected on the various initiatives, services and facilities provided by the City. Ms North commended the range of offerings for people of all ages with interests in sport, arts and culture or the natural environment. Ms North noted the outstanding Craigie Leisure Centre, the upcoming Ocean Reef Marina, the City's Libraries, the well-maintained public spaces and the possibility to contribute to a community, all as aspects residents are fortunate to experience.

Ms North expressed delight and congratulations to the City for the awards received by the Craigie Leisure Centre and the Joondalup Festival. Ms North attributed this success to the ongoing responsible budgeting of the City, and explained that though challenges and questions arise, residents are extremely fortunate to live in the City of Joondalup and enjoy a local government that is professional, caring and committed. Ms North thanked the Administration, the Officers and Elected Members for their efforts.

D Mimmagh, Heathridge:

Re: Covid-19 Vaccinations - Injuries.

Ms Dominique Mimmagh addressed the Council to raise concerns over negative effects of the Covid-19 vaccination. Ms Mimmagh stated that she personally chose not to receive the vaccination, however her husband and daughter both received two doses against her wishes. Ms Mimmagh described the experiences of people in her circle who suffered health problems following vaccination for Covid-19. Ms Mimmagh lost a dear friend who died in her sleep, aged 52. Ms Mimmagh's uncle had a stroke after receiving two injections. Ms Mimmagh's husband experienced a blood clot in his lower leg at 46 years old. Ms Mimmagh's father collapsed and lost the use of his legs for a week. Ms Mimmagh's 21-year-old daughter was taken to emergency three times, with temperatures over 40C and swellings in her legs.

Ms Mimmagh attributed these poor health outcomes to the Covid-19 vaccinations and researched protocols for detoxing. Ms Mimmagh described that through implementing this research her daughter's health improved.

I Anthony, Ocean Reef:

Re: Covid-19 Vaccinations - Injuries.

Ms Ileana Anthony spoke of the mental and physical struggles that have been experienced by many individuals, including two deaths and nine injuries within her own family, following Covid-19 vaccinations. Ms Anthony relayed the story of her close friend Peta who, after three injections, experienced painful aches, increased blood pressure, spikes in adrenaline, shortness of breath with chest pains and an inability to walk any distance. Ms Anthony described how after seeking treatment through various avenues, a cardiologist found a blockage in an artery of her friend's heart. Ms Anthony's friend was subsequently treated by two GP's who agreed that she had experienced vaccine injury.

Ms Anthony explained that her friend also had family members who suffered health problems and even death following vaccination for Covid-19. Ms Anthony emphasised that the public trust in the government and the health industry is at an all-time low and that the divide will stop when acknowledgement and trust is rebuilt.

B Cook, Kallaroo:

Re: Cr Rebecca Pizzey's Motion for a Royal Commission into the Covid-19 response.

Mr Brenden Cook addressed the Council to describe the dismay the community felt in response to the denial of Cr Rebecca Pizzey's Motion for a Royal Commission into the Covid-19 response. Mr Cook questioned the separation between local and state tiers of government, explaining that during the Covid-19 pandemic the Joondalup Council worked together with the State Government to enforce measures that violated basic human rights.

Mr Cook described the enforcement of lockdowns as draconian and a violation to freewill and the Geneva Convention. Mr Cook mentioned the injuries and deaths resulting from Covid-19 vaccinations and questioned the integrity of the City for allowing various responses to the pandemic to be enforced.

Resident, Name Not Provided:

Re: Covid-19 Vaccinations - Deaths.

The resident explained that many individuals have experienced adverse effects from the Covid-19 vaccines. The resident described that having attended various Council meetings previously, he has observed that the City's response can be consistently summarised as "it is not in their remit". The resident challenged the City to consider these concerns as part of its' remit, stating that there have been close to 20% excess deaths in Australia, and that excess deaths around the world are sky-rocketing.

8 MOTIONS FOR THE ANNUAL GENERAL MEETING OF ELECTORS

The Mayor invited Electors to move motions and commenced by inviting those Electors who had submitted motions in writing to the City prior to the Annual General Meeting to come forward when called.

MOTION 1 – B Hewitt, Edgewater

MOVED B Hewitt SECONDED G Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to work with greater urgency to cull the growing population of foxes in the Yellagonga Regional Park and the surrounding suburbs in collaboration with the Department of Biodiversity, Conservation and Attractions and the City of Wanneroo.

The Motion was Put and

CARRIED

MOTION 2 – J Tostevin, Edgewater

MOVED J Tostevin SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that the City of Joondalup supports the ongoing work of Lakeview Contemplation Garden (LCG) through the provision of the following:

- 1 Installation of a permanent water tap and water for use by the volunteers of LCG.**

The Motion was Put and

CARRIED

MOTION 3 – M Kwok, Ocean Reef:

MOVED M Kwok SECONDED B Gould that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to:

- 1 conclude the Enterprise Bargaining Agreement (EBA) negotiations before end of the current financial year;**
- 2 ENSURE the new EBA to be finalised and signed off before commencement of the applicable agreement period;**
- 3 SUBMIT all EBAs to Council for ratification for the purpose of transparency;**
- 4 present to Council a report on the financial impact to the City, of the proposed finalised agreement, including the backpay and how the backpay for employees who have since left would be managed and honoured.**

The Motion was Put and

CARRIED

MOTION 4 – J Hope, Beldon:

MOVED J Hope SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 grant a special permit for the Forest of the Fallen display to be held in one of the following City's parks:
 - Neil Hawkins Park;
 - Pinnaroo Point;
 - Whitfords Nodes;
 - Sir James McCusker Park;
 - Burns Beach Foreshore Park.
- 2 NOTES that the display will be set up for a period of five (5) hours on one weekend day per month in a park detailed in Part 1.

The Motion was Put and

CARRIED

MOTION 5 – S Apps, Woodvale:

MOVED S Apps SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to re-instate Ranger Services (Community Safety team) to assist, manage and attend in person to native wildlife incidents and injuries, specifically relating to kangaroos, as requested by residents and/or ratepayers, where an incident has occurred on land that is the responsibility of the City of Joondalup.

The Motion was Put and

CARRIED

MOTION 6 – B Gould, Iluka:

MOVED B Gould SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to publish submissions received during community consultations verbatim, ensuring they are presented in a clear, accessible, and unaltered format, including all references and hyperlink addresses as plain text.

The Motion was Put and

CARRIED

MOTION 7 – E Coupland, Beldon:

MOVED E Coupland SECONDED L Thomas that the Electors of the City of Joondalup REQUEST that Council instructs the City to insert clear, measurable emissions targets across all areas in the Draft Climate Change Plan 2024–2034 and:

- 1 regularly assess the impact of implemented actions on the overall CO2 emissions targets;
- 2 commit to annual monitoring and reporting via data-based evaluation with public scrutiny;

- 3 improve the accuracy of data collection to support CO2 emissions measurements ensuring that scopes 1, 2 and 3 of emissions are accounted for;
- 4 introduce penalties for those entities not meeting the targets.

The Motion was Put and

LOST

MOTION 8 – D Campton, Woodvale:

MOVED D Campton SECONDED M Campton that the Electors of the City of Joondalup REQUEST that Council instructs the City that the Duffy House area under the management of City of Joondalup has the following restrictions applied:

- 1 **No dogs are to be allowed in this area;**
- 2 **No quad bikes, dirt bikes, electric scooters, electric bikes or similar are to be allowed in this area.**

The Motion was Put and

CARRIED

MOTION 9 – M Moore, Edgewater:

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 **AMEND the existing Joondalup Activity Centre Plan so the Building Heights for the Joondalup Edge Precinct are similar to the minimum and maximum heights stipulated for similar Metronet Station Precincts; such as in the suburb of Morley where there are three storey minimum and eight storey maximum (10 metre minimum to 28 metre maximum building height);**
- 2 **NOTES this recommendation is in lieu of the existing 20.5 meter minimum and unlimited maximum building height for a precinct area that has no amenity other than the Edgewater train station.**
- 3 **AGREES for the process to be commenced immediately.**

The Motion was Put and

CARRIED

MOTION 10 – L Thomas, Ocean Reef:

MOVED L Thomas SECONDED E Coupland that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 obtain as a high priority, accurate data of the City's current carbon emissions, to serve as a benchmark to support the City's mitigation strategy going forward by engaging an independent Carbon Emissions Auditor (similar to that employed by the Town of Victoria Park);
- 2 requests that the assessment include the City's share of the Carbon emitted from the Tamala Park Waste Management Centre.

The Motion was Put and

LOST

MOTION 11 – M Dowling, Woodvale:

MOVED M Dowling SECONDED E Coupland that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 declare a climate emergency, to guide all areas in the Draft Climate Change Plan 2024–2034;
- 2 acknowledge the urgent need to address the climate crisis and its local impacts;
- 3 commits to developing and implementing a comprehensive Climate Action Plan that:
 - 3.1 sets a clear timeline and measurable targets for achieving net-zero emissions across the City’s operations and community by 2035;
 - 3.2 prioritises a just and equitable transition away from fossil fuel use and investments, ensuring that vulnerable groups are supported in the transition;
 - 3.3 actively seeks to invest in renewable energy, sustainable infrastructure, and programs that enhance community resilience;
- 4 requests a detailed report from the City administration within six months outlining specific strategies, funding opportunities, and partnerships to achieve these objectives;
- 5 NOTES that this motion recognises the urgent need for action, ensures accountability through measurable outcomes, and provides a pathway for a fair and sustainable transition.

The Motion was Put and

LOST

MOTION 12 – B Hewitt, Edgewater:

MOVED B Hewitt SECONDED G Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 **DEVELOP a program that provides for a three yearly inspection and maintenance of all large trees on private property, in an effort to protect the tree canopy and reduce the number of trees being lost;**
- 2 **INSTRUCT the City to develop a tree protection policy to limit the removal of trees from private property.**

The Motion was Put and

CARRIED

MOTION 13 – J Tostevin, Edgewater:

MOVED J Tostevin SECONDED B Hewitt that the Electors of the City of Joondalup REQUEST that the Council considers supporting one or more of the following:

- 1 AGREES to the installation of a cockie trough (high water trough);**
- 2 AGREES to the members of Lakeview Contemplation Garden installing a table and seat set made from recycled materials (including the limestone rock from the park and gabions) to create a comfortable spot for visitors to the garden to enjoy a game of chess or chequers;**
- 3 PROVIDE and maintain a refuse bin at the entrance to Lakeview Park.**

The Motion was Put and

CARRIED

MOTION 14 – M Kwok, Ocean Reef:

MOVED M Kwok SECONDED I Hurst that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to advocate to the State Government for mandatory public consultation on the installation of telecommunications infrastructure, including 5G towers and small cell towers, to ensure community concerns are adequately addressed.

The Motion was Put and

CARRIED

The Manager Strategic and Organisational Development left the Chamber at 7.20pm and returned at 7.24pm.

MOTION 15 – J Hope, Beldon:

MOVED J Hope SECONDED B Gould that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to write to the following:

- the Prime Minister;**
 - the Commonwealth Minister for Health and Aged Care;**
 - the Commonwealth Department of Health and Aged Care;**
 - the Chief Health Officer;**
 - the Commonwealth Health Secretary;**
 - the WA Premier;**
 - the WA Department of Health; and**
 - the WA Minister for Health;**
- 1 to urge the immediate suspension of the use of all COVID-19 vaccines in Australia;**
 - 2 to ENGAGE a body of qualified experts, including the Chief Health Officer and the Gene Technology Technical Advisory Committee, to conduct a comprehensive, science-based evaluation of emerging evidence regarding synthetic DNA contamination in the Pfizer and Moderna COVID-19 vaccines;**

3 to INVESTIGATE excess deaths and hospitalisations in Western Australia following vaccine rollouts, specifically:

3.1 prior to the reopening of state borders; and

3.2 over the longer term.

The Motion was Put and

CARRIED

The Governance Officer left the Chamber at 7.27pm.

MOTION 16 – B Gould, Iluka:

MOVED B Gould SECONDED C Wilson that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to ensure that the City's insurance coverage for volunteers includes individuals of all ages, without imposing upper or lower age restrictions.

The Motion was Put and

CARRIED

Cr Raftis left the Chamber at 7.30pm.

MOTION 17 – M Moore, Edgewater:

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

1 PREPARE a Precinct Plan for the Woodvale District Centre on Whitfords Avenue in accordance with *State Planning Policy 7.2 - Precinct Design*;

2 AGREES for the process to be commenced immediately.

The Motion was Put and

CARRIED

The Governance Officer entered the Chamber at 7.31pm.

MOTION 18 – B Hewitt, Edgewater:

MOVED B Hewitt SECONDED G Hewitt that the Electors of the City of Joondalup REQUEST that Council instructs the City to ensure Local Laws regarding Verges and the permanent parking of caravans, boats, and other large items on verges is monitored, actioned, and where necessary, enforced through the provisions of the Local Laws.

The Motion was Put and

CARRIED

Cr Raftis entered the Chamber at 7.33pm.

MOTION 19 – B Gould, Iluka:

MOVED B Gould SECONDED P Perez Navas-Parejo that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to include the supporting statements from the mover and seconder of each motion presented at the Annual General Meeting (AGM) to be published in the meeting minutes.

The Motion was Put and

CARRIED

MOTION 20 – M Moore, Edgewater:

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 Excise the Joondalup Edge Precinct from the existing Joondalup Activity Centre Plan and prepare a Precinct Plan for the area in accordance with *State Planning Policy 7.2 - Precinct Design*;**
- 2 AGREES for the process to be commenced immediately.**

The Motion was Put and

CARRIED

The Manager Human Resources left the Chamber at 7.37pm.

MOTION 21 – B Gould, Iluka:

MOVED B Gould SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the Chief Executive Officer to:

- 1 publish the guest lists and expenditure for all Elected Member dinners and all formal City dinners on the City's website under the "Council and Committee Meetings" page. Guest lists must include the name of each guest and their relationship to the City, and expenditure must include the total cost and cost per head;**
- 2 reduce the number of Elected Member dinners by 50 percent, with the Mayor hosting a maximum of three dinners per calendar year and each Ward hosting a maximum of six dinners per calendar year, effective from 1 January 2025.**

The Motion was Put and

CARRIED

MOTION 22 – M Moore, Edgewater:

MOVED M Moore SECONDED M Dickie that the Electors of the City of Joondalup REQUEST that Council instructs the City to:

- 1 PREPARE Precinct Plans in accordance with *State Planning Policy 7.2 – Precinct Design*, for all of the Activity Centres within the City of Joondalup to ensure that the future development of these Activity Centres are consistent with the City's planning objectives and the planning is orderly;**
- 2 AGREES that the Precinct Plans are to be a composite part of the City's next Planning Scheme;**
- 3 NOTES that Precinct Plans are essential to prevent ad hoc planning outcomes from developer Structure Plan proposals for Activity Centres;**
- 4 AGREES for the process to be commenced immediately.**

The Motion was Put and

CARRIED

The Manager Human Resources entered the Chamber at 7.42pm.

MOTION 23 – B Gould, Iluka:

MOVED B Gould SECONDED M Kwok that the Electors of the City of Joondalup REQUEST that Council instructs the City to Instruct all chemical contractors for weed spraying to use the highest concentration of marker dye to ensure treated areas are visible to the public for at least 48 to 72 hours. This will inform the public so they can avoid direct contact and exposure to harmful chemicals in recently treated areas.

The Motion was Put and

CARRIED

9 CLOSURE

There being no further business, the Mayor declared the Annual General Meeting of Electors closed at 7.46pm the following Elected Members being present at that time:

HON. ALBERT JACOB, JP
CR ADRIAN HILL
CR LEWIS HUTTON
CR DANIEL KINGSTON
CR REBECCA PIZZEY
CR RUSS FISHWICK, JP
CR JOHN RAFTIS
CR PHILLIP VINCIULLO
CR JOHN CHESTER
CR ROHAN O'NEILL

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
Payments						
EF125756	8/01/2025	TRUSTEE FOR BBBM UNIT TRUST GROWERS AGRISHOP	7/AS			836.00
			204424 - HERBICIDE PULSE - 5 LTR	VP384161	836.00	
EF126359	31/01/2025	365 SOLUTIONS CONSULTING PTY. LTD.				1,925.00
			371 - EXTERNAL SUPPORT FOR RISAMS		1,925.00	
EF125921	15/01/2025	AAAC TOWING PTY LTD				341.00
			INV-28042 - COLLECTION FEE - ABANDONED VEHICLES		341.00	
EF126192	31/01/2025	AAAC TOWING PTY LTD				682.00
			INV-28040 - COLLECTION FEE - ABANDONED VEHICLES		341.00	
			INV-47840 - COLLECTION FEE - GROYDER WAY, PADBURY		341.00	
EF126194	31/01/2025	ABDUL-HAMID ABDULLAH				1,839.75
			277 - FEE FOR SELECTION PANEL		1,839.75	
EF125896	15/01/2025	ABN RESIDENTIAL WA PTY LTD T/A HOMEBUYERS CENTRE				923.05
			BPC24/1620 - REFUND DUPLICATE PAYMENT PN 212297		923.05	
EF126195	31/01/2025	ABSOLUTE MEDICAL RESPONSE PTY LTD (PARAMEDICAL SERVICES)				1,756.19
			42577 - MEDICAL CREW EVENT SUPPORT		1,756.19	
EF126223	31/01/2025	ACCESS ICON PTY LTD (CASCADA GROUP)				1,371.70
			21836 - SOAKWELL LINER 1800X600	02722	1,371.70	
EF126186	31/01/2025	ACEN FORD PTY LTD (ADFORM ENGINE SIGNS)	GRAVING &			96.80
			14475 - CITIZEN OF THE YEAR MEDALLIONS		96.80	
EF126176	31/01/2025	ACTION GLASS & ALUMINIUM				464.76
			66941 - WHITFORD PUBLIC LIBRARY		464.76	
EF125697	8/01/2025	ADAM CROSBY-CLARK				97.98
			122435/122436 - MEMBERSHIP CANCELLATION REFUND		97.98	
EF126133	31/01/2025	ADRIAN HILL				4,879.67
			ALLOW-DM-JAN 2025 - DEPUTY MAYOR ALLOWANCE - JANUARY 2025		2,023.17	
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126062	15/01/2025	ADVAM PTY LTD				66.00
			C76_202407826 - MONTHLY SUPPORT FEE FOR JAN 2025		66.00	
EF126184	31/01/2025	AHERN AUSTRALIA PTY LIMITED				659.56
			250000208 - PARTS & REPAIR		659.56	
EF126222	31/01/2025	AJAR ENTERPRISES PTY LTD (CLARK RUBBER JOONDALUP)				109.00
			929178 - POOL NOODLES		109.00	
EF126072	15/01/2025	ALBERT JACOB				640.00
			PJ00118_07/01/25 - CASH ADVANCE		640.00	
EF126424	31/01/2025	ALBERT JACOB				12,316.70
			ALLOW-MAYOR-JAN 2025 - MAYORAL ALLOWANCE - JANUARY 2025		8,092.92	
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		4,284.33	
			JANUARY 25 - MAYOR'S VEHICLE CONTRIBUTION - JANUARY		-60.55	
EF126191	31/01/2025	ALCHEMY SAUNAS PTY LTD				2,640.00
			INV-0569 - MONTHLY HIRE OF OUTDOOR SAUNAS JAN 25		2,640.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125854	8/01/2025	ALINTA				5,425.50
			120776540 19/12/24 - FLINDERS PARK COMM HALL 18/09-16/12/24		41.75	
			249999240 18/12/24 - SEACREST DR SORRENTO		53.35	
			280000222 30/12/24 - PADBURY COMMUNITY HALL		36.50	
			454997947 24/12/24 - HEATHRIDGE COMMUNITY CENTRE 9/9 - 2/12/2		42.85	
			618099630 27/12/24 - FLEUR FREAME		267.65	
			646675300 23/12/24 - JOONDALUP LIBRARY/CIVIC 20/09-18/12/24		4,652.10	
			704999719 04/12/24 - WARWICK COMM HALL		178.50	
			708001551 23/12/24 - SORRENTO COMMUNITY HALL		39.40	
			862001320 19/12/24 - PERCY DOYLE FOOTBALL & TEEBALL 20/09- 16/12/24		40.80	
			932822860 19/12/24 - DORCHESTER COMM HALL 3/9 - 27/11/24		72.60	
EF126061	15/01/2025	ALINTA				2,146.25
			029003046 03/01/25 - ELLERSDALE PARK COMM SPORTING FACILITY 26/11-31/12/24		86.20	
			642498400 03/01/25 - JOONDALUP ADMIN		2,060.05	
EF126410	31/01/2025	ALINTA				314.70
			200001470 06/12/24 - GUYS DANIELS 9/9-2/12/24		61.90	
			212999739 03/01/25 - BANKS AVE HILLARYS 30 SEP 2024 TO 24 DEC		39.85	
			227002208 21/01/25 - BRAMSTON PARK COMM CENTRE		68.05	
			543672740 23/12/24 - JOONDALUP RECEPTION/CIVIC		88.45	
			750000359 17/01/25 - FALKLAND WAY KINROSS 7500003599		36.55	
			962002342 03/01/25 - PENISTONE ST G/WOOD 26/11/24 TO 31/12/24		19.90	
EF126190	31/01/2025	ALISON CLARE BANNISTER (ALISON BANNISTER CAREER COACHING)				544.50
			INV-0522 - EVENT - SHE MEANS BUSINESS		544.50	
EF125897	15/01/2025	ALISON DE MUNNIK				71.77
			92409 - REFUND FROM LEISURE CTR M/SHIP		71.77	
EF125910	15/01/2025	ALLWEST TURFING				812.63
			53251 - TURF MARRI PARK	04122	812.63	
EF125703	8/01/2025	ALS LIBRARY SERVICES PTY LTD				1,156.34
			116477 - SUPPLY OF LIBRARY PROFILED TITLES		28.39	
			116478 - SUPPLY OF LIBRARY PROFILED TITLES		38.32	
			116479 - CUSTOMER SUGGESTED PURCHASES		24.84	
			116480 - SUPPLY OF LIBRARY PROFILED TITLES		147.63	
			116481 - SUPPLY OF LIBRARY PROFILED TITLES		209.99	
			116482 - SUPPLY OF LIBRARY PROFILED TITLES		90.61	
			116483 - SUPPLY OF LIBRARY PROFILED TITLES		150.49	
			116484 - SUPPLY OF LIBRARY PROFILED TITLES		55.36	
			116485 - SUPPLY OF LIBRARY PROFILED TITLES		74.53	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			116486 - SUPPLY OF LIBRARY PROFILED TITLES		135.58	
			116488 - SUPPLY OF LIBRARY PROFILED TITLES		39.47	
			116489 - SUPPLY OF LIBRARY PROFILED TITLES		85.19	
			116490 - SUPPLY OF LIBRARY PROFILED TITLES		44.00	
			116491 - SUPPLY OF LIBRARY PROFILED TITLES		31.94	
EF125912	15/01/2025	ALS LIBRARY SERVICES PTY LTD				1,651.06
			116665 - SUPPLY OF LIBRARY PROFILED TITLES		24.84	
			116666 - SUPPLY OF LIBRARY PROFILED TITLES		17.74	
			116667 - DISCRETIONARY TITLE SELECTION		79.47	
			116668 - TITLES AS SELECTED		14.19	
			116669 - TITLES AS SELECTED		15.78	
			116670 - CUSTOMER SUGGESTED PURCHASES		23.42	
			116671 - CUSTOMER SUGGESTED PURCHASES		46.13	
			116672 - SUPPLY OF LIBRARY PROFILED TITLES		35.49	
			116673 - SUPPLY OF LIBRARY PROFILED TITLES		216.49	
			116674 - SUPPLY OF LIBRARY PROFILED TITLES		129.17	
			116675 - SUPPLY OF LIBRARY PROFILED TITLES		178.85	
			116676 - SUPPLY OF LIBRARY PROFILED TITLES		63.87	
			116677 - SUPPLY OF LIBRARY PROFILED TITLES		49.68	
			116678 - SUPPLY OF LIBRARY PROFILED TITLES		212.25	
			116679 - SUPPLY OF LIBRARY PROFILED TITLES		23.42	
			116680 - SUPPLY OF LIBRARY PROFILED TITLES		232.81	
			116682 - SUPPLY OF LIBRARY PROFILED TITLES		43.29	
			116683 - SUPPLY OF LIBRARY PROFILED TITLES		42.59	
			116684 - SUPPLY OF LIBRARY PROFILED TITLES		71.69	
			116686 - SUPPLY OF LIBRARY PROFILED TITLES		17.74	
			116687 - SUPPLY OF LIBRARY PROFILED TITLES		60.34	
			116688 - SUPPLY OF LIBRARY PROFILED TITLES		28.39	
			116689 - SUPPLY OF LIBRARY PROFILED TITLES		23.42	
EF126179	31/01/2025	ALS LIBRARY SERVICES PTY LTD				1,582.67
			116681 - SUPPLY OF LIBRARY PROFILED TITLES		92.29	
			116856 - SUPPLY OF LIBRARY PROFILED TITLES		186.66	
			116857 - DISCRETIONARY TITLE SELECTION		59.05	
			116858 - SUPPLY OF LIBRARY PROFILED TITLES		123.50	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			116859 - SUPPLY OF LIBRARY PROFILED TITLES		28.39	
			116860 - SUPPLY OF LIBRARY PROFILED TITLES		141.98	
			116861 - SUPPLY OF LIBRARY PROFILED TITLES		106.47	
			116862 - SUPPLY OF LIBRARY PROFILED TITLES		77.36	
			116863 - SUPPLY OF LIBRARY PROFILED TITLES		85.18	
			116864 - SUPPLY OF LIBRARY PROFILED TITLES		70.99	
			116865 - SUPPLY OF LIBRARY PROFILED TITLES		21.29	
			116866 - SUPPLY OF LIBRARY PROFILED TITLES		62.97	
			116867 - SUPPLY OF LIBRARY PROFILED TITLES		95.71	
			116868 - SUPPLY OF LIBRARY PROFILED TITLES		97.96	
			116869 - SUPPLY OF LIBRARY PROFILED TITLES		21.29	
			116870 - SUPPLY OF LIBRARY PROFILED TITLES		70.97	
			116871 - SUPPLY OF LIBRARY PROFILED TITLES		111.43	
			116872 - SUPPLY OF LIBRARY PROFILED TITLES		54.65	
			116873 - SUPPLY OF LIBRARY PROFILED TITLES		74.53	
EF125919	15/01/2025	ALSCO PTY LIMITED				1,498.76
			CPER2467195 - WORKS DEPOT TEA TOWELS		195.26	
			CPER2472096 - DEC 2024 SERVICE CRAIGIE LEIS CTR		1,303.50	
EF126189	31/01/2025	ALSCO PTY LIMITED				2,681.76
			CPER2459212 - HYGIENE SERVICES CLC		1,340.88	
			CPER2466313 - HYGIENE SERVICES CLC DEC 24		1,340.88	
EF126154	31/01/2025	ALVIN BOODHOO				375.00
			209736 - VEHICLE CROSSING SUBSIDY		375.00	
EF126183	31/01/2025	ALYKA PTY LTD				23,182.50
			INV-39866 - SET UP ADVANCED GOOGLE ANALYTICS TRACKIN		4,262.50	
			INV-39876 - RENEWAL OF KENTICO CMS SUBSCRIPTION		18,920.00	
EF126141	31/01/2025	AMANDA CASSIDY				340.00
			1046865_23/01/25 - TRAVEL ALLOWANCE		340.00	
EF125683	8/01/2025	AMIR KHAKI				314.40
			3523893,3502499,3487666,347147 - LEISURE CENTRE MEMBERSHIP REFUND		314.40	
EF125710	8/01/2025	AMPOL AUSTRALIA PETROLEUM PTY LTD				54,362.03
			718140 - FUEL IMPORT 02/01/2025		54,362.03	
EF125713	8/01/2025	AMW (AUDIT) PTY LTD				550.00
			I009682 - AUDIT OF OPERATING EXPENDITURE		550.00	
EF125899	15/01/2025	APOLON IVANHOVIC				164.00
			1048023_09/01/25 - INCORRECTLY PAID FOR TWO UPGRADES OF THE GENERAL WASTE BIN REFUND		164.00	
EF125918	15/01/2025	APPLIANCE SERVICE AGENTS PTY LTD				350.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			21508 - RM - GAS APPLIANCES EXT MATERIAL PURC		350.00	
EF125701	8/01/2025	ARTEIL WA PTY LTD				2,829.20
			90729 - SAPPHIRE MK1, TILTAMATIC, SWINGAWAY ARMS		2,351.80	
			90805 - SAPPHIRE MK1 XXL SIZE		477.40	
EF125908	15/01/2025	ARTEIL WA PTY LTD				667.70
			90718 - SAPPHIRE MK1 CHAIR		667.70	
EF125673	8/01/2025	ARTS AND CULTURE TRUST				1,353.00
			28325 - TICKETS FOR MORNING MELODIES NOV 24		1,353.00	
EF125909	15/01/2025	ASLAB PTY LTD				15,950.85
			25837 - ASPHALT TESTING -CHARACTERISTICS (MRWA 7	02622	5,395.06	
			25839 - ASPHALT TESTING - SMA (MRWA 730.1; 731.1	02622	1,170.73	
			25840 - ASPHALT TESTING - SMA (MRWA 730.1; 731.1	02622	1,143.73	
			25841 - ASPHALT TESTING - SMA (MRWA 730.1; 731.1	02622	1,135.26	
			25842 - PROJECT ANALYSIS REPORT (2 COPIES)	02622	1,156.21	
			25843 - PROJECT ANALYSIS REPORT (2 COPIES)	02622	1,105.45	
			25844 - FILBERT STREET, GREENWOOD	02622	1,135.26	
			25845 - ASPHALT TESTING -CHARACTERISTICS (MRWA 7	02622	1,942.93	
			25846 - ASPHALT TESTING -CHARACTERISTICS (MRWA 7	02622	1,766.22	
EF126175	31/01/2025	ASLAB PTY LTD				13,267.11
			25664 - PAVEMENT TESTING - PROFILING CORE TO SUB	02622	4,099.70	
			25863 - BADRICK STREET, WARWICK	02622	2,004.70	
			25864 - STEAMER COURT, HEATHRIDGE	02622	1,922.97	
			25865 - VOYAGE ROAD, HEATHRIDGE	02622	1,173.15	
			25866 - SPRINGVALE DRIVE, WARWICK.	02622	4,066.59	
EF125700	8/01/2025	ASPHALTECH PTY LTD				184,914.72
			18982 - SPRINGVALE DRIVE WARWICK REPAIRS	00723	184,914.72	
EF125907	15/01/2025	ASPHALTECH PTY LTD				1,379,171.00
			19014 - BLACKTHORN ROAD	00723	129,880.96	
			19015 - FILBERT ST GREENWOOD	00723	31,319.68	
			19016 - CAROB PLACE GREENWOOD	00723	23,310.03	
			19017 - BADRICK STREET	00723	109,111.48	
			19018 - DERICOTE WAY	00723	110,072.24	
			19019 - NORBURY WAY GREENWOOD	00723	82,055.86	
			19020 - SHEPHERDS BUSH DRIVE	00723	115,640.44	
			19021 - SPRINGVALE DRIVE	00723	195,969.85	
			19022 - WILLOW ROAD	00723	207,412.85	
			19023 - ACKWORTH CRESCENT	00723	188,830.93	
			19024 - STEAMER COURT HEATHRIDGE	00723	56,098.61	
			19025 - VOYAGE ROAD	00723	129,468.07	
EF126099	17/01/2025	ASPHALTECH PTY LTD				118,569.01
			18954 - BEACH ROAD MARMION	00723	103,490.99	
			18998 - CAROB PLACE GREENWOOD	00723	15,078.02	
EF126173	31/01/2025	ASPHALTECH PTY LTD				4,162.17

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			19031 - AC7 7MM GRANITE NOMINAL MIX SIZE - SUPPL	00723	2,191.72	
			19048 - BELTANA ROAD CRAIGIE	00723	1,970.45	
EF126178	31/01/2025	AUSCORP IT				448.26
			INV-00039957 - TONER		448.26	
EF126182	31/01/2025	AUSPICIOUS ARTS PROJECTS INC				18,614.03
			162601 - ANYTHING YOU CAN DO - PADBURY HALL		8,250.00	
			162608 - TRAVEL		7,663.16	
			162653 - TRAVEL		2,700.87	
EF126193	31/01/2025	AUSTGUARDS AND PATROLS SERVICE LTD	CES PTY			6,028.70
			COJ0052 - GATES LOCK AND UNLOCK	VP339453	3,279.67	
			COJ0053 - ALARMS & CALL OUTS	VP339453	2,749.03	
EF125915	15/01/2025	AUSTRALASIAN EVENTS PTY LTD (ACE SECURITY AND EVENTS SERVICE)				631.14
			11316 - SECURITY FOR AUGUST COUNCIL MEETINGS		631.14	
EF126060	15/01/2025	AUSTRALIA POST				40,925.01
			1013732933 - POSTAGE DEC 24 A/C 620846		1,571.37	
			1013733569 - POSTAGE DEC 24 A/C 678700		12,968.26	
			1013735949 - POSTAGE FOR DEC 24 A/C 7936979		26,385.38	
EF125712	8/01/2025	AUSTRALIA WIDE INVESTIGATIONS PTY LTD (AWI GROUP)				34,336.28
			56985 - INVESTIGATION - COMPLAINTS AND ISSUES		34,336.28	
EF125702	8/01/2025	AUSTRALIAN AIRCONDITIONING SERVICES P/L				2,127.95
			74256 - COJ ROB BADDOCK COMMUNITY HALL	02822	476.30	
			74264 - WARWICK LEISURE CENTRE	02822	1,144.00	
			80192 - COJ ADMIN BUILDING	02822	507.65	
EF125911	15/01/2025	AUSTRALIAN AIRCONDITIONING SERVICES P/L				39,022.75
			73835 - JOONDALUP ADMINISTRATION	02822	107.80	
			74261 - SERVICE TECHNICIAN - NORMAL HOURS T1 (AT	02822	24,981.00	
			74291 - COJ WORKS OPERATION CENTRE	02822	3,152.05	
			74292 - WORKS DEPOT	02822	521.40	
			74305 - CRAIGIE LEISURE AIR CON	02822	3,394.60	
			80256 - COJ ROB BADDOCK COMMUNITY	02822	649.80	
			80257 - COJ MULTI STOREY CARPARK	02822	354.20	
			80269 - WHITFORDS SENIORS AIR CON	02822	200.20	
			80270 - JOONDALUP LIBRARY AIR CON	02822	168.30	
			COJ311224 - MECHANICAL SWITCHBOARDS AND VSD - VSMD31	02822	5,493.40	
EF126100	17/01/2025	AUSTRALIAN AIRCONDITIONING SERVICES P/L				420.75
			73819 - WHITFORDS LIBRARY AIR CON	02822	420.75	
EF126177	31/01/2025	AUSTRALIAN AIRCONDITIONING SERVICES P/L				58,807.14
			74312 - 10% MARK-UP FOR OUTSOURCED LABOUR	02822	41,176.30	
			80280 - CRAIGIE LEISURE CENTRE AIRCON REPAIRS	02822	12,699.50	
			80352 - CRAIGIE LEISURE AIR CON	02822	53.90	
			80372 - JOONDALUP ADMINISTRATION REPAIRS	02822	252.45	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			80373 - ADMIN BUILDING AIR CON	02822	1,824.85	
			80402 - WHITFORDS SENIOR CITIZENS	02822	302.50	
			80407 - COJ WHITFORDS SENIOR CITIZENS	02822	1,399.93	
			80415 - EMERALD PARK CLUBROOMS	02822	268.95	
			80446 - COJ CRAIGIE LEISURE CENTRE	02822	828.76	
EF126059	15/01/2025	AUSTRALIAN INSTITUTE OF MANAGEMENT				28,853.00
			7167952 - CREDIT FOR INV 7163396		-2,982.00	
			7168152 - CRUCIAL INFLUENCE-ANUP DHITAL 4/11/24		950.00	
			7168524 - PINNACLE AWARDS - INDIVIDUAL GUEST		295.00	
			7168525 - PINNACLE AWARDS - INDIVIDUAL GUEST 21/11/24		295.00	
			7168526 - PINNACLE AWARDS - INDIVIDUAL GUEST		295.00	
			7169602 - PREMIUM LEARNING PARTNERSHIP 2025		30,000.00	
EF126409	31/01/2025	AUSTRALIAN INSTITUTE OF MANAGEMENT				4,841.00
			7169657 - LEADERSHIP DEVELOPMENT LEADING OTHERS		1,717.00	
			7170007 - LEAN SIX SIGMA GB 3-7 FEB 25		3,124.00	
EF125706	8/01/2025	AUSTRALIAN LIQUOR MARKETERS PTY LIMITED				2,872.25
			12145 - 505165 BOAGS PREMIUM LGR BTL 375ML		2,872.25	
EF125711	8/01/2025	AUSTRALIAN PERFORMING ARTS CENTRES LIMITED				1,065.00
			INV-6719 - MEMBERSHIP RENEWAL 2025		1,065.00	
EF126180	31/01/2025	AUSTRALIAN SAFETY ENGINEERS				124.85
			163218W - BA REPAIRS		124.85	
EF126220	31/01/2025	AUTOMOTIVE IMPORTS PTY LTD (COLDRIIVE AUTO PARTS)				504.41
			17010331 - PARTS ONLY		504.41	
EF125922	15/01/2025	AUTONG TRADING PTY LTD				1,048.52
			108934 - 3'PLUSH KEYRING MIX CARTON K3K,R3K,W3K		1,048.52	
EF125705	8/01/2025	AXIIS CONTRACTING PTY LTD				36,241.12
			8776 - GREY CONCRETE - DUAL USE PATH (1.8 TO 2.	02121	27,852.97	
			8777 - SEACREST DR SORRENTO	02121	1,553.70	
			8786 - CROSSEOVERS - CONCRETE INDUSTRIAL	02121	6,834.45	
EF125927	15/01/2025	BAILEYS FERTILIZER				2,134.00
			53334 - FERTILISER GROSORB GRANULATED 10LTR (100		2,134.00	
EF126063	15/01/2025	BAYCORP (WA) PTY LIMITED				10.00
			1884 - POUNDAGE PN123427 REF 302637		10.00	
EF126201	31/01/2025	BCE SURVEYING PTY LTD				4,345.00
			15576 - FEATURE AND CONTOUR SURVEY		4,345.00	
EF126130	31/01/2025	BELRIDGE SECONDARY COLLEGE				1,000.00
			1036991_02/01/25 - YOUTH AWARDS 2024/25 WINNER - JAMIE MOIR		1,000.00	
EF126198	31/01/2025	BIG W				313.20
			TI-03FE7-178D54 - STATIONERY		39.40	
			TI-03FE7-178D55 - LOLLIES AND JAR		46.00	
			TI-03FE7-178D56 - STORAGE		96.00	
			TI-03FE7-178D57 - STAFF REWARDS		131.80	
EF126206	31/01/2025	BIZFURN EXPRESS AUSTRALIA PTY LTD				6,173.11

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			WAE117223/01 - WHITFORDS LIBRARY		5,298.11	
			WAE121418/01 - ERGONOMIC OPERATOR CHAIRS BLACK		875.00	
EF125926	15/01/2025	BLADON W A PTY LTD				1,017.50
			BWA160870 - 30ML GEL HAND SANITISER		1,017.50	
EF126095	17/01/2025	BLAIR AND JACQUELINE HENDRIKS				40.50
			BPU13/2168 - BUILDING APPLICATION FEE REFUND		40.50	
EF125714	8/01/2025	BOC LIMITED				269.54
			4037579454 - RENTAL - IND. CYLINDERS		75.53	
			4037650279 - LATE PAYMENT FEE		38.50	
			4037798449 - RENTAL - IND. CYLINDERS		78.06	
			4038069880 - RENTAL - IND. CYLINDERS		77.45	
EF125923	15/01/2025	BOC LIMITED				80.03
			4038268836 - RENTAL - IND. CYLINDERS		80.03	
EF126196	31/01/2025	BOC LIMITED				49.91
			4038264172 - SUPPLY OF MEDICAL OXYGEN CLC		49.91	
EF125933	15/01/2025	BORN IN A TAXI PTY LTD				75,350.00
			INV-2792 - JOONDALUP FESTIVAL 2025 THE WAITING ROOM		75,350.00	
EF126421	31/01/2025	BOROVINA FAMILY TRUST T/AS IMPACT PANEL & PAINT				1,000.00
			16112 - INSURANCE CLAIM MO0077435		1,000.00	
EF125727	8/01/2025	BORRELLO FAMILY TRUST T/AS CARRAMAR RESOURCE INDUSTRIES				1,653.19
			INV-93272 - RECEIPT OF CONSTRUCTION WASTE AT CONTRAC	VP297220	1,653.19	
EF125941	15/01/2025	BORRELLO FAMILY TRUST T/AS CARRAMAR RESOURCE INDUSTRIES				2,023.29
			INV-92963 - BRICKIES YELLOW SAND-ZONE 2 (DEPOT, HEPB	VP294005	2,023.29	
EF126218	31/01/2025	BORRELLO FAMILY TRUST T/AS CARRAMAR RESOURCE INDUSTRIES				3,260.18
			INV-93985 - RECEIPT OF CONSTRUCTION WASTE AT CONTRAC	VP297220	3,260.18	
EF126174	31/01/2025	BORVEK PTY LTD ABLE WESTCHEM				331.98
			4007656 - 4 X 20L SANOPINE		331.98	
EF125719	8/01/2025	BOS CIVIL PTY LTD				197,073.91
			INV-000770 - SUPERINTENDANT - EXT CONT		197,073.91	
EF126203	31/01/2025	BOS CIVIL PTY LTD				318,753.73
			INV-000783 - JOONDALUP & LAKESIDE DRIVE ROUNDABOUT PROGRESS CLAIM #2		318,753.73	
EF125929	15/01/2025	BOYA EQUIPMENT PTY LTD				1,233.14
			42356 - PARTS ONLY		1,233.14	
EF125715	8/01/2025	BP AUSTRALIA LIMITED				8,108.10
			13586981 - FUEL & OILS FOR MONTH ENDED		8,108.10	
EF126157	31/01/2025	BRANDON PAWLE				58.95
			INV-149594INV-149597INV-149603 - MEMBERSHIP REFUND		58.95	
EF125686	8/01/2025	BREE MICHELLE MOSS				1,134.84
			211441 - RATES REFUND		1,134.84	
EF126269	31/01/2025	BRENDAN JOEL LEWIS (HOPE PERTH STUDIOS)				6,600.00
			INV-0122 - PADBURY HALL MURAL		6,600.00	
EF126155	31/01/2025	BRIAN LEO LONG				150.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INWE25/3627 - ANIMAL REGISTRATION REFUND		150.00	
EF125882	15/01/2025	BRIDGELINE PTY LTD T/AS HARCOURTS ALLIANCE				316.00
			208268 - RATES REFUND PN 208268		316.00	
EF126087	17/01/2025	BRIDGELINE PTY LTD T/AS HARCOURTS ALLIANCE				396.00
			148714 - RATES REFUND PN 148714		396.00	
EF126204	31/01/2025	BRIGHTMARK GROUP PTY LTD				52,137.80
			4403 - CLEANING REQUIREMENTS FOR CRAIGIE LEISUR	02123	52,137.80	
EF125720	8/01/2025	BROWNES FOODS OPERATIONS PTY LIMITED				559.32
			18163639 - MILK FOR ADMIN TEA ROOMS		233.05	
			18175055 - MILK FOR ADMIN TEA ROOMS		233.05	
			18191319 - MILK FOR ADMIN TEA ROOMS		93.22	
EF125930	15/01/2025	BROWNES FOODS OPERATIONS PTY LIMITED				24.31
			18202472 - WEEKLY MILK SUPPLY JOO LIBRARY		24.31	
EF126205	31/01/2025	BROWNES FOODS OPERATIONS PTY LIMITED				539.03
			18202469 - MILK FOR ADMIN TEA ROOMS		233.05	
			18213708 - MILK FOR ADMIN TEA ROOMS		233.05	
			18213710 - WEEKLY MILK SUPPLY JOO LIBRARY		24.31	
			18224925 - WEEKLY MILK SUPPLY JOO LIBRARY		24.31	
			18235014 - WEEKLY MILK SUPPLY JOO LIBRARY		24.31	
EF126202	31/01/2025	BUFFALO SOLUTIONS PTY LTD				407.00
			INV-0814 - COACHING PROGRAM FOR CAREER GROWTH		407.00	
EF126207	31/01/2025	BUNNINGS GROUP LIMITED (TOOL DEPOT)				154.71
			281337 - 2435/00281337 PAID IN ERROR		-128.25	
			S263967 - MAE-19423 - HEX BIT 5X50MM 3 PK		15.76	
			SI264760 - HARDWARE		45.80	
			SI265550 - TKD: BE349035RB 35MM X 6M RATCHET		182.40	
			SI265943 - STANLEY ADJUSTABLE WRENCH 300MM		39.00	
EF125716	8/01/2025	BUNNINGS PTY LTD				596.71
			2170/01402939 - HARDWARE ITEMS		9.97	
			2170/01497379 - HARDWARE ITEMS		44.40	
			2435/00281397 - VARIOUS HARDWARE ITEMS 2435/00281337		128.25	
			2435/01425750 - MOVING CARTONS		229.00	
			2435/01504480 - HARDWARE ITEMS		19.06	
			2435/01517878 - HARDWARE ITEMS		43.02	
			2435/01522112 - HARDWARE		100.25	
			2435/01522114 - HARDWARE		22.76	
EF125924	15/01/2025	BUNNINGS PTY LTD				675.27
			1497379 - INCORRECT INV NUMBER ENTERED		-44.40	
			2435/00210943 - 1 X GAS BOTTLE - YPO		111.34	
			2435/01425026 - HARDWARE ITEMS		13.38	
			2435/01425388 - HARDWARE ITEMS		7.26	
			2435/01425646 - HARDWARE ITEMS		38.43	
			2435/01429689 - HARDWARE		18.72	
			2435/01431031 - HARDWARE		82.63	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			2435/01433399 - HARDWARE ITEMS		28.81	
			2435/01433702 - HARDWARE ITEMS		99.00	
			2435/01433797 - HARDWARE ITEMS		29.79	
			2435/01525797 - HARDWARE ITEM		36.86	
			2435/01531986 - HARDWARE ITEMS		73.11	
			2435/01532604 - HARDWARE ITEMS		64.57	
			2435/01533234 - HARDWARE ITEMS		7.53	
			2435/01534914 - CLEANING SUPPLIES		108.24	
EF126197	31/01/2025	BUNNINGS PTY LTD				1,685.00
			2435/00185360 - TOOLS/PARTS		335.12	
			2435/01431214 - MATERIALS - OPERATIONS ADMINISTRATION		75.14	
			2435/01433711 - HARDWARE ITEMS		118.85	
			2435/01433727 - HARDWARE ITEMS		13.91	
			2435/01433820 - HARDWARE ITEMS		80.16	
			2435/01436276 - HARDWARE		30.62	
			2435/01436459 - HARDWARE		7.14	
			2435/01437069 - HARDWARE		38.70	
			2435/01532640 - HARDWARE ITEMS		112.52	
			2435/01538728 - HARDWARE ITEMS		110.98	
			2435/01540762 - HARDWARE ITEMS		34.68	
			2435/01540764 - HARDWARE ITEMS		11.31	
			2435/01540845 - HARDWARE ITEMS		68.96	
			2435/01540884 - HARDWARE		143.30	
			2435/01540998 - HARDWARE ITEMS		4.46	
			2435/01541244 - HARDWARE ITEMS		64.85	
			2435/01541991 - HARDWARE ITEMS		30.36	
			2435/01541993 - HARDWARE ITEMS		66.52	
			2435/01541995 - HARDWARE ITEMS		11.38	
			2435/01542148 - HARDWARE		8.25	
			2435/01542516 - HARDWARE ITEMS		223.20	
			2435/01542664 - HARDWARE		19.79	
			2435/01544257 - HARDWARE		13.14	
			2443/01206974 - KEY LOCK BOX		61.66	
EF126272	31/01/2025	CALL ASSOCIATES PTY LTD (CONNECT CENTRE SERVICES)				1,995.68
			118479 - OVERCALLS FEE DECEMBER 2024		1,995.68	
EF125676	8/01/2025	CANON FINANCE				246.19
			563885 - DR6030C SN 21FLJ04703		246.19	
EF126128	31/01/2025	CANON FINANCE				492.38
			564942 - 2024-25 LEASE OF DR6030C A3 SCANNER		246.19	
			565084 - LEASE OF DR6030C A3 DESKTOP 19/02-1 9/03/25		246.19	
EF125796	8/01/2025	CANON PRODUCTION PRINTING AUSTRALIA PTY LTD (OCE-AUSTRALIA)				121.46
			INV-85531 - 2024-25 MAINTENANCE OF OCE TSC4 DIGITAL		121.46	
EF125724	8/01/2025	CARCARE MOTOR COMPANY PTY LTD CARCARE JOONDALUP				852.20
			37,765 - PARTS & REPAIR		612.20	
			37,916 - PARTS & REPAIR		240.00	
EF125937	15/01/2025	CARCARE MOTOR COMPANY PTY LTD CARCARE JOONDALUP				1,090.00
			37,933 - PARTS & REPAIR		1,090.00	
EF126213	31/01/2025	CARCARE MOTOR COMPANY PTY LTD CARCARE JOONDALUP				1,980.00
			38,124 - PARTS & REPAIR		800.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			38,168 - PARTS & REPAIR 1HPD070		40.00	
			38,229 - PARTS & REPAIR		1,140.00	
EF126065	15/01/2025	CARROLL & RICHARDSON FLAGS				1,930.18
			152260 - PB1 AUSTRALIAN PAPER BUNTING 10M		1,930.18	
EF126211	31/01/2025	CASTROL AUSTRALIA PTY LTD				2,215.54
			25833867 - OILS,GREASE & BRAKE FLUID		1,839.50	
			25833998 - OILS,GREASE & BRAKE FLUID		376.04	
EF126101	17/01/2025	CAT WELFARE SOCIETY INC (CAT HAVEN)				704.00
			CH221228 - MONTHLY CAT ADOPTION ADVICE		704.00	
EF126224	31/01/2025	CATALINA REGIONAL COUNCIL				70,479.79
			MC00680_24/01/2025 - NET GST OWED CRC ON DEV COSTS NOV 24		70,479.79	
EF125810	8/01/2025	CEI PTY LIMITED T/AS RAECO				499.07
			600426 - 7 DAY LOAN STICKERS REF 12929		499.07	
EF125949	15/01/2025	CENGAGE LEARNING AUSTRALIA PTY LTD (CENGAGE AUSTRALIA)				4,779.39
			1773193 - ANNUAL SUBSCRIPTION TO TRANSPARENT LANGU		4,779.39	
EF125917	15/01/2025	CENTRECARE INC (ACCESS WELFARE SERVICES)				176.00
			SI-0008520 - 3 ADDITIONAL SESSIONS		176.00	
EF126187	31/01/2025	CENTRECARE INC (ACCESS WELFARE SERVICES)				687.50
			SI-0008706 - MEDIATION SESS(3HRS) WITH 2 PARTICIPANTS		687.50	
EF125682	8/01/2025	CHARLES SLAVICH				1,063.85
			1047984_19/12/24 - REIMBURSEMENT FOR PURCHASE OF GIFT CARDS SERV RECOGNITION		1,063.85	
EF125903	15/01/2025	CHASE RESIDENTIAL PTY LTD				913.00
			118540 - RATES REFUND		913.00	
EF125823	8/01/2025	CHELLEW HAWLEY PTY LTD (SIFTING SANDS)				21,387.52
			INV-2816 - SOFTFALL CLEANING VARIOUS LOCATIONS	VP395604	21,387.52	
EF126227	31/01/2025	CHG-MERIDIAN AUSTRALIA PTY LIMITED				105,362.72
			690006245 - PAVI FLOORING LEASE AGREEMENT PAYMENT FOR LC 01/01-31/03/25		1,017.85	
			690006246 - PERFORMANCE CARDIO LEASE AGREEMENT PAYMENT FOR LC 01/01-31/03/25		9,245.78	
			690006247 - PIN LOADED EQUIP LEASE AGREEMENT PAYMENT FOR LC 01/01-31/03/25		16,918.73	
			690006248 - PLATE LOADED EQUIP LEASE AGREEMENT PAYMENT FOR LC 01/01-31/03/25		14,246.57	
			690006249 - SPIN BIKE LEASE AGREEMENT 1/1- 31/03/25		6,666.18	
			690006250 - GYM ACCESSORIES LEASE AGREEMENT 1/1- 31/03/25		3,575.66	
			690006251 - BIO CIRCUIT LEASE AGREEMENT1/1- 31/03/25		10,020.90	
			690006252 - FREE WEIGHTS LEASE AGREEMENT PAYMENT FOR LC 01/01-31/03/25		6,962.48	
			690006253 - CARDIO LEASE AGREEMENT PAYMENT FOR LC 01/01-31/03/25		36,708.57	
EF126124	31/01/2025	CHRISTINE HAMILTON-PRIME				2,856.50

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF125689	8/01/2025	CHRISTINE L LUKIES				982.09
			104837 - RATES REFUND		982.09	
EF126125	31/01/2025	CHRISTOPHE CANATO				1,250.00
			2501 02 - ARTWORK DOCUMENTATION OF ARTIST IN FOCUS		1,250.00	
EF126044	15/01/2025	CHRISTOPHER JAMES VELIOS (XL LINEMARKING)				2,121.35
			1787 - ALLENSWOOD DRIVE GREENWOOD	VP406303	1,400.30	
			1822 - UNBROKEN LINE (100MM WIDE - WHITE)	VP406303	721.05	
EF126429	31/01/2025	CHRISTOPHER MAY				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126064	15/01/2025	CHURCHES OF CHRIST SPORT & RECREATION ASSOCIATION INC				2,477.86
			2012984 - WARWICK OPEN SPACE BORE SPIRIT		2,477.86	
EF125732	8/01/2025	CIRCUS AND SILKS PTY LTD (WILD AERIAL ARTS)				500.00
			INV-0009 - AERIAL SILKS WORKSHOP - YOUTH		500.00	
EF126412	31/01/2025	CITY OF WANNEROO				27,903.34
			202239 - CONTRIBUTION TO OPERATION COSTS AT SITE		27,903.34	
EF125679	8/01/2025	CIVIC LEGAL PTY LTD				10,544.82
			513571 - LEGAL FEES		10,544.82	
EF126131	31/01/2025	CIVIC LEGAL PTY LTD				1,996.67
			513758 - LEGAL MATTER NO 151623		1,996.67	
EF125693	8/01/2025	CLAIRE ELIZABETH JURY				51.66
			INWE24/81518 - ANIMAL REGISTRATION REFUND		51.66	
EF125935	15/01/2025	CLEANAWAY PTY LTD T/AS CLEANAWAY				108,679.56
			21826185 - CONTAINERISED BULK HARD WASTE - COLLECTI DEC 24	00824A	108,679.56	
EF126215	31/01/2025	CLEVERPATCH PTY LTD				252.20
			564157 - ARTS AND CRAFT ITEMS		252.20	
EF125678	8/01/2025	CLJ TAE KWON DO (JOONDALUP) PTY LTD				1,650.00
			INV-3117 - YOUTH DEVELOPMENT - 6-WEEK TERM PROGRAM		1,650.00	
EF125946	15/01/2025	CMAK TECHNOLOGIES PTY LTD (CMAKTECH)				264.00
			2692 - REMOUNT CCTV CAMERA 'CLC042' AT CRAIGIE		264.00	
EF126219	31/01/2025	CMAK TECHNOLOGIES PTY LTD (CMAKTECH)				5,580.91
			2702 - LABOUR-ENGINEER ANPR CONFIGURATION		3,790.38	
			2703 - INVESTIGATE ISSUES WITH ANPR CCTV CAMERA		189.52	
			2704 - INVESTIGATE REPORTED ISSUES WITH GENETEC		379.04	
			2709 - RE-INSTALL 2X CCTV CAMERAS		463.89	
			2713 - UNABLE TO CONNECTED TO CCTV TOWERS VIA		758.08	
EF126217	31/01/2025	CMW GEOSCIENCES PTY LTD				2,915.00
			14364 - PROVISION OF GEOTECHNICAL SERVICES		2,915.00	
EF125723	8/01/2025	COATES HIRE OPERATIONS PTY LTD				1,555.31
			23781362 - WARWICK ROAD DUNCRAIG		1,555.31	
EF126226	31/01/2025	COLGAN INDUSTRIES PTY LTD				54,988.21

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			3643 - PROVISION OF WATERPROOFING TO PODIUM SLA	01923	54,988.21	
EF125889	15/01/2025	COLLEEN GILLARD				375.00
			118961 - VEHICLE CROSSOVER SUBSIDY		375.00	
EF125936	15/01/2025	COMMERCIAL AQUATICS AUSTRALIA				2,288.00
			33346 - NEW CHLORINE GAS DIALLER	01823	2,288.00	
EF126212	31/01/2025	COMMERCIAL AQUATICS AUSTRALIA				18,724.75
			33365 - HANOVIA UV LAMP SERIAL # 130027 2001-01	01823	4,438.50	
			33422 - CRAIGIE LEISURE CENTRE	01823	13,849.00	
			33502 - CHLORINE GAS SERVICE JAN 24	01823	437.25	
EF125731	8/01/2025	COMMERCIAL PUMP MAINTENANCE PTY LTD				467.50
			10748 - BEAUMARIS BLVD, OCEAN REEF	VP415645	467.50	
EF125948	15/01/2025	COMMERCIAL PUMP MAINTENANCE PTY LTD				6,892.05
			10702 - SEWER PUMP REMOVAL, INSPECTION & REPORTI	VP415645	467.50	
			10703 - SORRENTO SLSC	VP415645	467.50	
			10757 - TIMBERLANE PARK HALL	VP415645	467.50	
			10768 - MARMION FORESHORE	VP415645	973.50	
			10778 - MACDONALD AVE, PADBURY	VP415645	924.00	
			10779 - KING VAC TRUCK WITH 2-MAN CREW WITH 50M	VP415645	914.10	
			10780 - KING VAC TRUCK WITH 2-MAN CREW WITH 50M	VP415645	889.25	
			10782 - KING VAC TRUCK WITH 2-MAN CREW WITH 50M	VP415645	889.35	
			10783 - TIMBERLANE PARK HALL	VP415645	899.35	
EF125725	8/01/2025	COMMON GROUND TRAILS PTY LTD				17,198.27
			INV-181582 - DESIGN AND CONSTRUCT BIKE FACILILTY - PE	02823	8,150.17	
			INV-181617 - DESIGN AND CONSTRUCT BIKE FACILILTY - PE	02823	9,048.10	
EF126228	31/01/2025	COMMON PEOPLE DANCE PROJECT PTY LTD				6,662.76
			25 - COMMON PEOPLE DANCE EISTEDDFOD		4,950.00	
			26 - TRAVEL		1,712.76	
EF125945	15/01/2025	COMMUNITY GREENWASTE RECYCLING PTY LTD				446.16
			INV-3137 - REACTIVE MATERIALS - WASTE DISPOSAL GENE		446.16	
EF126031	15/01/2025	COMMUNITY RESOURCES LIMITED (SOFT LANDING)				33,374.00
			INV91903 - COLLECTION OF BULK FURNITURE - BULK FURN	01924	33,374.00	
EF125934	15/01/2025	COMPAC MARKETING (AUSTRALIA) PTY LTD				47,069.00
			65135 - PARKING METER WAY FINDING SIGN		47,069.00	
EF126210	31/01/2025	COMPAC MARKETING (AUSTRALIA) PTY LTD				4,620.00
			65154 - 6X CONSULTATION SIGNS 2000 X 1500MM		4,620.00	
EF125885	15/01/2025	COMPLYWEST PTY LTD				137.00
			BPC24/1887 - REFUND CANCELLED BA APP		137.00	
EF126221	31/01/2025	CONSTRUCT PAVING SERVICES PTY LTD				10,686.28
			469 - DELONIX CIRCLE WOODVALE	01422	10,686.28	
EF125938	15/01/2025	COOCH CREATIVE PTY LTD				5,494.50
			1639 - PRODUCTION 2023/24 ANNUAL REPORT VIDEO		5,494.50	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
113369	9/01/2025	CORPORATE SERVICES PETTY CASH				475.20
			PETTY CASH P/E 03/01/25 - REIMBURSEMENT PETTY CASH P/E 03/01/25		475.20	
113374	15/01/2025	CORPORATE SERVICES PETTY CASH				660.45
			PETTY CASH P/E 10/01/25 - REIMBURSEMENT PETTY CASH P/E 10/01/25		660.45	
113386	29/01/2025	CORPORATE SERVICES PETTY CASH				724.05
			PETTY CASH P/E 24/01/25 - REIMBURSEMENT PETTY CASH P/E 24/01/25		724.05	
EF125726	8/01/2025	CORSIGN WA PTY LTD				984.50
			89565 - 1000 X 600 COJ PLAYGROUND INFORMATION SIGN GLEDDON PARK	VP376475	984.50	
EF125940	15/01/2025	CORSIGN WA PTY LTD				660.00
			91303 - REACTIVE MATERIALS - SIGN MAINTENANCE		660.00	
EF126216	31/01/2025	COTTAGE & ENGINEERING SURVEYS TRUST				1,050.00
			594840 - BOUNDARY SURVEY EATON CT WOODVALE		1,050.00	
EF126279	31/01/2025	CR NIGEL JONES				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126036	15/01/2025	CROMAG PTY LTD (TELFORD INDUSTRIES)				2,119.70
			187466/01 - SUPPLY OF MINOR CHEMICALS CLC		2,273.70	
			562854 - CONTAINER RETURN REFUND		-154.00	
EF126374	31/01/2025	CROMAG PTY LTD (TELFORD INDUSTRIES)				4,296.05
			187647/01 - SUPPLY OF MINOR CHEMICALS		2,532.75	
			187981/01 - SUPPLY OF MINOR CHEMICALS		3,041.50	
			563276 - HIRE DEPOSIT RETURN CLC		-277.20	
			563315 - HIRE DEPOSIT RETURN CLC		-338.80	
			563351 - HIRE DEPOSIT RETURN CLC		-292.60	
			563455 - HIRE DEPOSIT RETURN		-369.60	
EF125944	15/01/2025	CSE CROSSCOM PTY LTD				429.00
			INV091363 - HIRE OF 25 X TWO WAY RADIOS		429.00	
EF125728	8/01/2025	CTI5 PTY LTD (CTI RISK MANAGEMENT)				220.44
			1072408 - LIBRARY CASH COLLECTIONS		220.44	
EF125942	15/01/2025	CTI5 PTY LTD (CTI RISK MANAGEMENT)				1,300.97
			1072405 - ORIKAN METERS WEEKLY		1,098.90	
			1072406 - COJCSC COLLECTIONS ON DEC 2024		110.22	
			1072407 - CRAIGIE LC COLLECTIONS DEC 2024		91.85	
EF125699	8/01/2025	CURREY ENTERPRISES				40.50
			BPU13/1707 - BUILDING SERVICES LEVY REFUND		40.50	
EF125730	8/01/2025	CWC CONSULTANTS PTY LTD				2,112.00
			23.348.01.KK - PRINCE REGENT PARK TOILETS		2,112.00	
EF125947	15/01/2025	CWC CONSULTANTS PTY LTD				5,500.00
			24.002.03.DS - SITE INSPECTION FOR PV SOLAR		5,500.00	
EF126225	31/01/2025	CWC CONSULTANTS PTY LTD				1,056.00
			23.130.05.KK - GREENWOOD SCOUT HALL		1,056.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126305	31/01/2025	CYRIL YARRAN (MILLIYAAN ABORIGINAL SERVICES)	INV-0207 - ACTIVITIES ON 26 JAN 2025 CITIZENSHIP		4,579.37	4,579.37
EF125986	15/01/2025	D B FAMILY TRUST T/AS KBE CONTRACT AUSTRALIA	1326 - KINROSS ROAD KINROSS		660.00	660.00
EF125959	15/01/2025	D&L STUDIO PTY LTD	29482 - BADGES		227.70	227.70
EF126240	31/01/2025	D&L STUDIO PTY LTD	29783 - BLANK NAME BADGES		1,120.90	1,348.60
			29923 - COJ ALUMINIUM BADGE - MAGNET - STAFF		166.10	
			30081 - LIBRARY STAFF BADGES		61.60	
EF126134	31/01/2025	DANIEL KINGSTON	ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	2,856.50
EF126168	31/01/2025	DANIEL M & BIANCA J NIEDERBERGER	134902 - RATES REFUND PN 134902		900.00	900.00
EF125677	8/01/2025	DANIELLE ELLIOTT	1034212_02/01/25 - GIFT CARD MT		257.95	257.95
EF125814	8/01/2025	DANIELS HEALTH SERVICES PTY LTD T/AS STERIHHEALTH SERVICES	2345132 - SUPPLY & PICK-UP OF SHARPS CONTAINERS		8.45	8.45
EF125951	15/01/2025	DATA #3	SIN000255065 - CREATIVE CLOUD ED 4 ENTERPRISE L4		23,437.80	58,729.57
			SIN000259115 - ACROBAT STANDARD DC 1YR		209.81	
			SIN000259690 - ADOBE ACROBAT STANDARD DC LICENCE		209.81	
			SIN000260159 - HORIZON 8 STD ED 10 1YR SUBS		10,491.47	
			SIN000260490 - QEJ-00003 VS ENT SUBW/GHENT		24,380.68	
EF126232	31/01/2025	DATA #3	SIN000262455 - ADOBE ACROBAT PRO		338.58	42,342.96
			SIN000262973 - MICROSOFT CSP (NCE) AZURE DEC 24		4,300.57	
			SIN000262987 - MICROSOFT CSP (NCE) DEC 24		19,573.98	
			SIN000263663 - KOFAX POWER PDF LICENCE		222.90	
			SIN000264345 - AZURE SERVICES- DEC OVERAGE		17,906.93	
EF125827	8/01/2025	DAVID JOHN SHAWCROSS	INV-0231 - FINANCIALADVICE - ACSRA		5,225.00	5,225.00
EF126360	31/01/2025	DAVID JOHN SHAWCROSS	INV-0234 - FINANCIAL MODELLING FOR ACSRA		1,375.00	1,375.00
EF126144	31/01/2025	DAVID MOULDS CAROL FOSTER	RIM92609 - CROSSOVER SUBSIDY PN 206023		375.00	375.00
EF126208	31/01/2025	DAW HOLDINGS (WA) PTY LTD (BATTERY WORLD JOONDALUP)	IN6060274292 - BATTERY SUPPLY/REPAIR		387.00	387.00
EF126151	31/01/2025	DEBBIE LEIGHTON	INWE25/3200 - ANIMAL REGISTRATION REFUND		150.00	150.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125898	15/01/2025	DELILAH ROADS				66.33
			92428 - REFUND FROM LEISURE CTR M/SHIP		66.33	
EF125954	15/01/2025	DELOS DELTA PTY LTD				32,901.00
			INV-0692 - DELIVERY OF DEVELOPMENT DIGITAL PLANNING		19,745.00	
			INV-0717 - DELIVERY OF DEVELOPMENT DIGITAL PLAN		13,156.00	
EF126066	15/01/2025	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY				54,623.81
			DEC-24 - BSL DECEMBER 2024 244 LEVIES BEING REMIT		54,623.81	
EF125735	8/01/2025	DEPARTMENT OF PRIMARY INDUSTRIES & REGIONAL DEVELOPMENT				2,591.00
			8849142 - SCHEDULE CONTRACTORS - WEEDING CHEMICAL		2,591.00	
EF126413	31/01/2025	DEPARTMENT OF TRANSPORT				2,097.55
			8061251 - COJ DOT SEARCHES DEC 2024		2,097.55	
EF126237	31/01/2025	DEPUTEC PTY LTD				3,845.05
			INV02647672 - CDLS EMPLOYEE ROSTER SOFTWARE		394.35	
			INV02651097 - ROSTERING SOFTWARE		3,062.40	
			INVO2612589 - CDLS EMPLOYEE ROSTER SOFTWARE		388.30	
EF125738	8/01/2025	DIAMOND LOCKSMITHS PTY LTD				750.00
			278053 - REACTIVE MATERIALS - IRRIGATION MAINTENA		750.00	
EF125956	15/01/2025	DIAMOND LOCKSMITHS PTY LTD				280.00
			278052 - MULLALOO SURF CLUB PADLOCKS	USRF_DLK	280.00	
EF126236	31/01/2025	DIAMOND LOCKSMITHS PTY LTD				2,080.00
			278219 - PADLOCK - ABUS 83/45 WITH 25MM SHACKLE -	USRF_DLK	235.00	
			278220 - FOREST PARK SPORTING FACILITY	USRF_DLK	1,190.00	
			278224 - CITY OF JOONDALUP, ADMINISTRATION	USRF_DLK	51.00	
			278225 - KEY - KABA EXPERT (ER1909 / ER8901)	USRF_DLK	255.00	
			278226 - CHICHESTER PARK CLUBROOMS	USRF_DLK	40.00	
			278299 - GIBSON PARK UAT	USRF_DLK	295.00	
			278300 - KEY - BLANK STANDARD HAFELE	USRF_DLK	14.00	
EF125739	8/01/2025	DIPLOMATIK PTY LTD (DIPLOMEDIK)				12,507.00
			INV-19478 - LABOUR HIRE W/E 24/11/24		1,954.15	
			INV-19705 - LABOUR W/E 9/12/24 - 15/12/24		1,992.40	
			INV-19706 - LABOUR W/E 9/12/24 - 15/12/24		2,656.52	
			INV-19708 - MOHAMMED AL ZAYARI 21/11/24- 28/02/25		1,919.13	
			INV-19780 - LABOUR 16/12 - 22/12/24		1,992.40	
			INV-19782 - LABOUR 16/12/24 - 22/12/24		1,992.40	
EF125957	15/01/2025	DIPLOMATIK PTY LTD (DIPLOMEDIK)				1,254.23
			INV-19855 - MOHAMMED AL ZAYARI 21/11/24- 28/02/25		1,254.23	
EF126238	31/01/2025	DIPLOMATIK PTY LTD (DIPLOMEDIK)				25,600.15
			INV-19556 - LABOUR HIRE W/E 1/12/24		1,925.42	
			INV-19627 - LABOUR HIRE W/E 8/12/24		2,442.69	
			INV-19707 - LABOUR 9/12/24 TO 15/12/24		1,954.15	
			INV-19781 - LABOUR HIRE W/E 22/12/24		2,442.69	
			INV-19783 - LABOUR HIRE W/E 22/12/24		2,568.92	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-19854 - LABOUR HIRE W/E- 29/12/2024		488.54	
			INV-19904 - LABOUR HIRE W/E 5/1/25		977.08	
			INV-19964 - LABOUR 6/1/25 TO10/1/25		1,954.15	
			INV-19965 - LABOUR W/E 12/01/25		1,992.40	
			INV-19966 - LABOUR W/E 12/1/25		2,656.52	
			INV-20036 - TEMP STAFF 13/1/25 TO 17/1/25		2,212.79	
			INV-20041 - LABOUR -- 13/1-19/01/25		1,992.40	
			INV-20042 - LABOUR 13/1 - 19/01/24		1,992.40	
EF126233	31/01/2025	DONEGAN ENTERPRISES PTY LTD				97,736.65
			7358 - CLIFF PARK LANDSCAPE WORKS		94,832.65	
			7360 - CLIFF PARK CLEAN UP		2,904.00	
EF125955	15/01/2025	DOWNER EDI WORKS PTY LTD				1,399.24
			842600 - PREPARATION AND OBTAIN APPROVAL OF NON-C	03522	1,399.24	
EF126235	31/01/2025	DOWNER EDI WORKS PTY LTD				2,445.30
			846416 - OCEAN REEF RD CAROLS COMPLIANCE AUDIT		1,287.00	
			846416 - OCEAN REEF RD CAROLS COMPLIANCE AUDIT	03522	1,158.30	
EF125737	8/01/2025	DRAINFLOW SERVICES PTY LTD				4,957.70
			19686 - GRATED GULLY PIT KINROSS	02520	343.20	
			19931 - CENTRAL PARK	02520	4,614.50	
EF125953	15/01/2025	DRAINFLOW SERVICES PTY LTD				7,823.91
			19702 - GRATED GULLY PIT	02520	4,461.60	
			19754 - SOAKWELLS 1800X1800 DIA. - MAMO PARK X 1	02520	935.00	
			19943 - MANHOLE WITH STANDARD LID	02520	712.43	
			20062 - BLUE LAKE PARK EDUCATING WORKS	02520	399.63	
			20123 - MANHOLE WITH STANDARD LID	02520	1,315.25	
EF126234	31/01/2025	DRAINFLOW SERVICES PTY LTD				7,790.12
			20265 - BURNS BEACH	02520	493.22	
			20297 - MANHOLE WITH STANDARD LID	02520	1,616.66	
			20314 - HIGH PRESSURE JETTING AND CLEANING	02520	2,086.13	
			20345 - BURNS BEACH ROAD	02520	114.18	
			20346 - GRATED GULLY PIT	02520	548.02	
			20372 - GRATED GULLY PIT	02520	2,931.91	
EF125904	15/01/2025	DUNCAN R CONRADT				40.50
			BPU13/1532 - BUILDING SERVICES LEVY REFUND		40.50	
113375	15/01/2025	DUNCRAIG LIBRARY PETTY CASH				486.95
			PD00001_15/01/25 - PETTY CASH INCREASE		200.00	
			PETTY CASH P/E 13/01/25 - PETTY CASH REIMBURSEMENT P/E 13/01/25		286.95	
EF125734	8/01/2025	DYMOCKS JOONDALUP				54.88
			5440310 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		22.49	
			5440327 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		32.39	
EF125950	15/01/2025	DYMOCKS JOONDALUP				248.30
			5440328 - IN DEMAND TITLES AS REQUIRED		82.76	
			5440330 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		29.69	
			5440334 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		22.49	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			5440336 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		52.18	
			5440337 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		61.18	
EF126231	31/01/2025	DYMOCKS JOONDALUP				90.87
			5440343 - TO PURCHASE INDIVIDUAL TITLES SUGGESTED		90.87	
EF125808	8/01/2025	E & M J ROSHER				1,865.32
			1486219 - PARTS ONLY		1,356.72	
			1486724 - NUT NYLOC ¾" UNF SUITS JARRAT PASTURE		86.20	
			1486725 - BOLT SLASHER BLADE SUITS JARRAT PASTURE		422.40	
EF126021	15/01/2025	E & M J ROSHER				608.44
			1486808 - BLADE MOWER JARRAT PASTURE 275MM		608.44	
EF125964	15/01/2025	E GROUP HOLDINGS PTY LTD (E FIRE & SAFETY)				68.20
			624802 - FIRE DETECTION AND ALARM SYSTEMS AS 1851	01922	55.00	
			625272 - JOONDALUP ADMINISTRATION CENTRE	01922	13.20	
EF126246	31/01/2025	E GROUP HOLDINGS PTY LTD (E FIRE & SAFETY)				983.95
			623307 - PASSIVE FIRE TECHNICIAN - NORMAL HOURS T	01922	220.00	
			624490 - CRAIGIE LEISURE CENTRE	01922	209.00	
			624492 - CRAIGIE LEISURE CENTRE	01922	338.25	
			625369 - MULTI STOREY CARPARK	01922	104.50	
			625729 - ADMIRAL PARK CLUBROOMS	01922	17.60	
			625730 - BEAUMARIS COMMUNITY CENTRE	01922	20.90	
			625732 - 1M X MULLALOO COMMUNITY KINDERGARDEN	01922	22.00	
			625750 - ROB BADDOCK COMMUNITY HALL	01922	20.90	
			625759 - GUY DANIELS PARK CLUBROOMS	01922	22.00	
			625760 - HEATHRIDGE CHILD HEALTH CENTRE	01922	8.80	
EF125962	15/01/2025	E R KALIL FAMILY TRUST & VAN ROOYEN FAMILY TRUST				199.77
			3586213 - CRAFT MATERIALS		199.77	
EF125742	8/01/2025	E W C S UNIT TRUST (ENVIRO SWEEP)				1,362.54
			127843 - COJ ARTERIAL ROADS - WEST COAST DRIVE	02221	1,362.54	
EF125963	15/01/2025	E W C S UNIT TRUST (ENVIRO SWEEP)				9,670.55
			126266 - SWEEPING OF ALL ARTERIAL ROADS - WEST CO	02221	2,725.08	
			127841 - SWEEPING OF CAR PARKS	02221	4,807.19	
			127842 - SWEEPING OF DUAL USE PATHS	02221	1,221.88	
			127844 - HIRE OF PATHWAY SWEEPER WITH OPERATOR	02221	916.40	
EF126245	31/01/2025	E W C S UNIT TRUST (ENVIRO SWEEP)				27,083.10
			128071 - VARIOUS LOCATIONS	02221	5,479.81	
			128072 - SWEEPING OF ALL ARTERIAL ROADS - WEST CO	02221	681.27	
			128524 - SWEEPING OF ALL URBAN (SUBURB) ROADS - H	02221	6,234.39	
			128525 - HIRE OF PATHWAY SWEEPER WITH OPERATOR -	02221	814.58	
			128526 - VARIOUS LOCATIONS	02221	1,454.83	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			128529 - SWEEPING OF DUAL USE PATHS - HILLARYS MA	02221	977.50	
			128726 - SWEEPING OF CAR PARKS	02221	4,801.02	
			128734 - SWEEPING OF DUAL USE PATHS	02221	3,013.92	
			128735 - WEST COAST DRIVE SORRENTO	02221	1,362.54	
			128736 - HIRE OF ROAD SWEEPER WITH OPERATOR	02221	709.68	
			128737 - HIRE OF ROAD SWEEPER WITH OPERATOR	02221	603.22	
			128738 - HIRE OF PATHWAY SWEEPER WITH OPERATOR -	02221	950.34	
EF125746	8/01/2025	EASI PACKAGING PTY LTD				4,377.35
			ME00352_06/01/25 - GST ADJUSTMENT DEC 2024		4,377.35	
EF125856	8/01/2025	ECO LOGICAL AUSTRALIA PTY LTD				4,009.50
			60458698 - ECOLOGICAL CONSULTANCY SERVICES	VP411383	1,002.10	
			60458699 - HEPBURN HEIGHTS-MARMION FORESHORE	VP411383	3,007.40	
EF125741	8/01/2025	ECONOMIC DEVELOPMENT AUSTRALIA				1,210.00
			MB-935758 - VIRTUAL TRAINING		1,210.00	
EF125960	15/01/2025	ECONOMIC DEVELOPMENT AUSTRALIA				1,210.00
			MB-938598 - TRAINING FEB/MARCH 25		1,210.00	
EF126243	31/01/2025	ECONOMIC DEVELOPMENT AUSTRALIA				1,375.00
			MB-940375 - +MODULE 1.2 AND 1.3 OF EDA TRAINING		1,210.00	
			MB-942989 - ROADSHOW EVENT TICKET		165.00	
EF126242	31/01/2025	ELB PTY LTD				5,412.00
			JC58973 - SUPPLY AND DELIVERY OF EPSON EB-992F		5,412.00	
EF125870	8/01/2025	ELECTRICITY GENERATION AND RE SYNERGY ELECTRONIC BIL	TAIL T/A			102,566.42
			2002343120 - DUGDALE ST, WARWICK 5231232113		465.84	
			2002350460 - IRRIGATION PUMP GEDDES CL 5184260814		267.69	
			2030304196 - BRAMSTON VISTA 512 313 6912		1,068.61	
			2030315306 - BOAS AVE, JOONDALUP 5190987715		37,722.65	
			2034321329 - TRAPPERS DR, WOODVALE 24/11 - 23/12/24		1,586.31	
			2070267062 - WENTWORTH WAY, PADBURY		218.96	
			2074272752 - ASSEMBLY WAY, GREENWOOD 5275705911		478.89	
			2090247095 - SANTA ANA PARK 5145884713		366.34	
			2090258071 - SLIGHTS MONTHLYSTVISION 5119714019		269.03	
			3000230966 - BANKS AVE 801 430 4319		888.44	
			3000231723 - GROUPED ELECTRICITY 645 592 3022		59,233.66	
EF126078	15/01/2025	ELECTRICITY GENERATION AND RE SYNERGY ELECTRONIC BIL	TAIL T/A			6,421.77
			2014330118 - LLOYD DRIVE 526 878 7016		1,306.47	
			2034321330 - MIAMI BEACH PROM 519 113 1610		2,955.16	
			2034321331 - LLOYD DRIVE 519 109 3518		1,737.90	
			2050309081 - DUFFY HOUSE 5286652715		71.21	
			2090271853 - KATRINE PARK 527 438 4315		351.03	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126435	31/01/2025	ELECTRICITY GENERATION AND RE SYNERGY ELECTRONIC BIL	TAIL T/A			464,597.96
			2002396664 - STLIGHTS MONTHLYSTVISION 7568991322		289,457.16	
			2014305966 - WARWICK RD 519 099 9310		14,157.54	
			2014345968 - DUGDALE ST WARWICK 523 123 2113		572.63	
			2026334114 - GIBSON AVE, PADBURY 527 751 2616		534.48	
			2034321328 - WARWICK RD, SORRENTO 519 099 9310		13,131.72	
			2054270564 - BEACH RD, WARWICK 519 107 4913		1,908.51	
			2054312373 - KARUAH WAY 529 027 9015		460.54	
			2062309052 - BRAMSTON VISTA 512 313 6912		1,399.85	
			2082290475 - AUX/DECORATIVE ST/LIGHTS 7170073024		3,700.80	
			3000230545 - GROUPED ELECTRICITY 8035419619		57,678.40	
			3000231788 - GROUPED ELECTRICITY 8035419619		76,665.00	
			3000232440 - GROUPED ELECTRICITY 801 430 4319		1,230.53	
			717 007 3024 - COJ AUX/DECORATIVE ST LIGHTING		3,700.80	
EF126368	31/01/2025	ELEMENT ADVISORY PTY LTD (THE GROUP AUSTRALIA)	PLANNING			1,265.00
			63862 - EMERALD PARK		1,265.00	
EF125691	8/01/2025	ELLENBROOK SHEDS PTY LTD T/A	SHED RITE			61.65
			BPU23/0671 - BUILDING SERVICES LEVY REFUND		61.65	
EF125855	8/01/2025	ELLIOTTS IRRIGATION PTY LTD (ELI FILTRATION)	LIOTTS			6,217.20
			F32211 - MONTHLY IRON FILTER SERVICE VARIOUS AREAS	00820	6,217.20	
EF126414	31/01/2025	ELLIOTTS IRRIGATION PTY LTD (ELI FILTRATION)	LIOTTS			12,479.87
			F32328 - BURNS BEACH ROAD	00820	1,442.38	
			F32414 - JOONDALUP LAKES IRON FILTER	00820	1,649.73	
			F32451 - IRON FILTER SERVICE JAN 25 VARIOUS AREAS	00820	6,474.60	
			F32465 - PARKSIDE PARK IRON FILTER	00820	1,923.16	
			F32466 - ST MICHAEL'S PARK	00820	495.00	
			F32467 - PARTS MARK-UP 20% (ELBOW, VALVES FITTING	00820	495.00	
EF125961	15/01/2025	ENCORE AUTOMATION PTY LTD				187.00
			507474 - GAS METER CALIBRATION		187.00	
EF126241	31/01/2025	ENGINEERING TECHNOLOGY CONSULTANTS TRUST T/AS ENGINEERING				3,573.90
			INV14960 - PERCY DOYLE - OUTDOOR YOUTH FACILITY		3,573.90	
EF126244	31/01/2025	ENVIRONMENTAL INDUSTRIES PTY LTD				25,516.39
			INV34585 - ILUKA YEAR 1 ANN COST 1 NOV 2024 TO 30	02324	25,230.39	
			INV35044 - ILUKA FORESHORE	02324	286.00	
EF125745	8/01/2025	EVOLVE TALENT PTY LTD				47,221.15
			220716 - LABOUR WE 05/11/24		2,003.14	
			220718 - LABOUR HIRE W/E 13/10/24		2,474.47	
			221362 - LABOUR HIRE W/E 20/10/24		2,003.14	
			223261 - LABOUR W/E 17/11/24		2,474.47	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			223263 - LABOUR HIRE W/E 17/11/24		1,973.69	
			223266 - LABOUR HIRE W/E 17/11/24 DEPOT		1,973.69	
			223548 - LABOUR HIRE W/E 24/11/24 DEPOT		2,003.14	
			223778 - LABOUR HIRE W/E 24/11/24 DEPOT		2,003.14	
			223779 - LABOUR HIRE W/E 24/11/24		2,003.14	
			223781 - LABOUR HIRE W/E 24/11/24 DEPOT		2,503.93	
			223886 - LABOUR W/E 1/12/24		2,474.47	
			223889 - LABOUR HIRE W/E 01/12/24 DEPOT		1,973.69	
			223892 - LABOUR HIRE W/E 1/12/24		1,472.90	
			223893 - LABOUR HIRE W/E 01/12/24 DEPOT		1,944.23	
			224374 - LABOUR HIRE W/E 8/12/24		2,503.93	
			224376 - LABOUR HIRE W/E 8/12/24		2,003.14	
			224379 - LABOUR HIRE W/E 8/12/24		1,914.77	
			224817 - LABOUR HIRE W/E 15/12/24		2,003.14	
			224820 - LABOUR HIRE W/E 15/12/24		2,003.14	
			225475 - LABOUR HIRE W/E 22/12/24		2,503.93	
			225478 - LABOUR W/E 22/12/24		2,503.93	
			225479 - LABOUR HIRE W/E 22/12/24		2,503.93	
EF125967	15/01/2025	EVOLVE TALENT PTY LTD				14,994.12
			222123 - LABOUR HIRE W/E 03/11/24 DEPOT		2,003.14	
			222769 - LABOUR HIRE W/E 10/11/24 DEPOT		2,503.93	
			223265 - LABOUR HIRE W/E 17/11/24 DEPOT		1,973.69	
			223780 - LABOUR HIRE W/E 24/11/24 DEPOT		2,503.93	
			225477 - LABOUR HIRE W/E 22/12/24 DEPOT		2,503.93	
			226008 - LABOUR HIRE W/E 05/01/25 DEPOT		1,502.36	
			226010 - LABOUR HIRE W/E 05/01/25 DEPOT		2,003.14	
EF126248	31/01/2025	EVOLVE TALENT PTY LTD				39,355.88
			223268 - TEMP STAFF W/E 21/11/24		2,003.14	
			223269 - TEMP STAFF 11/11/24 TO 15/11/24		1,885.31	
			223551 - LABOUR HIRE W/E 24/11/24		2,503.93	
			223888 - LABOUR 25/11/24 TO 29/11/24		1,973.69	
			224377 - LABOUR 2/12/24 TO 6/12/24		2,503.93	
			224378 - LABOUR 2/12/24 TO 6/12/24		2,474.47	
			224380 - LABOUR 2/12/24 TO 8/12/24		2,003.14	
			224381 - LABOUR HIRE W/E 8/12/24		1,502.36	
			224818 - LABOUR 9/12/24 YO 13/12/24		1,001.57	
			224819 - LABOUR 9/12/24 TO 13/12/24		500.79	
			224821 - LABOUR 9/12/24 TO 15/12/24		1,502.36	
			224822 - LABOUR 9/12/24 TO 13/12/24		1,502.36	
			224823 - LABOUR 9/12/24 TO 13/12/24		1,502.36	
			225476 - LABOUR WE 22/12/24		2,003.14	
			225631 - TEMP STAFF WE 29/12/24		1,001.57	
			226400 - LABOUR 6/1/25 TO 12/1/25		1,001.57	
			226402 - LABOUR 6/1/25 TO 12/1/25		2,003.14	
			226403 - LABOUR 6/1/25 TO 10/1/25		1,973.69	
			226404 - LABOUR 23/12/24 TO 24/12/24		500.79	
			226640 - TEMP STAFF W/E 19/1/25		2,003.14	
			226644 - LABOUR HIRE W/E 19/01/25 DEPOT		2,503.93	
			226645 - TEMP STAFF 13/1/25 TO 17/1/25		2,503.93	
			226646 - LABOUR HIRE W/E 19/01/25 DEPOT		1,001.57	
EF125782	8/01/2025	FEED THE TIGER PTY LTD (MACKAY DESIGN)	URBAN			562.50
			MM00153_19/12/24 - JOONDALUP DESIGN REVIEW PANEL 20/11/24		562.50	
EF126254	31/01/2025	FETCH PRINT PTY LTD				6,820.00
			FCJ241204 - ANNUAL REPORT PRINTS		6,820.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126150	31/01/2025	FETIJA PAFUMI				30.00
			INWE25/1431 - REFUND ANIMAL ID 127905		30.00	
EF125857	8/01/2025	FILTER DISCOUNTERS PTY LTD				260.04
			271753 - PARTS ONLY		260.04	
EF125748	8/01/2025	FIND WISE LOCATION SERVICES				525.80
			6404 - IRRIGATION - EXT CONT		525.80	
EF125969	15/01/2025	FIND WISE LOCATION SERVICES				514.80
			6416 - TIMBERLANE PARK		514.80	
EF126251	31/01/2025	FIND WISE LOCATION SERVICES				1,826.00
			6382 - CNR TRAPPERS DRIVE AND WOODVALE DRIVE,		1,060.40	
			6420 - STAWELL WAY, PADBURY		382.80	
			6421 - OLEANDER WAY, KALLAROO		382.80	
EF125779	8/01/2025	FIORE FAMILY TRUST				4,449.98
			140845 - MOWING - PICK UP ALL CLIPPINGS AT SITES	VP362351	4,449.98	
EF126107	17/01/2025	FIORE FAMILY TRUST				9,830.60
			140569 - ASSISTANCE MOWING PARKS	00423	6,114.13	
			140846 - VARIOUS LOCATIONS	VP362351	3,716.47	
EF126293	31/01/2025	FIORE FAMILY TRUST				12,228.26
			142296 - 1M2 TO 5,000M2 - SCHEDULED - MOWING OF E	00423	6,114.13	
			142297 - ASSISTANCE MOWING PARKS	00423	6,114.13	
EF126250	31/01/2025	FITNESS AUSTRALIA LIMITED				280.00
			INV-0020983 - AUSACTIVE REGISTRATION		280.00	
EF125750	8/01/2025	FLEXI STAFF GROUP PTY LTD (FLEXI STAFF)				1,483.85
			23106 - LABOUR HIRE 10/12 - 12/12/24		1,483.85	
EF125970	15/01/2025	FLEXI STAFF GROUP PTY LTD (FLEXI STAFF)				1,305.56
			23133 - LABOUR HIRE		1,305.56	
EF126253	31/01/2025	FLEXI STAFF GROUP PTY LTD (FLEXI STAFF)				6,248.83
			23255 - LABOUR HIRE 19/12/24 DEPOT		377.16	
			23256 - LABOUR HIRE 17/12-20/12/24 DEPOT		1,978.46	
			23589 - LABOUR HIRE W/E 10/1/25		1,943.84	
			23590 - LABOUR HIRE W/E 10/1/25		1,949.37	
EF125900	15/01/2025	FLICK ENTERPRISES PTY LTD				802.89
			195409 - RATES REFUND		802.89	
EF125749	8/01/2025	FLORAL IMAGE				69.11
			FIP82235 - FLORAL ARRANGEMENTS FOR MAYOR OFFICE		69.11	
EF125902	15/01/2025	FOR PLEASURE PTY LTD				976.00
			211021 - RATES REFUND		976.00	
EF126068	15/01/2025	FOXTEL CABLE TELEVISION PTY LTD				475.00
			471551924 - TV SUBSCRIPTION JAN 25 CLC		475.00	
EF125752	8/01/2025	FRANNYS KITCHEN PTY LTD				3,290.00
			INV-000042 - CATERING 13 DEC 2024		3,290.00	
EF126094	17/01/2025	FRATELLI HOMES WA				61.65
			BPC24/1756 - REFUND BUILDING PERMIT PN 211000		61.65	
EF126163	31/01/2025	FRIENDS OF HEPBURN BUSHLAND				81.10
			1048062_01/01/25 - ADMIN EXPENSES		60.00	
			1048062_15/01/25 - ADMIN EXPENSES		21.10	
EF125747	8/01/2025	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD				1,419.00
			271753 - AC7580 SERIAL NO: 152329, 152337		1,419.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125968	15/01/2025	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	QI092112 - LEASE OF AC7580 SERIAL NO: 152329		1,419.00	1,419.00
EF126249	31/01/2025	FUJIFILM BUSINESS INNOVATION AUSTRALIA PTY LTD	CW591101 - PRINTROOM BASEMENT PHOTOCOPYING DEC 24		1,648.85	1,648.85
EF126252	31/01/2025	FUTURE PUBLISHING (OVERSEAS) LIMITED	446440 - MAGAZINES		198.00	198.00
EF126020	15/01/2025	G C & A HOGAN PTY LTD (PROFLOVA)	P4288 - SAND TRAP CLEANING - VACUUM OF PITS 600X	VP422290	220.00	220.00
EF125972	15/01/2025	GALAXY 42 PTY. LTD. (ATTURRA BUSINESS APPLICATIONS)	INV0029629 - CLIENT SUPPORT SERVICES	02521	16,197.50	16,197.50
EF126102	17/01/2025	GARDEN CITY PLASTICS	WINV064612 - SCHEDULE MATERIALS - BUSH REGENERATION		329.38	329.38
EF126160	31/01/2025	GARRY COLEMAN	CRN-100125120557 - CCTV REBATE SCHEME REFUND		500.00	500.00
EF126097	17/01/2025	GARY STEENKAMP	3426991 - MEMBERSHIP REFUND		420.89	420.89
EF126257	31/01/2025	GEOFABRICS AUSTRALASIA PTY LTD	CD202513129 - MF END CAPS 300MM & 450MM		35.20	35.20
EF126159	31/01/2025	GEOFFREY HAVEL	CRN-060125013054 - CCTV REBATE SCHEME REFUND		500.00	500.00
EF126158	31/01/2025	GIRISH M MASAND	BPU14/0282 - BUILDING SERVICES LEVY REFUND		40.50	40.50
EF125759	8/01/2025	GLEN FLOOD GROUP PTY LTD (GFG TEMPORARY ASSIST)	INV-3865 - HEPBURN AVE/WALTER P/BURY BVD Q28112023		3,854.40	3,854.40
EF125754	8/01/2025	GOLD CORPORATION (THE PERTH MINT)	SIN000775262 - 2025 AUSTRALIA CITIZENSHIP \$1 COIN		2,678.50	2,678.50
EF125793	8/01/2025	GPC ASIA PACIFIC PTY LTD (NAPA)	1950114751 - PARTS ONLY		80.02	80.02
EF126317	31/01/2025	GPC ASIA PACIFIC PTY LTD (NAPA)	1950116450 - PARTS ONLY		221.76	221.76
			1950116461 - PARTS ONLY		705.54	705.54
			19501166502 - PARTS ONLY		12.65	12.65
			1950117271 - PARTS ONLY		810.15	810.15
			1950117693 - PARTS ONLY		661.23	661.23
			1950117800 - PARTS ONLY		250.47	250.47
EF125807	8/01/2025	GPC ASIA PACIFIC PTY LTD T/AS REPCO	4770551936 - GREENS KEEPER 2.5L		442.20	442.20
EF125883	15/01/2025	GREAT AUSSIE PATIOS	BPU13/1667 - BUILDING SERVICES LEVY REFUND		40.50	40.50
EF125974	15/01/2025	GREEN OPTIONS PTY LIMITED	90012242 - WINDERMERE PARK	VP392308	6,028.00	6,028.00
EF125858	8/01/2025	GREEN SKILLS INC	P4071 - LABOUR 18-29/11/24		8,917.08	8,917.08
					5,336.19	5,336.19

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			P4110 - LABOUR 16/12/24-27/12/24		3,580.89	
EF126416	31/01/2025	GREEN SKILLS INC				14,744.73
			P4116 - LABOUR HIRE W/E 10/1/25		4,704.27	
			P4117 - LABOUR HIRE W/E 10/1/25		4,704.27	
			P4138 - LABOUR HIRE W/E 24/1/25		5,336.19	
EF126289	31/01/2025	GREENSHED PTY LIMITED (LIVING TURF)				1,618.10
			154559/01 - RAINBIRD SIM CARD/ANTENNA		1,618.10	
EF125758	8/01/2025	GREENSTEAM AUSTRALIA PTY LTD				45,126.35
			GSA-3726 - CITY CENTRE TREATMENT ZONES (STEAM, HOT	01822	45,126.35	
EF126262	31/01/2025	GREENSTEAM AUSTRALIA PTY LTD				14,242.25
			GSA-3836 - HAND WEEDING - FLINDERS PARK	00622	1,988.80	
			GSA-3852 - PROVISION OF HAND WEEDING SERVICES IN NA	00622	932.25	
			GSA-3858 - REACTIVE CONTRACTORS - WEEDING CHEMICAL		4,950.00	
			GSA-3859 - HODGES / CARIDEAN	00622	1,988.80	
			GSA-3861 - LABOUR: REMOVAL OF ALGAE, DEBRIS, LITTER	VP439032	4,382.40	
EF125753	8/01/2025	GREENWOOD PARTY HIRE				1,405.00
			B23333 - WARRANDYTE PARK		695.00	
			B23334 - BRAMSTON PARK		710.00	
EF126256	31/01/2025	GREENWOOD PARTY HIRE				7,700.00
			B23705 - COOL ROOM HIRE/SETUP 13 DEC 2024		3,661.00	
			B23706 - FURNITURE HIRE 13 DEC 2024		4,039.00	
EF125755	8/01/2025	GREENWORX COMMERCIAL MAINTENANCE PTY LTD				7,994.44
			123523 - VARIOUS LOCATIONS	VP363631	998.80	
			123524 - WOODVALE WATERS EST	VP364735	4,334.00	
			123529 - JOONDALUP DRIVE 11/11-25/11/24	VP364478	1,549.15	
			124467 - RETIC REPAIRS 04/12/24 HARBOUR VIEW PARK	01120	88.14	
			124473 - HARBOUR RISE	01120	88.14	
			124476 - HARBOUR RISE ESTATE	01120	264.43	
			124482 - WOODVALE WATERS	VP364735	187.00	
			124483 - HARBOUR RISE	01120	88.14	
			124727 - HARBOUR VIEW PARK	01120	88.14	
			124728 - MARBELLA PARK	01120	88.14	
			124729 - OAHU PARK	01120	88.14	
			124730 - LEEWARD PARK	01120	132.22	
EF126103	17/01/2025	GREENWORX COMMERCIAL MAINTENANCE PTY LTD				14,892.60
			124369 - HARBOUR RISE	01120	13,230.14	
			124783 - PROVISION OF IRRIGATION MAINTENANCE SERV	01120	1,247.21	
			124785 - WOODVALE WATERS SAR	VP364735	275.00	
			124787 - DANDJOO PARK	VP364735	140.25	
EF126260	31/01/2025	GREENWORX COMMERCIAL MAINTENANCE PTY LTD				410.04
			125573 - DANDJOO PARK	VP364735	140.25	
			125574 - HARBOUR VIEW PARK	01120	176.29	
			125575 - WOODVALE WATERS	VP364735	93.50	
EF126411	31/01/2025	GRIFFITHS FAMILY TRUST T/AS BIKER FORCE JOONDALUP				1,400.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			42923 - SCOOTER VOUCHERS - COMP PRIZES		1,400.00	
EF126261	31/01/2025	GRILLEX PTY LTD (GXOUTDOORS)				4,664.00
			119719 - PERCY DOYLE COMMUNITY SPORTING FACILITY		4,664.00	
EF125973	15/01/2025	GURU PRODUCTIONS PTY LTD				3,025.00
			8844 - COASTAL EXPLORER BUS		3,025.00	
EF125763	8/01/2025	HARBOUR SOFTWARE PTY LTD				28,829.90
			2662 - DOC ASSEMBLER AN SUB MAR '25 - 28/2/26		28,829.90	
EF126027	15/01/2025	HARRISON WAED SEE				204.00
			140 - ARTWORK REMOVALS HR AND SOD		204.00	
EF125977	15/01/2025	HART SPORT AUSTRALIA PTY LTD				1,174.40
			10236407 - CLC EQUIPMENT FOR SWIM SCHOOL		1,174.40	
EF126268	31/01/2025	HART SPORT AUSTRALIA PTY LTD				930.50
			10228864 - 6-774 HART MINI PILATES MAT		803.50	
			10237796 - 3 X WHISTLES		127.00	
EF125859	8/01/2025	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED				12,378.82
			52579045 - RECRUITMENT - HAYS TEMP CONTRACTOR		3,259.99	
			52579046 - TEMPORARY CONTRACT FOR MARKETING OFFICER		2,277.42	
			52589851 - RECRUITMENT TEMP W/E 22/12/24		3,259.99	
			52589852 - RECRUITMENT TEMP W/E 22/12/24		2,277.42	
			52597829 - LABOUR HIRE W/E 29/12/24		1,304.00	
EF126070	15/01/2025	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED				4,885.41
			52569752 - LABOUR HIRE W/E 8/12/24		2,277.42	
			52604550 - RECRUITMENT - HAYS TEMP CONTRACTOR		2,607.99	
EF126417	31/01/2025	HAYS SPECIALIST RECRUITMENT (AUSTRALIA) PTY LIMITED				26,323.24
			52573816 - LABOUR HIRE W/E 08/12/24		1,855.79	
			52584054 - JAMES HAMMOND WE 15/12/24		1,941.43	
			52592851 - JAMES HAMMOND WE 22/12/24		1,456.08	
			52596684 - JAMES HAMMOND WE 05/01/25		899.34	
			52606778 - LABOUR WE 05/01/25		1,384.70	
			52609979 - LABOUR W/E 12/1/25		3,259.99	
			52613622 - TEMP STAFF 30/12/24-07/01/25		2,268.84	
			52613623 - LABOUR HIRE W/E 12/1/25		3,022.01	
			52618340 - LABOUR WE 19/01/25		1,941.43	
			52621912 - LABOUR HIRE W/E 19/1/25		3,447.07	
			52626032 - LABOUR HIRE W/E 26/01/25		1,884.33	
			52631768 - LABOUR 30/12/24-07/01/25		2,962.23	
EF126265	31/01/2025	HEADSET' ERA				1,672.00
			13186 - YEALINK WH64 MS MONO		412.50	
			13187 - POLY W8220 WIRELESS HEADSET		1,259.50	
EF126331	31/01/2025	HEATHER MARY CRAWFORD (QUIRKY CAT CONSULTING)				450.00
			1 - PRESENTATION - HAPPY CATS AND WILDLIFE		450.00	
EF125880	15/01/2025	HELEN HARWOOD				135.00
			POS028398 - REFUND FLOWERS FOR STAFF		135.00	
EF125777	8/01/2025	HELENE PTY LTD (LOGO APPOINTMENTS)				2,640.93

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			H4604 - LABOUR HIRE W/E 14/12/24		1,258.39	
			H4630 - LABOUR HIRE W/E 21/12/24		1,382.54	
EF126291	31/01/2025	HELENE PTY LTD (LOGO APPOINTMENTS)				9,457.27
			H4665 - LABOUR W/E 4/1/25		1,734.48	
			H4666 - LABOUR W/E 4/1/25		1,416.39	
			H4682 - HIRE ADMIN OFFICER W/E 11/01/25		2,890.80	
			H4683 - HIRE ADMIN OFFICER/DATA ENTRY W/E 11/01/25		524.80	
			H4704 - LABOUR HIRE W/E 18/1/25		2,890.80	
EF125766	8/01/2025	HEY DOWLING PTY LTD				2,970.00
			INV-0119 - ST STEPHENS - QUEENIE ADVENTURE		2,970.00	
EF126270	31/01/2025	HEY DOWLING PTY LTD				1,005.79
			INV-0131 - ST STEPHENS - QUEENIE ADVENTURE		1,005.79	
EF125762	8/01/2025	HICKEY CONSTRUCTIONS PTY LTD				143,070.14
			4250 - HILLARYS BEACH PARK	01021	3,604.59	
			4343 - CRAIGIE LEISURE CENTRE	01021	15,759.26	
			4351 - PERCY DOYLE COMMUNITY SPORTING FACIL	00124	123,369.69	
			4360 - COJ ADMINISTRATION BUILDING	01021	336.60	
EF125976	15/01/2025	HICKEY CONSTRUCTIONS PTY LTD				23,126.02
			4307 - GREENWOOD SCOUT HALL REFURBISHMENT	00424	1,815.55	
			4340 - AFTER HOURS STANDBY	01021	506.55	
			4361 - CRAIGIE LEISURE CENTRE	01021	2,736.53	
			4362 - CRAIGIE LEISURE REPAIR FLAG POLE	01021	2,704.90	
			4363 - CRAIGIE LEISURE REPLACE TILES	01021	249.70	
			4364 - CRAIGIE LEISURE REPAIR TILES	01021	376.20	
			4365 - WARRANDYTE PARK DOOR FRAME	01021	3,428.40	
			4366 - BURNS BEACH PARK TOILET DOOR	01021	1,165.56	
			4367 - ROB BADDOCK HALL ROOF LEAK	01021	3,062.07	
			4378 - GREENWOOD SCOUT HALL - VARIATION TO CONTRACT 018	00424	4,400.00	
			4379 - KALLAROO TOILET	01021	2,680.56	
EF126266	31/01/2025	HICKEY CONSTRUCTIONS PTY LTD				246,657.22
			4338 - NEW CROSSOVERS FOR SUMP LOCATIONS	01021	12,267.20	
			4382 - WOODVALE COMM VISION REPAIRS	01021	658.08	
			4383 - JOONDALUP LIBRARY PAINT & PATCH	01021	1,563.93	
			4384 - LOTTERIES HOUSE CEILING DAMAGE	01021	350.90	
			4385 - BURNS BEACH TOILETS DAMAGE	01021	3,274.43	
			4388 - JOONDALUP LIBRARY KITCHEN REPAIRS	01021	682.00	
			4391 - BRAMSTON PARK	01021	9,009.99	
			4392 - BRAMSTON PARK	01021	5,610.00	
			4395 - BURNS BEACH	01021	5,562.72	
			4396 - KINGSLEY MEMORIAL CLUB ROOMS	01021	376.20	
			4397 - KINGSLEY MEMORIAL CLUBROOMS	01021	988.48	
			4398 - MARMION BEACH TOILETS	01021	321.20	
			4400 - MULLALOO SURF DRAIN COVER	01021	6,384.68	
			4402 - MULLALOO BEACH BOARDWALK CONSTRUCTION	01021	16,616.05	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			4403 - MILDENHALL	01021	19,865.45	
			4409 - ILUKA FORESHORE	01021	682.00	
			4416 - PERCY DOYLE COMMUNITY REFURBISHMENT	00124	113,254.44	
			4426 - COJ ADMINISTRATION SODS AND HR REFURBISH	01021	48,089.80	
			4429 - GREENWOOD SCOUTS LIGHTS	01021	1,099.67	
EF126001	15/01/2025	HIGGO NOMINEES PTY LTD (MIDLAND CRETE)	ND MINI			1,089.00
			34253 - TRENTON WAY, DUNCRAIG	VP433705	726.00	
			34267 - FOURMILE AVE, BURNS BEACH	VP433705	363.00	
EF126109	17/01/2025	HIGGO NOMINEES PTY LTD (MIDLAND CRETE)	ND MINI			726.00
			34231 - EDGEWATER DR, EDGEWATER	VP433705	396.00	
			34254 - TRENTON WAY, DUNCRAIG	VP433705	330.00	
EF125760	8/01/2025	HOLCIM (AUSTRALIA) PTY LTD T/AS	HUMES			2,081.84
			9409489229 - GRATED COVER RAISED/FLUSH 25MM WITH LOCK	02722	2,081.84	
EF125975	15/01/2025	HOLCIM (AUSTRALIA) PTY LTD T/AS	HUMES			8,532.65
			9409493961 - 1092MM LINER 1.2M LONG	02722	1,978.37	
			9409506662 - CIRCULAR COVER INSERT ONLY	02722	239.39	
			9409582376 - UNIVERSAL SIDE ENTRY SYSTEM TYPE (2) (CO	02722	1,566.50	
			9409585302 - 1092MM LINER 1.2M LONG		616.00	
			9409585302 - 1092MM LINER 1.2M LONG	02722	4,132.39	
EF126264	31/01/2025	HOLCIM (AUSTRALIA) PTY LTD T/AS	HUMES			3,967.92
			9409609052 - DRAINAGE MAINTENANCE		3,681.92	
			9409609052 - DRAINAGE MAINTENANCE	02722	286.00	
EF126084	17/01/2025	HONNI JACOBS				188.95
			618894255 - REIMBURSEMENT PRINTER INK CARTRIDGES		188.95	
EF126282	31/01/2025	HOPKINS AUS PTY LTD (J & K HOPKINS OFFICE FURNITURE)	KINS			418.00
			T31927 - WH RAPWORMPTRIST - MOBILE TRIO STONE CMP		418.00	
EF125764	8/01/2025	HYDROQUIP PUMPS & IRRIGATION PTY LTD				9,944.00
			INV-6357 - FORREST PARK	04222	9,944.00	
EF126267	31/01/2025	HYDROQUIP PUMPS & IRRIGATION PTY LTD				57,567.90
			INV-6349 - WOODVALE DRIVE / TRAPPERS DR INTERSECTIO		2,593.80	
			INV-6410 - VARIOUS LOCATIONS	04222	51,806.10	
			INV-6411 - NANIKA PARK	04222	1,584.00	
			INV-6412 - CLIFF PARK	04222	1,584.00	
EF125901	15/01/2025	IAN JAMES WILLIAM SLIVKOFF				375.00
			119516 - CROSSOVER SUBSIDY		375.00	
EF125981	15/01/2025	ICONIC PROPERTY SERVICES PTY LTD				3,058.41
			PSI041444 - VARIOUS LOCATIONS	04022	1,027.68	
			PSI041447 - CLEANER (PUBLIC HOLIDAY)	04022	1,353.81	
			PSI041696 - CLEANER (PUBLIC HOLIDAY)	04022	676.92	
EF126275	31/01/2025	ICONIC PROPERTY SERVICES PTY LTD				3,046.08
			PSI041728 - CLEANER (SATURDAY)	04022	1,184.58	
			PSI041850 - CLEANER (SUNDAY)	04022	676.92	
			PSI041851 - VARIOUS LOCATIONS	04022	1,184.58	
EF125698	8/01/2025	INDI BUEDEDEMANN				32.02

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-069201 - MEMBERSHIP CANCELLATION REFUND		32.02	
EF126271	31/01/2025	INSTITUTE OF PUBLIC WORKS ENGINEERS (WA)	AUST LTD			1,300.00
			NJNPBHNK8G4 - PUBLIC WORKS PROFESSIONAL DEVELOPMENT		400.00	
			Q9NBK2M66BN - PUBLIC WORKS PROFESSIONAL DEVELOPMENT		500.00	
			XKNT4S2DN7R - PUBLIC WORKS PROFESSIONAL DEVELOPMENT		400.00	
EF126273	31/01/2025	INSTITUTE OF SURVEYING AND CIVIL TRAINING PTY LTD	CIVIL DESIGN			968.00
			2343 - 12D CIVIL DESIGN FEATURES ONLINE COURSE		968.00	
EF126276	31/01/2025	INTEGRAFLOW PTY LTD				1,750.00
			INV-2154 - SIR JAMES MCCUSKER		1,750.00	
EF125767	8/01/2025	INTELIFE GROUP				13,221.78
			CIT007-B1024A - BBQ CLEANING	02322	13,221.78	
EF126277	31/01/2025	INTERNATIONAL SOCCER ACADEMY PTY LTD.				770.00
			INV-0202 - SPONSORSHIP OF SKILLS SOCCER		770.00	
EF125770	8/01/2025	IRON MEN HENDERSON PTY LTD				1,247.40
			INV-0153 - DOG BITE PREVENTION PROJECT ONLINE TRAINING		1,247.40	
EF125979	15/01/2025	IRON MOUNTAIN AUSTRALIA GROUP PTY LTD				2,637.28
			AUD597987 - 2024-25 STORAGE AND RETRIVAL OF RECORDS		84.45	
			AUD601161 - 2024-25 STORAGE AND RETRIVAL OF RECORDS		2,552.83	
EF125769	8/01/2025	IRP PTY LTD (INDUSTRIAL RECRUITMENT PARTNERS)				24,390.04
			C INV 25935 - JIM MACMILLAN 7/10/24 TO 11/10/24		2,296.36	
			C INV 25952 - JIM MACMILLAN 14/10/24 TO 18/10/24		2,566.52	
			C INV 26302 - LABOUR HIRE W/E 08/12/24 DEPOT		2,012.73	
			C INV 26347 - BILLY HOLDEN 25/11/24 TO 29/11/24		1,722.27	
			C INV 26348 - LABOUR HIRE W/E 15/12/24 DEPOT		2,105.62	
			C INV 26349 - LABOUR HIRE W/E 15/12/24 DEPOT		2,105.62	
			C INV 26350 - LABOUR HIRE W/E 15/12/24 DEPOT		2,105.62	
			C INV 26393 - WILLIE NEPIA WE 22/12/24		2,632.03	
			C INV 26394 - CLAYTON ABRAMS WE 24/12/24		2,105.62	
			C INV 26395 - WE 10/12/24		2,105.62	
			C INV 26436 - LABOUR WE 29/12/24		1,052.81	
			C INV 26437 - LABOUR W/E 29/12/24		1,052.81	
			C INV 26438 - LABOUR W/E 29/12/24		526.41	
EF125980	15/01/2025	IRP PTY LTD (INDUSTRIAL RECRUITMENT PARTNERS)				1,579.22
			C INV 26464 - TEMP STAFF WE 05/12/24		1,579.22	
EF126104	17/01/2025	IRP PTY LTD (INDUSTRIAL RECRUITMENT PARTNERS)				11,064.14
			C INV 26148 - LABOUR HIRE W/E 17/11/24		1,960.42	
			C INV 26463 - LABOUR WE 30/12/24		1,579.22	
			C INV 26490 - LABOUR HIRE W/E 12/1/25		2,601.06	
			C INV 26491 - LABOUR HIRE W/E 12/1/25		2,601.06	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			C INV 26492 - LABOUR HIRE W/E 12/1/25		2,322.38	
EF126274	31/01/2025	IRP PTY LTD (INDUSTRIAL RECRUITMENT PARTNERS)				29,241.52
			C INV 25866 - TEMP STAFF 3/10/24 TO 4/10/24		574.09	
			C INV 26004 - TEMP STAFF		1,722.27	
			C INV 26055 - TEMP STAFF		2,465.21	
			C INV 26203 - LABOUR WE 29/12/24		2,008.38	
			C INV 26204 - TEMP STAFF 18/11/24 TO 22/11/24		574.09	
			C INV 26253 - TEMP STAFF WE 31/12/2024		2,262.59	
			C INV 26392 - TEMP STAFF		2,870.45	
			C INV 26439 - TEMP STAFF		1,148.18	
			C INV 26465 - TEMP STAFF		2,296.36	
			C INV 26488 - TEMP STAFF		2,296.36	
			C INV 26489 - TEMP STAFF WE 12/01/25		2,601.06	
			C INV 26531 - LABOUR HIRE W/E 19/1/25		2,105.62	
			C INV 26532 - LABOUR HIRE W/E 19/1/25		2,105.62	
			C INV 26534 - LABOUR HIRE W/E 19/1/25		2,105.62	
			C INV 26553 - LABOUR WE 19/01/25		2,105.62	
EF126418	31/01/2025	IRRIGATION AUSTRALIA LIMITED				858.00
			25433 - CORP M/SHIP FEE 01/02/25 - 31/01/26		858.00	
EF126419	31/01/2025	ISUBSCRIBE PTY LTD				1,315.62
			INV-47955 - SUBSCRIPTIONS		691.00	
			INV-47982 - JOONDALUP LIBRARY		470.62	
			INV-47983 - JOONDALUP LIBRARY		154.00	
EF126214	31/01/2025	IXOM OPERATIONS PTY LTD				4,467.38
			6907379 - SUPPLY OF CHLORINE GAS		348.50	
			6909234 - SUPPLY OF CHLORINE GAS		4,118.88	
EF126098	17/01/2025	J & J BUILDING PTY LTD				40.50
			BPU13/1589 - BUILDING SERVICES LEVY REFUND		40.50	
EF125717	8/01/2025	J BLACKWOOD & SON LTD				1,031.57
			SI09896898 - PRUNING SAW C/W SHEATH		505.62	
			SI09959430 - RAG ON A ROLL 24.5CM X 70MTR		525.95	
EF125925	15/01/2025	J BLACKWOOD & SON LTD				201.52
			SI10087052 - PARTS & REPAIRS		149.60	
			SI10113940 - HELMETS - DRAINAGE		51.92	
EF126199	31/01/2025	J BLACKWOOD & SON LTD				610.63
			SI10109208 - BW - 04054960- SIZE 11		150.88	
			SI10136363 - COJ WOC		260.30	
			SI10148799 - PARTS & REPAIRS		29.83	
			SI10185330 - BW -04038564 - SIZE 9		50.29	
			SI10189119 - PARTS & REPAIRS		89.50	
			SI10189130 - PARTS & REPAIRS		29.83	
EF126164	31/01/2025	J S CARPENTRY				40.50
			BPU14/0149 - BUILDING SERVICES LEVY REFUND		40.50	
EF125877	15/01/2025	JACKSON MCDONALD				17,067.60
			548052 - GENERAL EMPLOYMENT ADVICE		6,652.80	
			549198 - LEGAL FEES		1,178.10	
			549520 - LEGAL FEES		5,801.40	
			549602 - LEGAL FEES		3,435.30	
EF126120	31/01/2025	JACKSON MCDONALD				554.40

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			549461 - LEGAL FEES		554.40	
EF125928	15/01/2025	JAMES BENNETT PTY LTD				2,670.25
			4838280 - DISCRETIONARY TITLES AS SELECTED		178.51	
			4838281 - DISCRETIONARY TITLES AS SELECTED		59.81	
			4838296 - BOOK CLUB SETS		281.28	
			4838297 - CUSTOMER PURCHASE SUGGESTIONS		74.85	
			4838298 - CUSTOMER PURCHASE SUGGESTIONS		46.48	
			4838299 - TITLES AS SELECTED		34.67	
			4838300 - REFERENCE MATERIALS AS SELECTED		345.19	
			4838301 - CUSTOMER PURCHASE SUGGESTIONS		23.95	
			4838302 - TITLES AS SELECTED		35.99	
			4838303 - DISCRETIONARY TITLE SELECTION		17.74	
			4838304 - DISCRETIONARY TITLES AS SELECTED		22.85	
			4838305 - CUSTOMER PURCHASE SUGGESTIONS		23.79	
			4838306 - TITLES AS SELECTED		34.27	
			4838722 - ORDERS NOT RECEIVED 2023-24 FY		126.16	
			4838723 - CUSTOMER PURCHASE SUGGESTIONS		127.44	
			4838724 - ORDERS NOT RECEIVED 2023-24 FY		28.83	
			4838725 - CUSTOMER PURCHASE SUGGESTIONS		25.29	
			4838726 - TITLES AS SELECTED		39.46	
			4838727 - JUNIOR TITLES FOR PROJECT		194.25	
			4838728 - BOOK CLUB SETS		26.27	
			4838729 - CUSTOMER PURCHASE SUGGESTIONS		68.81	
			4838730 - CUSTOMER PURCHASE SUGGESTIONS		23.79	
			4838731 - CUSTOMER PURCHASE SUGGESTIONS		16.32	
			4838732 - TITLES AS SELECTED		59.71	
			4838733 - JUNIOR TITLES FOR PROJECT		64.75	
			4838734 - TITLES AS SELECTED		64.37	
			4838735 - DISCRETIONARY TITLES AS SELECTED		131.84	
			4838736 - DISCRETIONARY TITLES AS SELECTED		66.33	
			PSO487661 - PROFILED JUNIOR DVDS		126.80	
			PSO487662 - SUPPLY OF PROFILED AF DVDS		136.75	
			PSO487663 - PROFILED ANF DVDS		47.90	
			PSO487666 - SUPPLY OF PROFILED AF DVDS		115.80	
EF126200	31/01/2025	JAMES BENNETT PTY LTD				6,221.09
			4839272 - TITLES AS SELECTED		57.04	
			4839280 - BOOK CLUB SETS		262.70	
			4839281 - CUSTOMER PURCHASE SUGGESTIONS		63.32	
			4839282 - CUSTOMER PURCHASE SUGGESTIONS		36.93	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			4839283 - CUSTOMER PURCHASE SUGGESTIONS		38.81	
			4839284 - CUSTOMER PURCHASE SUGGESTIONS		64.71	
			4839285 - TITLES AS SELECTED		27.37	
			4839287 - CUSTOMER PURCHASE SUGGESTIONS		24.95	
			4839288 - CUSTOMER PURCHASE SUGGESTIONS		17.74	
			4839289 - TITLES AS SELECTED		17.00	
			4839290 - QW DVDS AS SELECTED		115.80	
			4839291 - DISCRETIONARY TITLES AS SELECTED		17.74	
			4839292 - DISCRETIONARY TITLES AS SELECTED		12.23	
			4839409 - DISCRETIONARY TITLES AS SELECTED		149.73	
			4839411 - DISCRETIONARY TITLES AS SELECTED		70.29	
			4839412 - TITLES AS SELECTED		98.76	
			4839413 - DISCRETIONARY TITLE SELECTION		69.17	
			4839414 - CUSTOMER PURCHASE SUGGESTIONS		39.60	
			4839415 - CUSTOMER PURCHASE SUGGESTIONS		57.30	
			4839416 - CUSTOMER PURCHASE SUGGESTIONS		135.19	
			4839417 - TITLES TO SATISFY POPULAR DEMAND		137.67	
			4839418 - TITLES AS SELECTED		16.32	
			4839419 - REFERENCE MATERIALS AS SELECTED		74.39	
			4839420 - CUSTOMER PURCHASE SUGGESTIONS		35.98	
			4839756 - CUSTOMER PURCHASE SUGGESTIONS		23.95	
			4839757 - TITLES TO SATISFY POPULAR DEMAND		283.50	
			4839758 - QW DVDS AS SELECTED		267.40	
			4839762 - CUSTOMER PURCHASE SUGGESTIONS		47.16	
			4839763 - CUSTOMER PURCHASE SUGGESTIONS		65.54	
			4839764 - CUSTOMER PURCHASE SUGGESTIONS		46.19	
			4839765 - CUSTOMER PURCHASE SUGGESTIONS		23.75	
			4839766 - TITLES TO SATISFY POPULAR DEMAND		95.06	
			4839767 - TITLES AS SELECTED		244.49	
			4839768 - QW DVDS AS SELECTED		95.80	
			4839769 - YA BOOK OF THE MONTH AS CHOSEN		16.56	
			4839772 - DISCRETIONARY TITLES AS SELECTED		180.03	
			4839776 - CUSTOMER PURCHASE SUGGESTIONS		35.99	
			4839786 - TITLES AS SELECTED		94.74	
			4839790 - DVD'S FOR BOOKS ON WHEELS		46.90	
			4839791 - CUSTOMER PURCHASE SUGGESTIONS		23.42	
			4839792 - CUSTOMER PURCHASE SUGGESTIONS		69.69	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			4839793 - TITLES TO SATISFY POPULAR DEMAND		95.80	
			4839794 - TITLES AS SELECTED		164.37	
			4839795 - QW DVDS AS SELECTED		157.70	
			4839800 - DISCRETIONARY TITLES AS SELECTED		307.15	
			4839801 - DISCRETIONARY TITLES AS SELECTED		343.65	
			4839802 - DISCRETIONARY TITLES AS SELECTED		35.25	
			4839803 - DISCRETIONARY TITLES AS SELECTED		189.23	
			4839804 - DISCRETIONARY TITLES AS SELECTED		24.98	
			4840313 - DVD'S FOR BOOKS ON WHEELS		206.60	
			PSO488202 - SUPPLY OF PROFILED AF DVDS		369.40	
			PSO488478 - PROFILED JUNIOR DVDS		384.20	
			PSO488479 - SUPPLY OF PROFILED AF DVDS		591.95	
			PSO488480 - PROFILED ANF DVDS		49.90	
EF126105	17/01/2025	JAMES FIRKINS (JMF HOME & GARDEN)				10,300.00
			INV-4622 - BUSH FIRE CLEARANCE		10,300.00	
EF126283	31/01/2025	JAMES FIRKINS (JMF HOME & GARDEN)				23,568.01
			INV-4530 - BUSH FIRE CLEARANCE BATHS WAY BURNSBEACH		350.00	
			INV-4531 - BUSH FIRE CLEARANCE		440.00	
			INV-4532 - BUSH FIRE CLEARANCE STILLWATER WAY EDGEW		700.00	
			INV-4533 - PELSART PLACE HEATHRIDGE		770.00	
			INV-4534 - PENGUIN CLOSE HEATHRIDGE BUSH FIRE CLEAR		800.00	
			INV-4535 - BUSH FIRE CLEARANCE SPORING WAY HILLARYS		1,100.00	
			INV-4536 - BUSH FIRE CLEARANCE MARACAS COVE ILUKA		440.00	
			INV-4537 - BUSH FIRE CLEARANCE DELAWARE PL KALLAROO		550.00	
			INV-4538 - MULLOWAY COURT BURNS BEACH BUSH FIRE CL		900.00	
			INV-4568 - BUSH FIRE CLEARANCE CLIFF ST SORRENTO		1,038.00	
			INV-4569 - HIGH STREET SORRENTO BUSH FIRE CLEARANCE		800.00	
			INV-4570 - BUSH FIRE CLEARANCE MOORING CR OCEANREEF		2,800.00	
			INV-4571 - BUSH FIRE CLEARANCE		1,430.00	
			INV-4572 - BUSH FIRE CLEARANCE KIMBERLY RD HILLARYS		350.00	
			INV-4573 - BUSH FIRE CLEARANCE		350.01	
			INV-4632 - NYARA CRESCENT, CRAIGIE		1,850.00	
			INV-4633 - CORRIGAN WAY, GREENWOOD		8,900.00	
EF125890	15/01/2025	JAMIE AND SHARON SIMPSON				410.00
			119301 - RATES REFUND		410.00	
EF126278	31/01/2025	JASON SIGNMAKERS				424.66
			43570 - SCHEDULE CONTRACTORS - SIGN MAINT		424.66	
EF125875	8/01/2025	JAY CHARLES WESTON (ARIA ENTERTAINMENT)				500.00
			748 - EVENT - SERENADES OF THE SEASON		500.00	
EF126129	31/01/2025	JAYNE & MITCHELL JAMES				500.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			CRN-191124073712 - CCTV REBATE SCHEME REBATE		500.00	
EF125771	8/01/2025	JB HI-FI GROUP PTY LTD T/AS JB HI-FI COMMERCIAL				763.42
			BD1639261 - P2422H DELL MONITOR		504.48	
			BD1643665 - DELL DOCK WD-19S		258.94	
EF125982	15/01/2025	JB HI-FI GROUP PTY LTD T/AS JB HI-FI COMMERCIAL				15,934.64
			BD1654331 - DELL 492-BDQL 65W USB-C ADAPTER		261.80	
			BD1657222 - IPAD PRO 1TB WIFI/CELL SKU655789		3,570.53	
			BD1658495 - YEALINK ROOM PANEL 20" TILT + FLUSH MT		730.63	
			BD1658529 - DELL DOCK WD-19S		258.94	
			BD1660925 - DELL OPTIPLEX SFF 7020 PC		6,080.35	
			BD1662254 - 7020 UPG 3Y NBD ONSITE TO 5Y NBD		220.00	
			BD1668910 - DELL PRECISION 7780 CTO 512GB		3,277.56	
			BD1669004 - DELL LATITUDE 3550 CTO		1,534.83	
EF126280	31/01/2025	JB HI-FI GROUP PTY LTD T/AS JB HI-FI COMMERCIAL				13,511.43
			BD1601406 - DJI AIR 3 4K DRONE FLY MORE COMBO (DJI)		1,865.00	
			BD1605029 - SAMSUNG SMART BK COVER S9+/S9FE+ PORTAL		124.99	
			BD1622466 - SAM GAL SE FE+ 5G 128GB GREY		1,194.50	
			BD1661019 - DELL S2721SQ MONITORS		7,713.12	
			BD1680930 - ANDROID BASED SCHEDULING PANEL		2,393.82	
			BD1685293 - 7020 UPG 3Y NBD ONSITE TO 5Y NBD		220.00	
EF126423	31/01/2025	JEM PROMOTIONAL PRODUCTS				2,199.45
			129949 - CRAIGIE FIT KEYRINGS		2,199.45	
EF126146	31/01/2025	JIRAPHAN INTARAPRASERT				128.61
			194765 - RATES REFUND PN 194765		128.61	
EF125772	8/01/2025	JKB PLUMBING & GAS PTY LTD				6,721.46
			INV-1092 - WHITFORDS NODES DRAINS	01524	4,131.41	
			INV-1120 - COJ KEYWEST	01524	187.00	
			INV-1122 - JOONDALUP LIBRARY	01524	93.50	
			INV-1128 - ELCAR PARK	01524	140.25	
			INV-1142 - CRAIGIE LEISURE	01524	93.50	
			INV-1226 - LEXCEN PARK REPAIRS	01524	278.54	
			INV-1233 - PLUMBING TRADESMAN - NORMAL WORKING HOUR	01524	223.62	
			INV-1242 - PLUMBING TRADESMAN - NORMAL WORKING HOUR	01524	280.81	
			INV-1262 - HILLARYS BEACH PARK	01524	1,292.83	
EF125983	15/01/2025	JKB PLUMBING & GAS PTY LTD				24,220.33
			INV-1174 - WORKS DEPOT VALUES	01524	662.93	
			INV-1179 - JOONDALUP LIBRARY	01524	4,268.20	
			INV-1203 - WOC ADMIN	01524	140.25	
			INV-1205 - WOC ADMIN	01524	305.25	
			INV-1224 - EMERALD PARK REPAIR MIXER	01524	163.43	
			INV-1234 - BURNS BEACH REPAIR TOILETS	01524	261.01	
			INV-1236 - CRAIGIE LEISURE CTR	01524	1,445.23	
			INV-1237 - WORKS DEPOT REPAIR HOSES	01524	280.97	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-1238 - SORRENTO SOUTH SAND TRAPS	01524	126.50	
			INV-1239 - GROVE CHILD CARE REPAIR TOILETS	01524	126.50	
			INV-1241 - EMERALD PARK	01524	316.25	
			INV-1245 - CENTRAL PARK TOILET	01524	107.53	
			INV-1246 - WARRANDYTE PARK	01524	126.50	
			INV-1247 - ELLERSDALE CLUBROOMS	01524	189.75	
			INV-1248 - BURNS BEACH TOILETS	01524	253.00	
			INV-1249 - KINGSLEY MEMORIAL	01524	408.52	
			INV-1250 - WHITFORD NODES	01524	93.50	
			INV-1251 - CURRAMBINE COM CTR	01524	1,368.46	
			INV-1252 - SANTIAGO PARK	01524	115.50	
			INV-1253 - DUNCRAIG LIBRARY	01524	93.50	
			INV-1254 - DELAMERE PARK TOILETS	01524	93.50	
			INV-1255 - WHITFORDS NODES TOILETS	01524	93.50	
			INV-1256 - CRAIGIE LEISURE CTR	01524	140.25	
			INV-1257 - ILUKA FORESHORE	01524	93.50	
			INV-1258 - BRAMSTON PARK	01524	93.50	
			INV-1259 - WHITFORDS NODES	01524	141.66	
			INV-1260 - GUY DANIELS	01524	265.79	
			INV-1261 - EMERALD PARK CLUBROOMS	01524	93.50	
			INV-1263 - WHITFORDS SENIOR CITIZENS CENTRE	01524	240.06	
			INV-1264 - JOONDALUP CIVIC	01524	734.25	
			INV-1269 - ADMIRAL PARK	01524	124.89	
			INV-1270 - CRAIGIE LEISURE CTR	01524	177.28	
			INV-1272 - ILLUKA FORESHORE	01524	93.50	
			INV-1273 - GIBSON PARK	01524	210.80	
			INV-1274 - CRAIGIE LEISURE	01524	177.28	
			INV-1275 - PLUMBING TRADESMAN - NORMAL WORKING HOUR	01524	296.27	
			INV-1276 - CRAIGIE LEISURE	01524	220.00	
			INV-1277 - ILUKA FORESHORE TOILET PAN	01524	220.00	
			INV-1278 - GUY DANIELS	01524	558.86	
			INV-1279 - MULLALOO NORTH TOILETS	01524	93.50	
			INV-1280 - CRAIGIE LEISURE CTR	01524	809.86	
			INV-1281 - CURRAMBINE COM	01524	93.50	
			INV-1282 - MARMION BEACH	01524	278.11	
			INV-1283 - JOONDALUP ADMIN	01524	140.53	
			INV-1284 - NEIL HAWKINS PARK	01524	140.53	
			INV-1285 - CRAIGIE LEISURE	01524	93.50	
			INV-1286 - CHARONIA PARK	01524	228.50	
			INV-1289 - JOONDALUP ADMIN BOIL TAP	01524	467.52	
			INV-1290 - MULLALOO SOUTH TOILETS	01524	93.50	
			INV-1291 - CRAIGIE LEISURE	01524	93.50	
			INV-1292 - SANTIAGO PARK	01524	308.90	
			INV-1293 - CRAIGIE LEISURE FIX BASIN	01524	273.98	
			INV-1294 - PLUMBING TRADESMAN - NORMAL WORKING HOUR	01524	93.50	
			INV-1296 - OTAGO PARK	01524	347.26	
			INV-1297 - MULLALOO SURF	01524	110.00	
			INV-1298 - HILLARYS ANIMAL BEACH TOILET PAN	01524	110.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-1299 - CURRAMBINE CC TOILET SEAT	01524	674.23	
			INV-1300 - BURNS BEACH TOILETS DRAINS	01524	128.70	
			INV-1301 - CRAIGIE LEISURE CTR	01524	139.70	
			INV-1302 - CRAIGIE LEISURE REPAIR TOILETS	01524	292.86	
			INV-1303 - JOONDALUP ADMIN TOILET SEAT	01524	93.50	
			INV-1305 - PLUMBING TRADESMAN - NORMAL WORKING HOUR	01524	124.89	
			INV-1306 - DUNCRAIG COM HALL	01524	220.00	
			INV-1307 - MIRROR PARK REPAIR TOILETS	01524	296.27	
			INV-1308 - CALEDONIA PARK	01524	128.70	
			INV-1309 - MULLALOO SOUTH	01524	124.89	
			INV-1310 - CRAIGIE LEISURE DRINK FOUNTAIN	01524	428.31	
			INV-1311 - CRAIGIE LEISURE SEWER PIT LIDS	01524	93.50	
			INV-1312 - JOONDALUP ADMIN MIXER HANDLE	01524	93.50	
			INV-1313 - WINDERMERE PARK TOILETS INLET VALUE	01524	313.54	
			INV-1314 - DUNCRAIG LIBRARY TOILET PAN	01524	128.70	
			INV-1315 - CRAIGIE LEISURE CTR	01524	793.59	
			INV-1320 - CRAIGIE LEISURE CTR	01524	1,190.55	
			INV-1321 - WINTON RD DEPOT	01524	257.54	
EF126281	31/01/2025	JKB PLUMBING & GAS PTY LTD				1,562.00
			INV-1014 - WHITFORDS WEST PARK INSTALL DRINK FOUNTAIN	01524	1,562.00	
EF126123	31/01/2025	JOHN CHESTER				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF125694	8/01/2025	JOHN KIRBY				500.00
			CRN-301124023018 - CCTV REBATE SCHEME REFUND		500.00	
EF126434	31/01/2025	JOHN ROBERT RAFTIS				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126422	31/01/2025	JOONDALUP GOLF MANAGEMENT (AUST) P/L				48,400.00
			13580140125 - HIRE OF VENUE FOR VALENTINE'S CONCERT		48,400.00	
113376	15/01/2025	JOONDALUP LIBRARY PETTY CASH				689.85
			PETTY CASH P/E 13/01/25 - REIMBURSEMENT PETTY CASH P/E 13/01/25		389.85	
			PJ00002_15/01/25 - PETTY CASH INCREASE		300.00	
EF125784	8/01/2025	JORDAN ANDREW MCGREGOR (MIRROR SUPPLY CO.)				500.00
			P273060 - SKATE COMP 2025 - PRIZES		500.00	
EF125888	15/01/2025	JOSHUA HINMAN				500.00
			CRN-221224110311 - CCTV REBATE SCHEME REFUND		500.00	
EF125895	15/01/2025	JULIE AND TIMOTHY HALDEN				40.50
			BPU13/2040 - REFUND BUILD PERMIT FEE		40.50	
EF126386	31/01/2025	JUSTCHILLIN HOSPITALITY PTY LTD (UNICORN SOFT SERVE PERTH)				2,000.01
			1 - SOFT SERVE - 13 DEC 2024		2,000.01	
EF125892	15/01/2025	KAREN HUNTER				375.00
			209810 - VEHICLE CROSSOVER SUBSIDY		375.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125740	8/01/2025	KARRAL PTY LTD (DASCO SUPPLY GROUP)				586.81
			836175 - PARTS		108.41	
			836584 - PARTS		478.40	
EF125958	15/01/2025	KARRAL PTY LTD (DASCO SUPPLY GROUP)				125.14
			836812 - PARTS		125.14	
EF126239	31/01/2025	KARRAL PTY LTD (DASCO SUPPLY GROUP)				120.35
			837414 - PARTS		120.35	
EF126147	31/01/2025	KATE & ARCK STORM				106.70
			167757 - RATES REFUND PN 167757		106.70	
EF126404	31/01/2025	KATHERINE ANN WILKINSON				1,672.50
			86 - FEE FOR SELECTION PANEL		1,672.50	
EF125984	15/01/2025	KENNARDS HIRE				410.20
			26973411 - GENERATOR HIRE (PICK UP AND DROP OFF)		325.20	
			26994648 - PICK UP - MESSAGE BOARD NOT REQUIRED		85.00	
EF126152	31/01/2025	KEVIN JACKSON				500.00
			CRN-061224102900 - CCTV REBATE SCHEME REFUND		500.00	
EF125905	15/01/2025	KIM & GIOVANNI BOSCARINO				40.50
			BPU13/2275 - BUILDING SERVICES LEVY REFUND		40.50	
EF125863	8/01/2025	KINROSS SUPA IGA				145.74
			1/4402 - STANDING ORDER FOR OCT-DEC 24 - NON GST		23.50	
			4/0967 - STANDING ORDER FOR OCT-DEC 24 - GST		122.24	
EF126427	31/01/2025	KINROSS SUPA IGA				219.35
			03/3064 - COJ YOUTH ORDER FOR OCT-DEC 24 - NON GST		11.85	
			04/7808 - CATERING		106.75	
			7/2931 - CATERING		100.75	
EF125862	8/01/2025	KLEENIT PTY LTD				3,366.00
			174729 - CENTRAL PARK, JOONDALUP		550.00	
			174730 - REACTIVE CONTRACTORS - CLEANING		198.00	
			174731 - CLEANING HARBOUR VIEW PARK		198.00	
			175557 - CENTRAL PARK, JOONDALUP	02922	2,420.00	
EF126074	15/01/2025	KLEENIT PTY LTD				5,128.57
			174802 - INCENTIVE PAYMENT BONUS / PENALTY	02922	4,891.89	
			175400 - VARIOUS LOCATIONS	02922	236.68	
EF126426	31/01/2025	KLEENIT PTY LTD				4,078.27
			175339 - CENTRAL PARK PRESSURE CLEAN LIMESTONE PAVING AROUND TOILET BLOCK	02922	396.00	
			175553 - GRAFFITI CONTROL SERVICES	02922	623.96	
			175774 - GRAFFITI CONTROL SERVICES	02922	638.31	
			176016 - CENTRAL PARK, JOONDALUP	02922	2,420.00	
EF125687	8/01/2025	KOK KEE LAM				1,948.41
			201370 - RATES REFUND		1,948.41	
EF125773	8/01/2025	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD				1,428.24
			91116741 - FINANCE DEPT RVQ2X06535		30.10	
			91116744 - WHITFORD LIBRARY RCC2Z02435		212.67	
			91116745 - JOOND LIBRARY VCZ9Z13603		12.43	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			91116746 - DIRECTOR OF CORPORATE SERVS EA'S OFFICE RCC2802201		28.26	
			91116756 - HEATHRIDGE LEISURE CTR RBT2603775		12.87	
			91116757 - WOODVALE LIBRARY H8C3600007		117.18	
			91116762 - DUNCRAIG LIBRARY RVQ2Y06641		118.26	
			91116763 - WORK OPERATIONS CENTRE RVG3301994		315.69	
			91116767 - RATES VCZ0Y18991		31.11	
			91116771 - JOOND LIBRARY CM/ADMIN RVQ2705557		103.18	
			91116776 - ASSETMGMT RCC2802210		71.56	
			91116781 - ECONOMIC DEV & ADVOCACY RVQ2Y06638		52.67	
			91116785 - WORKS OPERATION CENTRE RBT9Y01080		26.61	
			91116787 - RATES R323900355		17.36	
			91116789 - JOOND LIBRARY REF & LH RCC8800197		166.97	
			91116790 - WORKS OPERATION CENTRE H7S4601283		106.87	
			940017116716 - VCZ8Y08580 CLC		4.45	
EF125985	15/01/2025	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD				1,671.91
			91098128 - RVG3Z02898 MARKETING		184.22	
			91116742 - ADMIN WASTE SERVICES RCC2802267		24.12	
			91116743 - HEATHRIDGE LC RCC2301923		122.77	
			91116749 - RCC2802196 EO TO CEO		37.20	
			91116751 - CRAIGIE LC RVQ4811483		115.62	
			91116752 - BUILDING SERVICES RVQ2103727		22.04	
			91116755 - CRAIGIE LC RBT0501333		18.36	
			91116758 - COJ COUNCIL SUPPORT VCZ2Y31158		11.40	
			91116759 - RECORDS DEPT RVQ2Y06622		26.26	
			91116760 - PLANNING & APPROVALS RVQ4911546		60.01	
			91116761 - COJ - CONTRACTS RVQ2Y06640		24.78	
			91116764 - RBT2X04212 CEO'S OFFICE		53.08	
			91116766 - RANGERS DEPT, RVQ2705554		125.50	
			91116768 - RVQ2Y06659 IT DEPT		24.19	
			91116769 - CRAIGIE LEISURE H7S3Z00758		20.42	
			91116770 - DGSPA-COLOUR RCC1501553		27.67	
			91116772 - BUILDING ADMIN RCC2X02383		20.97	
			91116773 - COMPLIANCE VCZ0616632		12.89	
			91116774 - DGS DIRECTOR H8C3700074		49.74	
			91116775 - COJ MARKETING RVG3Z02898		162.49	
			91116777 - CRAIGIE LC RCC2902370		60.72	
			91116778 - CRAIGIE LC VCZ2930479		11.62	
			91116779 - COJ COUNCIL-SUPPORT RCC2902365		177.91	
			91116782 - MAYOR OFFICE RCC2902372		45.82	
			91116783 - PLANNING & APPROVALS RFN0101241		14.20	
			91116786 - YOUTH SERVICES RVG2901544		178.45	
			91116788 - COJ - WORKS OPERATION RVQ3Y09238		39.46	
EF126284	31/01/2025	KYOCERA DOCUMENT SOLUTIONS AUSTRALIA PTY LTD				5,620.98

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			91098107 - IMS ADMIN RVG2200606		248.47	
			91115312 - KYOCERA 3554CI REPLACEMENT MFP (CLC)		4,568.78	
			91116740 - CUSTOMER CARE RFN0902096		38.70	
			91116747 - HUMAN RESOURCES RFJ9X00769		140.07	
			91116750 - ENV HEALTH RVQ2806462		114.90	
			91116753 - INFRASTRUCTURE RVG2200606		265.64	
			91116754 - DIMS PA, RCC2301915		124.86	
			91116765 - RVQ2805751 STRATEGIC ORGANISATIONAL DEV		45.31	
			91116780 - HR ADMIN RCC2902373		49.52	
			91116784 - CUSTOMER CARE RVQ2Y06665		24.73	
EF126387	31/01/2025	L & T VENABLES				170.57
			10102847 - PARTS ONLY		60.66	
			10103209 - PARTS ONLY		47.32	
			20095962 - PARTS ONLY		62.59	
EF126377	31/01/2025	L.P AIKEN & D.J BEER & T.D BOYCE AND OTHERS (THOMSON GEER)				1,808.95
			1384081 - LEGAL FEES		1,808.95	
EF125776	8/01/2025	LACTALIS AUSTRALIA PTY LTD				80.21
			240207775 - MILK TO THE WOC		80.21	
EF125990	15/01/2025	LACTALIS AUSTRALIA PTY LTD				80.21
			240028027 - MILK TO THE WOC		80.21	
EF126290	31/01/2025	LACTALIS AUSTRALIA PTY LTD				401.05
			239803647 - MILK TO THE WOC		80.21	
			239927320 - MILK TO THE WOC		80.21	
			240120983 - MILK TO THE WOC		80.21	
			240379276 - MILK TO THE WOC		80.21	
			240422554 - MILK TO THE WOC		80.21	
EF126122	31/01/2025	LAKE JOONDALUP BAPTIST COLLEGE				1,000.00
			1027971_02/01/25 - YOUTH AWARDS 2024/25 WINNER - SEAN DOYLE		1,000.00	
EF125774	8/01/2025	LANDGATE MIDLAND				8,796.58
			1442773 - ONLINE SHOP DEC 2024		1,327.20	
			390663 - SCHEDULE G2024/01		297.29	
			399506 - GROSS RENTAL VALUATIONS CHARGEABLE		2,312.99	
			399731 - VG SCHEDULE G2024/24 & G2024/25		4,859.10	
EF126092	17/01/2025	LARA ELSON				45.00
			1048033_10/01/25 - REFUND BIN COLLECTION		45.00	
EF126294	31/01/2025	LAUNCH EVENTS WA PTY LTD (LAUNCH EVENTS CO)				8,250.00
			322 - PROVISION OF BAR SERVICES TO THE CUBE		8,250.00	
EF125987	15/01/2025	LAUNDRY EXPRESS				231.39
			24560 - LAUNDRY AS REQUIRED		231.39	
EF126096	17/01/2025	LAUREN CARROLL				70.00
			BA997317 - FULL SET OF BUILDING PLANS		70.00	
EF125988	15/01/2025	LED SIGNS PTY LTD				716.10
			2024824 - LED SIGNS SERVICE TECHNICIAN		616.00	
			2024836 - FREIGHT FOR SIRENS + INSURANCE		100.10	
EF125991	15/01/2025	LEIGHTON BUILDS PTY LTD				24,341.35
			18122401 - VERGELETTE BUILD, PAINTING, DECAL		24,341.35	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126428	31/01/2025	LES MILLS AUSTRALIA				1,462.34
			9846 - LMAFFILIATE CREDIT - GROUP FITNESS NOV 24		-5.48	
			LMB1270387 - LES MILLS SUBSCRIPTION		1,467.82	
EF126138	31/01/2025	LEWIS HUTTON				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126127	31/01/2025	LIANA FITZPATRICK				200.00
			250119 - PROVISION OF FAMILY HISTORY WORKSHOP		200.00	
113370	9/01/2025	LIBRARY ADMIN PETTY CASH				471.30
			PERIOD ENDING 19/12/24 - PETTY CASH		471.30	
113377	15/01/2025	LIBRARY ADMIN PETTY CASH				493.80
			PETTY CASH P/E 13/01/25 - PETTY CASH REIMBURSEMENT P/E 13/01/25		493.80	
EF125989	15/01/2025	LIGHTING REALITY LIMITED				1,300.00
			INV-4639 - LIGHTING REALITY 12 MONTH LICENCE		1,300.00	
EF126167	31/01/2025	LINCOLN G KEMPTON				638.08
			211456 - RATES REFUND PN 211456		638.08	
EF126354	31/01/2025	LINDAN PTY LTD (SAFETY WORLD)				1,486.10
			39317 - SW-9923VSMALL		1,486.10	
EF126287	31/01/2025	LINKS MODULAR SOLUTIONS PTY LTD				22,550.00
			IN1812045 - PERFECT MIND LICENCE FEES		22,550.00	
EF126088	17/01/2025	LISA ESTRANO				535.47
			1045605_09/01/25 - JOONDALUP FESTIVAL 3 X T/BEARS		535.47	
EF126135	31/01/2025	LISA ESTRANO				629.97
			1045605_24/01/25 - REIMBURSEMENT 3 X GIANT TEDDY BEAR		629.97	
EF125825	8/01/2025	LIZO PTY LTD				1,835.70
			82578 #4 - 3318 - PURCHASE OF MINOR PLANT		1,835.70	
EF126029	15/01/2025	LIZO PTY LTD				1,308.85
			82724#4 - PARTS		235.50	
			82725#4 - 3318 - PURCHASE OF MINOR PLANT		876.65	
			82728#4 - PARTS		196.70	
EF126358	31/01/2025	LIZO PTY LTD				2,805.95
			82775#4 - PARTS		235.50	
			82799 #4 - PARTS		499.35	
			82806 #4 - PARTS		174.00	
			82877 #4 - PARTS		1,217.00	
			82883 #4 - PARTS		258.10	
			82922 #4 - PARTS		422.00	
EF126073	15/01/2025	LNLC PTY LTD T/AS KELYN TRAINING SERVICES				550.00
			33790 - ADVANCED WORKSITE TRAINING W/SHOP		550.00	
EF126425	31/01/2025	LNLC PTY LTD T/AS KELYN TRAINING SERVICES				3,990.00
			33929 - ADDITIONAL TRAINING		3,990.00	
EF126288	31/01/2025	LOCHNESS UNIT TRUST T/AS LOCHNESS LANDSCAPE SERVICES				5,538.17
			89808 - ASSISTANCE MOWING PARKS	00423	5,538.17	
EF125845	8/01/2025	LOTHIAN TRUST (IRON TECH INDUSTRIES)				1,617.77
			7182 - DELEMERE PARK	03122	1,617.77	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126047	15/01/2025	LOTHIAN TRUST (IRON TECH INDUSTRIES)				1,849.61
			7185 - REPAIR MOUNTINGS CHEMICAL WATER		1,849.61	
EF126393	31/01/2025	LOTHIAN TRUST (IRON TECH INDUSTRIES)				18,083.05
			7183 - REPAIR CRICKET PRACTICE NETS CALLANDER P	03122	5,284.86	
			7184 - TIMBERLANE PARK	03122	740.95	
			7186 - BOLLARD 100MM X 1600MM (STANDARD)	03122	4,415.40	
			7187 - SIGN POSTS	03122	4,940.54	
			7189 - HILLARYS FORESHORE	03122	1,524.86	
			7190 - WARWICK BOWLING CLUB MANUFACTURE HEAVY DUTY STAINLESS STEEL SPRINKLER SKID	03122	1,176.44	
EF126162	31/01/2025	LOUISA GIBBONS				867.68
			3524615 - MEMBERSHIP REFUND		867.68	
EF125932	15/01/2025	LUKE ROBERT DE LAETER (BUZZ ED AUSTRALIA)				360.00
			267 - FACILITATE BUZZ ED SESSION 23/11/24		360.00	
EF125914	15/01/2025	LUMINARE PTY LTD T/AS ART INSTALL				2,510.75
			INV-1040 - HANGING RAIL SUPPLY AND INSTALL		2,510.75	
EF125996	15/01/2025	M D AND D M WATER BORING CONTRACTORS				19,125.15
			369 - FORREST PARK PADBURY STEEL CASINGS	02021	19,125.15	
EF126022	15/01/2025	M P ROGERS & ASSOCIATES PTY LTD				22,877.29
			25231 - PROVISION OF MARINE AND COASTAL ENGINEER	VP400507	6,945.22	
			25250 - HILLARYS SAND BYPASSING LONG TERM OPTION	VP400507	15,932.07	
EF125992	15/01/2025	MAJOR MOTORS				2,680.57
			1657311 - PARTS & REPAIRS		2,680.57	
EF125843	8/01/2025	MAMMOTH SECURITY PTY LTD (SIGNATURE SECURITY GROUP)				1,531.25
			V00365844 - DURESS ALARMS MONITORING 01/12/24- 28/02/25 CLEANING		1,383.76	
			V00367708 - DURESS PENDANTS MONITORING X 2		97.99	
			V00367777 - 24/7 BACK TO BASE MONITORING X12		49.50	
EF126046	15/01/2025	MAMMOTH SECURITY PTY LTD (SIGNATURE SECURITY GROUP)				1,191.98
			V00367694 - MONTHLY BACK TO BASE MONITORING FEE		1,191.98	
EF126091	17/01/2025	MARIA MARGEN				42.00
			806776 - REFUND OF HIRE FEES DUE TO NO ENTRY TO VENUE BID 41672		42.00	
EF126298	31/01/2025	MARINDUST SALES & ACE FLAGPOLES				7,205.00
			24991 - PRINCE REGENTS PARK HEATHRIDGE		7,205.00	
EF126143	31/01/2025	MARIO LEWIS				500.00
			CRN-191224123928 - CCTV REBATE SCHEME REFUND		500.00	
EF126308	31/01/2025	MARK ONE VISUAL PROMOTIONS PTY LTD				144,318.90
			220369 - SUPPLY, INSTALL, REMOVE XMAS DECORATIONS		144,318.90	
EF125787	8/01/2025	MARKETLIFE PTY LTD				33,646.25
			INV-0249 - PLANNING, DELIVERY OF CHRISTMAS MARKETS		33,646.25	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126148	31/01/2025	MARTIN & CHRISTINE BILLINGTON				337.57
			176863 - RATES REFUND		337.57	
EF126002	15/01/2025	MASON BLACK LAWYERS PTY LTD BLACK & MENDELSONS	MASON			1,385.10
			MBM29593 - LEGAL FEES		1,385.10	
EF126306	31/01/2025	MASON BLACK LAWYERS PTY LTD BLACK & MENDELSONS	MASON			1,327.50
			MBM30905 - LEGAL FEES		1,327.50	
EF125761	8/01/2025	MASTER HOSE PTY LTD T/AS HOSE	MART			141.35
			550479 - PARTS ONLY		141.35	
EF126301	31/01/2025	MASTERS SWIMMING WESTERN AU INC	STRALIA			3,850.00
			INV-0162 - SPONSORSHIP		3,850.00	
EF126121	31/01/2025	MATER DEI COLLEGE				1,000.00
			1022327_02/01/25 - YOUTH AWARDS 2024/25 WINNER AMALIA SEQUEIRA		1,000.00	
EF125788	8/01/2025	MB TRAFFIC PLANNING & MANAGE LTD	MENT PTY			1,089.00
			1896 - TRAFFIC MANAGEMENT COJ TOY RUN		1,089.00	
EF125785	8/01/2025	MCLEODS LAWYERS PTY LTD				2,191.20
			142420 - LEGAL FEES		770.88	
			143017 - LEGAL FEES		1,420.32	
EF126003	15/01/2025	MCLEODS LAWYERS PTY LTD				11,911.79
			142543 - LEGAL FEES		4,764.10	
			142702 - REVIEW OF ARTIST CONTRACT 53985		4,428.60	
			142755 - LG ACT 1995 PROSECUTIONS 53683		1,182.72	
			142759 - BUILDING ACT 2011 PROSECUTIONS 53697		1,536.37	
EF126309	31/01/2025	MCLEODS LAWYERS PTY LTD				5,982.58
			142719 - LEGAL FEES		1,349.04	
			142724 - LEGAL FEES		1,357.30	
			142846 - LEGAL FEES		3,276.24	
EF126004	15/01/2025	MEDICS FOR LIFE GROUP PTY LTD AUSTRALIA)	LIFEVAC			4,948.51
			INV-2035 - LIFEVAC CASE KIT		4,948.51	
EF125729	8/01/2025	MELLANIE BERNICE CULHANE (ENVIRONMENTAL RESILIENCE)				16,170.66
			ER-2024-038 - BUSHFIRE RISK MANAGEMENT SERVICES		16,170.66	
EF125995	15/01/2025	METRO HARDWARE PTY LTD				1,254.40
			51904 - CEMENT GP GREY - 20KG		627.20	
			52024 - CEMENT GP GREY - 20KG		627.20	
EF126296	31/01/2025	METRO HARDWARE PTY LTD				1,254.40
			52593 - CEMENT GP GREY - 20KG		627.20	
			52594 - CEMENT GP GREY - 20KG		627.20	
EF125781	8/01/2025	METROCOUNT				8,376.50
			INV033342 - INSTALL OF TRAFFIC MONITORING EQUIPMENT		8,376.50	
EF125994	15/01/2025	METROCOUNT				858.00
			667 - 12 MONTH SUBSCRIPTION		858.00	
EF125675	8/01/2025	MICHAEL PAGE INTERNATIONAL				2,068.77
			595840 - RECRUITMENT TEMP 27.11.24-7.3.25		2,068.77	
EF125879	15/01/2025	MICHAEL PAGE INTERNATIONAL				1,034.40
			596517 - LABOUR HIRE W/E 29/12/24		517.20	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			596841 - TEMP STAFF 27.11.24-7.3.25		517.20	
EF126126	31/01/2025	MICHAEL PAGE INTERNATIONAL				4,413.39
			597303 - LABOUR TEMP 27.11.24-7.3.25		1,827.42	
			597887 - TEMP STAFF 27.11.24-7.3.25		2,585.97	
EF126302	31/01/2025	MICRO FOCUS AUSTRALIA PTY LTD				18,865.00
			IVAUL00090007475 - 5 DAY CM TO TEAMS INTEGRATION		18,865.00	
EF125780	8/01/2025	MINDARIE REGIONAL COUNCIL				148,686.94
			SINV-049899 - DISPOSAL OF MIXED GREEN WASTE		6,591.37	
			SINV-049900 - DISPOSAL OF MIXED GREEN WASTE		8,780.52	
			SINV-049949 - LITTER TEAM 13/12-19/12/24		2,582.70	
			SINV-049967 - DOMESTIC CHRGS 13/12-19/12/24		130,732.35	
EF125993	15/01/2025	MINDARIE REGIONAL COUNCIL				448,416.55
			SCR-04129 - DOMESTIC WASTE 21/12/24		-905.85	
			SINV-049932 - GENERAL WASTE		702.54	
			SINV-049968 - GENERAL WASTE		1,058.84	
			SINV-049976 - LITTER TEAM 20-31/12/24		4,384.32	
			SINV-049994 - DOMESTIC WASTE 20-31/12/24		220,727.53	
			SINV-049998 - MATTRESS COLLECTION AND PROC.		23,935.07	
			SINV-050005 - LITTER TEAM 2-9/1/25		3,703.93	
			SINV-050025 - DOMESTIC WASTE 2-9/1/25		194,810.17	
EF126295	31/01/2025	MINDARIE REGIONAL COUNCIL				209,318.39
			SINV-050026 - DISPOSAL OF MIXED GREEN WASTE		4,529.39	
			SINV-050032 - GOVERNANCE & ADMIN FEES 24/25		66,677.71	
			SINV-050043 - LITTER TEAM 10/01-16/01/25		2,387.42	
			SINV-050066 - DOMESTIC TIPPING 10/01-16/01/25		134,675.10	
			SINV-050067 - GENERAL WASTE 14/01/25		1,048.77	
EF126297	31/01/2025	MINI-TANKERS AUSTRALIA PTY LTD				936.02
			PSI011116 - REACTIVE MATERIALS - IRRIGATION MAINTENA		936.02	
EF125786	8/01/2025	MIRAPLEX GROUP PTY LTD				107,910.73
			INV-0306 - EXTRACT AND TRANSPORT SAND FROM SORRENTO	01624	107,910.73	
EF126000	15/01/2025	MMM (WA) PTY LTD				27,717.32
			103888 - MORANG COURT, CRAIGIE		27,717.32	
EF126303	31/01/2025	MMM (WA) PTY LTD				23,940.19
			103889 - WHITFORD NODES		23,940.19	
EF125999	15/01/2025	MMTD WA PTY LTD (UNIFY DIGITAL)				2,200.00
			INV-2179 - DIGITAL ADVERTISING FOR DUFFY HOUSE EOI		2,200.00	
EF126304	31/01/2025	MODUS COMPLIANCE PTY LTD				660.00
			C9247 - PRINCE REGENT PARK		660.00	
EF125886	15/01/2025	MONICA VAN DE LAAK				430.50
			17452 - REFUND OF PRO-RATA ANNUAL FEES FOR A TRADER9S PERMIT DEC 24 - MAY 25 TPP23/0002		430.50	
EF125783	8/01/2025	MOORE AUSTRALIA (WA) PTY LTD				15,565.69
			AS AGENT			
			437629 - ADDITIONAL REQUIREMENTS FOR REVIEW		11,165.69	
			439839 - CONSULTANCY SERVICES		4,400.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126048	15/01/2025	NANCY & SUSAN P ZUVELA T/AS W TRACTORS	WATTLEUP 1313000 - BOLT NUT KIT TO SUIT PEGASUS		418.40	418.40
EF126395	31/01/2025	NANCY & SUSAN P ZUVELA T/AS W TRACTORS	WATTLEUP 1313829 - PARTS ONLY		506.00	506.00
EF125708	8/01/2025	NATIONAL EXHIBITIONS TOURING STRUCTURE FOR WESTERN AUST	NC INV-0037 - TOURING EXHIBITION		5,500.00	5,500.00
EF125795	8/01/2025	NATIONAL TYRE & WHEEL PTY LTD	8000013247 - PASS/LT/4WD PUNCTURE REPAIR INCL. FIT-BA	VP428272	72.60	1,095.16
			I8000013657 - PASS/LT/4WD PUNCTURE REPAIR INCL. FIT-BA	VP428272	62.70	
			I8000014998 - SUPPLY OF TYRES	VP428272	959.86	
EF126010	15/01/2025	NATIONAL TYRE & WHEEL PTY LTD	I8000014708 - SUPPLY OF TYRES	VP428272	147.84	1,795.35
			I8000015163 - PASS/LT/4WD PUNCTURE REPAIR INCL. FIT-BA	VP428272	24.20	
			I8000015180 - TRUCK TYRE - PUNCTURE REPAIR INC. FIT	VP428272	44.00	
			I8000015181 - SUPPLY OF TYRES	VP428272	784.78	
			I8000015281 - SUPPLY OF TYRES	VP428272	190.30	
			I8000015309 - SUPPLY OF TYRES	VP428272	604.23	
EF125791	8/01/2025	NATURAL AREA HOLDINGS PTY LTD (NATURAL AREA MANAGEMENT	23755 - ZONE 1 & 2 COMBINED- VEHICLE MOUNTED APP	VP410195	3,239.50	12,244.79
			23790 - ZONE 1 & 2 COMBINED- METSULFURON-METHYL	00622	440.00	
			23790 - ZONE 1 & 2 COMBINED- METSULFURON-METHYL	VP410195	1,089.25	
			24466 - MARITANA AGAVE TREATMENT: 12/12/24		920.04	
			24489 - COASTAL PATH UPGRADE		4,136.00	
			24515 - REVEGETA??ON WATERING 16 - 20/12/2024	VP432457	2,420.00	
EF126315	31/01/2025	NATURAL AREA HOLDINGS PTY LTD (NATURAL AREA MANAGEMENT	24581 - MANUAL FUEL LOAD REDUCTION WORKS	01722	10,369.46	38,070.61
			24638 - MANUAL FUEL LOAD REDUCTION WORKS - ALL W	01722	25,452.31	
			24654 - NATURAL AREAS REVEGETA??ON SITE WATERING	VP432457	2,248.84	
EF126009	15/01/2025	NAVMAN WIRELESS AUSTRALIA PTY LIMITED	93229643 - NAVMAN GPS UNITS X 204		10,628.75	10,628.75
EF126312	31/01/2025	NEC AUSTRALIA PTY LTD	9180288538 - NEC TEL-DT 930 VOIP PHONE		339.41	5,091.10
			9180288539 - NEC TEL DT930 VOIP PHONE		339.41	
			9180288540 - NEC TEL-DT930 VOIP PHONE		339.41	
			9180288541 - TEL DT930 VOIP PHONE		3,394.05	
			9180288542 - VOIP TEL DT930 PHONE		339.41	
			9180288543 - NEC TEL DT930 VOIP PHONE		339.41	
EF126161	31/01/2025	NICHOLAS HOGARTH	CRN-030125074408 - CCTV REBATE SCHEME REFUND		500.00	500.00
EF125894	15/01/2025	NICHOLAS J WESTON	BPU13/2041 - REFUND BUILD APP FEE		40.50	40.50

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126018	15/01/2025	NICOLA HOAD (PLAY IN THE PAST)				350.00
			615 - WORKSHOP FOR CHILDREN - WOODVALE LIBRARY		350.00	
EF126008	15/01/2025	NIGHTLIFE MUSIC PTY LTD				407.00
			787505 - 12 MONTHS MUSIC SUBSCRIPTION		407.00	
EF126318	31/01/2025	NIGHTLIFE MUSIC PTY LTD				407.00
			792359 - 12 MONTHS MUSIC SUBSCRIPTION		407.00	
EF125794	8/01/2025	NOMA PTY LTD (NOMA*)				420.00
			MN00178_19/12/24 - JOONDALUP DESIGN REVIEW 18/12/24		420.00	
EF125789	8/01/2025	NORTHERN DISTRICTS PEST CONTROL				792.00
			9827 - THE CEDARS WOODVALE	VP387742	352.00	
			9884 - CIVIC CENTRE DRAINS	VP387742	440.00	
EF126005	15/01/2025	NORTHERN DISTRICTS PEST CONTROL				11,720.50
			9880 - SUPPLY & INSTALL RODENT BAIT STATION INC	VP387742	9,443.50	
			9881 - SUPPLY & INSTALL RODENT BAIT STATION INC	VP387742	759.00	
			9897 - BRAMSTON PARK CLUBROOMS	VP387742	396.00	
			9898 - SUPPLY & APPLICATION OF ANT TREATMENT OU	VP387742	1,122.00	
EF126313	31/01/2025	NORTHERN DISTRICTS PEST CONTROL				1,441.00
			9853 - GENERAL PEST TREATMENT	VP387742	330.00	
			9915 - TECHNICIAN NORMAL TIME	VP387742	781.00	
			9916 - KINGSLEY MEMORIAL CLUBROOMS	VP387742	330.00	
EF125790	8/01/2025	NORTHSIDE NISSAN				2,727.40
			NICJ427850 - 10,000KM YEAR 2023/24, TOYOTA HILUX, 4X2	01123	304.00	
			NIFJ426157 - 140,000KM , ISUZU D MAX, 1GJX083	01123	1,415.50	
			NIFJ427895 - 30,000KM YEAR 2020/21, MR TRITON 2.4D AU	01123	495.00	
			NIFJ427935 - 70,000KM YEAR 2022, TOYOTA HIACE, 2.8 LI	01123	512.90	
EF126006	15/01/2025	NORTHSIDE NISSAN				12,634.25
			NICJ426938 - 10,000KM YEAR 2023/24, TOYOTA HILUX, 4X2	01123	304.00	
			NICJ427791 - 30,000KM YEAR 2022, MR TRITON 2.4D AUTO	01123	664.00	
			NICJ428079 - 10,000KM YEAR 2023/24, TOYOTA HILUX, 4X2	01123	403.00	
			NIFJ426939 - 10,000KM YEAR 2023/24, TOYOTA HILUX, 4X2	01123	304.00	
			NIFJ427196 - 195,000KM YEAR 2017/19, FORD TRANSIT CUS	01123	676.00	
			NIFJ427526 - 195,000KM, MITSUBISHI TRITO 1GLC160	01123	1,232.00	
			NIFJ427585 - 140,000KM , ISUZU D MAX, 1GIR472	01123	1,594.35	
			NIFJ427622 - 195,000KM , FORD TRANSIT 1GNV587	01123	1,107.00	
			NIFJ427723 - 195,000KM YEAR 2017/18, MITSUBISHI TRITO	01123	1,848.00	
			NIFJ427769 - 150,000KM YEAR 2013-2021, ISUZU D MAX, 4	01123	750.00	
			NIFJ428052 - 50,000KM , TOYOTA HIACE, 1HPD070	01123	317.90	
			NIFJ428112 - 30,000KM YEAR 2020/21, MR TRITON 2.4D AU	01123	495.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			NIFJ428151 - 30,000KM YEAR 2023 ISUZU D MAX SX, 4X2,	01123	738.00	
			NIFJ428152 - 195,000KM YEAR 2017/18, MITSUBISHI TRITO	01123	1,251.00	
			NIFJ428189 - 195,000KM YEAR 2017/19, FORD TRANSIT CUS	01123	407.00	
			NIFJ428330 - 30,000KM YEAR 2023 ISUZU D MAX SX, 4X2,	01123	543.00	
EF126314	31/01/2025	NORTHSIDE NISSAN				6,575.00
			NICJ428469 - 10,000KM TOYOTA HILUX,1ICZ336	01123	304.00	
			NICJ428562 - 10,000KM YEAR 2023/24, TOYOTA HILUX, 4X2	01123	304.00	
			NIFJ428604 - 195,000KM YEAR 2017/18, MITSUBISHI TRITO	01123	2,338.00	
			NIFJ428605 - 30,000KM YEAR 2023 ISUZU D MAX SX, 4X2,	01123	543.00	
			NIFJ428638 - 120,000KM , ISUZU D MAX, 4 1GRY350	01123	2,624.00	
			NIFJ428726 - 225,000KM , VOLKSWAGEN T6 MULTI 1GIA358	01123	462.00	
EF126014	15/01/2025	OCLC (UK) LIMITED				3,203.63
			7000007056 - CLOUD LIBRARY TITLES AS SELECTED		2,451.05	
			7000007070 - CLOUD LIBRARY TITLES AS SELECTED		752.58	
EF126012	15/01/2025	OCTAGON LIFTS PTY LTD				3,216.15
			68504 - DATA COMMUNICATION LINKS		3,216.15	
EF125797	8/01/2025	ONESTEEL DISTRIBUTION				489.04
			67408308 - PARTS		489.04	
EF126013	15/01/2025	OOHIMEDIA OPERATIONS PTY LIMITED				2,338.27
			30405484 - JOONDALUP CHRISTMAS MARKETS ADS LAKESIDE		2,338.27	
EF126011	15/01/2025	OPTIMA PRESS				1,525.70
			INV317232 - 6000 CHRISTMAS HOURS BOOKMARKS X 6000		795.30	
			INV317657 - 300 X A5 CHILDREN'S COLOURING BOOK		730.40	
EF126319	31/01/2025	OPTIMA PRESS				3,246.10
			INV317534 - FRIENDS GROUP FLYERS X2,000 PRINTS		468.60	
			INV317856 - CERT OF AUTHORITY ID CARD X 9 NAMES		293.70	
			INV317857 - CERTIFICATE OF AUTHORITY ID CARD		159.50	
			INV317954 - 500 X REPORT NOTICE STICKERS		347.60	
			INV318102 - AUTHORITYCARD POOL INSPECTOR		159.50	
			INV318103 - CERTIFICATE OF AUTHORITY ID CARDS		488.40	
			INV318114 - BIN SERVICE CARDS		436.70	
			INV318191 - CERTIFICATE OF AUTHORITY ID CARD X 7		248.60	
			INV318192 - AUSTRALIA DAY CITIZENSHIP PROGRAMS A5		643.50	
EF125864	8/01/2025	OPTUS BILLING SERVICES PTY LTD				8,406.02
			483215548 - MOBILES DECEMBER		8,406.02	
EF125865	8/01/2025	PARALLAX PRODUCTIONS PTY LTD				858.00
			INV-0826 - KATE HULETT PUBLIC ARTWORK CLEANING		858.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125804	8/01/2025	PATRON TECHNOLOGY PTY LTD				603.21
			EV-9521859 - ANCHORS SKILLS - WRITE UP CTR FOR STORY		9.25	
			EV-9532249 - SUNDAY SERENADES DECEMBER CONCERT 15/12		309.17	
			EV-9589141 - BOOKING FEE JOONDALUP CAMERA CLUB		31.45	
			EV-9707520 - WOD BOOKING FEE		21.00	
			EV-9707540 - WHI BOOKING FEE		42.50	
			EV-9707546 - BOOKING FEE DISCOVERY SESSION JOONDALUP		71.35	
			EV-9738169 - EXTERNAL LIBRARY EVENT DISCOVERY OUTBOUN		25.65	
			EV-9741463 - MARTIAL ANCHORS BOOKING FEES 11/1/24		20.35	
			EV-9750025 - JOO BOOKING FEE		40.50	
			EV-9750027 - DUNCRAIG BOOKING FEE CHRISTMAS HOUSES		16.20	
			EV-9790115 - EXTERNAL LIBRARY EVENTDISCOVERY OUTBOUND		15.79	
EF126327	31/01/2025	PATRON TECHNOLOGY PTY LTD				265.10
			EV-9707547 - JOO BOOKING FEE DISCOVERY SESSION		42.50	
			EV-9765402 - REF BOOKING FEES WRITING YOUR FAMILY HIS		20.40	
			EV-9789735 - WHI BOOKING FEE		25.50	
			EV-9789736 - WOD BOOKING FEE		16.15	
			EV-9789737 - JOO BOOKING FEE		25.50	
			EV-9789738 - DUNCRAIG BOOKING FEE		25.50	
			EV-9789739 - WOD BOOKING FEE NATURE LIFE DRAWING		25.50	
			EV-9789740 - JOO BOOKING FEE SUMMER ARTPLAY		17.00	
			EV-9790125 - EXTERNAL LIBRARY EVENT BOOKING FEE		50.05	
			EV-9804759 - WHI BOOKING FEE FRIENDSHIP BRACELETS		17.00	
EF125837	8/01/2025	PAUL MANUEL BASILIO (THE BASILIOS)				2,100.00
			61 - SUNDAY SERENADES 15/12/24		2,100.00	
EF126328	31/01/2025	PAXUS AUSTRALIA PTY LIMITED (PAXUS)				18,700.70
			296349 - DYNAMICS FSCM CONSULTANT 1/12-10/12/24		11,220.33	
			296350 - FSCM D365 CONSULTANT 15/12-22/12/24		7,480.37	
EF125817	8/01/2025	PECKHAM FAMILY TRUST (SPORTS SURFACES)				25,333.00
			INV-1842 - CAMBERWARRA PARK TENNIS		25,333.00	
EF125801	8/01/2025	PERTH AQUATIC, SEED AND ECOLOGICAL SERVICES PTY LTD				1,485.00
			INV-X00020557 - BBA REJUVENATOR FOR LAKE TREATMENT		1,485.00	
EF125800	8/01/2025	PERTH ENERGY PTY LTD				2,683.87
			2427285 - ELECTRICITY CHARGES CRAIGIE LEIS CTR DEC 24		2,683.87	
EF126321	31/01/2025	PERTH INDUSTRIAL CENTRE PTY LTD				820.46
			17643 - PARTS ONLY		592.06	
			17681 - PARTS ONLY		162.14	
			17692 - PARTS ONLY		66.26	
EF126326	31/01/2025	PERTH PLAYGROUND & RUBBER PTY LTD				1,584.00
			INV-1387 - BENGELLO PARK REPAIRS TO SOFTFALL	VP375996	1,056.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-1388 - BELDON PARK REPAIRS TO SOFTBALL		528.00	
EF126067	15/01/2025	PERTH REGION TOURISM ORGANISATION INC (DESTINATION PERTH)				5,500.00
			INV-10823 - 50% SUNSET COAST MARKETING CAMPAIGN		5,500.00	
EF125690	8/01/2025	PETAR PETROVSKI				61.65
			BPU24/0578 - BUILDING SERVICES LEVY REFUND		61.65	
EF125722	8/01/2025	PETER MORRISON BYRNES (BYRNES CONTRACTING (WA))				15,241.82
			INV-000061 - GLEDDON PARK		15,241.82	
EF126209	31/01/2025	PETER MORRISON BYRNES (BYRNES CONTRACTING (WA))				13,533.30
			INV-000074 - MAWSON PARK		13,533.30	
EF125798	8/01/2025	PETER WOOD FENCING CONTRACTORS LTD				36,611.96
			ICJ 015170 - SUPPLY AND INSTALLATION OF 150MM FLAT TO	00422	2,583.68	
			ICJ015154 - REMOVAL OF EXISTING FENCE INCLUDING GATE TRIG PONT PARK		4,677.75	
			ICJ015154 - REMOVAL OF EXISTING FENCE INCLUDING GATE TRIG PONT PARK	00422	29,350.53	
EF126320	31/01/2025	PETER WOOD FENCING CONTRACTORS LTD				59,924.87
			ICJ 015169 - GLENGARRY PARK	00422	59,304.47	
			ICJ 015176 - BLACK PVC COATED CHAIN WIRE MESH & 100MM X 2.4MTR TREATED PINE TOP RAILS		620.40	
EF125802	8/01/2025	PETIA MIHAYLOVA (PETIA'S FLOWERS)				60.50
			J1224 - FLORAL ARRANGEMENTS		60.50	
EF126324	31/01/2025	PETIA MIHAYLOVA (PETIA'S FLOWERS)				165.00
			J0125 - CONDOLENCE FLOWERS & DEL 14/01/24		165.00	
113373	15/01/2025	PETTY CASH COMMUNITY DEVELOPMENT				542.85
			1033258_15/01/25 - PETTY CASH INCREASE		100.00	
			PETTY CASH W/E 10/01/25 - REIMBURSEMENT OF PETTY CASH		442.85	
EF126322	31/01/2025	PHASE 3 LANDSCAPE CONSTRUCTION LTD				302,267.09
			6574 - PERCY DOYLE SKATEPARK	02923	186,960.82	
			6576 - PERCY DOYLE OUTDOOR YOUTH FACILITIES	00224	115,306.27	
EF126093	17/01/2025	PHILIP BOOTH				433.97
			148466 - RATES REFUND PN 148466		433.97	
EF125881	15/01/2025	PHILLIP VINCIULLO				640.00
			1043511_07/01/25 - CASH ADVANCE		640.00	
EF126132	31/01/2025	PHILLIP VINCIULLO				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF125822	8/01/2025	PHILLIP WARREN SCOTT (SCOTT & ASSOCIATES)				3,333.00
			6034.1 - DESIGN - PERCY DOYLE		2,365.00	
			6082.1 - PRINCE REGENT PARK DESIGN		968.00	
EF125943	15/01/2025	PICK AGENCIES PTY LTD (CANDLEWOOD IGA)				148.23
			01/3310 - CHRISTMAS CATERING VARIOUS SPORTS		73.47	
			4633 10/12/24 - LARGE SANDWICH PLATTER		74.76	
EF126015	15/01/2025	PIDHADIYA FAMILY TRUST (H.B.C. NEWSPAPER DELIVERY ROUND)				1,348.95

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			10943 - CLC - HBC NEWSPAPERS: AN DELIVERY TO CLC		338.85	
			10978 - HBC NEWSPAPERS: ANNUAL DELIVERY TO CLC		325.20	
			11013 - HBC NEWSPAPERS DELIVERY TO CLC		350.80	
			11048 - HBC NEWSPAPERS:16/12-22/12/24		334.10	
EF126323	31/01/2025	PIDHADIYA FAMILY TRUST (H.B.C. NEWSPAPER DELIVERY ROUND)				477.80
			11083 - HBC NEWSPAPERS:23/12-29/12/24 CLC		301.25	
			1975 - REF AND LH NEWSPAPERS		176.55	
EF126019	15/01/2025	PLANET OF THE SHAPES PTY LTD				14,476.00
			CJ240626 - ANNUAL REPORT AND FINANCIAL		14,476.00	
EF125806	8/01/2025	PLAY CHECK PTY LTD				1,089.00
			HD 657121002 - SITE MEETING PLAYGROUND AUDIT		594.00	
			HD 657602784 - NEIL HAWKINS PARK		495.00	
EF126430	31/01/2025	PLE COMPUTERS				33.00
			SI-2875341 - PLE-667966 - MBEAT TOUGH LINK 1.8M L-SHA		33.00	
EF125803	8/01/2025	PRESTIGE ALARMS & SECURITY PTY LTD				2,636.70
			S27800 - WHITFORDS SENIORS	03320	2,521.20	
			S28001 - HEATHRIDGE COMMUNITY CENTRE	03320	115.50	
EF126016	15/01/2025	PRESTIGE ALARMS & SECURITY PTY LTD				3,913.73
			S27967 - CIVIC CENTRE ADJUST CAMERAS	03320	104.50	
			S28002 - ADMIN CENTRE DOORS	03320	104.50	
			S28033 - DUNCRAIG LIBRARY	03320	104.50	
			S28066 - CIVIC CENTRE ALARM SYSTEM	03320	168.30	
			S28069 - VARIOUS LOCATIONS	VP340526	1,638.38	
			S28100 - ADMIN ALARM SERVICE CALL	03320	104.50	
			S28119 - EMERGENCY GLASS BREAK (GBD)	03320	121.00	
			S28130 - WINTON ROAD MENS SHED	03320	196.35	
			S28180 - FLEUR FREAME PAVILION	03320	456.50	
			S28221 - CITY OF JOONDALUP - FORCEFIELD	03320	915.20	
EF126325	31/01/2025	PRESTIGE ALARMS & SECURITY PTY LTD				2,700.50
			S26843 - WARWICK COMMUNITY HALL	03320	1,699.50	
			S28086 - FORREST PARK AUTO DOOR	03320	528.00	
			S28214 - PADBURY HALL ALARM SYSTEM	03320	104.50	
			S28241 - CURRAMBINE CC SERVICE CALL	03320	264.00	
			S28247 - WORKS DEPOT SERVICE CALL	03320	104.50	
EF125836	8/01/2025	PROFOUNDER TURFMASTER PTY LTD (TURFMASTER FACILITY)				3,888.17
			INV-1959 - ZONE 1 (NORTH) ENTRY STATEMENTS / HIGH P		1,495.00	
			INV-1959 - ZONE 1 (NORTH) ENTRY STATEMENTS / HIGH P	00221A	706.56	
			INV-1959 - ZONE 1 (NORTH) ENTRY STATEMENTS / HIGH P	00221C	341.88	
			INV-1979 - ZONE 1 (NORTH) RETICULATED LOCATIONS - F	00221A	1,344.73	
EF126379	31/01/2025	PROFOUNDER TURFMASTER PTY LTD (TURFMASTER FACILITY)				12,879.52
			INV-1897 - ZONE 3 (SOUTH) R1 CATEGORY DAVALLIA ROAD	00221C	8,991.35	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-2000 - ZONE 1 (NORTH) ENTRY STATEMENTS / HIGH P		1,495.00	
			INV-2000 - ZONE 1 (NORTH) ENTRY STATEMENTS / HIGH P	00221A	706.56	
			INV-2000 - ZONE 1 (NORTH) ENTRY STATEMENTS / HIGH P	00221C	341.88	
			INV-2007 - ZONE 1 (NORTH) RETICULATED LOCATIONS - F	00221A	1,344.73	
EF125799	8/01/2025	PUBLIC TRANSPORT AUTHORITY OF WA				17,752.55
			I5126138 - SHARED RUNNING COSTS - JOONDALUP CAT BUS DEC 24			17,752.55
EF125805	8/01/2025	PURE ENVIRONMENTAL WA PTY LTD				3,168.00
			INV-001509 - HAND PICK REMOVAL OF ASBESTOS	VP401387	1,056.00	
			INV-001535 - HILLARYS DOG BEACH	VP401387	1,056.00	
			INV-001551 - HILLARYS DOG BEACH	VP401387	1,056.00	
EF126329	31/01/2025	PURE ENVIRONMENTAL WA PTY LTD				3,168.00
			INV-001617 - HILLARYS DOG BEACH	VP401387	1,056.00	
			INV-001618 - HILLARYS DOG BEACH	VP401387	1,056.00	
			INV-001653 - ASBESTOS REMOVAL & DISPOSAL	VP401387	1,056.00	
EF126370	31/01/2025	QUALITY NOMINEES PTY LTD (TAMAN TOOLS)				1,930.50
			INV-56727 - BLADE CONCRETE 400X25/20			1,930.50
EF126085	17/01/2025	QUINNS MINDARIE SURF LIFESAVING CLUB INC				339.80
			COJ REFUND 34187 - BPAY 10/12/2024 \$339.80 PAID TO COJ IN E			339.80
EF126076	15/01/2025	RAC BUSINESSWISE				148.00
			SI001-100031356 - BREAKDOWN			148.00
EF126432	31/01/2025	RAC BUSINESSWISE				286.00
			SI001-100032721 - BREAKDOWN			286.00
EF126388	31/01/2025	RANDSTAD PTY LTD				3,850.00
			RAP5780606 - RECRUITMENT CUSTOMER CARE OFFICER			3,850.00
EF126169	31/01/2025	RAYMOND BEHAN				946.68
			164158 - RATES REFUND PN 164158			946.68
EF126340	31/01/2025	REALCOM PROJECT MANAGEMENT PTY LTD				10,088.38
			2062 - PERCY DOYLE OUTDOOR YOUTH			10,088.38
EF125893	15/01/2025	REBECCA AND TREVOR WILTON				375.00
			206109 - VEHICLE CROSSOVER SUBSIDY			375.00
EF126285	31/01/2025	REBECCA KENNEDY				1,045.00
			BK20012025 - CONSULTANCY FOR EDA			1,045.00
EF126137	31/01/2025	REBECCA MOLLOY				30.00
			INW25/162 - REFUND ANIMAL ID 130548			30.00
EF126139	31/01/2025	REBECCA PIZZEY				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025			2,856.50
EF126338	31/01/2025	REDFISH TECHNOLOGIES PTY LTD				385.00
			66689 - COJ - MP3 PLAYER FOR LIVESTREAMING			385.00
EF126343	31/01/2025	REDS PRODUCTIONS PTY LTD				479.00
			114 - EVENT FOR CHILDREN AT JOONDALUP LIBRARY			479.00
EF126339	31/01/2025	REECE PTY LTD				1,098.02
			1009588287 - REACTIVE MATERIALS - IRRIGATION MAINTENANCE			1,098.02
EF126335	31/01/2025	REPEAT PLASTICS WA				1,001.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			12559 - FENCING, BOLLARDS		1,001.00	
EF125891	15/01/2025	ROBERT AND SYLVANA WHITE				375.00
			114792 - VEHICLE CROSSOVER SUBSIDY		375.00	
EF125695	8/01/2025	ROBERT METZGER				500.00
			CRN-111124062909 - CCTV REBATE SCHEME REFUND		500.00	
EF125692	8/01/2025	ROBERT MORRISON				500.00
			CRN-161224033148 - CCTV REBATE SCHEME REFUND		500.00	
EF126075	15/01/2025	ROBERT WALTERS PTY LTD				8,710.77
			2217261 - TEMP WHS OFFICER		2,903.59	
			2218823 - TEMP WHS OFFICER		2,903.59	
			2220997 - TEMP WHS OFFICER W/E 10/11/24		2,903.59	
EF126431	31/01/2025	ROBERT WALTERS PTY LTD				2,903.59
			2213367 - TEMP WHS OFFICER		2,903.59	
EF125718	8/01/2025	ROBIN BURNAGE				420.00
			MB00394_19/12/24 - JOONDALUP DESIGN REVIEW 18/12/24		420.00	
EF126433	31/01/2025	ROBIN ROGERS				221.00
			PR00112_21/01/25 - VOLUNTEER SUBSIDY REIMBURSEMENT		221.00	
EF125809	8/01/2025	ROBOWASH PTY LTD				550.00
			R109310 - PARTS ONLY		550.00	
EF126334	31/01/2025	ROBOWASH PTY LTD				550.00
			R109835 - PARTS ONLY		550.00	
EF126172	31/01/2025	RODNEY AND KATIE FELLOWS				40.50
			BPU14/0442 - REFUND BPU14/0442 PN 119941		40.50	
EF126140	31/01/2025	ROHAN O'NEILL				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126165	31/01/2025	ROLAND BROWN				30.00
			INWE25/1009 - ANIMAL REGISTRATION REFUND		30.00	
EF126336	31/01/2025	ROMEX AUSTRALIA PTY LTD				2,477.20
			202412419 - VMS & LPR AGREEMENT		1,892.00	
			202501401 - PROVISION OF RPCP INTERCOM CALL		585.20	
EF126337	31/01/2025	ROSMECH SALES & SERVICE PTY LTD				3,692.17
			133417 - PARTS ONLY		2,199.23	
			134496 - PARTS ONLY		1,492.94	
EF126166	31/01/2025	ROY & HILARY J WHITWAM				40.50
			BPU14/0375 - REFUND BPU14/0375 PN148221		40.50	
EF125867	8/01/2025	ROY DAVIS				190.00
			PR00123 20/12/24 - VOLUNTEER SUBSIDY REIMBURSEMENT		190.00	
EF126332	31/01/2025	ROYAL BUSINESS PRODUCTS				1,317.80
			8491 - PURCHASE 2 X EPSOM RECEIPT PRINTERS		1,317.80	
EF126017	15/01/2025	ROYAL PRIDE PTY LTD (PAV SALES & INSTALLATION)				3,958.12
			213136 - AEROMIC MICROPHONE AND ACCESSORIES		3,958.12	
EF126333	31/01/2025	RUBEK AUTOMATIC DOORS				561.00
			42926 - JOONDALUP ADMIN AUTO DOOR		297.00	
			42932 - CRAIGIE LEISURE ENTRY DOOR		264.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126069	15/01/2025	RUSSEL FISHWICK				161.17
			JANUARY 2025 - EXPENSE REIMBURSEMENT - JANUARY 2025		161.17	
EF126415	31/01/2025	RUSSEL FISHWICK				2,856.50
			ALLOW-MTG-JAN 2025 - MEETING FEE - JANUARY 2025		2,856.50	
EF126153	31/01/2025	RUSSELL BROWN				500.00
			CRN-171224083100 - CCTV REBATE SCHEME REFUND		500.00	
EF125998	15/01/2025	RUTLEY FAMILY TRUST (MADLANTIS CHARTER)				550.00
			2099 - BUS HIREDISCOVERY OUTBOUND TO DEC24		550.00	
EF126341	31/01/2025	RYOGA DESIGN STUDIO PTY LTD				5,434.00
			2021026 - 4 SETS OF WINGS		5,434.00	
EF126348	31/01/2025	S & H INVESTMENTS PTY LTD T/AS HOARE				266.20
			199597 - 750-ADRU DELL ACTIVE PEN PN7522W		266.20	
EF126345	31/01/2025	S A S LOCKSMITHS				1,430.00
			213637 - PADLOCK STD BRASS		1,430.00	
EF126229	31/01/2025	S AJITKUMAR & OTHERS (CORRS WESTGARTH)				43,363.10
			7134803 - LEGAL FEES		43,363.10	
EF126053	15/01/2025	S LEONARD FAMILY TRUST & THE TRUSTEE FOR R LEONARD FAMILY				2,200.00
			608,400 - POOL INSERTS AND MESH BANNER		2,200.00	
EF126307	31/01/2025	SABIAN DONOVAN WILDE (MAHBUK KIT CREATIVE)				270.00
			MBCOJ11 - DATA CAPTURING REPORTS		270.00	
EF126330	31/01/2025	SAMUDRA BAGIA SUJATNA (PERTH ACADEMY)				150.00
			536 - EVENT - TAI CHI AND TEA		150.00	
EF125775	8/01/2025	SANPOINT PTY LTD T/AS LD TOTAL				65,733.83
			137449 - HERBICIDE APPLICATION SHENTON AVE	01322	4,616.93	
			138321 - VARIOUS LOCATIONS	01322	61,116.90	
EF126286	31/01/2025	SANPOINT PTY LTD T/AS LD TOTAL				167,430.28
			141115A - HERBICIDE APPLICATION - GLYPHOSATE - GEN	01322	80,596.45	
			142298 - HERBICIDE APPLICATION - GLYPHOSATE - GEN	01322	85,887.83	
			142321 - HERBICIDE APPLICATION - GLYPHOSATE - MED	01322	946.00	
EF125821	8/01/2025	SCADDEN UNITED PTY LTD (TONY DIESEL)				5,799.20
			INV-1916 - MECHANICAL PLANT & EQUIPMENT REPAIRS		1,830.40	
			INV-1918 - PARTS & REPAIRS		2,252.80	
			INV-1919 - PARTS & REPAIRS		1,716.00	
EF126353	31/01/2025	SCADDEN UNITED PTY LTD (TONY DIESEL)				1,830.40
			INV-1920 - MECHANICAL PLANT & EQUIPMENT REPAIRS		1,830.40	
EF125757	8/01/2025	SCANDINAVIAN INVESTMENTS PTY LTD T/AS G.C. SALES (W.A.)				775.59
			13898 - 85509 BIN 80LT DARK GREEN BODY RED LID		775.59	
EF126300	31/01/2025	SCOTT CONSTABLE (MAX WAX AUTO DETAILING)				99.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			3935 - DETAILING 1GLS993		99.00	
EF125812	8/01/2025	SCOTT PRINT				5,082.00
			187163 - 11891 NATIVE PLANT GIVEAWAY 2025 DESIGN		5,082.00	
EF126024	15/01/2025	SCOTT PRINT				1,936.00
			186695 - CITY CENTRE CHRISTMAS ADVENTURE DESIGN		1,936.00	
EF126346	31/01/2025	SCOTT PRINT				13,192.30
			187530 - PRINTING OF 4 EDITIONS OF CITY NEWS		9,031.00	
			187531 - PRINTING ADDITIONAL 4 PAGES CITY NEWS		4,161.30	
EF126311	31/01/2025	SEAGRAVE PTY LTD (MOORE CONTEMPORARY)				10,967.00
			279 - PURCHASE & DELIVERY ARTWORK		10,967.00	
EF126079	15/01/2025	SECUREPAY PTY LTD				451.53
			610894 - VARIOUS LLOCATIONS		451.53	
EF126362	31/01/2025	SELF MADE GIRLS INCORPORATED				1,540.00
			6 - SPONSORSHIP		1,540.00	
EF125685	8/01/2025	SHAUNA MARIE AGIUS				106.57
			199636 - RATES REFUND		106.57	
EF126355	31/01/2025	SHAYONA HOLDINGS PTY LTD				71.63
			1665 - NEWSPAPERS WHITFORD LIBRARY		71.63	
EF126171	31/01/2025	SHEILA D THOMPSON				40.50
			BPU14/0161 - REFUND BPU14/0161 PN 153157		40.50	
EF126347	31/01/2025	SHELVING KING				5,227.20
			22839 - PARTS ONLY		5,227.20	
EF126030	15/01/2025	SHERWOOD FLOORING WA PTY LTD				14,208.04
			5187 - CRAIGIE LEISURE CENTRE		14,208.04	
EF126349	31/01/2025	SIGMA COMPANIES GROUP PTY LTD				314.60
			187983/01 - BUNDING		314.60	
EF125768	8/01/2025	SINGH & LENFERNA PTY LTD (IGA HEATHRIDGE MARKET PLACE)				644.14
			1057801 - SUPPLY OF MILK		53.92	
			180549 - FOOD FOR BBQ		590.22	
EF126028	15/01/2025	SITE SENTRY PTY LTD				979.00
			248204 - 1 X COLLECTION METRO		979.00	
EF126356	31/01/2025	SITE SENTRY PTY LTD				1,958.00
			248203 - 1 X COLLECTION METRO		979.00	
			248877 - 1 X COLLECTION METRO - HILLWOOD PARK		979.00	
EF125820	8/01/2025	SKYLINE LANDSCAPE SERVICES GROUP PTY LTD (SKYLINE LANDSCAPE				1,080.49
			90014495 - LANDSCAPE MTCE DELAMERE PARK DEC 24	VP364441	581.90	
			90014496 - LANDSCAPE MTCE ELCAR PARK DEC 24	VP363426	498.59	
EF126025	15/01/2025	SLAVIN ARCHITECTS PTY LTD				6,655.00
			INV-1379 - JOONDALUP PUBLIC LIBRARY		6,655.00	
EF125818	8/01/2025	SONIC HEALTHPLUS PTY LTD				1,896.40
			3462197 - MEDICAL ASSESSMENT		599.50	
			3472856 - MEDICAL ASSESSMENT		697.40	
			3472857 - MEDICAL ASSESSMENT		599.50	
EF126350	31/01/2025	SONIC HEALTHPLUS PTY LTD				1,703.90
			3458802 - MEDICAL ASSESSMENT		168.30	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			3460125 - MEDICAL ASSESSMENT		168.30	
			3475090 - MEDICAL ASSESSMENT		599.50	
			3489482 - MEDICAL ASSESSMENT		168.30	
			3494540 - HEALTH ASSESSMENT		599.50	
EF125906	15/01/2025	SOPHIE SHERLOCK				375.00
			RIM93035 130975 - CROSSOVER SUBSIDY		375.00	
EF125672	8/01/2025	SORRENTO BOWLING CLUB				36,130.92
			1014078_29/11/24 - YEAR 2 CONTRIBUTION 2024-25- FUNDING AGREEMENT		36,130.92	
EF125819	8/01/2025	SPORT AND RECREATION SURFACES PTY LTD				4,125.00
			INV-01598 - TIMBERLANE TENNIS COURTS		3,300.00	
			INV-01604 - REACTIVE CONTRACTORS - SPORTS INFRASTRUC		825.00	
EF125813	8/01/2025	SPOTLIGHT STORES PTY LTD				19.20
			7303080521 - KRAFT BAGS - PRIZES		19.20	
EF125707	8/01/2025	SPRUCE ENTERPRISES PTY LTD TRADING AS AUSTRALIA WIDE FENCING				7,667.55
			7000 - MIRROR SKATE PARK OCEAN REEF		3,311.55	
			7001 - BEACHSIDE PARK		4,356.00	
EF125869	8/01/2025	ST JOHN AMBULANCE AUSTRALIA (WA)				1,276.00
			INV000281627 - NURSING SERVICES	VP390370	1,276.00	
EF126077	15/01/2025	ST JOHN AMBULANCE AUSTRALIA (WA)				5,005.00
			FAINV01250476 - FIRST AID COURSE		170.00	
			STKINV00055686 - COJ ADMINISTRATION BUILDING		475.00	
			STKINV00056340 - ST JOHN DEFIBRILLATOR CABINET EXTERNAL		940.00	
			STKINV00056438 - COJ ADMINISTRATION BUILDING		3,420.00	
EF126117	31/01/2025	ST MARKS ANGLICAN COMMUNITY SCHOOL				1,000.00
			1010683_02/01/25 - YOUTH AWARDS 2024/25 WINNER - NOAMI CLARK		1,000.00	
EF126352	31/01/2025	STANTONS INTERNATIONAL AUDIT AND CONSULTING PTY LTD				808.50
			60028 - CONSULTANT TO PROVIDE ADVICE		808.50	
EF125828	8/01/2025	START DIGITAL PTY LTD				12,733.60
			INV-2280 - DESIGN AND DEVELOPMENT OF JF WEBSITE		12,733.60	
EF126361	31/01/2025	START DIGITAL PTY LTD				11,415.80
			INV-2350 - DESIGN AND DEVELOPMENT OF JF WEBSITE		6,608.80	
			INV-2351 - DESIGN AND DEVELOPMENT OF JF WEBSITE		4,807.00	
EF125811	8/01/2025	STATEWIDE CLEANING SUPPLIES P/L				7,168.23
			SI518589 - CLEANING SUPPLIES - INVOICE SI518587	00720A	7,168.23	
EF126023	15/01/2025	STATEWIDE CLEANING SUPPLIES P/L				9,570.59
			SI517342 - SABC-3710 - TONIZONE FURNITURE POLISH 40	00720A	45.01	
			SI518299 - STATIONERY ETC	00720A	3,660.90	
			SI519295 - CLEANING SUPPLIES FOR CRAIGIE LEISURE CE	00720A	3,465.39	
			SI519426 - 21060 - POLLY COTTON MOP 450GM	00720A	62.24	
			SI520164 - WOC CLEANING SUPPLIES	00720A	1,983.29	
			SI520517 - 688181 RAID FLYING INSECT KILLER 400GM		353.76	
EF126344	31/01/2025	STATEWIDE CLEANING SUPPLIES P/L				2,130.82

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			SI518875 - CLEANING SUPPLIES FOR CRAIGIE LEISURE CE		196.63	
			SI518875 - CLEANING SUPPLIES FOR CRAIGIE LEISURE CE	00720A	1,854.49	
			SI520991 - RAID CIK SURFACE SPRAY 450GM	00720A	79.70	
EF126401	31/01/2025	STEFNA FAMILY TRUST T/AS WEST WASTE CONTROL PTY LTD	TIP			63,050.24
			82794 - LOOSE BULK GREEN WASTE - COLLECTION AND	00924	63,050.24	
EF125696	8/01/2025	STEPHANIE BORRELLO				27.00
			40576 - SEACREST HALL REFUND		27.00	
EF125887	15/01/2025	STEPHEN & MECHELE TUFNELL				40.50
			BPU13/2008 - REFUND BUILDING SERVICES LEVY		40.50	
EF126145	31/01/2025	STEPHEN D BLOODWORTH				40.50
			BPU14/0080 - BUILDING SERVICES LEVY REFUND		40.50	
EF125826	8/01/2025	STEPHEN SMITH (STEPHEN SMITH PHOTOGRAPHY)				715.00
			233746 - PHOTOGRAPHY		495.00	
			233747 - PHOTOGRAPHY 25/11/24		220.00	
EF125688	8/01/2025	STEVEN A JONES				61.65
			BPU24/0607 - REFUND BUILDING SERVICES LEVY		61.65	
EF126185	31/01/2025	STEWART LEONARD ALLEN (STEWART PHOTOGRAPHY)	RT ALLEN			742.50
			1295 - PHOTOGRAPHY CITIZENSHIP 26 JAN 2025		742.50	
EF125971	15/01/2025	STRATA CORPORATION PTY LTD (STRATAGREEN)				747.52
			171544 - REACTIVE MATERIALS - BUSH REGENERATION		747.52	
EF126258	31/01/2025	STRATA CORPORATION PTY LTD (STRATAGREEN)				711.18
			171797 - SCHEDULE MATERIALS - BUSH REGENERATION		711.18	
113372	9/01/2025	SUNDRY CREDITOR - RATES REFUND				619.55
			294217 - PATRICK VEANEY		619.55	
113380	15/01/2025	SUNDRY CREDITOR - RATES REFUND				152.90
			294480 - ANNA N HUXTABLE		152.90	
113381	15/01/2025	SUNDRY CREDITOR - RATES REFUND				553.53
			294536 - MRS CAROL GUILFOYLE-BLACK		553.53	
113382	22/01/2025	SUNDRY CREDITOR - RATES REFUND				401.77
			294741 - CAROLYNE ANNE HARRIS		401.77	
113383	22/01/2025	SUNDRY CREDITOR - RATES REFUND				105.94
			294741 - SUZAN MORAIS		105.94	
113384	22/01/2025	SUNDRY CREDITOR - RATES REFUND				422.55
			294741 - ARTHUR & JENNIFER WORTH		422.55	
113385	22/01/2025	SUNDRY CREDITOR - RATES REFUND				120.67
			294741 - DONNA & STEPHEN LORD		120.67	
113388	29/01/2025	SUNDRY CREDITOR - RATES REFUND				973.28
			294986 - COMMISSIONER OF STATE REVENUE		973.28	
EF126142	31/01/2025	SUNSET OUTDOOR				40.50
			BPU13/2048 - REFUND APP FEE BPU13/2048		40.50	
EF125824	8/01/2025	SUPERIOR NOMINEES PTY LTD (MIRACLE RECREATION EQUIPMENT)				40,694.50
			57752 - NEIL HAWKINS PARK		9,295.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			57759 - SUPPLY & INSTALL SEATS	VP383654	31,399.50	
EF126357	31/01/2025	SUPERIOR NOMINEES PTY LTD (MIRACLE RECREATION EQUIPMENT)				3,091.00
			56797 - SAFETY PANEL FOR NEIL HAWKINS PARK		577.50	
			57936 - TOM SIMPSON PLAY EQUIP REPLACEMENT SWING		2,513.50	
EF125815	8/01/2025	SURUN SERVICES PTY LTD				9,127.63
			INV-14777-B8K1P8 - LAKESIDE DVE JOONDALUP	VP368930	512.95	
			INV-14791-H5B3Y1 - ACHILLES LOOP ILUKA	VP368930	499.40	
			INV-14796-Y1V7N8 - NOTTING HILL ST JOONDALUP	VP368930	1,149.50	
			INV-14797-V2Z0J9 - JOONDALUP DRIVE JOONDALUP	VP368930	734.01	
			INV-14798-G4N1P6 - PEDESTRIAN ACCESSWAY - CENTRAL	VP368930	2,511.71	
			INV-14799-B9M5S8 - LAKESIDE DVE JOONDALUP	VP368930	445.50	
			INV-14800-G4M0P5 - SHENTON AVE JOONDALUP	VP368930	222.98	
			INV-14806-K0Y9D7 - TOTTENHAM RD JOONDALUP	VP368930	778.98	
			INV-14808-Z0M6R6 - BOAS AVE JOONDALUP	VP368930	413.14	
			INV-14811-L1P7Q3 - BLACKFRIARS RD JOONDALUP	VP368930	501.14	
			INV-14812-N2G6Y1 - FANTAIL PASS JOONDALUP	VP368930	215.60	
			INV-14814-D7F1X4 - SHENTON AVE JOONDALUP	VP368930	1,142.72	
EF125861	8/01/2025	SYDEL NOMINEES PTY LTD T/AS IMAGESOURCE DIGITAL SOLUTIONS				511.50
			476571 - COASTAL EXPLORER BUS POLE WRAP SIGN X 2		511.50	
EF126071	15/01/2025	SYDEL NOMINEES PTY LTD T/AS IMAGESOURCE DIGITAL SOLUTIONS				7,081.78
			475555 - DL MAILERS FOR DOG CONSULTATION		2,414.48	
			475557 - PRINTING OF A2 POSTERS FOR IAP		320.10	
			476255 - COJ ADMINISTRATION: 1ST FLOOR POD DECALS		968.00	
			476528 - METAL SIGNAGE		2,921.60	
			476530 - 1X INSTAGRAM FRAME FOREX SPEED AWARENESS		237.60	
			476608 - RELOCATION OF VISI SIGN		220.00	
EF126420	31/01/2025	SYDEL NOMINEES PTY LTD T/AS IMAGESOURCE DIGITAL SOLUTIONS				5,581.40
			475999 - LIBRARY POSTER& PRINTS		324.50	
			476345 - IDIAMOND PULL UPS COJ ARTWORK		4,635.40	
			476652 - POOL SIGNAGE NUMBERS		214.50	
			476716 - 40 X A2 POSTERS TO PROMOTE NOMINATIONS		203.50	
			476721 - 36X NATIVE PLANT GIVEAWAY POSTERS		203.50	
EF125866	8/01/2025	T A & J L REYNOLDS				700.07
			56 - ELECTED MEMBER FRIDAY COURIER RUN		700.07	
EF126039	15/01/2025	T C PRECAST PTY LTD				5,317.95
			SI-00008938 - WORKS DEPOT DRAINAGE LID DAMAGE		5,317.95	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126381	31/01/2025	T C PRECAST PTY LTD				1,041.70
			SI-00008657 - BASE GULLY 1300 0150 600HOLE DC	02722	1,041.70	
EF125834	8/01/2025	T J DEPIAZZI & SONS				20,083.80
			INV-4807 - SUPPLY AND DELIVERY OF CERTIFIED PATHOGEN	VP308927	10,041.90	
			INV-5197 - SUPPLY AND DELIVERY OF CERTIFIED PATHOGE	VP308927	10,041.90	
EF125852	8/01/2025	T.J KIRKHOPE & W.H KIRKHOPE (W PLUMBING & GAS)	T K			104.50
			INV-0264 - BELDON - HADDINGTON PARK	VP415627	104.50	
EF126407	31/01/2025	T.J KIRKHOPE & W.H KIRKHOPE (W PLUMBING & GAS)	T K			997.70
			INV-0263 - NATURALISTE BLV	VP415627	104.50	
			INV-0265 - CURRAMBINE CC SOLAR PANELS	VP415627	693.00	
			INV-0265 - CURRAMBINE CC SOLAR PANELS	VP415642	200.20	
EF126263	31/01/2025	TARRYN DENISE GILL				5,000.00
			2425_13 - VISUAL ARTS COMMISSION FEE		5,000.00	
EF125871	8/01/2025	TEAM GLOBAL EXPRESS PTY LTD				15.27
			6126771 - COURIER TO JOOND RESORT 18/12/24		15.27	
EF126369	31/01/2025	TECHNOLOGY ONE				26,231.23
			221627 - SUBSCRIPTION FEE 01/07/23-30/06/24		26,231.23	
EF125838	8/01/2025	TELSTRA LIMITED				9,151.43
			265 0167 000 09/12/24 - FIXED LINES		9,151.43	
EF126040	15/01/2025	TELSTRA LIMITED				11,993.01
			080 8484 700 24/12/24 - INFORMATION MANAGEMENT		2,396.31	
			3812615684 25/12/24 - MOBILES		5,850.47	
			3812615700 25/12/24 - M2M SERVICES		3,696.56	
			K 094 617 741-9 - RANGERS 377 8004 400		49.67	
EF126382	31/01/2025	TELSTRA LIMITED				299.97
			253 3075 000 09/12/24 - WHITFORDS SENIOR CITIZENS CENTRE		299.97	
EF126255	31/01/2025	THE FACTORY AUST. PTY LTD				7,594.95
			INV006585 - 20 X PORTABLE BILLBOARDS		7,594.95	
EF126259	31/01/2025	THE GENEALOGICAL SOCIETY OF VICTORIA INC				100.00
			24905 02/09/24 - COJ ANCESTOR MAG 1YR 24905		100.00	
EF126136	31/01/2025	THE MONTESSORI SCHOOL				1,000.00
			1046000_02/01/25 - YOUTH AWARDS 2024/25 WINNER - ZOE CHEW		1,000.00	
EF125868	8/01/2025	THE ROYAL SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS				14,136.10
			IN001239 - POUND FEES - NOV - CATS	03322	4,207.50	
			IN001240 - POUND FEES DOGS NOV 24	03322	9,928.60	
EF126376	31/01/2025	THE TEMPANY FAMILY TRUST				264.00
			2377 - 2-WAY RADIOS - 26 JAN 2025		264.00	
EF125736	8/01/2025	THE TRUSTEE FOR BELMONT UNIT TRUST T/AS DAIMLER TRUCKS PERTH				1,016.12
			XA980067937:01 - PARTS ONLY		180.14	
			XA980068653:01 - PARTS ONLY		324.49	
			XA980068653:02 - PARTS		511.49	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125952	15/01/2025	THE TRUSTEE FOR BELMONT UNIT T/AS DAIMLER TRUCKS PERTH	TRUST			142.99
			XA980068880:01 - PARTS ONLY		142.99	
EF125765	8/01/2025	THE TRUSTEE FOR CHAMBERS FAMILY TRUST (HOSERIGHT)	FAMILY TRUST			922.50
			156761 - PARTS		134.44	
			157273 - PARTS ONLY		449.33	
			157295 - WIRE HOSE ASSEMBLY		338.73	
EF125978	15/01/2025	THE TRUSTEE FOR CHAMBERS FAMILY TRUST (HOSERIGHT)	FAMILY TRUST			726.37
			157390 - PARTS ONLY		726.37	
EF125744	8/01/2025	THE TRUSTEE FOR EXCEL KERBING (EXCEL KERBING)	TRUST			11,628.65
			150587 - CROMER GROVE	VP401423	2,837.12	
			150599 - BLOCK PLACE	VP401423	412.50	
			150601 - CROSSOVER KERB - 600MM WIDE	VP401423	8,379.03	
EF125751	8/01/2025	THE TRUSTEE FOR FUSION CONSULTANTS TRUST T/AS FUSION	CONSULTING			7,700.00
			1265-2025 - DEVELOPMENT OF PERFORMANCE MEASURES		7,700.00	
EF125733	8/01/2025	THE TRUSTEE FOR G C DICKIE FAMILY TRUST (DICKIES TREE)	FAMILY TRUST			21,822.90
			INV-14451 - WARWICK ROAD DUNCRAIG	00624	495.00	
			INV-15551 - KALLAROO NEXT TO LANE COURT	00624	154.00	
			INV-15553 - BLEINHEIM PLACE OCEAN REEF	00624	1,848.00	
			INV-15554 - GIBSON AVE PADBURY	00624	1,012.00	
			INV-15555 - TREE REMOVAL INC STUMP GRINDING CODE 3 -	00624	836.00	
			INV-15556 - WEDGEWOOD & JOONDALUP DR INTERSECTION	00624	1,947.00	
			INV-15559 - REGENTS PARK RD JOONDALUP	00624	858.00	
			INV-15560 - PARIN PARK GREENWOOD	00624	1,848.00	
			INV-15562 - VARIOUS LOCATIONS	00624	1,094.50	
			INV-15627 - STUMP GRINDING	00624	660.00	
			INV-15628 - STUMP GRINDING	00624	1,045.00	
			INV-15629 - STUMP GRINDING	00624	1,078.00	
			INV-15630 - STUMP GRINDING	00624	972.40	
			INV-15671 - ELLERSDALE PARK, WARWICK	00624	858.00	
			INV-15672 - FLORIAN PLACE, DUNCRAIG	00624	462.00	
			INV-15673 - MARMION AVE VERGE, PADBURY	00624	836.00	
			INV-15674 - TREE REMOVAL INC STUMP GRINDING CAPRICE PLC HEATHRIDGE	00624	4,983.00	
			INV-15675 - CLARE PARK, SORRENTO	00624	374.00	
			INV-15676 - FANTOME ROAD, CRAIGIE	00624	462.00	
EF126230	31/01/2025	THE TRUSTEE FOR G C DICKIE FAMILY TRUST (DICKIES TREE)	FAMILY TRUST			46,510.20
			INV-14719 - VARIOUS LOCATIONS	00624	709.50	
			INV-14720 - VARIOUS LOCATIONS	00624	1,532.30	
			INV-14804 - VARIOUS LOCATIONS	00624	962.50	
			INV-14853 - TREE REMOVAL INC STUMP GRINDING CODE 4 -	00624	1,848.00	
			INV-14900 - JAMES COOK PARK	00624	1,364.00	
			INV-14901 - KORELLA PARK	00624	4,158.00	
			INV-14902 - VARIOUS LOCATIONS	00624	862.40	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-14929 - MACDONALD PARK PADBURY	00624	1,848.00	
			INV-14930 - COCKMAN ROAD GREENWOOD	00624	6,028.00	
			INV-14931 - VARIOUS LOCATIONS	00624	1,182.50	
			INV-15066 - TREE REMOVAL INC STUMP GRINDING CODE 4 -	00624	462.00	
			INV-15292 - VARIOUS LOCATIONS	00624	1,309.00	
			INV-15310 - TREE REMOVAL INC STUMP GRINDING CODE 4 -	00624	1,738.00	
			INV-15396 - NATURALISTE BOULEVARD PRUNING	00624	242.00	
			INV-15397 - DAMPIER AVE MULLALOO	00624	352.00	
			INV-15686 - CONIDAE PARK MAINTENANCE	00624	429.00	
			INV-15687 - HILLARYS PARK HILLARYS	00624	242.00	
			INV-15688 - TREE REMOVAL INC STUMP GRINDING CODE 4 -	00624	924.00	
			INV-15689 - TREE REMOVAL INC STUMP GRINDING CODE 4 -	00624	1,386.00	
			INV-15690 - GARNKIRK RD GREENWOOD	00624	462.00	
			INV-15773 - MAWSON PARK HILLARYS	00624	770.00	
			INV-15774 - JUNIPER PARK DUNCRAIG	00624	2,464.00	
			INV-15785 - TREE REMOVAL INC STUMP GRINDING CARIDEAN ST HEATHRIDGE	00624	462.00	
			INV-15786 - TREE REMOVAL INC STUMP GRINDING QUARRY RAMBLE EDGEWATER	00624	462.00	
			INV-15787 - TREE REMOVAL INC STUMP GRINDING THE GLEN KINGSLEY	00624	462.00	
			INV-15788 - TREE REMOVAL INC STUMP GRINDING WIMBLEDON DRV KINGSLEY	00624	462.00	
			INV-15789 - TREE REMOVAL INC STUMP GRINDING VENUS WAY HILLARYS	00624	616.00	
			INV-15790 - TREE REMOVAL INC STUMP GRINDING HELPMAN WAY PADBURY	00624	462.00	
			INV-15791 - TREE REMOVAL INC STUMP GRINDING LINDSAY WAY PADBURY	00624	539.00	
			INV-15827 - WARWICK RD DUNCRAIG	00624	2,464.00	
			INV-15839 - BATAVIA PL. KALLAROO	00624	242.00	
			INV-15851 - EDDINGTON ROAD, WARWICK	00624	924.00	
			INV-15852 - TOOVEY COURT PADBURY	00624	902.00	
			INV-15870 - CALECTASIA PARK GREENWOOD	00624	2,310.00	
			INV-15871 - KILLYTH COVE KINROSS	00624	176.00	
			INV-15872 - MACDONALD PARK PADBURY	00624	1,848.00	
			INV-15874 - KARUAH WAY GREENWOOD	00624	352.00	
			INV-15875 - HARCOURT DR HILLARYS	00624	242.00	
			INV-15877 - BAGLEY RD WARWICK	00624	462.00	
			INV-15878 - GIBSON PARK PADBURY	00624	1,848.00	
EF125709	8/01/2025	THE TRUSTEE FOR HUMPHREY GROUP TRUST (ACTIVE DISCOVERY)				49,372.40
			182757 - PLAY EQUIPMENT CLIFF PARK		49,372.40	
EF125916	15/01/2025	THE TRUSTEE FOR HUMPHREY GROUP TRUST (ACTIVE DISCOVERY)				80,292.30
			182755 - GLEDDON PARK		30,811.00	
			182759 - TRAPPERS PARK		49,481.30	
EF125965	15/01/2025	THE TRUSTEE FOR PATEL & GANDHI TRUST (EDGEWATER LIQUOR)				2,135.00
			27980-3 - VARIOUS DRINKS		2,135.00	
EF126375	31/01/2025	THE TRUSTEE FOR TALIS UNIT TRUST				561.00
			33024 - HILLARYS DOG BEACH		561.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126055	15/01/2025	THE TRUSTEE FOR THE JPD TRUST WEST COAST TURF	T/AS			55,203.50
			95881044 - TURF (JUMBO ROLL) - CYNODON DACTYLON (WI)	04122	42,977.00	
			95881045 - PRINCE REGENT PARK	04122	12,226.50	
EF126188	31/01/2025	THE TRUSTEE FOR THE NORTHBRIDGE ENTERPRISES UNIT TRUST (BBC)				1,639.00
			2437201 - GIANT BUBBLES + FACE PAINTING 26 JAN 25		1,639.00	
EF125920	15/01/2025	THE TRUSTEE FOR THE PANACON TRUST T/AS ARCHITECTURAL	UNIT			847.00
			52918 - RM - DOOR EXT MATERIAL PURCHASE		847.00	
EF125792	8/01/2025	THE TRUSTEE FOR THE R & J PIGDON TRUST	ON FAMILY			739.73
			10000015631 - MAGAZINES & REFERENCE		326.93	
			10000015641 - MAGAZINES		412.80	
EF126007	15/01/2025	THE TRUSTEE FOR THE R & J PIGDON TRUST	ON FAMILY			707.82
			15647 - MAGAZINES		707.82	
EF126316	31/01/2025	THE TRUSTEE FOR THE R & J PIGDON TRUST	ON FAMILY			966.79
			10000015650 - MAGAZINES & REFERENCE		362.82	
			15653 - MAGAZINES		603.97	
EF125874	8/01/2025	THE TRUSTEE FOR THE RIGANELLO TRUST (WOODVALE)	FAMILY			2,752.42
			1137 - PENISTONE PARK - GREENWOOD	VP424159	1,916.42	
			1139 - FLINDERS PARK - HILLARYS	VP424159	836.00	
EF126082	15/01/2025	THE TRUSTEE FOR THE RIGANELLO TRUST (WOODVALE)	FAMILY			1,888.26
			1132 - EDGEWATER DRIVE - EDGEWATER	VP424159	1,586.75	
			1138 - WARRIGAL PARK - GREENWOOD	VP424159	301.51	
EF126439	31/01/2025	THE TRUSTEE FOR THE RIGANELLO TRUST (WOODVALE)	FAMILY			1,430.22
			1141 - BELROSE PARK - HILLARYS	VP424159	1,002.54	
			1142 - BARBED WIRE	VP424159	59.40	
			1143 - MCDOWELL CRESCENT - KINGSLEY	VP424159	368.28	
EF125860	8/01/2025	THE TRUSTEE FOR TRANS AUSTRALIA T/AS INSTANT	TRUST			620.00
			SIAU0318611 - PARTS & REPAIRS 1GUP916		620.00	
EF125743	8/01/2025	THE TRUSTEE FOR VANDERTOFT TRUST (ENVIRONMENTAL LAND)	TRUST			36,322.00
			INV-0167 - WINDERMERE PARK	01723	792.00	
			INV-0177 - POSI TRACK SKID STEER LOADER MINIMUM 4 H	01723	22,715.00	
			INV-0182 - MULLALOO BEACH NORTH	01723	770.00	
			INV-0186 - WARWICK BUSHLAND FAW LIMESTONE UPGRADES	01723	5,852.00	
			INV-0187 - SURF CLUB, PATH WAYS NORTH TO HILLARYS	01723	4,609.00	
			INV-0188 - MANDALAY PARK	01723	1,584.00	
EF125966	15/01/2025	THE TRUSTEE FOR VANDERTOFT TRUST (ENVIRONMENTAL LAND)	TRUST			2,376.00
			INV-0183 - 8 WHEEL TIP TRUCK (MIN 4 HOURS)	01723	2,376.00	
EF126247	31/01/2025	THE TRUSTEE FOR VANDERTOFT TRUST (ENVIRONMENTAL LAND)	TRUST			11,907.50
			INV-0185 - MOB/DEMOB 8 WHEEL TIP TRUCK (EACH WAY)	01723	1,188.00	
			INV-0189 - MULLALOO BEACH	01723	2,304.50	
			INV-0190 - MULLALOO BOARDWALK	01723	2,304.50	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-0192 - HILLARYS ROCK WALL	01723	2,304.50	
			INV-0193 - ERN HALLIDAY	01723	1,501.50	
			INV-0196 - MULLALOO BEACH SAND CLEARING	01723	2,304.50	
EF125844	8/01/2025	THE TRUSTEE FOR VISION WA UNIT	TRUST			263.50
			1202 - DUNCRAIG LIBRARY NEWSPAPERS 14/10-22/12/24		263.50	
EF126108	17/01/2025	THE TRUSTEE FOR WRS TRUST T_AS MASTEC AUSTRALIA PTY LTD				40,143.46
			INV19831 - WASTE BINS	VP360701	37,612.43	
			INV20502 - COJ WOC	VP360701	2,531.03	
EF126299	31/01/2025	THE TRUSTEE FOR WRS TRUST T_AS MASTEC AUSTRALIA PTY LTD				865.26
			INV20326 - 120 LITRE BIN COMPLETE - JANDAKOT DEPOT	VP360701	865.26	
EF125849	8/01/2025	THE WESTERN AUSTRALIAN OPERA	CO INC			5,500.00
			16002 - SONG - JOONDALUP FESTIVAL COMMISSION		5,500.00	
EF126038	15/01/2025	THREE CHILLIES DESIGN PTY LTD				91,665.94
			INV-02205 - GIBSON PARK PUMP TRACK DESIGN	02024	7,480.00	
			INV-02215 - GIBSON PARK - SUPPLY AND CONSTRUCT BIKE	02024	84,185.94	
EF126380	31/01/2025	THREE CHILLIES DESIGN PTY LTD				90,387.03
			2224 RET - RETENTION FOR 02224			-7,289.11
			INV-02185 - GIBSON PARK PUMP TRACK DESIGN	02024	5,011.60	
			INV-02224 - GIBSON PARK - SUPPLY AND CONSTRUCT BIKE	02024	72,162.23	
			INV-02224 RET - GIBSON PARK - RETENTION	02024	7,289.11	
			INV-02226 - LYSANDER PARK PUMP TRACK DESIGN	02024	13,213.20	
EF126156	31/01/2025	TIBOR SERESS				178.10
			BPC24/1855 - BUILDING SERVICES LEVY REFUND		178.10	
EF126310	31/01/2025	TIMOTHY BRYCE MEAKINS				1,449.50
			12 - ARTIST FEE FOR CENTRAL WALK PUBLIC ART		1,449.50	
EF125778	8/01/2025	TJ AND RJ SELICK PTY LTD (LAWN	DOCTOR)			6,652.08
			INV-0061 - BAILEYS 3.1.1 AND GROSORB GRANULATED - B	01423	6,652.08	
EF126106	17/01/2025	TJ AND RJ SELICK PTY LTD (LAWN	DOCTOR)			45,173.92
			INV-0041 - BI-AGRA - LIVING TURF MALAGA - 400L OF W	01423	22,715.63	
			INV-0042 - BI-AGRA - LIVING TURF MALAGA - 400L OF W	01423	22,458.29	
EF126292	31/01/2025	TJ AND RJ SELICK PTY LTD (LAWN	DOCTOR)			107,901.04
			INV-0077 - BAILEYS 3.1.1 AND GROSORB GRANULATED - B	01423	16,243.01	
			INV-0078 - BAILEYS 3.1.1 AND GROSORB GRANULATED - B	01423	15,663.78	
			INV-0079 - BAILEYS 3.1.1 AND GROSORB GRANULATED - B	01423	10,047.19	
			INV-0080 - BAILEYS 3.1.1 AND GROSORB GRANULATED - B	01423	27,009.60	
			INV-0082 - GT GREEN - BAILEYS FERTILISERS KWINANA -	01423	23,403.93	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			INV-0083 - BRILLIANCE (MINI) AND GROSORB GRANULATED	01423	6,471.62	
			INV-0085 - GRANULATED NPK - BAILEYS FERTILISERS KWI	01423	9,061.91	
EF126033	15/01/2025	TOOLMART				161.40
			JO-134743 - PARTS ONLY		161.40	
EF126365	31/01/2025	TOOLMART				359.50
			JO-134796 - PARTS ONLY		359.50	
EF125829	8/01/2025	TOTAL EDEN PTY LIMITED				26,693.99
			413331102 - DAMPIER & ADMIRAL GROVE	VP363434	1,567.50	
			413331105 - NEW BURNS BEACH ESTATE	00920	10,931.74	
			413389172 - NEW BURNS BEACH ESTATE	00920	10,931.74	
			413421420 - BURNS BEACH SARS	00920	736.44	
			413426943 - BURNS BEACH SARS	00920	979.69	
			413428575 - BURNS BEACH SARS	00920	1,546.88	
EF126032	15/01/2025	TOTAL EDEN PTY LIMITED				1,546.88
			413372643 - IRRIGATION TECHNICIAN	00920	1,546.88	
EF126363	31/01/2025	TOTAL EDEN PTY LIMITED				14,803.18
			413389170 - DAMPIER AVE & ADMIRAL GROVE	VP363434	1,567.50	
			413421419 - DAMPIER AVE & ADMIRAL GR	VP363434	1,567.50	
			413421421 - NEW BURNS BEACH EST	00920	10,931.74	
			413459636 - BURNS BEACH SARS	00920	736.44	
EF126373	31/01/2025	TOTAL LANDSCAPE REDEVELOPMENT SERVICE PTY LTD				4,392.14
			INV-1393 - TREE MAINTENANCE SPRAYING	04322	4,392.14	
EF125831	8/01/2025	TOTALLY WORKWEAR				912.25
			7200756452 - EVE PERFECT PANTS BLACK SIZE 14		113.20	
			7200756506 - 5.11 TACTIAL STRYKE PANT / BLACK LADIES	VP437240	561.00	
			7200756529 - 9.5 X 3.5CM COJ LOGO AND TEXT - WHITE	VP437240	6.60	
			7200756536 - JOGGER LADIES BLUND CT LACES, BLACK, SIZ	VP437240	231.45	
EF126034	15/01/2025	TOTALLY WORKWEAR				746.50
			7200752735 - SAFETY BOOTS		161.90	
			7200754441 - JOGGER HY COMP-TEC SPORT CT, BLACK, SIZE	VP437240	108.90	
			7200755358 - UNIFORMS		397.20	
			7200758905 - FXWS3WBK12 LADIES SHORTS BLACK 12		78.50	
EF126367	31/01/2025	TOTALLY WORKWEAR				1,067.15
			7200756526 - BOOT KG CMAX 6 CT EH LACES BUMP ZIP, BLA	VP437240	180.40	
			7200758914 - POLO UNISEX DRI GEAR HYPE L/SLEEVE, NAVY	VP437240	195.20	
			7200759015 - COJ LIBRARY UNIFORM		134.30	
			7200759693 - AP MENS PATERSON POLO, NAVY/WHITE, SIZE	VP437240	108.60	
			7200760031 - S12101BK100 HOBART		154.00	
			7200760081 - S12101BK085 HOBART BOOTS		154.00	
			7200760892 - CODE LC8008 CARDI WITH BUTTONS SMALL		86.95	
			7200760980 - RUGGER SHORTS SKUSE206H SIZE 112 NAVY		53.70	
EF125997	15/01/2025	TOWN INN PTY LTD T/AS MISS MAUD				284.70

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			7000602 - CATERING EMT		284.70	
EF125832	8/01/2025	T-QUIP				1,059.09
			134925#32 - BELT DECK TORO 360 RHS		817.00	
			135306#32 - PARTS ONLY		242.09	
EF126035	15/01/2025	T-QUIP				1,661.68
			135438 #32 - TINE 18/300		362.28	
			135488#32 - PARTS ONLY		1,299.40	
EF126371	31/01/2025	T-QUIP				3,049.54
			135696#32 - PARTS ONLY		1,802.54	
			135747#14 - PARTS ONLY		21.00	
			136131 #14 - PARTS ONLY		1,226.00	
EF126364	31/01/2025	TRAILER PARTS PTY LTD				291.56
			1485618 - PARTS ONLY		125.40	
			1485619 - PARTS ONLY		166.16	
EF125830	8/01/2025	TREE AMIGOS TREE SURGEONS TRUST T/AS TREE AMIGOS TREE				1,459.66
			INV-16939 - OLEANDER WAY KALLAROO	00524	103.17	
			INV-16940 - DAWN PLACE BELDON	00524	206.34	
			INV-17053 - TIFERA CIRCLE KALLAROO	00524	324.79	
			INV-17057 - WANDOO ROAD, DUNCRAIG	00524	103.17	
			INV-17058 - GAMBIA WAY BELDON	00524	309.51	
			INV-17059 - MANGOWINE CLOSE HEATHRIDGE	00524	103.17	
			INV-17063 - WARWICK ROAD, GREENWOOD	00524	103.17	
			INV-17064 - DAMSON WAY, GREENWOOD	00524	206.34	
EF126366	31/01/2025	TREE AMIGOS TREE SURGEONS TRUST T/AS TREE AMIGOS TREE				7,006.45
			INV-16867 - PRUNING AROUND LOW VOLTAGE CONDUCTORS EDDYSTONE AVE CRAIGIE	00524	103.17	
			INV-16879 - ARBORICULTURAL SERVICES	00524	333.07	
			INV-17052 - WARWICK POWERLINE PRUNING	00524	908.37	
			INV-17081 - BEL-AIR PLACE CONNOLLY	00624	485.59	
			INV-17082 - DAMPIER AVENUE KALLAROO	00624	761.37	
			INV-17083 - MCKINLAY AVENUE PADBURY	00524	103.17	
			INV-17084 - MULGA PLACE DUNCRAIG	00524	103.17	
			INV-17085 - COOLIBAH DRIVE GREENWOOD	00624	610.69	
			INV-17086 - STROMBUS WAY HEATHRIDGE	00624	49.69	
			INV-17093 - MARMION SUBURB	00524	3,548.16	
EF125939	15/01/2025	TREND NOMINEES PTY LTD (CITY TOURS)				5,809.00
			1559 - COASTAL EXPLORER BUS		5,000.00	
			1560 - COASTAL EXPLORER BUS		809.00	
EF125833	8/01/2025	TRITON ELECTRICAL CONTRACTORS PTY LTD				5,225.00
			25964TE - QUALIFIED ELECTRICIAN (NORMAL WORKING HO	01321	4,398.90	
			25979TE - QUALIFIED ELECTRICIAN (NORMAL WORKING HO	01321	826.10	
EF126372	31/01/2025	TRITON ELECTRICAL CONTRACTORS PTY LTD				20,933.00
			25996TE - GREENLAW PARK	01321	8,731.80	
			26030TE - CENTRAL PARK	01321	132.00	
			26037TE - GASCOYNE PARK	01321	957.00	
			26047TE - MAQUIRE PARK	01321	440.00	
			26049TE - SANTIAGO PARK	01321	731.50	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			26051TE - GENNEFF PARK	01321	165.00	
			26061TE - MACNAUGHTON PARK NORTH	01321	1,393.70	
			INV-2148 - PENISTONE PARK	01321	8,382.00	
EF126391	31/01/2025	TRUCK UNIT TRUST T/AS W A HINO SERVICE	SALES &			584.88
			314348 - PARTS ONLY		584.88	
EF125835	8/01/2025	TRUSTEE FOR HIEU HA FAMILY TRUST (BEANS CAFE)	ST (2			150.00
			2BEANS083 - PLATTERS (SNACKS, SANDWHICH ETC)		150.00	
EF126378	31/01/2025	TRUSTEE FOR HIEU HA FAMILY TRUST (BEANS CAFE)	ST (2			209.00
			2BEANS082 - MINI SNACKS PLATTER		209.00	
EF126342	31/01/2025	TRUSTEE FOR RAWLINSON ROBERTS PARTNERS UNITRUST	TS &			390.00
			INV ORDER #37950 - CONSTRUCTION COST GUIDE 2025		390.00	
EF125721	8/01/2025	TRUSTEE FOR THE MAXSPEED FAMILY TRUST (BEST WEST DRIVING	ILY TRUST			75.00
			INV-34885 - RYDE MENTOR ASSESSMENT		75.00	
EF125931	15/01/2025	TRUSTEE FOR THE MAXSPEED FAMILY TRUST (BEST WEST DRIVING	ILY TRUST			75.00
			INV-34727 - RYDE MENTOR ASSESSMENT CHRIS MCDONALD		75.00	
EF126396	31/01/2025	TRUSTEE FOR WA LIMESTONE UNIT/AS WA LIMESTONE CO	TRUST			1,605.25
			FL29724 - 75MM LIMESTONE - CRUSHED - SUPPLY ONLY	VP429217	1,605.25	
EF125851	8/01/2025	TRUSTEE FOR WEST COAST SHADE (WEST COAST SHADE)	TRUST			836.00
			13988 - TOM SIMPSON		836.00	
EF126402	31/01/2025	TRUSTEE FOR WEST COAST SHADE (WEST COAST SHADE)	TRUST			22,088.00
			13807 - 72 SHADE SAILS FOR SUMMER 2024		21,329.00	
			13992 - EMERALD PARK, EDGEWATER		759.00	
EF126089	17/01/2025	TUCKER FRESH ILUKA IGA				180.00
			4-3089 - CATERING		180.00	
EF126037	15/01/2025	TURF CARE WA PTY LTD				5,606.69
			INV-8255 - LEXCEN PARK, OCEAN REEF	VP323222	5,606.69	
EF125841	8/01/2025	UES (INT'L) PTY. LTD. (UES INTERNATIONAL)				69.59
			505684 - PARTS ONLY		69.59	
EF125840	8/01/2025	ULTIMATE ROOMSCAPE PTY LTD				760.00
			INV-1021 - ESCAPE ROOM - 25 SEPT - YOUTH PROGRAM		760.00	
EF126041	15/01/2025	ULVERSCROFT LARGE PRINT BOOKS				3,336.19
			I157487AU - STOCK FOR BOOKS ON WHEELS		116.14	
			I158142AU - STOCK FOR BOOKS ON WHEELS		817.46	
			I158214 AU - STOCK FOR BOOKS ON WHEELS		546.84	
			I158217 - STOCK FOR BOOKS ON WHEELS		401.25	
			I158218AU - STOCK FOR BOOKS ON WHEELS		500.68	
			I158219 AU - STOCK FOR BOOKS ON WHEELS		116.14	
			I158221AU - STOCK FOR BOOKS ON WHEELS		837.68	
EF126383	31/01/2025	UNICARD SYSTEMS PTY. LIMITED				9,867.00
			INV-82862 - RFID TAGS		4,603.50	
			INV-82951 - CRAIGIE LEISURE CENTRE		5,263.50	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125839	8/01/2025	UNITED EQUIPMENT PTY LIMITED	UNITS			1,267.20
		UNITED FORKLIFT	61F-091334 - HIRE OF CAT 2.5 TON ELETRIC CONTAINER MA		1,267.20	
EF125842	8/01/2025	UNITING GLOBAL PTY LTD				7,079.46
			INV-2371 - VARIOUS LOCATIONS	03922	348.54	
			INV-2372 - WARWICK HALL	03922	154.87	
			INV-2373 - VARIOUS LOCATIONS	03922	645.28	
			INV-2374 - CLASS 1A - CLEANER (MONDAY TO FRIDAY)	03922	1,207.83	
			INV-2375 - DUNCRAIG LIBRARY	03922	109.41	
			INV-2376 - CLASS 4 - CLEANER (MONDAY TO FRIDAY)	03922	696.90	
			INV-2377 - CLASS 1 - CLEANER (MONDAY TO FRIDAY)	03922	2,581.15	
			INV-2378 - CLASS 4 - CLEANER (MONDAY TO FRIDAY)	03922	1,226.07	
			INV-2379 - CLASS 1 - CLEANER (EMERGENCY 8.00AM TO 4	03922	109.41	
EF126043	15/01/2025	UNITING GLOBAL PTY LTD				14,516.86
			INV-2401 - VARIOUS LOCATIONS	03922	1,551.51	
			INV-2446 - VARIOUS LOCATIONS	03922	696.90	
			INV-2447 - CLASS 1 - CLEANER (MONDAY TO FRIDAY)	03922	335.62	
			INV-2448 - CLASS 3 - CLEANER (SUNDAY)	03922	152.20	
			INV-2449 - VARIOUS LOCATIONS	03922	696.90	
			INV-2450 - CLASS 1A - CLEANER (PUBLIC HOLIDAY)	03922	187.62	
			INV-2451 - CLASS 4 - CLEANER (MONDAY TO FRIDAY)	03922	348.54	
			INV-2452 - CLASS 1A - CLEANER (MONDAY TO FRIDAY)	03922	1,353.25	
			INV-2453 - CLASS 4 - CLEANER (MONDAY TO FRIDAY)	03922	722.74	
			INV-2454 - CLASS 4 - CLEANER (MONDAY TO FRIDAY)	03922	2,258.58	
			INV-2455 - VARIOUS LOCATIONS	03922	671.08	
			INV-2456 - VARIOUS LOCATIONS	03922	619.52	
			INV-2457 - VARIOUS LOCATIONS	03922	348.54	
			INV-2458 - CLASS 1 - CLEANER (MONDAY TO FRIDAY)	03922	1,238.95	
			INV-2459 - VARIOUS LOCATIONS	03922	696.90	
			INV-2460 - VARIOUS LOCATIONS	03922	1,220.33	
			INV-2461 - VARIOUS LOCATIONS	03922	77.46	
			INV-2462 - VARIOUS LOCATIONS	03922	1,226.07	
			INV-2463 - MILDENHALL MAIL HALL	03922	114.15	
EF126385	31/01/2025	UNITING GLOBAL PTY LTD				80,656.89
			INV-2405 - VARIOUS LOCATIONS	03922	68,868.86	
			INV-2481 - WINDOW CLEANING	03922	109.41	
			INV-2482 - CALECTASIA HALL	03922	757.09	
			INV-2483 - ELLERSDALE CLUBROOMS	03922	623.68	
			INV-2485 - VARIOUS LOCATIONS	03922	1,716.54	
			INV-2486 - CARPET AND SOFT FURNISHINGS SHAMPOO	03922	992.66	
			INV-2493 - JOONDALUP ADMINISTRATION CENTRE	03922	4,904.19	
			INV-2494 - VARIOUS LOCATIONS	03922	2,684.46	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126042	15/01/2025	UNITIX				2,603.26
			91771 - SHOULD BE INVOICE NUMBER 71991		2,603.26	
EF126384	31/01/2025	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA WA DIVISION				1,490.00
			INV-6672 - UDIA WA 2025 STATE CONFERENCE - UDI WA		1,490.00	
EF126056	15/01/2025	VARNEERIDDHITARUN PTY LTD (WOODVALE NEWSPAPER DELIVERY)				355.56
			87869 - WOODVALE LIBRARY NEWSPAPER DELIVERY		355.56	
EF126026	15/01/2025	VEOLIA RECYCLING & RECOVERY PTY LTD				947,239.74
			167507 - DOMESTIC COLLECTIONS AND BIN MAINTENANCE	03217	550,799.30	
			59925403 - WASTE CREDIT 6/12/24		-799.52	
			60016303 - WASTE CREDIT 18,20,24/12/24		-1,107.92	
			60016311 - PROCESSING OF GARDEN ORGANIC WASTE (ARIS)	VP370257	158,504.19	
			60016400 - CREDIT WASTE 24 & 26/12/24		-1,289.48	
			60016418 - HARD WASTE TO LANDSDALE	00824B	104,300.94	
			60016469 - COMINGLE/WASTE TO LANDSDALE		12,575.20	
			60045180 - RECYCLING TO BIBRA LAKE ORG	01224	113,905.03	
			60057041 - SERVICE 3 M3 BIN (GENERAL WASTE - NON RE	03217	217.54	
			60057068 - SAIL TCE HEATHRIDGE	03217	217.54	
			60057076 - SERVICE 3 M3 BIN (GENERAL WASTE - NON RE	03217	857.74	
			60057084 - GRAND BLVD JOONDALUP	03217	271.92	
			60057092 - SERVICE 1.5 M3 BIN (GENERAL WASTE - NON	03217	337.19	
			60057105 - SERVICE 1.5 M3 BIN (GREEN WASTE - NON RE	03217	103.58	
			60057113 - BOAS AVE JOONDALUP	03217	706.99	
			60057121 - SERVICE 3 M3 BIN (RECYCLE PAPER & CARDBO	03217	128.21	
			60057130 - LLOYD DRIVE WARWICK	03217	51.28	
			60057148 - SERVICE 3 M3 BIN (GENERAL WASTE - NON RE	03217	108.77	
			60057156 - SERVICE 1.5 M3 BIN (GENERAL WASTE - NON	03217	680.58	
			60057164 - OCEANSIDE PROM MULLALOO	03217	720.23	
			60057252 - SERVICE 3 M3 BIN (GENERAL WASTE - NON RE	03217	706.99	
			60057261 - MUD DOMESTIC REFUSE 660	03217	6,656.27	
			60057359 - BANKS AVE HILLARYS	03217	170.94	
			60058141 - SERVICE 1.5 M3 BIN (GREEN WASTE - NON RE	03217	25.89	
			60058933 - SERVICE 660 LITRE BIN (GENERAL WASTE - N	03217	51.28	
			60059303 - LLOYD DR WARWICK	03217	108.77	
			60066415 - DUGDALE ST WARWICK	03217	68.38	
			60071011 - WARWICK RD DUNCRAIG	03217	34.19	
			60073666 - TRAPPERS DRIVE WOODVALE	03217	76.92	
			60115580 - BULK HARD WASTE PROCESSING		-1,949.20	
EF126351	31/01/2025	VEOLIA RECYCLING & RECOVERY PTY LTD				15,408.18
			58898298A - WHITFORDS AVE CRAIGIE	03217	1,871.06	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			58898298B - SERVICE 3 M3 BIN GENERAL WASTE WARWICK/ GREENWOOD COMM CTR	03217	271.92	
			58898298C - SERVICE 3 M3 BIN GENERAL WASTE CURRAMBINE COMM CTR	03217	271.92	
			59148069A - WHITFORDS AVE CRAIGIE	03217	1,796.39	
			59148069B - SERVICE 3 M3 BIN GENERAL WASTE WARWICK/ GREENWOOD COMM CTR	03217	217.54	
			59148069C - BULK BIN AT CURRAMBINE COMMUNITY CENTRE	03217	217.54	
			59401651A - WHITFORDS AVE CRAIGIE	03217	1,581.06	
			59401651B - SERVICE 3 M3 BIN GENERAL WASTE WARWICK/ GREENWOOD COMM CTR	03217	217.54	
			59401651C - BULK BIN AT CURRAMBINE COMMUNITY CENTRE	03217	163.16	
			59640707A - WHITFORDS AVE CRAIGIE	03217	1,962.64	
			59640707B - SERVICE 3 M3 BIN GENERAL WASTE WARWICK/ GREENWOOD COMM CTR	03217	271.92	
			59640707C - BULK BIN AT CURRAMBINE COMMUNITY CENTRE	03217	271.92	
			59856145A - WHITFORDS AVE CRAIGIE	03217	1,664.19	
			59856145B - SERVICE 3 M3 BIN GENERAL WASTE WARWICK/ GREENWOOD COMM CTR	03217	217.54	
			59856145C - BULK BIN AT CURRAMBINE COMMUNITY CENTRE	03217	271.92	
			60057033A - WHITFORDS AVE CRAIGIE	03217	1,747.31	
			60057033B - SERVICE 3 M3 BIN GENERAL WASTE WARWICK/ GREENWOOD COMM CTR	03217	271.92	
			60059549 - WHITFORDS AVE HILLARYS	03217	2,120.69	
EF126149	31/01/2025	VERONICA & SER KOH				186.33
			108559 - RATES REFUND			186.33
EF126389	31/01/2025	VEXEL PTY LTD				17,519.04
			53974 - COMPOSTABLE DOG WASTE BAG (ROLL OF 500)	01023	7,096.32	
			54073 - COMPOSTABLE DOG WASTE BAG (ROLL OF 500)	01023	10,422.72	
EF126390	31/01/2025	VICINITY REAL ESTATE LICENCE PTY LTD				20,542.50
			MS105267 - GIANT BANNER LAKESIDE SHOPPING CITY			20,542.50
EF125684	8/01/2025	VINCENT JAMES MCKENNA				868.22
			175382 - RATES REFUND			868.22
EF125884	15/01/2025	VIVID PROPERTY PERTH PTY LTD				645.00
			201677 10/01/25 - RATES REFUND PN 201677			645.00
EF126045	15/01/2025	VOCUS PTY LTD T/AS VOCUS COMMUNICATIONS				28,059.54
			P1248005 - MONTHLY IPWAN WHITFORDS			514.80
			P1251399 - MONTHLY INTERNET SERVICES			8,699.90
			P1251777 - MONTHLY CLOUD /IPWAN			18,844.84
EF126118	31/01/2025	WA POLICE				54.00
			127092319 - NATIONAL POLICE CHECKS DEC 24			54.00
EF126440	31/01/2025	WA SLASHING & FIREBREAK CONTRACTORS				5,445.00
			A1890 - BUSH FIREBREAK CLEARANCE			462.00
			A1891 - BUSH FIREBREAK CLEARANCE			462.00

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			A1892 - BUSH FIREBREAK CLEARANCE		440.00	
			A1893 - BUSH FIREBREAK CLEARANCE		440.00	
			A1894 - BUSH FIREBREAK CLEARANCE		440.00	
			A1895 - MARSDEN WAY PADBURY		440.00	
			A1896 - BLAXLAND WAY PADBURY		594.00	
			A1897 - SEYCHELLES LANE HILLARYS		440.00	
			A1898 - DODONEA COURT DUNCRAIG		440.00	
			A1899 - ARTARMON RISE KALLAROO		462.00	
			A1900 - HOLLAND WAY KINGSLEY		412.50	
			A1901 - HOLLAND WAY KINGSLEY		412.50	
EF126392	31/01/2025	WALGA				100.00
			UFC25-160 - ADDITIONAL FUNCTIONS - FIELD TOUR		100.00	
EF125876	15/01/2025	WANNEROO BASKETBALL ASSOCIATION INC				6,600.00
			537 - COJ FINAL 30% PAYMENT		6,600.00	
EF125872	8/01/2025	WANNEROO ELECTRICS UNIT TRUST				2,815.45
			G49931 - PICNIC COVE	03022	192.50	
			G50013 - CRAIGIE LEISURE	03022	159.50	
			K49934 - OCEAN REEF PARK	03022	104.50	
			K50050 - HILLARYS BEACH PARK	03022	726.00	
			K50107 - HAWKER PARK	03022	458.15	
			K50109 - GENEFF PARK	03022	407.00	
			K50110 - MOOLANDA PARK KINGSLEY	03022	383.90	
			K50130 - SORRENTO FORESHORE BBQ NOT WORKING REPAIR	03022	383.90	
EF126080	15/01/2025	WANNEROO ELECTRICS UNIT TRUST				15,510.36
			B29830 - JOONDALUP ADMIN - METER READINGS NOV 24	03022	143.55	
			B49347 - JOONDALUP ADMIN	03022	1,387.10	
			B49983 - JOONDALUP ADMIN	03022	84.70	
			B50006 - JOONDALUP ADMIN	03022	122.10	
			B50052 - JOONDALUP ADMIN	03022	90.20	
			B50066 - CIVIC CHAMBERS LIGHTS	03022	145.20	
			B50073 - JOONDALUP ADMIN LIGHTS	03022	90.20	
			B50092 - JOONDALUPM ADMIN LIGHTS	03022	429.00	
			B50123 - JOONDALUP ADMIN INVESTIGATIONS	03022	1,416.80	
			B50127 - JOONDALUP LIBRARY LIGHTS	03022	882.01	
			B50145 - JOONDALUP ADMINISTRATION	03022	111.10	
			G49971 - FORM 5 AFTER HOURS - FORM 5 COMPLETION A	03022	382.80	
			G50071 - CRAIGIE LEISURE LIGHT SWITCHES	03022	111.10	
			G50108 - CRAIGIE LEISURE WATER FOUNTAIN	03022	111.10	
			G50126 - KEYWEST TOILETS	03022	150.70	
			G50135 - FLEUR FREAME	03022	129.80	
			G50137 - CRAIGIE LEISURE TEST & TAG	03022	7,392.00	
			G50139 - CLC GYM CHANGEROOM LIGHTS	03022	233.20	
			G50140 - SANTIAGO T/B	03022	1,118.70	
			K29861 - FORM 5 COMPLETION	03022	111.10	
			K50062 - KALLAROO PRE SCHOOL	03022	111.10	
			K50067 - CURRAMBINE C/C	03022	456.50	
			K50104 - TIMBERLANE CLUBROOMS	03022	189.20	
			K50116 - OTAGO PARK	03022	111.10	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126436	31/01/2025	WANNEROO ELECTRICS UNIT TRUST				95,891.00
			B29859 - JOONDALUP ADMIN	03022	151.80	
			B49564 - JOONDALUP LIBRARY REPAIRS	03022	12,274.90	
			B50003 - ROBERTSON RD MONTESSORI PARK REPAIRS	03022	104.50	
			B50009 - JOONDALUP LIBRARY DOWNLIGHTS	03022	2,877.58	
			B50053 - JOONDALUP LIBRARY	03022	563.39	
			G29867 - FORM 5 AFTER HOURS CLC	03022	370.70	
			G49212 - CRAIGIE LEISURE CENTRE REPAIRS	03022	1,330.62	
			G49225 - BLUE LAKE PARK REPAIRS	03022	7,870.06	
			G49438 - MARMION COASTAL	03022	7,325.95	
			G49469 - DELONIX PLACE WOODVALE	03022	175.45	
			G49510 - HILLARYS FORESHORE REPAIRS	03022	557.15	
			G49554 - CRAIGIE LEISURE LIGHT POLES	03022	148.61	
			G49956 - CRAIGIE LEISURE CENTRE REPAIRS	03022	104.50	
			G49978 - CRAIGIE LEISURE CENTRE	03022	141.90	
			G50047 - SHEPHERDS BUSH PARK	03022	161.70	
			G50128 - PERCY DOYLE	03022	111.10	
			G50129 - COCKMAN PARK	03022	218.90	
			G50143 - WHITFORD LIBRARY REPAIRS	03022	111.10	
			G50151 - TIMBERLANE PARK LIGHT	03022	111.10	
			G50164 - ELECTRICAL TRADES PERSON - NORMAL HOURS	03022	314.60	
			G50165 - TIMBERLANE TENNIS	03022	161.70	
			G50170 - DECRILLION PARK	03022	2,804.45	
			G50179 - BLACKBOY PARK	03022	295.90	
			G50180 - HILTON PARK	03022	645.15	
			G50191 - PADBURY CHILD HEALTH CENTRE	03022	804.10	
			G50196 - WINTON ROAD MENS SHED	03022	574.75	
			G50223 - DUNCRAIG COMMUNITY HALL	03022	111.10	
			GH49284 - WORKS DEPOT LIGHTS	03022	971.85	
			H49091 - FALKLAND PARK	03022	5,802.50	
			H49139 - SEACREST PARK	03022	2,410.10	
			H49156 - SEACREST PARK	03022	315.48	
			H49251 - KURRAJONG PARK	03022	1,329.46	
			H49358 - ROBERTSON RD CYCLEWAY	03022	691.90	
			H49464 - MARRI PARK	03022	1,448.15	
			H49553 - LLOYD DRIVE LIGHTS	03022	154.00	
			H49558 - WHITFORDS NODES HILLARYS	03022	803.66	
			H49562 - WARWICK OPEN SPACE FRAME & LID	03022	1,258.40	
			H49582 - REVITALISE PARK	03022	499.40	
			H49588 - PARKSIDE PARK	03022	2,186.25	
			H49597 - HEATHRIDGE PARK	03022	1,195.70	
			H49617 - JUNIPER PARK	03022	528.00	
			H49618 - JAMES COOK PARK REPAIRS	03022	866.80	
			H49662 - MONTESSORI PARK ROBERTSON RD	03022	982.31	
			H49962 - WARRANDYTE CARPARK REPAIRS	03022	2,637.59	
			H49969 - DAMPIER PARK REPAIRS	03022	162.80	
			H49970 - KEYWEST TOILETS	03022	401.50	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			H49975 - CALECTASIA HALL	03022	429.00	
			H49979 - WARWICK TENNIS /BOWLS	03022	3,932.50	
			H49994 - ROB BADDOCK COM CENTRE	03022	415.80	
			H50005 - TIMBERLANE PARK	03022	2,530.22	
			H50008 - SORRENTO SLSC LIGHT POLE	03022	620.40	
			H50010 - LOTTERIES HOUSE REPAIRS	03022	2,615.80	
			H50011 - PRINCE REGENT TOILETS	03022	857.95	
			H50032 - LLOYD DRIVE WARWICK REPAIRS	03022	704.00	
			H50040 - ELECTRICAL TRADES PERSON - NORMAL HOURS	03022	408.10	
			H50055 - DUNCRAIG LIBRARY POWERPOINTS	03022	814.00	
			H50085 - SORRENTO C/H BROKEN FAN	03022	502.92	
			K49217 - CHARONIA PARK	03022	1,819.40	
			K49412 - WARWICK OPEN SPACE	03022	3,880.80	
			K49470 - PERCY DOYLE RESERVE, DUNCRAIG	03022	5,753.55	
			K49482 - HEATHRIDGE PARK REPAIRS	03022	2,204.40	
			K49592 - LLOYD DRIVE WARWICK REPAIRS	03022	804.65	
			K49596 - JOONDALUP ADMIN CARPARK REPAIRS	03022	265.65	
			K49603 - FELGATE PLACE	03022	456.50	
			K49609 - PERCY DOYLE SORRENTO TENNIS	03022	709.50	
			K49921 - GREENWICH PARK REPAIRS	03022	243.10	
			K49936 - WHITFORDS LIBRARY REPAIRS	03022	590.70	
			K49943 - ILUKA OPEN SPACE REPAIRS	03022	152.35	
			K50115 - FINNEY PARK	03022	111.10	
EF125680	8/01/2025	WANNEROO PATIOS				246.60
			BPC24/1607 - LEVY REFUND 17 MOOLTUNYA CT KINGSLEY		61.65	
			BPC24/1608 - LEVY REFUBND MOOLTUNYA CT KINGSLEY		61.65	
			BPU24/0485 - REFUND OF BUILDING SERVICES LEVY		61.65	
			BPU24/0486 - REFUND OF BUILDING SERVICES LEVY		61.65	
EF125848	8/01/2025	WARP PTY LTD				15,466.20
			181477 - HODGES DR	VP401492	5,212.55	
			181478 - OCEAN REEF RD	VP401492	1,542.49	
			181482 - TRAFFIC MANG JOONDALUP DRV JOONDALUP	VP401492	2,140.93	
			181483 - PINEGROVE MEWS TRAFFIC CONTROL	VP401492	1,758.86	
			181484 - PEARL STREET TRAFFIC CONTROL	VP401492	1,746.54	
			181543 - EAST SHENTON AVENUE	VP401492	1,328.33	
			181547 - HEPBURN AVE / WHITFORDS AVE	VP401492	1,018.56	
			181549 - BOAS AVE JOONDALUP HARLEY TOY RUN	VP401492	717.94	
EF126398	31/01/2025	WARP PTY LTD				12,364.24
			181545 - DELAGE STREET, JOONDALUP	VP401492	1,970.78	
			181791 - JOONDALUP DRIVE	VP401492	1,937.29	
			181882 - JOONDALUP DRIVE	VP401492	1,801.53	
			181883 - LEXCEN CRESCENT, OCEAN REEF	VP401492	1,460.01	
			181942 - MAWSON CRESCENT, HILLARYS	VP401492	2,024.66	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			181943 - KINGLASSIE CIRCLE, KINROSS	VP401492	1,987.44	
			181944 - HELLYER LANE, BURNS BEACH	VP401492	1,182.53	
EF126408	31/01/2025	WASTE MANAGEMENT & RESOURCE RECOVERY ASSOCIATION OF				584.00
			INV-13893 - GOVENMENT 1 MEMBERSHIP		584.00	
EF125873	8/01/2025	WATER CORPORATION				58,852.41
			90 03068 85 3 18/12/24 - SORRENTO HALL		19.95	
			90 03073 12 6 18/12/24 - SORRENTO SLSC & STH		2,054.85	
			90 03073 13 4 18/12/24 - SORRENTO NTH TOILETS		347.70	
			90 03096 39 5 19/12/24 - GRANT ST DUNCRAIG 22/10 - 18/12/24		8.96	
			90 03121 00 1 18/12/24 - SEACREST DR SORRENTO 21/10 - 17/12/24		176.70	
			90 03158 01 5 30/12/24 - FORREST RD PADBURY 24/10 - 19/12/24		1,008.90	
			90 03218 38 0 20/12/24 - SYCAMORE DR DUNCRAIG 23/10 - 19/12/24		5.63	
			90 03222 63 8 20/12/24 - CARR CR WARWICK 25/10/24 - 19/12/24		464.55	
			90 03279 77 3 16/12/24 - BLACKALL T/C		31.35	
			90 03285 60 4 16/12/24 - CALECTASIA ST GREENWOOD 18/10 - 13/12/24		310.65	
			90 03285 61 2 16/12/24 - CALECTASIA ST GREENWOOD 18/10 - 13/12/24		262.20	
			90 03393 59 2 14/11/24 - CAMBERWARRA PRK		14.25	
			90 03731 96 9 27/12/24 - WINTON RD JOONDALUP 7/10 - 3/12/24		114.00	
			90 03749 57 9 04/12/24 - NEIL HAW PRK T/C		208.05	
			90 03771 21 5 25/11/24 - SANTIAGO PARK DDRINK FOUNTAIN		5.70	
			90 03800 57 3 06/12/24 - BONNIE DN DRINK FOUN		5.70	
			90 13371 13 5 11/12/24 - DELAMERE AV CURRAMBINE 14/10 - 10/12/24		282.15	
			90 15727 64 1 20/12/24 - WOC LEASE FEE		48,467.89	
			90 25506 42 0 13/11/24 - LYSANDER PARK HEATHRIDGE R37726		2,210.18	
			90 25563 08 9 16/12/24 - MW3780742-2 - 319 HEPBURN AV PADBURY		2,853.05	
EF126081	15/01/2025	WATER CORPORATION				4,306.72
			90 03148 02 8 30/12/24 - FLINDERS H&KINDY		689.70	
			90 03165 27 4 30/12/24 - HILLARYS PARK		45.60	
			90 03281 08 0 18/12/24 - BARRIDALE PARK		91.20	
			90 03590 79 9 30/10/24 - KINGSLEY MEMORIAL CLUBROOMS		333.45	
			90 03615 45 8 30/12/24 - WOODVALE LIB & COM		276.45	
			90 03680 94 6 07/01/25 - EMERALD PRK CLUB		139.65	
			90 03749 63 2 05/12/24 - JOONDALUP LIBRARY & CIVIC CENTRE		458.85	
			90 03801 60 5 11/12/24 - CHRISTCHURCH T/C		22.80	
			90 14923 61 6 03/01/25 - WHITFORDS AVE TRADE WASTE		1,932.51	
			90 25541 461 20/12/24 - BADRICK ST WARWICK SUNDRY CHGS		316.51	
EF126437	31/01/2025	WATER CORPORATION				32,016.15
			90 03061 01 0 19/12/24 - TROY AV MARMION		583.63	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			90 03073 08 9 17/12/24 - MARMION BEACH T/C		530.10	
			90 03077 09 8 17/12/24 - BRADEN WAY MARMION		8.55	
			90 03081 34 5 19/12/24 - 60 ROBIN AVENUE		91.20	
			90 03097 05 6 19/12/24 - MARRI PARK T/C		28.50	
			90 03108 39 2 19/12/24 - MELENE PARK T/C (H)		71.25	
			90 03132 63 2 19/12/24 - DUNCRAIG COM HL (H)		105.45	
			90 03132 63 2 24/10/24 - DUNCRAIG COMM HALL		125.40	
			90 03170 46 0 20/12/24 - MAWSON PK T/C (H)		91.20	
			90 03172 17 5 20/12/24 - HILLARYS NTH BCH		232.13	
			90 03187 64 1 20/12/24 - GIBSON PARK CC		94.05	
			90 03198 45 5 20/12/24 - HLLRYS ANIMAL T/C 23/10/24-19/12/24		5,001.91	
			90 03228 00 1 20/12/24 - GROVE CHILD CARE 22/10/24 - 19/12/24		834.71	
			90 03229 27 4 20/12/24 - WARWICK COMM HALL		322.05	
			90 03229 71 7 20/12/24 - ELLERSDALE PARK		872.23	
			90 03231 62 20/12/24 - WARWICK SPORT CTR 90 03231 62 2		1,527.60	
			90 03238 23 4 17/12/24 - PENISTONE T/C,		139.65	
			90 03270 51 7 17/12/24 - GLENGARRY T/C (H)		37.05	
			90 03295 49 0 17/12/24 - KINGSLEY CV/SC		453.15	
			90 03296 62 9 17/12/24 - ILLAWG PK DNK FTN (P)		5.63	
			90 03313 20 6 15/01/25 - WHITFORD LIB & SC		359.10	
			90 03327 10 6 15/01/25 - CHARONIA T/C		276.91	
			90 03331 83 4 14/01/25 - MULLALOO SLSC		2,533.65	
			90 03331 85 0 14/01/25 - MULLALOO NORTH T/C.		741.00	
			90 03337 41 9 14/01/25 - BLACKBOY PRK (L)		17.10	
			90 03353 17 9 21/01/25 - BRIDGEWATER PARK T/C		68.40	
			90 03359 03 6 14/11/24 - BELROSE PRK T/C (H)		96.90	
			90 03366 03 3 20/01/25 - FRASER WAY PADBURY		570.00	
			90 03366 42 0 20/01/25 - BYRNE CL PADBURY		698.25	
			90 03375 24 7 21/01/25 - CRAIGIE LEISURE CENTRE		9,755.55	
			90 03393 40 2 17/01/25 - OTAGO PRK T/C		131.10	
			90 03590 79 9 30/12/24 - KINGSLEY CLUBROOMS		229.10	
			90 03594 91 7 27/12/24 - TIMBERLANE HALL		28.50	
			90 03594 91 7 30/10/24 - TIMBERLANE HALL		45.60	
			90 03630 97 3 08/01/25 - ADMIRAL T/C (H)		71.25	
			90 03633 43 7 10/01/25 - PRINCE REGENT T/C (H)		28.50	
			90 03650 56 0 10/01/24 - SAIL TCE HEATHRIDGE		54.15	
			90 03650 57 9 10/01/25 - HEATHRIDGE CC/CLUBRM		79.80	
			90 03733 45 4 05/12/24 - MULTISTOREY CAR PARK		102.60	
			90 03735 86 3 05/12/24 - WINDERMERE PK T/C		518.70	
			90 03751 80 4 05/12/24 - JOONDALUP ADMIN		1,182.75	
			90 03758 38 7 10/12/24 - CALEDONIA T/C (H)		22.80	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			90 03803 47 5 10/12/24 - CONNOLLY COM CEN		245.10	
			90 03823 84 7 06/01/25 - BURNS BEACH TOILETS		390.45	
			90 03826 68 5 13/01/25 - FALKLANDS T/C		461.70	
			90 03829 24 5 14/01/25 - MACNAUGHTON PARK CLUBROOMS		34.20	
			90 10448 94 2 30/12/24 - HARBOUR VIEW PK (H)		17.10	
			90 14414 76 6 20/12/24 - ILUKA BCH FSHORE T/C		133.95	
			90 14984 12 8 05/12/24 - CITY CENTRE TOILET		57.00	
			90 16054 12 7 07/01/25 - BRAMSTON PARK CSF		114.00	
			90 16138 94 5 17/01/25 - WORKS OPERATION CENTRE		1,664.40	
			90 20349 72 9 07/01/25 - MCINTYRE AV BURNS BEACH		39.90	
			90 20631 17 7 08/01/25 - PICNIC COVE PK FOUNT		48.45	
			90 21647 61 3 17/12/24 - SHEPHERD BUSH TOILET		25.65	
			90 21752 53 6 17/01/25 - CAMBERWARRA PARK DRINK FOUNTAIN		17.10	
EF126054	15/01/2025	WATERLINK ELEMENTS PTY LTD (WATER-LINK IRRIGATION)				18,090.26
			905 - GIBSON PARK	VP411218	2,277.76	
			915 - GLEDDON PARK	VP411218	15,812.50	
EF126110	17/01/2025	WATERLINK ELEMENTS PTY LTD (WATER-LINK IRRIGATION)				12,781.39
			913 - JAMES COOK PARK	VP411218	2,079.57	
			914 - TRAPPERS PARK IRRIGATION	VP411218	10,701.82	
EF126405	31/01/2025	WATERLINK ELEMENTS PTY LTD (WATER-LINK IRRIGATION)				17,732.14
			923 - LYSANDER PARK	VP411218	17,732.14	
EF126050	15/01/2025	WATS MANAGEMENT PTY LTD T/AS AUSTRAFFIC WA				5,470.85
			1829 - TRAFFIC SURVEYS FOR TEN ROADS		5,470.85	
EF126406	31/01/2025	WAY FUNKY COMPANY PTY LTD				5,457.10
			INV128927 - SUPPLY OF SWIMWEAR, ACTIVEWEAR AND ASSOC	02222	5,457.10	
EF126170	31/01/2025	WAYNE AND DONELLA HUTCHONS				1,260.06
			194962 - RATES REFUND PN 194962		1,260.06	
EF125674	8/01/2025	WEST AUSTRALIAN NEWSPAPERS LIMITED				696.02
			1268457 23/12/24 - ADMIN/REF/JOO NEWSPAPERS		432.00	
			20241130 - NOVEMBER DISCOUNT NOT TAKEN		-271.17	
			2818276 23/12/24 - WHITFORD LIBRARY NEWSPAPERS		325.20	
			84673 02/01/25 - DUNCRAIG LIBRARY NEWSPAPERS		209.99	
EF125878	15/01/2025	WEST AUSTRALIAN NEWSPAPERS LIMITED				3,934.22
			1001864820241231 - ADVERTISING		3,934.22	
EF125704	8/01/2025	WEST COAST SPRING WATER (AUSSIE NATURAL SPRING WATER)				43.32
			3587532 - WATER BOTTLES COMMERCIAL 15LITRE		43.32	
EF125913	15/01/2025	WEST COAST SPRING WATER (AUSSIE NATURAL SPRING WATER)				75.25
			3501248 - SUPPLY OF WATER - PLANNING		75.25	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF126181	31/01/2025	WEST COAST SPRING WATER (AUSSIE NATURAL SPRING WATER)				476.52
			3600806 - WATER		129.96	
			3608332 - SUPPLY OF WATER - PLANNING		151.62	
			3608334 - WATER		32.49	
			3618326 - WATER BOTTLES COMMERCIAL 15LITRE		64.98	
			3631318 - WATER BOTTLES COMMERCIAL 15LITRE		97.47	
EF125847	8/01/2025	WESTERN IRRIGATION PTY LTD				16,106.19
			G63055 - REACTIVE MATERIALS - IRRIGATION MAINTENA		93.50	
			G65901 - PIPE POLY 50MM PN10 X 150M	03822	523.71	
			G66197 - RETIC ITEMS	03822	1,932.07	
			G66200 - SPRINKLER HUNTER I-40-04 S/S	03822	1,571.28	
			G66201 - SPRINKLER HUNTER I-20-04 S/S	03822	1,257.08	
			G66552 - REACTIVE MATERIALS - IRRIGATION MAINTENA		774.18	
			G66553 - REACTIVE MATERIALS - IRRIGATION MAINTENA		22.00	
			G66554 - IRRIGATION - EXT CONT		2,568.46	
			G66555 - SPRINKLER HUNTER I-20-04 S/S	03822	278.00	
			G66557 - NOZZLE TORO 12' H 180° 570 SERIES	03822	177.24	
			G66558 - FITTING POLY ARTICULATED RISER 20MM X 30	03822	244.20	
			G66560 - SPRINKLER RAINBIRD 8005 PC S/S	03822	1,187.08	
			G66844 - SPRINKLER HUNTER I-25-04 S/S	03822	899.38	
			G66845 - PIPE PVC 25MM SWJ CL 9 (6M LENGTH)	03822	684.34	
			G66847 - FITTING PVC ELBOW 50MM 45°	03822	1,130.63	
			G66848 - VALVE BOX RAINBIRD JUMBO WITH LID	03822	1,070.79	
			G66850 - SOLENOID COIL RICHDEL/IRRITROL 24V	03822	314.26	
			G66851 - SOLENOID VALVE BERMAD 50MM GLOBE PATTERN	03822	1,377.99	
EF126049	15/01/2025	WESTERN IRRIGATION PTY LTD				25,528.82
			G67059 - SPRINKLER RAINBIRD 6504 FC S/S	03822	2,281.09	
			G67062 - SPRINKLER HUNTER I-40-04 S/S	03822	2,723.43	
			G67063 - NOZZLE TORO 10' Q 90° 570 SERIES	03822	40.98	
			G67065 - SOLVENT CHRISTY'S RED HOT BLUE REGULAR 4	03822	1,462.98	
			G67068 - FITTING PVC TEE 40MM	03822	766.51	
			G67069 - SPRINKLER HUNTER I-40-04 S/S	03822	1,042.83	
			G67073 - RISER POLY 15MM X 200MM	03822	1,246.37	
			G67075 - SPRINKLER HUNTER I-20-04 S/S	03822	1,571.28	
			G67076 - PIPE PVC 25MM SWJ CL 12 (6M LENGTH)	03822	1,971.33	
			G67360 - SPRINKLER HUNTER I-20-04 S/S	03822	2,333.68	
			G67362 - SPRINKLER HUNTER PGP ULTRA-12	03822	225.76	
			G67363 - SPRINKLER HUNTER I-20-04 S/S	03822	3,295.90	
			G67364 - FITTING PVC TELESCOPIC COUPLING 50MM	03822	316.67	
			G67365 - SPRINKLER HUNTER I-20-04 S/S	03822	132.76	
			G67368 - SPRINKLER HUNTER I-40-04 S/S	03822	942.74	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			G67369 - SPRINKLER HUNTER I-40-04 S/S	03822	1,885.49	
			G67370 - SPRINKLER HUNTER I-20-04 S/S	03822	127.37	
			G67371 - SPRINKLER HUNTER I-20-04 S/S	03822	689.06	
			G67446 - SPRINKLER HUNTER I-40-04 S/S	03822	942.74	
			G67447 - NOZZLE TORO 10' H 180° 570 SERIES	03822	12.25	
			G67458 - SPRINKLER HUNTER I-40-06 S/S	03822	1,303.45	
			G67641 - PIPE PVC 80MM SWJ CL 9 (6M LENGTH)	03822	214.15	
EF126397	31/01/2025	WESTERN IRRIGATION PTY LTD				12,020.01
			G67367 - WIRE SOLENOID 1.5MM2 7 CORE X 500M TORO	03822	1,745.70	
			G67797 - SOLENOID VALVE BERMAD 50MM GLOBE PATTERN	03822	1,014.51	
			G67992 - FITTING POLY RISER EXTENSION M/F 20MM	03822	987.35	
			G67993 - VALVE 15MM BRASS SNIFTER (VACUUM RELEASE)	03822	3,283.20	
			G67994 - RETIC ITEMS	03822	84.52	
			G68140 - SPRINKLER HUNTER I-40-06 S/S	03822	1,256.90	
			G68141 - FITTING PVC TELESCOPIC COUPLING 50MM	03822	1,064.19	
			G68142 - VALVE BOX CARSON 1420-12 (JUMBO)	03822	558.62	
			G68143 - SPRINKLER RAINBIRD 8005 PC S/S	03822	2,025.02	
EF126438	31/01/2025	WESTERN POWER				2,640.00
			CORPB0764171 - LIGHTING HEPBURN/MOOLANDA ROUNDABOUT		1,320.00	
			CORPB0764896 - HODGES DRIVE DESIGN FEE		1,320.00	
EF126394	31/01/2025	WESTRAC				302.52
			PI 0545927 - PARTS ONLY		302.52	
EF126086	17/01/2025	WHITFORD CHURCH OF CHRIST INC TRUE NORTH CHURCH	T/A S			15,400.00
			INV-1374 - SPONSORSHIP CAROLS 2024		15,400.00	
113371	9/01/2025	WHITFORD LIBRARY PETTY CASH				340.50
			PETTY CASH W/E 10/01/25 - REIMBURSEMENT PETTY CASH		340.50	
113378	15/01/2025	WHITFORD LIBRARY PETTY CASH				200.00
			PW00013_15/01/25 - PETTY CASH INCREASE		200.00	
EF125681	8/01/2025	WILLIAM STUART NEWBERRY				20.55
			BPC24/1413 - BUILDING SERVICES LEVY REFUND		20.55	
EF125850	8/01/2025	WINC AUSTRALIA PTY LIMITED (WINC AUSTRALIA)				2,179.21
			9046074162 - STATIONERY		332.11	
			9046671228 - STATIONERY		103.83	
			9046672871 - STATIONERY		484.95	
			9046871468 - WINC 2025 RECYCLED DIARY A5 DAY TO PAGE		8.90	
			9046886303 - STATIONERY		125.60	
			9046890780 - STATIONERY		440.84	
			9046919405 - STATIONERY		116.31	
			9046932744 - CATERING ITEMS		566.67	
EF126052	15/01/2025	WINC AUSTRALIA PTY LIMITED (WINC AUSTRALIA)				3,546.79
			9046209393 - TARGUS CYPRESS SLIPCASE WITH ECOSMART 14		106.65	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
			9046439196 - PRIME MOVER HV888-1 WET WEATHER 4 IN 1 J		184.49	
			9046664561 - STATIONERY		8.91	
			9046717163 - STATIONERY		329.02	
			9046903964 - STATIONERY		69.01	
			9046918768 - STATIONERY ETC		321.87	
			9046922226 - STANDARD CITY OF JOONDALUP BUSINESS CARD		147.13	
			9046924493 - STATIONERY		426.09	
			9046926827 - WINC 2025 RECYCLED DIARY A4 DAY TO PAGE		15.50	
			9046932588 - STATIONERY		61.68	
			9046934037 - WINC 2025 RECYCLED DIARY A4 DAY TO PAGE		46.50	
			9046934476 - STATIONERY		53.00	
			9046979938 - RE INVOICE 9046932588		-20.99	
			9046984752 - STATIONERY		315.87	
			9046984877 - STATIONERY ETC		479.55	
			9046993668 - STATIONERY		114.53	
			9046993980 - STATIONERY		216.57	
			9046994229 - STATIONERY ETC		181.85	
			9046994304 - STATIONERY ETC		296.01	
			9046994633 - STATIONERY ETC		118.62	
			9047003825 - MOCCONA CLASSIC MEDIUM ROAST INSTANT COF		74.93	
EF126400	31/01/2025	WINC AUSTRALIA PTY LIMITED (WINC AUSTRALIA)				4,100.52
			9046829879 - STATIONERY		11.00	
			9046837531 - STATIONERY		7.76	
			9046843940 - STATIONERY		174.58	
			9046913519 - KENSINGTON ADJUSTABLE FOOTREST BLACK		126.21	
			9046973475 - STATIONERY		729.88	
			9047014610 - STATIONERY		379.20	
			9047044180 - STATIONERY		127.58	
			9047046547 - STATIONERY		198.17	
			9047086519 - STANDARD CITY OF JOONDALUP BUSINESS CARD		147.13	
			9047094513 - STATIONERY		127.55	
			9047095864 - STATIONERY		1.56	
			9047098177 - STATIONERY		188.57	
			9047099019 - STATIONERY		146.81	
			9047109939 - CITY OF JOONDALUP LETTERHEADS 2 COLOUR R		273.21	
			9047118151 - STATIONERY ETC		305.02	
			9047119463 - STATIONERY		732.56	
			9047132431 - STATIONERY		423.73	
EF126090	17/01/2025	WIND CAVE AUSTRALIA				2,045.58
			2736283 - CREDIT CARD TRANSACTIONS DECEMBER 2024		2,045.58	
EF126051	15/01/2025	WITHERINGTON FAMILY TRUST T/AS WA LIBRARY SUPPLIES				1,772.28
			139765 - MAT FOR STORY TIME AREA		994.00	
			140379 - 6812 EASYCOVER 250MM X 50M		778.28	
EF126399	31/01/2025	WITHERINGTON FAMILY TRUST T/AS WA LIBRARY SUPPLIES				1,752.00
			140465 - JOONDALUP LIBRARY		388.00	
			140467 - VISITOR CHAIR - KALEIDO BLACK STEEL		1,364.00	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
EF125846	8/01/2025	WOODS BAGOT PTY LTD				420.00
			MW00088_19/12/24 - JOONDALUP DESIGN REVIEW 18/12/24		420.00	
113379	15/01/2025	WOODVALE LIBRARY PETTY CASH				200.00
			PW00017_15/01/25 - PETTY CASH INCREASE		200.00	
113387	29/01/2025	WOODVALE LIBRARY PETTY CASH				361.70
			PETTY CASH W/E 31/01/25 - REIMBURSEMENT OF PETTY CASH		361.70	
EF126119	31/01/2025	WOODVALE SECONDARY COLLEGE				1,000.00
			1016499_02/01/25 - YOUTH AWARDS 2024/25 WINNER KEIRA REILLY		1,000.00	
EF126057	15/01/2025	WRAPPED CREATIONS PTY LTD				21,476.43
			INV-2094 - FEAST PRODUCER		21,476.43	
EF125816	8/01/2025	WRAPTURE DESIGNS PTY LTD T/AS SIGNS	SONIC			203.50
			INV-9108 - PARTS ONLY		203.50	
EF126403	31/01/2025	WSP AUSTRALIA PTY LIMITED				5,417.50
			64223653 - HEPBURN AVE AND LILBURNE TRAFFIC CONTROL		5,417.50	
EF125853	8/01/2025	YHI POWER PTY LTD				297.00
			9036018262 - PARTS ONLY		297.00	
EF126058	15/01/2025	ZIPFORM PTY LTD				380.93
			222284 - PRINT DLX ENVELOPES		380.93	
					11,063,949.12	

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 1
LIST OF MUNICIPAL PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Contract	Invoice Amount	Payment Amount
Cancelled payments issued in January 2025						
EF126083	23/01/2025	FRIENDS OF HEPBURN HEIGHTS & PINNAROO BUSHLAND INCORPORATED				0.00
						0.00
Cancelled payments issued prior to January 2025						
EF125198	14/01/2025	LIGHTING REALITY LIMITED				-1,300.00
			EF125198 -		-1,300.00	
EF125139	14/01/2025	LUKE ROBERT DE LAETER (BUZZ ED AUSTRALIA)				-360.00
			EF125139 -		-360.00	
113363	6/01/2025	SUNDRY CREDITOR - RATES REFUND				-619.55
			113363 -		-619.55	
						-2,279.55
NET PAYMENT AMOUNT						\$11,061,669.57

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 2
LIST OF BOND PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Invoice Amount	Payment Amount
Payments					
EF126111	20/01/2025	ACCESS WITHOUT BARRIERS PTY LTD			500.00
			BOND	500.00	
EF126116	30/01/2025	ADAM CHINOTTO			750.00
			BOND	750.00	
EF125666	7/01/2025	CLARE BROWNE			750.00
			BOND	750.00	
EF125665	7/01/2025	DAMIEN GAUGHAN			2,675.90
			BOND	2,675.90	
EF125668	7/01/2025	GRAZIELLA SPADACCINI			750.00
			BOND	750.00	
EF126114	30/01/2025	ILUKA HOMEOWNERS ASSOCIATION			750.00
			BOND	750.00	
EF125670	7/01/2025	JAN NORBERGER			750.00
			BOND	750.00	
EF125671	7/01/2025	KADRI TAHIR			750.00
			BOND	750.00	
EF126113	20/01/2025	MARC & NICOLE BARNARD			800.70
			BOND	800.70	
EF126112	20/01/2025	MARIA MARGEN			2,500.00
			BOND	2,500.00	
EF125669	7/01/2025	MATTHEWS SEBASTIAN			750.00
			BOND	750.00	
EF126115	30/01/2025	NIALL PETER HAUGHEY			800.70
			BOND	800.70	
EF125667	7/01/2025	YURIY ABROSIMOV			5,000.00
			BOND	5,000.00	
					17,527.30

CEO's Delegated Payments List - Regulation 13(1)
Local Government (Financial Management) regulations 1996 ATTACHMENT 2
LIST OF BOND PAYMENTS - Payment Detail for Month of January 2025

Payment No	Payment Date	Payee	Invoice Description	Invoice Amount	Payment Amount
Cancelled payments issued prior to January 2025					
EF125065	29/01/2025	ADAM CHINOTTO			-750.00
				-750.00	
					-750.00
NET PAYMENT AMOUNT					\$16,777.30

MUNICIPAL AND BOND FUND CHEQUES, EFT'S & VOUCHERS FOR THE MONTH OF JANUARY 2025			
VOUCHER	DATE	DETAILS	AMOUNT
		Municipal Cheques & EFT Payments	
Creditor Payments		113369 - 113388 & EF125672 - EF126110 & EF126117 - EF126440	\$ 11,063,949.12
			-\$ 2,279.55
			\$ 11,061,669.57
		Municipal Vouchers	
3937A	02/01/2025	Corporate Credit Card	\$ 28,299.82
3938A	03/01/2025	Payroll FE 03/01/25	\$ 2,476,539.45
3939A	03/01/2025	PrePays FE 03/01/25	\$ 160,115.73
3940A	03/01/2025	Click Super Direct Debit	\$ 414,748.70
3941A	08/01/2025	Periodical Loan Repayment	\$ 244,968.72
3942A	17/01/2025	Corporate Credit Card Top Up	\$ 10,000.00
3943A	20/01/2025	Corporate Credit Card Top Up	\$ 30,000.00
3944A	20/01/2025	Court eLodgement	\$ 189.00
3945A	21/01/2025	Summonses Issued DotAG	\$ 1,026.80
3946A	17/01/2025	Payroll FE 17/01/25	\$ 2,527,080.66
3947A	17/01/2025	PrePays FE17/01/25	\$ 10,509.66
3948A	22/01/2025	Click Super Direct Debit	\$ 429,916.04
3949A	22/01/2025	Rates Refund Overpayment	\$ 473.00
3950A	23/01/2025	FER e-Lodgement	\$ 12,126.00
3951A	23/01/2025	WA Treasury Guarantee Fee	\$ 4,179.01
3952A	2/01/2025	Bank Fees	\$ 15,529.26
3953A	30/01/2025	Corporate Credit Card	\$ 14,491.28
			\$ 6,380,193.13
		Bond Cheques & EFT Payments	
Creditor Payments		EF125665 - EF125671 & EF126111 -EF126116	\$ 17,527.30
			-\$ 750.00
			\$ 16,777.30
		TOTAL	\$ 17,458,640.00



City of Joondalup
Financial Activity Statement
for the period ended 31 January 2025

Notes	Amended Budget	YTD Amended Budget	YTD Actual	YTD Variance \$	YTD Variance %
OPERATING REVENUE					
Rates	(111,661,659)	(111,661,659)	(111,623,990)	(37,669)	(0)%
Specified Area Rates	(797,524)	(797,524)	(801,595)	4,071	1%
Grants and Subsidies	1 (7,769,225)	(3,897,943)	(747,821)	(3,150,122)	(81)%
Contributions Reimbursements and Donations	2 (1,578,439)	(914,606)	(962,583)	47,977	5%
Profit on Asset Disposals	3 (265,995)	(94,087)	(192,434)	98,347	105%
Fees and Charges	4 (46,785,636)	(37,896,148)	(38,692,900)	796,753	2%
Interest Earnings	5 (9,501,877)	(5,725,375)	(6,567,641)	842,266	15%
Other Revenue/Income	6 (412,000)	(309,000)	(3,816,886)	3,507,886	100%
Total Operating Revenue	(178,772,355)	(161,296,342)	(163,405,850)	2,109,509	1%
OPERATING EXPENSES					
Employee Costs	7 77,043,731	46,434,371	48,150,583	(1,716,212)	(4)%
Materials and Contracts	8 68,883,489	41,243,667	34,464,009	6,779,658	16%
Utilities (gas, electricity, water etc.)	9 6,658,682	3,887,706	3,449,079	438,627	11%
Depreciation & Amortisation of Non-Current Assets	10 32,093,100	18,747,980	19,728,200	(980,220)	(5)%
Loss on Asset Disposals	11 98,834	69,206	38,107	31,099	45%
Interest Expenses	245,051	154,474	151,904	2,570	2%
Insurance Expenses	12 1,750,793	1,738,535	1,677,273	61,262	4%
Total Operating Expenses	186,773,680	112,275,939	107,659,155	4,616,784	4%
(SURPLUS)/DEFICIT FROM OPERATIONS	8,001,326	(49,020,403)	(55,746,695)	6,726,293	14%
OPERATING NON-CASH ADJUSTMENTS					
Depreciation & Amortisation of Non Current Assets	(32,093,100)	(18,747,980)	(19,728,200)	980,220	5%
Loss on Asset Disposal	(98,834)	(69,206)	(38,107)	(31,099)	(45)%
Profit on Asset Disposals	265,995	94,087	192,434	(98,347)	(100)%
Movement in Non-current Items	13 (100,000)	(100,000)	(310,700)	210,700	100%
OPERATING CASH (SURPLUS)/DEFICIT	(24,024,614)	(67,843,501)	(75,631,268)	7,787,767	11%
NON-OPERATING REVENUE					
Capital Grants and Subsidies	14 (21,889,758)	(8,184,556)	(18,450,078)	10,265,522	100%
Capital Contributions	15 (112,068)	-	(219,931)	219,931	100%
Equity Distribution - CRC	(7,500,000)	(7,083,333)	(7,083,333)	-	0%
Other Non-Operating (GST Reimb CRC Land Sales)	16 -	-	(668,797)	668,797	100%
Total Non-Operating Revenue	(29,501,826)	(15,267,889)	(26,422,139)	11,154,250	100%
CAPITAL EXPENDITURE					
Capital Projects	17 7,623,889	6,442,911	1,416,091	5,026,820	78%
Capital Works	18 57,990,663	30,221,826	22,072,272	8,149,554	27%
Vehicle and Plant Replacements	19 4,059,500	273,000	585,898	(312,898)	(100)%
Total Capital Expenditure	69,674,052	36,937,737	24,074,261	12,863,476	35%
CAPITAL (SURPLUS)/DEFICIT	40,172,226	21,669,848	(2,347,878)	24,017,726	(100)%
(SURPLUS)/DEFICIT FROM OPERATIONS AND CAPITAL	16,147,612	(46,173,653)	(77,979,146)	31,805,493	69%
FUNDING					
Proceeds from Disposal	(935,900)	(474,100)	(486,139)	12,039	3%
Loans - Repayment of Principal	962,667	719,431	719,431	-	0%
Payments of Principal Portion of Lease Liability	523,469	457,722	457,722	-	0%
Transfer from Reserve	(65,286,905)	-	-	-	0%
Transfer to Reserve	52,475,478	-	-	-	0%
Opening Funds	20 (3,886,421)	(3,886,421)	625,519	(4,511,940)	(100)%
CLOSING FUNDS	21 0	(49,357,021)	(76,662,613)	27,305,592	55%

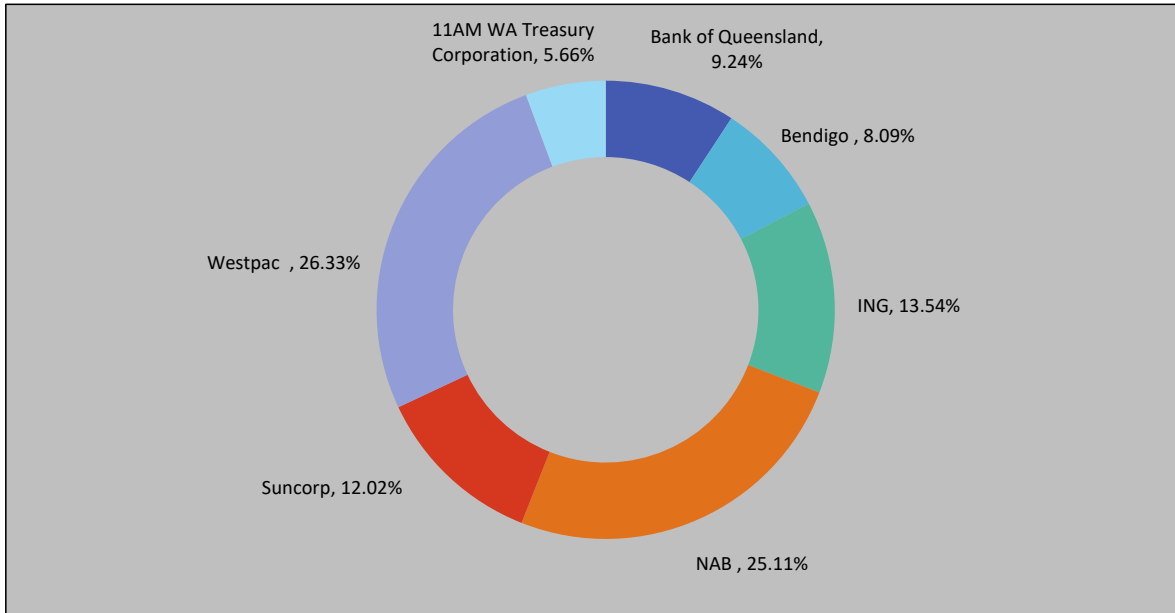


City of Joondalup
Balance Sheet
as at 31 January 2025

Municipal Fund	Notes	Actuals YTD 2025	Actuals 2024
CURRENT ASSETS			
Cash and cash Equivalents		197,862,861	166,770,587
Trade and Other Receivables		33,553,853	8,938,586
		<u>231,416,714</u>	<u>175,709,173</u>
NON CURRENT ASSETS			
Trade and Other Receivables		2,327,028	2,327,028
Equity Investments		26,084,889	33,837,019
Property, Plant and Equipment		1,435,261,101	1,432,342,656
		<u>1,463,673,019</u>	<u>1,468,506,704</u>
TOTAL ASSETS		<u>1,695,089,733</u>	<u>1,644,215,877</u>
CURRENT LIABILITIES			
Trade and other Payables		24,020,902	26,146,425
Provisions		17,773,410	21,702,630
Borrowings		243,236	962,667
		<u>42,037,548</u>	<u>48,811,722</u>
NON CURRENT LIABILITIES			
Provisions		1,904,161	1,593,461
Borrowings		-	-
Lease Liability		6,355,724	6,355,724
		<u>8,259,885</u>	<u>7,949,185</u>
TOTAL LIABILITIES		<u>50,297,433</u>	<u>56,760,907</u>
NET ASSETS		<u>1,644,792,300</u>	<u>1,587,454,970</u>
EQUITY			
Retained Earnings		642,723,181	569,402,279
Reserves		114,298,961	130,282,533
Asset Revaluation Reserve		887,770,158	887,770,158
		<u>1,644,792,300</u>	<u>1,587,454,970</u>

INVESTMENT SUMMARY

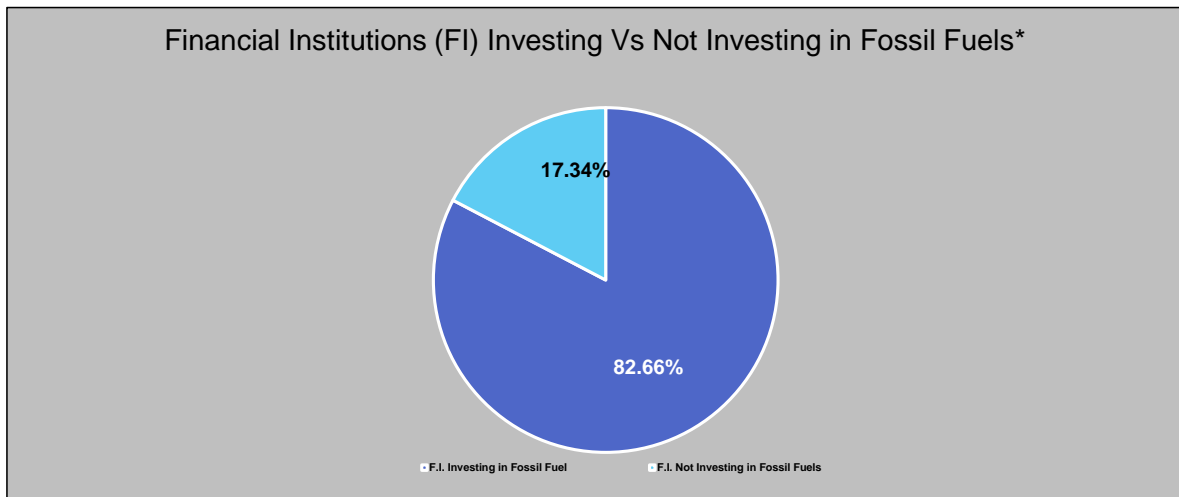
January-25



Municipal Funds	\$101,297,865	YTD Return	5.06%
Reserve Funds	\$116,497,720	Benchmark	4.85%
	<u>\$217,795,585</u>	RBA Rate	4.35%

Investment Policy Limits					
	LT Rating	Limit		LT Rating	Limit
Bank of Queensland	A-*	10%	NAB	AA-	25%
Bendigo	A-*	10%	Rural Bank	A-*	10%
Commonwealth Bank	AA-	25%	Suncorp	A	15%
ING	A+	15%	Westpac	AA-	25%
			11AM WATC	AA+	25%

*S&P Long Term Rating BBB, Based on the investment policy the Long Term Rating Used is (A-) Based on Moody's and Fitch Rating



*Based on Market Forces ratings (<http://marketforces.org.au/>)



NOTES TO AND FORMING PART OF THE FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2025

1. Grants and Subsidies (\$3,150,122)

Unfavourable variance arose from Commonwealth General Purpose – Western Australian Local Government Grants Commission \$1,836,172 and Commonwealth Grant Operating Fed Assistance – Federal Local Road Grant \$1,288,711 due to advance payment received in June which will be adjusted at the mid year review. An unfavourable timing variance also occurred due to the Fire Mitigation Grant \$66,281.

2. Contribution, Reimbursements and Donations \$47,977

This favourable variance occurred mainly due to insurance reimbursements for MacNaughton Park Clubrooms \$40,202.

3. Profit on Asset Disposals \$98,347

This favourable timing variance arose from estimated profit on disposal of fleet and plant \$98,347.

4. Fees and Charges \$796,753

	YTD Budget	YTD Actual	Variance
a) Sports and Recreation Fees	\$7,342,312	\$7,768,649	\$426,337
b) Building and Development Fees	\$1,040,417	\$1,390,074	\$349,657
c) Fines and Penalties	\$250,879	\$411,843	\$160,964
d) Refuse Charges	\$23,582,292	\$23,487,619	(\$94,673)
e) Licenses and Registrations	\$457,480	\$389,509	(\$67,971)
Other	\$5,222,768	\$5,245,207	\$22,439
	<u>\$37,896,148</u>	<u>\$38,692,901</u>	<u>\$796,753</u>

a) A favourable variance mainly due to higher than estimated Membership Fees received from Craigie Leisure Centre \$500,384, Hire of facilities \$160,203 offset by timing on estimated Admission Fees (\$231,203) mainly due to Valentines Day Concert (\$199,209).

b) A favourable variance mainly due to higher than estimated Development Application Fees \$196,629, Building Permits \$102,085 and Other Building and Development Charges \$50,104.



- c) A favourable variance mainly caused by Parking Infringements \$105,546 and Other Local Government Act Costs and Fines \$60,845.
- d) An unfavourable variance mainly due to Waste Refuse Service Charges (\$188,816) offset by 240L General Waste Bin Annual Service Fees \$46,507 and New Standard Refuse Establishment Fees \$37,784.
- e) An unfavourable variance mainly due to lower than estimated Dog Registrations Fees (\$80,258).

5. Interest Earnings \$842,266

This favourable variance arose primarily due to higher than estimated Interest from Other Financial Institutions due to the cumulative impact of higher deposit interest rates on the City's investment portfolio and higher average volumes invested than budget estimates.

6. Other Revenue/Income \$3,507,886

This favourable variance arose from Net Revenue from the Catalina Regional Council - Catalina Estate Sales \$3,461,734.

7. Employee Costs (\$1,716,212)

	YTD Budget	YTD Actual	Variance
a) Salaries and Wages	\$47,256,402	\$45,258,647	\$1,997,755
b) Corporate Vacancy Credit	(\$3,564,255)	-	(\$3,564,255)
c) Other Employment Costs	\$2,742,224	\$2,891,936	(\$149,712)
	<u>\$46,434,371</u>	<u>\$48,150,583</u>	<u>(\$1,716,212)</u>

- a) Variance due to vacancies across various teams \$2,671,618, which is partially offset by higher than estimated Salaries and Wages – Casuals (\$673,863) predominantly due to higher activity (and revenue) at the Craigie Leisure Centre \$412,369 and vacancies at Library Operations \$147,690.

The variance includes the impact of the reversal of June 2024 Long Service Leave (non-current provision) that incorporates the effect of End of Financial Year Net Present Value discounting for financial reporting. The monthly Long Service Leave (non-current) provision amounts do not include the end-of-year Net Present Value discounts which reflects a considerable upward movement year to date, approximately \$365,597.

In addition, actuals include other leave provision movements year to date of \$152,503. Excluding the impact of additional casual salaries at Craigie Leisure Centre, the effect of non-current Long Service Leave Net Present Value discounting at End of Financial Year 2023-24 and the year-to-date movement in other leave provisions \$152,503, the salaries and wages positive variance is approximately \$2,913,548 year to date.



- b) This is the year to date corporate vacancy credit budgeted for (\$3,564,255) which is marginally below the standard salaries and wages year-to-date positive variance calculated above (excluding leave provision movements and one-off effects, including Casual Loading Costs - casual costs). The vacancy credit will be adjusted as part of the mid year budget review.
- c) Unfavourable variance occurred due to higher than estimated Agency Employees (\$360,668), Standard Labour Recovery for Capital Works (\$241,408) and Fringe Benefits Tax (\$77,828). This was partially offset by lower than estimated staff training \$287,572, Employee Rewards and Recognition \$59,840 and Study Assistance & Professional Development \$55,057.

8. Materials and Contracts \$6,779,658

	YTD Budget	YTD Actual	Variance
a) External Service Expenses	\$13,423,445	\$10,797,566	\$2,625,879
b) Professional Fees & Costs	\$2,453,700	\$1,514,876	\$938,824
c) Computing	\$2,887,834	\$2,161,743	\$726,091
d) Furniture, Equipment and Artwork	\$1,906,097	\$1,261,207	\$644,890
e) Contributions & Donations	\$1,370,926	\$853,143	\$517,783
f) Other Materials	\$1,822,733	\$1,364,915	\$457,818
g) Public Relations, Advertising and Promotions	\$810,576	\$462,925	\$347,651
h) Waste Management Services	\$12,245,272	\$12,035,797	\$209,475
i) Administration	\$847,693	\$642,594	\$205,099
j) Member Costs	\$505,255	\$423,061	\$82,194
k) Travel, Vehicles & Plant	\$1,210,392	\$1,149,860	\$60,532
Other Materials & Contracts	\$1,759,744	\$1,796,323	(\$36,579)
	\$41,243,667	\$34,464,010	\$6,779,657

- a) A favourable timing variance arose from External Contractors & Services \$2,136,581 mainly as a result of timing of Project Axiom invoices \$1,659,924, Leisure and Culture Services \$168,614, Community Development & Library Services \$72,887, offset by Asset Management (\$176,371), Communications & Stakeholder Relations (\$171,758) and Parks and Natural Environment (\$72,815). Favourable timing variances also occurred in Parks \$371,609 with Special Area Rates Landscape Upgrades \$180,176 to commence later in the year, Scheduled Chemical Weeding \$164,076, Other Weeding \$138,173 and Scheduled Irrigation Maintenance \$119,371. This is partially offset by Scheduled Turf Renovation (\$233,458). There was also a favourable timing variance in Natural Areas \$359,891 caused by the scheduled Sand Bypassing works \$190,534 and Scheduled Chemical Weeding \$85,853. A favourable variance also occurred in Programme Activities \$281,831, Other Service Fees and Expenditure \$113,623 and Production Costs \$54,993. This was partially offset by an unfavourable variance on Buildings (\$199,371) and Roads (\$49,642).
- b) Favourable timing variance arose mainly due to lower than estimated Consultancy costs \$677,987 for Planning Services \$198,757, City Projects \$166,752 and HR Administration \$104,050 and Concept Design and Economic Valuation Multi Storey



Car Park \$100,000, offset by an unfavourable variance on Parks and Natural Environment (\$158,889). In addition, a favourable variance for Legal Fees \$117,578 and Audit Fees \$76,021.

- c) A favourable timing variance mainly as a result of lower than estimated Computer Software Subscriptions \$654,434 and Computer Software Licences \$52,831.
- d) Favourable timing variance for Plant & Equipment Maintenance & Repair \$166,365, Hire of Equipment \$137,614, Computer & Communications Equipment Maintenance and Repair \$113,816, Plant & Equipment Purchase – Minor \$91,587 and Furniture & Office Equipment Purchase – Minor \$71,623.
- e) A favourable timing variance arose mainly due to the timing of Festival of Motoring Sponsorship \$300,000, Grants and Contributions Made \$101,267 and Community Funding Program \$64,903.
- f) A favourable variance arose from Other Materials mainly due to External Material Purchases-Contract \$480,142.
- g) A favourable variance arose mainly due to Advertising – General \$136,913, Promotions \$87,466 and Signage/Decals \$54,344.
- h) A favourable variance arose for Processing Recycling \$211,311, Tipping Fees – General Waste \$54,955, offset by Collections–Hard Waste Skips (\$73,910).
- i) A favourable variance mainly due to July’s budget phasing for Council Election Costs \$47,880, Other Sundry Admin Expenses \$45,094 and Photography and Video Production \$32,310.
- j) A favourable variance mainly due to Elected Members Conference and Training expenses \$42,576.
- k) A favourable timing variance occurred mainly due to fuel costs \$99,004.

9. Utilities **\$438,627**

Favourable timing variance arose mainly due to lower than estimated electricity charges for a number of Roads \$277,719, Buildings \$105,537 and Parks \$55,084.

10. Depreciation **(\$980,220)**

This unfavourable variance arose mainly due to budget phasing of Impairment/Write off of assets (\$989,016) which will be updated in the subsequent months, Depreciation for Computer and Communications Hardware (\$89,144) and Depreciation for Lighting (\$72,470), Partially offset by Depreciation for Other Infrastructure Assets \$194,679, Depreciation for Reserves \$125,184 and Depreciation for Leases \$56,003.

11. Loss on Asset Disposals **\$31,099**

Favourable variance arose due to timing of assets disposals.



12. Insurance **\$61,262**

A favourable variance arose mainly due to Public Liability Insurance \$23,358 and Industrial Special Risk \$22,543.

13. Movement in Non-current items **\$210,700**

This variance arose in respect to an increase in Non-current Long Service Leave Liability compared that includes the impact of reversal of June 2024 provision that incorporates End of Financial Year Net Present Value calculations, which are not considered in monthly provisions movements. When the effect of the June 2024 Net Present Value adjustment is excluded, the movement in the non-current leave provision in this month is \$75,656.

14. Capital Grants and Subsidies **\$10,265,522**

	YTD Budget	YTD Actual	Variance
a) State Government Grants - Capital - Other	\$1,250,000	\$8,641,836	\$7,391,836
b) Other Grants and Subsidies – Capital – Other	\$1,000,000	\$2,810,647	\$1,810,647
c) Commonwealth Grants and Subsidies – Capital – Black Spot	-	\$1,492,447	\$1,492,447
d) State Government Grants-Capital – Metropolitan Regional Road Group - Grant Roads	\$1,881,948	\$2,901,381	\$1,019,433
e) State Government Grants-Capital – Direct Grant Roads	\$608,000	\$815,379	\$207,379
f) Commonwealth Grants – Capital – Roads to Recovery	\$1,643,000	\$281,691	(\$1,361,309)
g) Commonwealth Grants – Capital – Other	\$1,689,608	\$1,450,698	(\$238,910)
h) State Government Grants – Capital – Black Spot	\$112,000	\$55,999	(\$56,001)
	\$8,184,556	\$18,450,078	\$10,265,522

- a) Variance to income relates to unspent grant funding received in 2023-24 or earlier from State Government for various projects \$6,294,514, planned to be recognised in 2024-25. Early payment received for PEP2891 Gibson Park Youth Wheels Facility (\$537,567) and PEP2893 Lysander Park Youth Wheels Facility (\$538,287) and final claim for STL2121 Forrest Park Sports Lighting (\$286,413) received later than planned. Grant funding also received from Water Corp for PDP2271 Irrigation Renewals (\$90,909).
- b) Variance relates to second instalment received from Lotterywest for MPP2081 Duncraig Adventure Hub resulting in a variance of \$1,682,201. Variance of \$88,446 relates to Community Sporting and Recreation Facilities Fund grant acquittal for PDP2372 Iluka Bowling Green & Lighting Upgrade and \$40,000 variance for PEP2629 Cricket Infrastructure Renewal.
- c) Variance relates to unspent grant funding received in 2023-24 from Australian Government Black Spot grants for various projects \$697,181. Second 40% milestone claim received for



SBS2096 Hepburn/Karuah Improvement \$413,800 and SBS2095 Hepburn/Amalfi RAB Improvement \$546,524 both originally planned for 2023-24.

- d) Positive variance relates to unspent grant funding received in prior years for RDC2027 Joondalup Dr/Hodges Dr Int. Upgrade \$959,435. Variance also due to receiving final grant claim for RDC2025 Whitfords Ave/Gibson Ave received for \$194,389 originally planned for 2023-24. First 40% claims for four road rehab reserve projects shows a positive variance of \$345,176. Second year milestone claimed for RDC2032 Eddystone Ave - Joondalup/Honeybush resulting in a variance of \$402,196. Second year milestone also claimed for RDC2029 Joondalup/Lakeside RDB Upgrade (\$438,800), plus unspent grant funds from 2023-24 (\$156,211), giving a variance of (\$699,189) for this project due to expected budget of (\$1,294,400). Remaining relates to slight delays in funds received for second 40% rehab claims for multiple resurfacing projects (\$156,506).
- e) Variance relates to grant received higher than budgeted for RPR3437 Warner Drive \$207,379.
- f) Variance due to first quarterly payment received lower than originally planned due to changes in the works schedule and next quarter's payment due in February 2025.
- g) First instalment for LRCI Phase 4 received lower than planned, overall funding contribution remains as agreed. Contribution is allocated to multiple projects being undertaken this financial year including variances for MPP2081 Duncraig Adventure Hub (\$694,198), RDC2030 Moolanda Boulevard Pedestrian Footbridge (\$71,993) and offset by positive variance for multiple road preservation projects \$64,151. This is partially offset by final instalment of LRCI Phase 2, funding originally expected in prior financial year for multiple completed projects \$516,070.
- h) SBS2098 Hepburn Ave/Waraker Rd (\$56,001) is showing less actuals than originally planned so unable to submit claim for second 40% progress, on track for completion this financial year.

15. Capital Contributions

\$219,931

Club contribution received for PDP2372 Iluka Bowling Green & Lighting Upgrade \$120,648 completed in 2023-24. \$59,083 received for STL2159 Sorrento Tennis Club Lighting Upgrade.

16. Other Non-Operating Revenue

\$668,797

This favourable timing variance predominately arose from GST reimbursements in respect of the City's share of Community Resource Centre land sales undertaken.

17. Capital Projects

\$5,026,820

This favourable timing variance arose mainly as a result of Ocean Reef Sea Sports Club \$4,810,000 due to construction delays which have influenced the timing of the City's contribution, Integrated Parking and Compliance Management System Project \$241,277 and the Customer Centralisation Project \$105,000. This was offset by unfavourable variances for the IT Disaster Recovery Facilities (\$71,923), with the balance of variances are spread across a number of projects.



18. Capital Works

\$8,149,554

	No. Budgeted Projects	YTD Budget	YTD Actual	Variance	Key Variance
a) Major Projects Program (MPP)	6	\$7,056,000	\$2,221,142	\$4,834,858	MPP2081 - \$3,415,564
b) Major Road Construction Program (RDC)	7	\$2,815,021	\$577,368	\$2,237,653	RDC2029 - \$2,167,222
c) New Path Program (FPN)	9	\$2,398,000	\$1,740,778	\$657,222	FPN2299 - \$352,633
d) Blackspot Projects (SBS)	7	\$1,683,864	\$1,381,676	\$302,188	SBS2098 - \$201,951
e) Parking Facilities Program (PFP)	3	\$1,252,155	\$977,427	\$274,728	PFP2090 - \$280,178
f) Foreshore and Natural Areas Management Program (FNM)	8	\$552,616	\$313,221	\$239,395	FNM2103 - \$109,293
g) Local Traffic Management (LTM)	12	\$323,321	\$95,960	\$227,361	LTM2218 - \$110,080
h) Major Building Capital Works Program (BCW)	16	\$2,882,363	\$2,783,508	\$98,855	BCW2680 - \$241,078
i) Street Lighting Program (STL)	20	\$553,859	\$463,651	\$90,208	STL2134 - \$51,729
j) Streetscape Enhancement Program (SSE)	3	\$221,292	\$154,452	\$66,840	SSE2057 - \$52,629
k) Slab Path Replacement (FPR)	4	\$249,310	\$184,718	\$64,592	FPR2308 - \$33,839
l) Parks Equipment Program (PEP)	36	\$1,128,763	\$1,502,548	(\$373,785)	PEP2874 - (\$141,078)
m) Parks Development Program (PDP)	11	\$585,842	\$876,854	(\$291,012)	PDP2271 - (\$222,279)
n) Road Preservation/Resurfacing Program (RPR)	106	\$7,998,918	\$8,227,132	(\$228,214)	RPR3401 - (\$150,490)
o) Stormwater Drainage Program (SWD)	16	\$520,502	\$571,837	(\$51,335)	SWD2234 - (\$41,474)
	264	\$30,221,826	\$22,072,272	\$8,149,554	



- a) Main variance relates to MPP2081 Duncraig Adventure Hub \$3,415,564 and MPP2083 City Centre Place Activation \$876,898 with works in progress. Also showing variances are multiple projects in design phase: MPP2076 Sorrento SLSC Redevelopment \$228,095, MPP2077 Burns Beach - Café/Kiosk/Restaurant \$200,756 and MPP2080 Burns Beach Coastal Node \$113,545 with less actuals than anticipated.
- b) Significant variance mainly relates to phasing on RDC2029 Joondalup/Lakeside (N) Roundabout \$2,167,222 under construction.
- c) Favourable variance relates to multiple projects including FPN2299 Hillarys Cycle Network \$352,633 with works in progress on the Southern section of the footpath. FPN2321 Megiddo Way \$70,076 and FPN2290 Woodlake Retreat \$47,861 are also in progress. FPN2304 Plumdale Way \$49,729 is complete and awaiting final invoices. FPN2205 W4650 Bracadale Ave \$74,916 has been withdrawn from the program.
- d) Variance due to minor delays to SBS2098 Hepburn Ave/Waraker Rd \$201,951 and SBS2095 Hepburn/Amalfi Roundabout \$88,513. Plus, less actuals than planned for SBS2097 Hepburn/Moolanda Roundabout Construction \$44,232 which is currently in design phase. Offset by completed project SBS2096 Hepburn/Karuah Intersection Improvement (\$91,479).
- e) Variance on PFP2090 Merrifield Place Parking Improvements \$280,178 which is currently being investigated.
- f) Significant variances showing for FNM2100 Sorrento Beach Dune Improvements \$97,065 programmed to start works and FNM2103 Coastal & Estuarine Mitigation Program \$109,293 now undertaking detailed design.
- g) Variance due to schedule changes to LTM2218 Craigie Heights Primary School Precinct \$110,080 and LTM2217 Grand Boulevard Parking Upgrade \$55,501.
- h) Variance partially due to savings for completed projects BCW2676 Joondalup Admin Roof Balustrades \$109,896 and BCW2028 Sir James McCusker Park Toilets \$49,911. BCW2680 Joondalup Civic/Library Chiller Replacement \$241,078, BCW2020 Building Component Renewal \$64,933 and BCW2450 Environmental Initiatives \$47,674 are all in progress. The above is partially offset by BCW2640 Percy Doyle Football / Tee Ball Clubroom (\$314,526) currently in progress and also recently completed project BCW2620 Civic Centre/Library Slab Waterproofing (\$113,131).
- i) STL2134 WOC Car Park Lighting is showing a variance of \$51,729 with changes to schedule.
- j) Favourable variance relates to SSE2057 Leafy City Program \$52,629, currently in progress.
- k) Path Replacement program variance is due to savings on FPR2307 Ocean Gate Parade \$27,749 and FPR2308 Rodgers Park \$33,839 both completed with no outstanding commitments.
- l) Unfavourable variance due to PEP2867 James Cook Park Playspace (\$111,152), PEP2075 Parks Asset Replacement/Renewal (\$56,307) and PEP2874 Trappers Park Playspace has a variance of (\$141,078) all completed ahead of schedule. These are offset by favourable variance to PEP2890 Elcar Park Dog Exercise Extension \$79,078 now seeking quotations for the work.



- m) Variance mainly relates to overspend for PDP2271 Irrigation Infrastructure Renewals (\$222,279), advance completion on PDP2360 Cliff Park Landscaping Improvements (\$215,697) and progress on PDP2252 Tree Planting Program (\$55,344). This is partially offset by PDP2345 Forrest Park Irrigation \$58,950 with works programmed to start and PDP2367 Warwick Bowling Club Pump Station Upgrade \$72,616 currently in progress.
- n) Multiple variances with the program including unfavourable variances for RPR3401 Voyage Road (\$150,490) and RPR3400 Steamer Road (\$100,837) both completed ahead of schedule. RPR3463 Shepherds Bush Dr (\$78,969), RPR3418 Adare Way (\$68,533), RPR3440 Ackworth Crescent (\$66,133), RPR3393 Dericote Way (\$61,931) and RPR3394 Filbert Street (\$58,696), offset with savings in other areas including RPR3358 Fraser Way \$68,538. Following are showing significant variances due to schedule changes with works in progress RPR3423 Moolanda Blvd - Benbullen to Legana \$189,956, RPR3425 Moolanda Blvd - McDowell to Benbullen \$187,839 and RPR3424 Moolanda Blvd - Hallidon to McDowell \$183,439.
- o) Main variance relates to completed project SWD2234 Brazier Park Sump Beautification (\$41,474).

19. Vehicle and Plant Replacements

(\$312,898)

Timing variance due primarily to fleet items received in the current year, including the Barber 600HD Beach Cleaner – (\$132,950), two vans (\$118,069), three Hyundai i40s (\$98,211) that were ordered and expected to be delivered in the previous financial year.

20. Opening Funds

(\$4,511,940)

The variation in the opening funds for the period ended 31 January 2025 is mainly due to the backpay provision \$4,990,903 as a result of the end of financial year for 2023-24.

21. Closing Funds

\$27,305,592

	June 2024	January 2025
Current Assets		
Cash and Investments	\$166,770,587	\$197,862,861
Rates Outstanding, Sundry Debtors and Other Receivables	\$3,640,594	\$29,455,012
Accrued Income	\$3,235,011	\$3,417,117
Prepayments	\$1,182,732	\$513,838
Inventories	\$880,249	\$167,886
Total Current Assets	\$175,709,173	\$231,416,714
Current Liabilities		
Trade Creditors	\$3,807,080	\$3,446,313
Sundry Payables	\$385,240	\$14,269,622



Accrued Expenses	\$4,952,367	\$4,965,795
Other Payables	\$16,426,711	\$1,221,867
Borrowings	\$962,667	\$243,236
Lease Liability	\$575,027	\$117,305
Provision for Annual Leave	\$5,246,336	\$5,274,218
Provision for Long Service Leave	\$6,825,427	\$7,009,953
Provision for Purchased Leave	\$112,004	\$143,311
Provision for Workers Compensation Insurance	\$3,593,078	\$4,454,467
Provision for Sick Leave	\$934,882	\$874,978
Other Provisions	\$4,990,903	\$16,483
Total Current Liabilities	\$48,811,722	\$42,037,548
Net Current Assets	\$126,897,451	\$189,379,166
Add back: Borrowings	\$962,667	\$243,236
Add back: Lease Liabilities	\$575,027	\$117,305
Add back: Contract Liabilities for developer contributions	\$1,221,867	\$1,221,867
Less: Cash Backed Reserves	\$130,282,531	\$114,298,961
Closing Funds – Surplus/(Deficit)	(\$625,519)	\$76,662,613

CORPORATE CREDIT CARD TRANSACTIONS - JANUARY 2025				
Corporate Card	Date	Amount	Payee	Description
CEO Credit Card	13/01/2025	21.49	FAIRFAX SUBSCRIPTION	Monthly Subscription - Nine News January 2025
	27/01/2025	3.75	WESTPAC	Monthly card fee
Corporate Travel Credit Card	27/01/2025	3.75	WESTPAC	Monthly card fee
Civic Hospitality / Catering Credit Card	2/01/2025	234.00	BIG W	Admin stock coffee
	2/01/2025	70.50	COLES	Admin stock milk
	2/01/2025	129.20	SPOTLIGHT	Valentine's concert glasses
	3/01/2025	89.00	NESPRESSO	CEO coffee pods
	6/01/2025	38.50	FARMER JACKS	Admin stock milk
	8/01/2025	28.21	FARMER JACKS	ELT afternoon tea
	13/01/2025	142.40	WOOLWORTHS	Admin stock coffee and bar stock
	13/01/2025	19.98	RED DOT	Stock lollies
	14/01/2025	360.86	SMP'2 BEANS CAFÉ	Catering for AGM
	15/01/2025	130.81	COLES	ELT afternoon tea and japanese delegation morning tea
	27/01/2025	3.75	WESTPAC	Monthly card fee
Purchasing Credit Card	28/12/2024	1,132.90	FACEBOOK	Facebook advertising costs - Christmas pool party
	28/12/2024	1,236.00	FACEBOOK	Facebook advertising costs - Valentines Concert, Green Waste Heathridge
	30/12/2024	243.10	STANDARDS AUSTRALIA	Purchase of ISO 23592:2021 - Service excellence
	30/12/2024	498.91	WESTERN POWER	Application fee to remove Western Power light poles
	31/12/2024	255.50	COLES	Service recognition - 1 x \$250 gift card
	31/12/2024	337.17	FACEBOOK	Facebook advertising costs - Valentines Concert, Green Waste Heathridge
	1/01/2025	592.88	DIGITAL OCEAN	Renewal of Digital Ocean hosting services for public forms
	3/01/2025	44.00	KMART	Storage drawers and tennis ball replacement
	3/01/2025	(35.00)	KMART	Refund for storage drawers
	3/01/2025	41.26	LINKEDIN ADS	LinkedIn advertising costs - Innovate Joondalup
	3/01/2025	149.86	TWILIO SENDGRID, USA	Renewal of SendGrid email service
	6/01/2025	98.17	IMAGE HOPPER	Software to embed images in PDF's for form service
	7/01/2025	181.77	SMARTSIGN, USA	Annual subscription for Asset Tiger SaaS software
	8/01/2025	4,089.92	MARQ, USA	30 x Enterprise quarterly licenses - Document Templating
	8/01/2025	84.35	PAYPAL	Purchase of 3 digital waterproof thermometers for CLC
	9/01/2025	448.96	OFFICEWORKS	Paper trimmer, 6 x power boards, 2 x cord grippers
	9/01/2025	88.55	LINKEDIN ADS	LinkedIn advertising costs - Innovate Joondalup
	9/01/2025	545.88	LEARNDASH, USA	Migrating courses to new learning system
	10/01/2025	79.00	SP THE FLOWER RUN	Sympathy flowers for staff member\
	12/01/2025	44.00	NEWS PTY LIMITED	The Australian 12 month digital subscription for CEO and Mayor
	12/01/2025	8.39	ZEROTIER INC, USA	Monthly subscription for connections between CCTV towers and City CCTV systems
	13/01/2025	1,236.00	FACEBOOK	Facebook advertising costs - Valentines Concert, Green Waste Heathridge, Innovate Joondalup
	13/01/2025	1,140.00	PLANNING INSTITUTE OF BARTON	Elected members planning workshop
	14/01/2025	86.57	LINKEDIN ADS	LinkedIn advertising costs - Innovate Joondalup
	14/01/2025	259.80	BIGW	48 x A4 certificate photo frames
	14/01/2025	131.00	SPOTLIGHT	Art resources for Youth Truck activities
	14/01/2025	2,055.26	IVVY EVENTS TICKETING	Attendance for 2 staff for Climate Adaptation 2025 conference
	16/01/2025	168.46	ILC2024, USA	Annual subscription to Computer in Libraries magazine
	16/01/2025	205.50	COLES	Service recognition - 2 x \$100 gift cards
	17/01/2025	255.50	COLES	Service award - 1 x \$250 gift card
	14/01/2025	629.00	QANTAS	Frequent flyer annual renewal for Mayor
	18/01/2025	24.46	INTUIT MAILCHIMP	Leisure centres Mailchimp monthly subscription
	19/01/2025	98.04	LINKEDIN ADS	LinkedIn advertising costs - Innovate Joondalup
	20/01/2025	28,999.76	CONNECTINGSOFTWARE, VIENNA	Subscription renewal for CB Dynamics for D365
	20/01/2025	1,236.00	FACEBOOK	Facebook advertising costs - Valentines Concert, Green Waste Heathridge, Innovate Joondalup
	21/01/2025	72.00	SEC*ACMA	License renewal of private radio channel for comms at CLC
	21/01/2025	666.60	SMS BROADCAST	Top up of SMS reminders for pools
	21/01/2025	90.64	NEW INTERNATIONALIST, GBR	Subscription to New Internationalist Publications
	22/01/2025	4,400.00	ADDRESSIFY	Addressify pro account annual subscription
	22/01/2025	737.00	SIDRA SOLUTIONS	Annual renewal of SIDRA license
	22/01/2025	255.50	COLES	Service recognition 1 x \$250 gift card
	22/01/2025	87.30	BIG W	Drawers for lifeguard storage at CLC
	22/01/2025	205.00	PERTH FESTIVAL	5 x Concession tickets to Ultimate Safari - Discovery Outbound
23/01/2025	6.37	TWILIO SENDGRID, USA	Adhoc 30 day email activity report	
27/01/2025	3.75	WESTPAC	Monthly card fee	
		\$54,491.28		

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
31/12/2024	F94956	ULP	MINOR PLANT FUEL	13.51	0.00	13.51
31/12/2024	1GLQ010	PRMDSL	HEAVY TRUCK	238.95	0.00	238.95
31/12/2024	1GXA947	PRMDSL	LIGHT TRUCK	239.04	0.00	239.04
31/12/2024	1ELP 781	PRMDSL	LIGHT TRUCK	191.29	0.00	191.29
1/01/2025	1GIA358	PRMDSL	VAN FLEET	110.67	0.00	110.67
1/01/2025	1GNV 595	PRMDSL	VAN FLEET	66.56	0.00	66.56
1/01/2025	1GUK 639	PRMDSL	VAN FLEET	86.01	0.00	86.01
1/01/2025	1GNK 678	PRMDSL	CAR FLEET	84.04	0.00	84.04
1/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	223.88	0.00	223.88
1/01/2025	1HGW566	ULP	ATVS	41.23	0.00	41.23
1/01/2025	1HNF 238	PRMDSL	UTE FLEET	58.67	0.00	58.67
1/01/2025	1HNF 304	PRMDSL	UTE FLEET	79.65	0.00	79.65
1/01/2025	1HPD029	PRMDSL	VAN FLEET	78.77	0.00	78.77
1/01/2025	1HPD070	PRMDSL	VAN FLEET	56.66	0.00	56.66
1/01/2025	1HPD479	PRMDSL	VAN FLEET	68.80	0.00	68.80
1/01/2025	1HWY905	PRMDSL	VAN FLEET	106.27	0.00	106.27
1/01/2025	1HLS809	CAR WASH	UTE FLEET	30.00	0.00	30.00
1/01/2025	1HLS809	PRMDSL	UTE FLEET	166.67	0.00	166.67
2/01/2025	1EQX796	PRMDSL	LIGHT TRUCK	314.90	0.00	314.90
2/01/2025	1EUV979	PRMDSL	HEAVY TRUCK	167.01	0.00	167.01
2/01/2025	1GJX083	PRMDSL	UTE FLEET	197.09	0.00	197.09
2/01/2025	1EKD382	PRMDSL	LIGHT TRUCK	207.95	0.00	207.95
2/01/2025	1GLC 157	PRMDSL	UTE FLEET	98.02	0.00	98.02
2/01/2025	1GLC 156	PRMDSL	UTE FLEET	114.32	0.00	114.32
2/01/2025	1GPR 529	PRMDSL	UTE FLEET	72.04	0.00	72.04
2/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	246.75	0.00	246.75
2/01/2025	1HAF268	PRMDSL	LIGHT TRUCK	208.45	0.00	208.45
2/01/2025	1HXZ 270	PRMDSL	UTE FLEET	98.48	0.00	98.48
2/01/2025	1HXZ 271	DIESEL	UTE FLEET	89.68	0.00	89.68
2/01/2025	1HXO 071	PRMDSL	UTE FLEET	95.43	0.00	95.43
2/01/2025	1IDC524	PRMDSL	LOADERS	138.18	0.00	138.18
2/01/2025	1ICY327	ULP	CAR FLEET	55.62	0.00	55.62
2/01/2025	1IEP960	PRMDSL	UTE FLEET	122.29	0.00	122.29
2/01/2025	1ICZ331	PRMDSL	UTE FLEET	117.95	0.00	117.95
2/01/2025	1IHB262	PRMDSL	MOWERS	40.21	0.00	40.21
2/01/2025	1IHB262	PRMDSL	MOWERS	40.21	0.00	40.21
2/01/2025	1IKI157	ULP	CAR FLEET	84.40	0.00	84.40
3/01/2025	F94951	ULP	MINOR PLANT FUEL	13.39	0.00	13.39
3/01/2025	F94959	ULP	MINOR PLANT FUEL	18.76	0.00	18.76
3/01/2025	F94968	ULP	MINOR PLANT FUEL	23.20	0.00	23.20
3/01/2025	1EYF498	PRMDSL	LIGHT TRUCK	182.96	0.00	182.96
3/01/2025	1GAQ376	PRMDSL	LIGHT TRUCK	164.74	0.00	164.74
3/01/2025	1GJW882	PRMDSL	UTE FLEET	73.06	0.00	73.06
3/01/2025	1GKE907	ULP	CAR FLEET	23.44	0.00	23.44
3/01/2025	1GPX 372	ULP	CAR FLEET	50.22	0.00	50.22
3/01/2025	1GPX 373	ULP	CAR FLEET	27.45	0.00	27.45
3/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	125.19	0.00	125.19
3/01/2025	1GWP452	PRMDSL	UTE FLEET	116.01	0.00	116.01

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
3/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	176.29	0.00	176.29
3/01/2025	1EQQ668	PRMDSL	LIGHT TRUCK	151.08	0.00	151.08
3/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	61.58	0.00	61.58
3/01/2025	1GJI868	PRMDSL	UTE FLEET	94.15	0.00	94.15
3/01/2025	1HLP164	PRMDSL	LIGHT TRUCK	229.91	0.00	229.91
3/01/2025	1HMF578	PRMDSL	UTE FLEET	105.57	0.00	105.57
3/01/2025	1HNF 238	PRMDSL	UTE FLEET	68.59	0.00	68.59
3/01/2025	1HPD479	PRMDSL	VAN FLEET	41.09	0.00	41.09
3/01/2025	1HSN866	PRMDSL	LIGHT TRUCK	225.27	0.00	225.27
3/01/2025	1HVD890	PRMDSL	LIGHT TRUCK	126.67	0.00	126.67
3/01/2025	1IBG288	PRMDSL	UTE FLEET	49.51	0.00	49.51
3/01/2025	1ICZ334 F9400	PRMDSL	UTE FLEET	61.24	0.00	61.24
3/01/2025	1IHB259	PRMDSL	MOWERS	54.43	0.00	54.43
3/01/2025	1IHB261	PRMDSL	MOWERS	75.11	0.00	75.11
4/01/2025	1GPX 371	ULP	CAR FLEET	32.46	0.00	32.46
4/01/2025	1HGW566	ULP	ATVS	37.56	0.00	37.56
4/01/2025	1HPD070	PRMDSL	VAN FLEET	80.05	0.00	80.05
4/01/2025	1HWY906	PRMDSL	VAN FLEET	100.07	0.00	100.07
5/01/2025	1GNV 595	PRMDSL	VAN FLEET	93.93	0.00	93.93
5/01/2025	1HPD029	PRMDSL	VAN FLEET	61.77	0.00	61.77
5/01/2025	1HWY905	PRMDSL	VAN FLEET	59.31	0.00	59.31
6/01/2025	1EQC818	PRMDSL	LIGHT TRUCK	173.80	0.00	173.80
6/01/2025	1EYF497	PRMDSL	LIGHT TRUCK	150.28	0.00	150.28
6/01/2025	1EZZ500	ULP	CAR FLEET	59.02	0.00	59.02
6/01/2025	1GET700	PRMDSL	HEAVY TRUCK	249.51	0.00	249.51
6/01/2025	1GGM533	PRMDSL	UTE FLEET	110.48	0.00	110.48
6/01/2025	1GOS 407	PRMDSL	UTE FLEET	96.38	0.00	96.38
6/01/2025	1GOO 935	PRMDSL	HEAVY TRUCK	280.14	0.00	280.14
6/01/2025	1GPR 528	PRMDSL	UTE FLEET	131.35	0.00	131.35
6/01/2025	1HPD070	PRMDSL	VAN FLEET	69.00	0.00	69.00
6/01/2025	1HPD479	PRMDSL	VAN FLEET	49.55	0.00	49.55
6/01/2025	F98446	PRMDSL	HEAVY TRUCK	184.61	0.00	184.61
6/01/2025	1HZP999	PRMDSL	LIGHT TRUCK	149.59	0.00	149.59
6/01/2025	1IEP961	PRMDSL	UTE FLEET	122.20	0.00	122.20
6/01/2025	1ICZ339	PRMDSL	UTE FLEET	87.05	0.00	87.05
6/01/2025	1IDS302	PRMDSL	UTE FLEET	94.61	0.00	94.61
6/01/2025	1ICZ336	PRMDSL	UTE FLEET	97.18	0.00	97.18
6/01/2025	1IHB260	PRMDSL	MOWERS	89.96	0.00	89.96
7/01/2025	F94950	ULP	MINOR PLANT FUEL	8.88	0.00	8.88
7/01/2025	1EZX873	ULP	CAR FLEET	75.58	0.00	75.58
7/01/2025	1GMP274	ULP	CAR FLEET	86.92	0.00	86.92
7/01/2025	1GNV 587	PRMDSL	VAN FLEET	125.77	0.00	125.77
7/01/2025	1HGJ189	PRMDSL	LIGHT TRUCK	130.41	0.00	130.41
7/01/2025	1HGO247	PRMDSL	BUS FLEET	96.45	0.00	96.45
7/01/2025	1HGX 396	PRMDSL	UTE FLEET	104.00	0.00	104.00
7/01/2025	1ESR287 F9400	PRMDSL	UTE FLEET	107.19	0.00	107.19
7/01/2025	1HIH562	PRMDSL	UTE FLEET	112.76	0.00	112.76
7/01/2025	1HNF 304	PRMDSL	UTE FLEET	62.11	0.00	62.11

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERV ICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
7/01/2025	1HPR 183	PRMDSL	LIGHT TRUCK	123.09	0.00	123.09
7/01/2025	1HQB153	PRMDSL	HEAVY TRUCK	184.28	0.00	184.28
7/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	127.98	0.00	127.98
7/01/2025	1HRX 146	PRMDSL	LIGHT TRUCK	141.16	0.00	141.16
7/01/2025	1HWY906	PRMDSL	VAN FLEET	75.99	0.00	75.99
7/01/2025	1GLS204	PRMDSL	VAN FLEET	112.59	0.00	112.59
7/01/2025	1IDC524	PRMDSL	LOADERS	94.20	0.00	94.20
7/01/2025	1IEG429	PRMDSL	UTE FLEET	132.17	0.00	132.17
7/01/2025	1IFQ737	PRMDSL	HEAVY TRUCK	517.02	0.00	517.02
7/01/2025	1IEQ051	PRMDSL	UTE FLEET	71.93	0.00	71.93
7/01/2025	1IHB259	PRMDSL	MOWERS	79.79	0.00	79.79
7/01/2025	1IHB260	PRMDSL	MOWERS	104.10	0.00	104.10
7/01/2025	1IHB262	PRMDSL	MOWERS	39.35	0.00	39.35
7/01/2025	1IJM350	ULP	CAR FLEET	91.34	0.00	91.34
8/01/2025	F94958	ULP	MINOR PLANT FUEL	12.73	0.00	12.73
8/01/2025	F94983	ULP	MINOR PLANT FUEL	34.24	0.00	34.24
8/01/2025	1EYF497	PRMDSL	LIGHT TRUCK	128.20	0.00	128.20
8/01/2025	1GJW884	PRMDSL	UTE FLEET	137.04	0.00	137.04
8/01/2025	1GKW285	PRMDSL	UTE FLEET	96.75	0.00	96.75
8/01/2025	1GLQ010	PRMDSL	HEAVY TRUCK	251.47	0.00	251.47
8/01/2025	1GNA 562	PRMDSL	VAN FLEET	104.79	0.00	104.79
8/01/2025	1GPA 570	PRMDSL	UTE FLEET	109.54	0.00	109.54
8/01/2025	1GPR 526	PRMDSL	UTE FLEET	134.54	0.00	134.54
8/01/2025	1GRY 350	PRMDSL	UTE FLEET	133.92	0.00	133.92
8/01/2025	1GXA947	PRMDSL	LIGHT TRUCK	315.97	0.00	315.97
8/01/2025	1GNK 678	PRMDSL	CAR FLEET	85.06	0.00	85.06
8/01/2025	1ELP 781	PRMDSL	LIGHT TRUCK	168.02	0.00	168.02
8/01/2025	1HAF268	PRMDSL	LIGHT TRUCK	218.21	0.00	218.21
8/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	253.93	0.00	253.93
8/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	57.40	0.00	57.40
8/01/2025	1HPD070	PRMDSL	VAN FLEET	45.65	0.00	45.65
8/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	110.37	0.00	110.37
8/01/2025	F98446	PRMDSL	HEAVY TRUCK	159.28	0.00	159.28
8/01/2025	1HTV858	PRMDSL	LIGHT TRUCK	239.89	0.00	239.89
8/01/2025	1HWY905	PRMDSL	VAN FLEET	53.62	0.00	53.62
8/01/2025	1ICZ340	PRMDSL	UTE FLEET	67.62	0.00	67.62
8/01/2025	1IEQ053	PRMDSL	UTE FLEET	99.37	0.00	99.37
8/01/2025	1IHB261	PRMDSL	MOWERS	59.18	0.00	59.18
8/01/2025	1IHB262	PRMDSL	MOWERS	65.88	0.00	65.88
8/01/2025	1HBQ371	PRMDSL	LIGHT TRUCK	181.27	0.00	181.27
9/01/2025	F94961	ULP	MINOR PLANT FUEL	13.28	0.00	13.28
9/01/2025	F94978	ULP	MINOR PLANT FUEL	26.57	0.00	26.57
9/01/2025	F94981	ULP	MINOR PLANT FUEL	18.06	0.00	18.06
9/01/2025	F94987	ULP	MINOR PLANT FUEL	15.53	0.00	15.53
9/01/2025	1EYF498	PRMDSL	LIGHT TRUCK	161.80	0.00	161.80
9/01/2025	123COJ	PRMDSL	LIGHT TRUCK	114.78	0.00	114.78
9/01/2025	1GJX083	PRMDSL	UTE FLEET	125.63	0.00	125.63
9/01/2025	1GKE907	ULP	CAR FLEET	46.17	0.00	46.17

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
9/01/2025	1GKW982	PRMDSL	UTE FLEET	116.96	0.00	116.96
9/01/2025	1GOS 407	PRMDSL	UTE FLEET	104.75	0.00	104.75
9/01/2025	1GOO 935	PRMDSL	HEAVY TRUCK	253.90	0.00	253.90
9/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	271.00	0.00	271.00
9/01/2025	1GLC 158	PRMDSL	UTE FLEET	109.10	0.00	109.10
9/01/2025	1HCZ440	ULP	CAR FLEET	35.57	0.00	35.57
9/01/2025	1HGT321	PRMDSL	LIGHT TRUCK	147.50	0.00	147.50
9/01/2025	1HGW566	ULP	ATVS	46.26	0.00	46.26
9/01/2025	1HHZ562	PRMDSL	LIGHT TRUCK	139.27	0.00	139.27
9/01/2025	F94980	ULP	MINOR PLANT FUEL	25.00	0.00	25.00
9/01/2025	1HMF578	PRMDSL	UTE FLEET	99.70	0.00	99.70
9/01/2025	1HPD029	PRMDSL	VAN FLEET	72.90	0.00	72.90
9/01/2025	1HPD677	PRMDSL	MOWERS	29.21	0.00	29.21
9/01/2025	1HPD479	PRMDSL	VAN FLEET	72.90	0.00	72.90
9/01/2025	1HSN673	PRMDSL	HEAVY TRUCK	481.15	0.00	481.15
9/01/2025	1HXZ 269	PRMDSL	UTE FLEET	116.08	0.00	116.08
9/01/2025	1HXZ 271	PRMDSL	UTE FLEET	111.25	0.00	111.25
9/01/2025	1IBU908	PRMDSL	MOWERS	33.03	0.00	33.03
9/01/2025	1IDC458	PRMDSL	LOADERS	31.86	0.00	31.86
9/01/2025	1IDC524	PRMDSL	LOADERS	93.87	0.00	93.87
9/01/2025	1ICZ338	PRMDSL	UTE FLEET	120.00	0.00	120.00
9/01/2025	1ICZ331	PRMDSL	UTE FLEET	105.99	0.00	105.99
9/01/2025	1ICZ332	PRMDSL	UTE FLEET	117.69	0.00	117.69
9/01/2025	1IHB259	PRMDSL	MOWERS	44.09	0.00	44.09
9/01/2025	1IHB260	PRMDSL	MOWERS	104.87	0.00	104.87
9/01/2025	1IHB262	PRMDSL	MOWERS	55.85	0.00	55.85
10/01/2025	F94974	ULP	MINOR PLANT FUEL	23.18	0.00	23.18
10/01/2025	1EUV979	PRMDSL	HEAVY TRUCK	134.31	0.00	134.31
10/01/2025	1GAQ376	PRMDSL	LIGHT TRUCK	146.82	0.00	146.82
10/01/2025	1GJW882	PRMDSL	UTE FLEET	83.27	0.00	83.27
10/01/2025	1EKD382	PRMDSL	LIGHT TRUCK	214.52	0.00	214.52
10/01/2025	1GKG594	PRMDSL	MOWERS	142.03	0.00	142.03
10/01/2025	1GLS202	PRMDSL	VAN FLEET	112.41	0.00	112.41
10/01/2025	1GMK837	PRMDSL	LIGHT TRUCK	190.04	0.00	190.04
10/01/2025	1GLC 157	PRMDSL	UTE FLEET	100.51	0.00	100.51
10/01/2025	1GLC 156	PRMDSL	UTE FLEET	109.07	0.00	109.07
10/01/2025	1GOS 408	PRMDSL	UTE FLEET	100.41	0.00	100.41
10/01/2025	1GPX 372	ULP	CAR FLEET	59.46	0.00	59.46
10/01/2025	1GPX 371	ULP	CAR FLEET	72.83	0.00	72.83
10/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	127.22	0.00	127.22
10/01/2025	1HGO247	PRMDSL	BUS FLEET	148.10	0.00	148.10
10/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	59.55	0.00	59.55
10/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	69.93	0.00	69.93
10/01/2025	F98446	PRMDSL	HEAVY TRUCK	158.49	0.00	158.49
10/01/2025	1IAV314	PRMDSL	BUS FLEET	91.82	0.00	91.82
10/01/2025	1HXZ713	PRMDSL	UTE FLEET	109.86	0.00	109.86
10/01/2025	1ICY325	ULP	CAR FLEET	55.21	0.00	55.21
10/01/2025	1IDS303	PRMDSL	UTE FLEET	117.51	0.00	117.51

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
10/01/2025	1IHB262	PRMDSL	MOWERS	29.30	0.00	29.30
11/01/2025	1GIA358	PRMDSL	VAN FLEET	74.83	0.00	74.83
11/01/2025	1GUK 639	PRMDSL	VAN FLEET	92.31	0.00	92.31
11/01/2025	1ICZ340	PRMDSL	UTE FLEET	43.76	0.00	43.76
12/01/2025	1GNV 595	PRMDSL	VAN FLEET	118.44	0.00	118.44
12/01/2025	1HNF 304	PRMDSL	UTE FLEET	78.56	0.00	78.56
12/01/2025	1HPD029	PRMDSL	VAN FLEET	74.36	0.00	74.36
12/01/2025	1HPD070	PRMDSL	VAN FLEET	83.56	0.00	83.56
12/01/2025	1HWY906	PRMDSL	VAN FLEET	83.84	0.00	83.84
12/01/2025	1IDS305	PRMDSL	UTE FLEET	120.13	0.00	120.13
12/01/2025	1IEQ051	PRMDSL	UTE FLEET	48.64	0.00	48.64
12/01/2025	1IJM352	ULP	CAR FLEET	96.85	0.00	96.85
13/01/2025	F94958	ULP	MINOR PLANT FUEL	14.68	0.00	14.68
13/01/2025	1GDL520	PRMDSL	LIGHT TRUCK	127.52	0.00	127.52
13/01/2025	1GLC 160	PRMDSL	UTE FLEET	111.61	0.00	111.61
13/01/2025	1GNV 587	PRMDSL	VAN FLEET	126.63	0.00	126.63
13/01/2025	1GPX 374	ULP	CAR FLEET	43.05	0.00	43.05
13/01/2025	1GPX 373	ULP	CAR FLEET	47.34	0.00	47.34
13/01/2025	1EQQ668	PRMDSL	LIGHT TRUCK	203.58	0.00	203.58
13/01/2025	F94976	ULP	MINOR PLANT FUEL	29.11	0.00	29.11
13/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	143.26	0.00	143.26
13/01/2025	1IAV314	PRMDSL	BUS FLEET	42.40	0.00	42.40
13/01/2025	1IBG279	PRMDSL	UTE FLEET	100.92	0.00	100.92
13/01/2025	1IBR445	PRMDSL	VAN FLEET	138.50	0.00	138.50
13/01/2025	1ICZ337	PRMDSL	UTE FLEET	118.05	0.00	118.05
13/01/2025	1IHB261	PRMDSL	MOWERS	56.62	0.00	56.62
13/01/2025	1IHB262	PRMDSL	MOWERS	55.48	0.00	55.48
13/01/2025	1HBQ371	PRMDSL	LIGHT TRUCK	218.18	0.00	218.18
14/01/2025	F94975	ULP	MINOR PLANT FUEL	27.28	0.00	27.28
14/01/2025	F94978	ULP	MINOR PLANT FUEL	30.38	0.00	30.38
14/01/2025	F94982	ULP	MINOR PLANT FUEL	14.17	0.00	14.17
14/01/2025	1EQC818	PRMDSL	LIGHT TRUCK	152.58	0.00	152.58
14/01/2025	1EUV979	PRMDSL	HEAVY TRUCK	236.76	0.00	236.76
14/01/2025	1EYF497	PRMDSL	LIGHT TRUCK	150.02	0.00	150.02
14/01/2025	1GET700	PRMDSL	HEAVY TRUCK	232.16	0.00	232.16
14/01/2025	1GJW883	PRMDSL	UTE FLEET	77.16	0.00	77.16
14/01/2025	1GLC 159	PRMDSL	UTE FLEET	115.93	0.00	115.93
14/01/2025	1GTW 208	PRMDSL	HEAVY TRUCK	256.37	0.00	256.37
14/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	236.91	0.00	236.91
14/01/2025	1GZH663	PRMDSL	MOWERS	44.29	0.00	44.29
14/01/2025	1GIR472	PRMDSL	UTE FLEET	96.53	0.00	96.53
14/01/2025	1HCZ440	ULP	CAR FLEET	36.99	0.00	36.99
14/01/2025	1HGJ189	PRMDSL	LIGHT TRUCK	125.54	0.00	125.54
14/01/2025	1HGO247	PRMDSL	BUS FLEET	63.11	0.00	63.11
14/01/2025	1HGX 396	PRMDSL	UTE FLEET	100.85	0.00	100.85
14/01/2025	1HGM 314	PRMDSL	UTE FLEET	86.00	0.00	86.00
14/01/2025	1GNA 563	PRMDSL	VAN FLEET	135.51	0.00	135.51
14/01/2025	1HPD676	PRMDSL	MOWERS	110.27	0.00	110.27

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
14/01/2025	1HQB153	PRMDSL	HEAVY TRUCK	193.27	0.00	193.27
14/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	83.51	0.00	83.51
14/01/2025	1HRX 146	PRMDSL	LIGHT TRUCK	107.76	0.00	107.76
14/01/2025	1HSN866	PRMDSL	LIGHT TRUCK	233.35	0.00	233.35
14/01/2025	1HTH737	PRMDSL	UTE FLEET	86.61	0.00	86.61
14/01/2025	1HST563	PRMDSL	UTE FLEET	64.91	0.00	64.91
14/01/2025	1HXZ 270	PRMDSL	UTE FLEET	95.12	0.00	95.12
14/01/2025	1HXZ 962	PRMDSL	UTE FLEET	127.33	0.00	127.33
14/01/2025	F98433	ULP	SPRAYER - LARGE	14.07	0.00	14.07
14/01/2025	1GLS203	PRMDSL	VAN FLEET	109.66	0.00	109.66
14/01/2025	1IHB259	PRMDSL	MOWERS	75.95	0.00	75.95
14/01/2025	1IHB262	PRMDSL	MOWERS	68.23	0.00	68.23
15/01/2025	F94981	ULP	MINOR PLANT FUEL	17.21	0.00	17.21
15/01/2025	F94984	ULP	MINOR PLANT FUEL	16.32	0.00	16.32
15/01/2025	1EKD383	PRMDSL	LIGHT TRUCK	162.30	0.00	162.30
15/01/2025	1EKT694	PRMDSL	LIGHT TRUCK	134.56	0.00	134.56
15/01/2025	1EQX796	PRMDSL	LIGHT TRUCK	180.09	0.00	180.09
15/01/2025	1EZW318	PRMDSL	LIGHT TRUCK	125.50	0.00	125.50
15/01/2025	1GAQ376	PRMDSL	LIGHT TRUCK	152.47	0.00	152.47
15/01/2025	1GKE907	ULP	CAR FLEET	45.50	0.00	45.50
15/01/2025	1GLS993	ULP	CAR FLEET	66.97	0.00	66.97
15/01/2025	1GKW983	PRMDSL	UTE FLEET	115.70	0.00	115.70
15/01/2025	1GLQ010	PRMDSL	HEAVY TRUCK	239.32	0.00	239.32
15/01/2025	1GNV 595	PRMDSL	VAN FLEET	88.10	0.00	88.10
15/01/2025	1GOS 407	PRMDSL	UTE FLEET	113.22	0.00	113.22
15/01/2025	1GOO 935	PRMDSL	HEAVY TRUCK	261.08	0.00	261.08
15/01/2025	1GUD 414	PRMDSL	LIGHT TRUCK	276.81	0.00	276.81
15/01/2025	1GXA947	PRMDSL	LIGHT TRUCK	301.00	0.00	301.00
15/01/2025	1GZR676	PRMDSL	HEAVY TRUCK	302.17	0.00	302.17
15/01/2025	1ELP 781	PRMDSL	LIGHT TRUCK	147.37	0.00	147.37
15/01/2025	1HAF268	PRMDSL	LIGHT TRUCK	197.57	0.00	197.57
15/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	234.81	0.00	234.81
15/01/2025	1HGW566	ULP	ATVS	50.11	0.00	50.11
15/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	76.59	0.00	76.59
15/01/2025	1GJI868	PRMDSL	UTE FLEET	97.40	0.00	97.40
15/01/2025	1HLP164	PRMDSL	LIGHT TRUCK	223.82	0.00	223.82
15/01/2025	1HPD070	PRMDSL	VAN FLEET	76.51	0.00	76.51
15/01/2025	1HPD479	PRMDSL	VAN FLEET	96.73	0.00	96.73
15/01/2025	F98446	PRMDSL	HEAVY TRUCK	165.03	0.00	165.03
15/01/2025	1HTH959	PRMDSL	UTE FLEET	107.36	0.00	107.36
15/01/2025	1HVD890	PRMDSL	LIGHT TRUCK	205.97	0.00	205.97
15/01/2025	1HWY905	PRMDSL	VAN FLEET	79.26	0.00	79.26
15/01/2025	1IAV314	PRMDSL	BUS FLEET	104.63	0.00	104.63
15/01/2025	1IAV314	PRMDSL	BUS FLEET	60.81	0.00	60.81
15/01/2025	1IDC458	PRMDSL	LOADERS	60.76	0.00	60.76
15/01/2025	1ICY327	ULP	CAR FLEET	68.01	0.00	68.01
15/01/2025	1ICZ333	PRMDSL	UTE FLEET	102.01	0.00	102.01
15/01/2025	1IHB259	PRMDSL	MOWERS	45.34	0.00	45.34

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERV ICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
15/01/2025	1IHB261	PRMDSL	MOWERS	69.53	0.00	69.53
15/01/2025	1IHB262	PRMDSL	MOWERS	55.22	0.00	55.22
16/01/2025	F94954	ULP	MINOR PLANT FUEL	42.02	0.00	42.02
16/01/2025	F94972	ULP	MINOR PLANT FUEL	23.46	0.00	23.46
16/01/2025	F94977	ULP	MINOR PLANT FUEL	36.62	0.00	36.62
16/01/2025	F94950	ULP	MINOR PLANT FUEL	12.40	0.00	12.40
16/01/2025	1ESR283	PRMDSL	UTE FLEET	122.95	0.00	122.95
16/01/2025	1GDL520	PRMDSL	LIGHT TRUCK	101.94	0.00	101.94
16/01/2025	1EKD382	PRMDSL	LIGHT TRUCK	181.27	0.00	181.27
16/01/2025	1GKG594	PRMDSL	MOWERS	144.27	0.00	144.27
16/01/2025	1HGO247	PRMDSL	BUS FLEET	98.85	0.00	98.85
16/01/2025	1HGT321	PRMDSL	LIGHT TRUCK	166.64	0.00	166.64
16/01/2025	F94005	ULP	MINOR PLANT FUEL	28.67	0.00	28.67
16/01/2025	1HMF578	PRMDSL	UTE FLEET	103.14	0.00	103.14
16/01/2025	1HNF 304	PRMDSL	UTE FLEET	105.23	0.00	105.23
16/01/2025	1HPR 183	PRMDSL	LIGHT TRUCK	138.12	0.00	138.12
16/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	94.36	0.00	94.36
16/01/2025	1HTV858	PRMDSL	LIGHT TRUCK	221.22	0.00	221.22
16/01/2025	1HZP999	PRMDSL	LIGHT TRUCK	169.34	0.00	169.34
16/01/2025	1IBG288	PRMDSL	UTE FLEET	118.81	0.00	118.81
16/01/2025	1ICM408	PRMDSL	HEAVY TRUCK	207.49	0.00	207.49
16/01/2025	1IDC458	PRMDSL	LOADERS	57.68	0.00	57.68
16/01/2025	1IDC524	PRMDSL	LOADERS	126.95	0.00	126.95
16/01/2025	1IEG429	PRMDSL	UTE FLEET	117.06	0.00	117.06
16/01/2025	1IFQ737	PRMDSL	HEAVY TRUCK	439.12	0.00	439.12
16/01/2025	1ICZ334	PRMDSL	UTE FLEET	64.98	0.00	64.98
16/01/2025	F94005	PRMDSL	MOWERS	52.77	0.00	52.77
17/01/2025	1EYF498	PRMDSL	LIGHT TRUCK	185.01	0.00	185.01
17/01/2025	1GCJ254	PRMDSL	LIGHT TRUCK	227.75	0.00	227.75
17/01/2025	123COJ	PRMDSL	LIGHT TRUCK	97.58	0.00	97.58
17/01/2025	1GKE907	ULP	CAR FLEET	28.08	0.00	28.08
17/01/2025	1GMK837	PRMDSL	LIGHT TRUCK	214.37	0.00	214.37
17/01/2025	1GMP274	ULP	CAR FLEET	91.31	0.00	91.31
17/01/2025	1GPX 372	ULP	CAR FLEET	59.50	0.00	59.50
17/01/2025	1GPX 371	ULP	CAR FLEET	63.70	0.00	63.70
17/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	237.53	0.00	237.53
17/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	139.05	0.00	139.05
17/01/2025	1EQQ668	PRMDSL	LIGHT TRUCK	172.71	0.00	172.71
17/01/2025	1HGJ189	PRMDSL	LIGHT TRUCK	132.48	0.00	132.48
17/01/2025	1HGO247	PRMDSL	BUS FLEET	101.56	0.00	101.56
17/01/2025	1HGX 396	PRMDSL	UTE FLEET	110.06	0.00	110.06
17/01/2025	1HGM 314	PRMDSL	UTE FLEET	107.31	0.00	107.31
17/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	76.47	0.00	76.47
17/01/2025	1HNF 238	PRMDSL	UTE FLEET	72.95	0.00	72.95
17/01/2025	1HPD029	PRMDSL	VAN FLEET	99.45	0.00	99.45
17/01/2025	1HPD677	PRMDSL	MOWERS	57.05	0.00	57.05
17/01/2025	1HPD479	PRMDSL	VAN FLEET	54.47	0.00	54.47
17/01/2025	1HRX 146	PRMDSL	LIGHT TRUCK	121.26	0.00	121.26

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
17/01/2025	F98446	PRMDSL	HEAVY TRUCK	31.00	0.00	31.00
17/01/2025	F98446	PRMDSL	HEAVY TRUCK	126.98	0.00	126.98
17/01/2025	1HWE692	ULP	CAR FLEET	67.00	0.00	67.00
17/01/2025	1HXZ 271	DIESEL	UTE FLEET	97.91	0.00	97.91
17/01/2025	1HMD 957	PRMDSL	UTE FLEET	127.39	0.00	127.39
17/01/2025	1IAV314	PRMDSL	BUS FLEET	59.94	0.00	59.94
17/01/2025	1IBG279	PRMDSL	UTE FLEET	69.44	0.00	69.44
17/01/2025	1IBG278	PRMDSL	UTE FLEET	107.01	0.00	107.01
17/01/2025	1IBG295	PRMDSL	UTE FLEET	106.87	0.00	106.87
17/01/2025	1HLS809	PRMDSL	UTE FLEET	160.47	0.00	160.47
17/01/2025	1HLS809	CAR WASH	UTE FLEET	30.00	0.00	30.00
17/01/2025	1IDS304	PRMDSL	UTE FLEET	109.26	0.00	109.26
17/01/2025	1IEQ053	PRMDSL	UTE FLEET	103.37	0.00	103.37
17/01/2025	1IDS302	PRMDSL	UTE FLEET	-114.58	0.00	-114.58
17/01/2025	1IDS302	PRMDSL	UTE FLEET	114.58	0.00	114.58
17/01/2025	1IDS302	PRMDSL	UTE FLEET	114.58	0.00	114.58
17/01/2025	1IHB260	PRMDSL	MOWERS	130.73	0.00	130.73
17/01/2025	1IHB262	PRMDSL	MOWERS	64.53	0.00	64.53
17/01/2025	1IJM353	ULP	CAR FLEET	71.56	0.00	71.56
18/01/2025	1HPD070	PRMDSL	VAN FLEET	67.26	0.00	67.26
18/01/2025	1IJM350	ULP	CAR FLEET	84.35	0.00	84.35
19/01/2025	1HPD029	PRMDSL	VAN FLEET	80.25	0.00	80.25
19/01/2025	1HPD479	PRMDSL	VAN FLEET	64.20	0.00	64.20
19/01/2025	1HXZ 269	PRMDSL	UTE FLEET	121.84	0.00	121.84
19/01/2025	1IEQ051	PRMDSL	UTE FLEET	45.13	0.00	45.13
20/01/2025	F94985	ULP	MINOR PLANT FUEL	27.41	0.00	27.41
20/01/2025	1EQC818	PRMDSL	LIGHT TRUCK	175.24	0.00	175.24
20/01/2025	1EYF497	PRMDSL	LIGHT TRUCK	154.63	0.00	154.63
20/01/2025	1EZW318	PRMDSL	LIGHT TRUCK	76.11	0.00	76.11
20/01/2025	1EYR101	ULP	CAR FLEET	67.58	0.00	67.58
20/01/2025	1GLS201	PRMDSL	VAN FLEET	136.26	0.00	136.26
20/01/2025	1GLC 157	PRMDSL	UTE FLEET	100.80	0.00	100.80
20/01/2025	1GNV 587	PRMDSL	VAN FLEET	128.66	0.00	128.66
20/01/2025	1GNV 595	PRMDSL	VAN FLEET	72.66	0.00	72.66
20/01/2025	1GOS 407	PRMDSL	UTE FLEET	111.15	0.00	111.15
20/01/2025	1GOO 935	PRMDSL	HEAVY TRUCK	233.61	0.00	233.61
20/01/2025	1GNK 678	PRMDSL	CAR FLEET	85.54	0.00	85.54
20/01/2025	1HGW566	ULP	ATVS	42.30	0.00	42.30
20/01/2025	1HQB153	PRMDSL	HEAVY TRUCK	202.55	0.00	202.55
20/01/2025	1HWY905	PRMDSL	VAN FLEET	81.16	0.00	81.16
20/01/2025	1HWY906	PRMDSL	VAN FLEET	116.97	0.00	116.97
20/01/2025	1IAV314	PRMDSL	BUS FLEET	73.35	0.00	73.35
20/01/2025	1IEP961	PRMDSL	UTE FLEET	125.25	0.00	125.25
20/01/2025	1ICZ339	PRMDSL	UTE FLEET	100.33	0.00	100.33
20/01/2025	1HBQ371	PRMDSL	LIGHT TRUCK	161.63	0.00	161.63
21/01/2025	1ELE 101	PRMDSL	UTE FLEET	98.63	0.00	98.63
21/01/2025	1GDL520	PRMDSL	LIGHT TRUCK	112.63	0.00	112.63
21/01/2025	1GET700	PRMDSL	HEAVY TRUCK	237.04	0.00	237.04

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERV ICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
21/01/2025	1GJW882	PRMDSL	UTE FLEET	96.37	0.00	96.37
21/01/2025	1GJX083	PRMDSL	UTE FLEET	126.62	0.00	126.62
21/01/2025	1GKW982	PRMDSL	UTE FLEET	122.28	0.00	122.28
21/01/2025	1GLC 160	PRMDSL	UTE FLEET	113.54	0.00	113.54
21/01/2025	1GCJ709	PRMDSL	LIGHT TRUCK	233.74	0.00	233.74
21/01/2025	1GXA947	PRMDSL	LIGHT TRUCK	299.36	0.00	299.36
21/01/2025	1HAF268	PRMDSL	LIGHT TRUCK	196.82	0.00	196.82
21/01/2025	1HGO247	PRMDSL	BUS FLEET	97.02	0.00	97.02
21/01/2025	1HGM 314	PRMDSL	UTE FLEET	100.19	0.00	100.19
21/01/2025	1HPD029	PRMDSL	VAN FLEET	51.86	0.00	51.86
21/01/2025	1HPD677	PRMDSL	MOWERS	50.93	0.00	50.93
21/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	53.90	0.00	53.90
21/01/2025	F98446	PRMDSL	HEAVY TRUCK	138.92	0.00	138.92
21/01/2025	1IBB826	PRMDSL	VAN FLEET	147.32	0.00	147.32
21/01/2025	1ICZ340	PRMDSL	UTE FLEET	63.97	0.00	63.97
21/01/2025	1IHB262	PRMDSL	MOWERS	20.98	0.00	20.98
22/01/2025	F94959	ULP	MINOR PLANT FUEL	24.27	0.00	24.27
22/01/2025	F94968	ULP	MINOR PLANT FUEL	11.34	0.00	11.34
22/01/2025	F94977	ULP	MINOR PLANT FUEL	17.54	0.00	17.54
22/01/2025	F94983	ULP	MINOR PLANT FUEL	16.54	0.00	16.54
22/01/2025	1GAQ376	PRMDSL	LIGHT TRUCK	171.29	0.00	171.29
22/01/2025	1GLQ010	PRMDSL	HEAVY TRUCK	281.03	0.00	281.03
22/01/2025	1GNA 562	PRMDSL	VAN FLEET	102.10	0.00	102.10
22/01/2025	1GLC 159	PRMDSL	UTE FLEET	123.99	0.00	123.99
22/01/2025	1GOS 408	PRMDSL	UTE FLEET	103.72	0.00	103.72
22/01/2025	1GPA 570	PRMDSL	UTE FLEET	107.31	0.00	107.31
22/01/2025	1GPX 374	ULP	CAR FLEET	52.12	0.00	52.12
22/01/2025	1GPX 371	ULP	CAR FLEET	74.63	0.00	74.63
22/01/2025	1GTW 208	PRMDSL	HEAVY TRUCK	235.67	0.00	235.67
22/01/2025	1GUK 639	PRMDSL	VAN FLEET	81.98	0.00	81.98
22/01/2025	1GLC 158	PRMDSL	UTE FLEET	102.40	0.00	102.40
22/01/2025	1ELP 781	PRMDSL	LIGHT TRUCK	184.80	0.00	184.80
22/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	214.33	0.00	214.33
22/01/2025	1HCZ440	ULP	CAR FLEET	51.22	0.00	51.22
22/01/2025	1HGJ189	PRMDSL	LIGHT TRUCK	113.56	0.00	113.56
22/01/2025	1HGO177	PRMDSL	MOWERS	231.34	0.00	231.34
22/01/2025	1HHZ562	PRMDSL	LIGHT TRUCK	132.39	0.00	132.39
22/01/2025	1HPD070	PRMDSL	VAN FLEET	69.59	0.00	69.59
22/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	214.27	0.00	214.27
22/01/2025	1HSN866	PRMDSL	LIGHT TRUCK	276.07	0.00	276.07
22/01/2025	1HXO 071	PRMDSL	UTE FLEET	97.98	0.00	97.98
22/01/2025	1HZP999	PRMDSL	LIGHT TRUCK	181.50	0.00	181.50
22/01/2025	1IAV314	PRMDSL	BUS FLEET	56.10	0.00	56.10
22/01/2025	1IBR445	PRMDSL	VAN FLEET	134.66	0.00	134.66
22/01/2025	1IDS306	PRMDSL	UTE FLEET	127.01	0.00	127.01
22/01/2025	1IDS305	PRMDSL	UTE FLEET	128.91	0.00	128.91
22/01/2025	1IEQ051	PRMDSL	UTE FLEET	28.20	0.00	28.20
22/01/2025	1ICZ337	PRMDSL	UTE FLEET	114.97	0.00	114.97

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
22/01/2025	1IHB259	PRMDSL	MOWERS	142.19	0.00	142.19
22/01/2025	1IHB261	PRMDSL	MOWERS	55.09	0.00	55.09
22/01/2025	1IHB262	PRMDSL	MOWERS	34.76	0.00	34.76
22/01/2025	1IJM350	ULP	CAR FLEET	101.96	0.00	101.96
23/01/2025	1EKT694	PRMDSL	LIGHT TRUCK	123.06	0.00	123.06
23/01/2025	1EYF497	PRMDSL	LIGHT TRUCK	153.51	0.00	153.51
23/01/2025	1EZZ500	ULP	CAR FLEET	60.99	0.00	60.99
23/01/2025	1GIR473	PRMDSL	UTE FLEET	135.60	0.00	135.60
23/01/2025	1GIW884	PRMDSL	UTE FLEET	134.19	0.00	134.19
23/01/2025	1GKE907	ULP	CAR FLEET	39.33	0.00	39.33
23/01/2025	1EKD382	PRMDSL	LIGHT TRUCK	208.40	0.00	208.40
23/01/2025	1GLC 156	PRMDSL	UTE FLEET	103.13	0.00	103.13
23/01/2025	1GOS 407	PRMDSL	UTE FLEET	108.39	0.00	108.39
23/01/2025	1GOO 935	PRMDSL	HEAVY TRUCK	258.54	0.00	258.54
23/01/2025	1GPX 373	ULP	CAR FLEET	46.03	0.00	46.03
23/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	262.75	0.00	262.75
23/01/2025	1GWP452	PRMDSL	UTE FLEET	126.94	0.00	126.94
23/01/2025	1HGT321	PRMDSL	LIGHT TRUCK	70.50	0.00	70.50
23/01/2025	1HGX 396	PRMDSL	UTE FLEET	109.08	0.00	109.08
23/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	75.96	0.00	75.96
23/01/2025	1HIH562	PRMDSL	UTE FLEET	126.77	0.00	126.77
23/01/2025	1HLP164	PRMDSL	LIGHT TRUCK	235.62	0.00	235.62
23/01/2025	1HMF578	PRMDSL	UTE FLEET	100.10	0.00	100.10
23/01/2025	1HNF 304	PRMDSL	UTE FLEET	65.02	0.00	65.02
23/01/2025	1HPD029	PRMDSL	VAN FLEET	73.02	0.00	73.02
23/01/2025	1HPR 183	PRMDSL	LIGHT TRUCK	141.51	0.00	141.51
23/01/2025	1HQB153	PRMDSL	HEAVY TRUCK	190.71	0.00	190.71
23/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	103.94	0.00	103.94
23/01/2025	1HSN673	PRMDSL	HEAVY TRUCK	525.91	0.00	525.91
23/01/2025	1HTV858	PRMDSL	LIGHT TRUCK	205.50	0.00	205.50
23/01/2025	1HXZ 962	PRMDSL	UTE FLEET	127.73	0.00	127.73
23/01/2025	1IDC458	PRMDSL	LOADERS	104.62	0.00	104.62
23/01/2025	1IDC524	PRMDSL	LOADERS	166.61	0.00	166.61
23/01/2025	1IHB262	PRMDSL	MOWERS	18.04	0.00	18.04
23/01/2025	1IHB262	PRMDSL	MOWERS	28.20	0.00	28.20
23/01/2025	1HBQ371	PRMDSL	LIGHT TRUCK	232.48	0.00	232.48
24/01/2025	F94978	ULP	MINOR PLANT FUEL	48.57	0.00	48.57
24/01/2025	F94984	ULP	MINOR PLANT FUEL	16.27	0.00	16.27
24/01/2025	1EQC818	PRMDSL	LIGHT TRUCK	174.82	0.00	174.82
24/01/2025	1EZC873	ULP	CAR FLEET	74.51	0.00	74.51
24/01/2025	1EZW318	PRMDSL	LIGHT TRUCK	125.83	0.00	125.83
24/01/2025	123COJ	PRMDSL	LIGHT TRUCK	91.08	0.00	91.08
24/01/2025	1GNV 587	PRMDSL	VAN FLEET	121.87	0.00	121.87
24/01/2025	1GNV 595	PRMDSL	VAN FLEET	92.85	0.00	92.85
24/01/2025	1GPX 372	ULP	CAR FLEET	56.57	0.00	56.57
24/01/2025	1GPR 526	PRMDSL	UTE FLEET	129.65	0.00	129.65
24/01/2025	1GPR 528	PRMDSL	UTE FLEET	123.85	0.00	123.85
24/01/2025	1GRY 350	PRMDSL	UTE FLEET	139.16	0.00	139.16

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERV ICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
24/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	131.27	0.00	131.27
24/01/2025	1GUD 414	PRMDSL	LIGHT TRUCK	302.48	0.00	302.48
24/01/2025	1GYG391	PRMDSL	LOADERS	174.51	0.00	174.51
24/01/2025	1HAF268	PRMDSL	LIGHT TRUCK	193.50	0.00	193.50
24/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	117.06	0.00	117.06
24/01/2025	1HGO247	PRMDSL	BUS FLEET	135.97	0.00	135.97
24/01/2025	1HGM 314	PRMDSL	UTE FLEET	105.13	0.00	105.13
24/01/2025	1HGW566	ULP	ATVS	26.56	0.00	26.56
24/01/2025	1HFR848	PRMDSL	RIDE ON SWEEPERS	29.91	0.00	29.91
24/01/2025	1GJI868	PRMDSL	UTE FLEET	5.00	0.00	5.00
24/01/2025	1GJI868	PRMDSL	UTE FLEET	6.30	0.00	6.30
24/01/2025	F94976	ULP	MINOR PLANT FUEL	18.08	0.00	18.08
24/01/2025	1HPD479	PRMDSL	VAN FLEET	116.24	0.00	116.24
24/01/2025	F98446	PRMDSL	HEAVY TRUCK	150.10	0.00	150.10
24/01/2025	1HVD890	PRMDSL	LIGHT TRUCK	183.26	0.00	183.26
24/01/2025	1HWY905	PRMDSL	VAN FLEET	45.13	0.00	45.13
24/01/2025	1HWY906	PRMDSL	VAN FLEET	117.59	0.00	117.59
24/01/2025	1HXZ 270	PRMDSL	UTE FLEET	104.19	0.00	104.19
24/01/2025	1HXZ 271	PRMDSL	UTE FLEET	109.46	0.00	109.46
24/01/2025	1HXZ 960	PRMDSL	UTE FLEET	119.26	0.00	119.26
24/01/2025	1IAV314	PRMDSL	BUS FLEET	110.62	0.00	110.62
24/01/2025	1ICZ331	PRMDSL	UTE FLEET	115.12	0.00	115.12
24/01/2025	1IHB259	PRMDSL	MOWERS	34.75	0.00	34.75
24/01/2025	1IHB260	PRMDSL	MOWERS	85.07	0.00	85.07
25/01/2025	1EZC873	ULP	CAR FLEET	56.72	0.00	56.72
25/01/2025	1HPD070	PRMDSL	VAN FLEET	72.15	0.00	72.15
25/01/2025	1IJM351	ULP	CAR FLEET	91.57	0.00	91.57
26/01/2025	1EZC873	ULP	CAR FLEET	96.56	0.00	96.56
26/01/2025	1HPD029	PRMDSL	VAN FLEET	67.39	0.00	67.39
26/01/2025	1HPD479	PRMDSL	VAN FLEET	53.89	0.00	53.89
26/01/2025	1IBG279	PRMDSL	UTE FLEET	121.84	0.00	121.84
26/01/2025	1IBG288	PRMDSL	UTE FLEET	84.26	0.00	84.26
27/01/2025	1HNF 304	PRMDSL	UTE FLEET	76.73	0.00	76.73
27/01/2025	1HBQ371	PRMDSL	LIGHT TRUCK	92.70	0.00	92.70
28/01/2025	F94971	ULP	MINOR PLANT FUEL	25.57	0.00	25.57
28/01/2025	F94981	ULP	MINOR PLANT FUEL	31.33	0.00	31.33
28/01/2025	1EKD383	PRMDSL	LIGHT TRUCK	69.79	0.00	69.79
28/01/2025	1EYR101	ULP	CAR FLEET	45.51	0.00	45.51
28/01/2025	1GGM533	PRMDSL	UTE FLEET	115.65	0.00	115.65
28/01/2025	1GMK837	PRMDSL	LIGHT TRUCK	186.43	0.00	186.43
28/01/2025	1GMP274	ULP	CAR FLEET	85.07	0.00	85.07
28/01/2025	1GSL 227	PRMDSL	UTE FLEET	134.54	0.00	134.54
28/01/2025	1EQQ668	PRMDSL	LIGHT TRUCK	166.99	0.00	166.99
28/01/2025	1HGO247	PRMDSL	BUS FLEET	29.43	0.00	29.43
28/01/2025	1HPD070	PRMDSL	VAN FLEET	73.64	0.00	73.64
28/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	105.93	0.00	105.93
28/01/2025	1HWY905	PRMDSL	VAN FLEET	86.84	0.00	86.84
28/01/2025	1ICZ336	PRMDSL	UTE FLEET	110.07	0.00	110.07

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
28/01/2025	1IHB261	PRMDSL	MOWERS	77.57	0.00	77.57
28/01/2025	1IHB262	PRMDSL	MOWERS	40.87	0.00	40.87
29/01/2025	F94972	ULP	MINOR PLANT FUEL	19.09	0.00	19.09
29/01/2025	F94987	ULP	MINOR PLANT FUEL	30	0.00	30.00
29/01/2025	F94969	ULP	MINOR PLANT FUEL	36.48	0.00	36.48
29/01/2025	1EQX796	PRMDSL	LIGHT TRUCK	346.3	0.00	346.30
29/01/2025	1EYF498	PRMDSL	LIGHT TRUCK	181.33	0.00	181.33
29/01/2025	1GCI254	PRMDSL	LIGHT TRUCK	252.63	0.00	252.63
29/01/2025	1GDL520	PRMDSL	LIGHT TRUCK	130.52	0.00	130.52
29/01/2025	1GIW883	PRMDSL	UTE FLEET	84.6	0.00	84.60
29/01/2025	1GIW882	PRMDSL	UTE FLEET	84.62	0.00	84.62
29/01/2025	1GLS202	PRMDSL	VAN FLEET	122.3	0.00	122.30
29/01/2025	1GKW982	PRMDSL	UTE FLEET	95.93	0.00	95.93
29/01/2025	1GLC 157	PRMDSL	UTE FLEET	97.67	0.00	97.67
29/01/2025	1GNV 595	PRMDSL	VAN FLEET	51.71	0.00	51.71
29/01/2025	1GCI709	PRMDSL	LIGHT TRUCK	184.64	0.00	184.64
29/01/2025	1GXA947	PRMDSL	LIGHT TRUCK	287.52	0.00	287.52
29/01/2025	1GIR472	PRMDSL	UTE FLEET	112.25	0.00	112.25
29/01/2025	1HAT216	PRMDSL	HEAVY TRUCK	193.72	0.00	193.72
29/01/2025	1HEL551	PRMDSL	LIGHT TRUCK	121.95	0.00	121.95
29/01/2025	1HGJ189	PRMDSL	LIGHT TRUCK	144.58	0.00	144.58
29/01/2025	1HGO247	PRMDSL	BUS FLEET	93.9	0.00	93.90
29/01/2025	F94005	ULP	ATVS	47.96	0.00	47.96
29/01/2025	F94980	ULP	MINOR PLANT FUEL	46.5	0.00	46.50
29/01/2025	1HPD029	PRMDSL	VAN FLEET	86.44	0.00	86.44
29/01/2025	1HPD479	PRMDSL	VAN FLEET	84.39	0.00	84.39
29/01/2025	1HRX 146	PRMDSL	LIGHT TRUCK	118.51	0.00	118.51
29/01/2025	1HWE692	ULP	CAR FLEET	62.13	0.00	62.13
29/01/2025	1HWY906	PRMDSL	VAN FLEET	105.92	0.00	105.92
29/01/2025	1IAV314	PRMDSL	BUS FLEET	73.18	0.00	73.18
29/01/2025	1IAV314	PRMDSL	BUS FLEET	68.84	0.00	68.84
29/01/2025	1ICM408	PRMDSL	HEAVY TRUCK	270.74	0.00	270.74
29/01/2025	1IBM089	PRMDSL	VAN FLEET	95.9	0.00	95.90
29/01/2025	1ICY327	ULP	CAR FLEET	56.05	0.00	56.05
29/01/2025	1IEG429	PRMDSL	UTE FLEET	110.42	0.00	110.42
29/01/2025	1GLS203	PRMDSL	VAN FLEET	109.33	0.00	109.33
29/01/2025	1IFQ737	PRMDSL	HEAVY TRUCK	479.56	0.00	479.56
29/01/2025	1ICZ340	PRMDSL	UTE FLEET	31.9	0.00	31.90
29/01/2025	1IHB261	PRMDSL	MOWERS	62.92	0.00	62.92
29/01/2025	1IHB262	PRMDSL	MOWERS	52.04	0.00	52.04
29/01/2025	1IHB262	PRMDSL	MOWERS	44.72	0.00	44.72
29/01/2025	1IJM350	ULP	CAR FLEET	96.93	0.00	96.93
29/01/2025	1HBQ371	PRMDSL	LIGHT TRUCK	119.01	0.00	119.01
30/01/2025	F94974	ULP	MINOR PLANT FUEL	24.29	0.00	24.29
30/01/2025	F94950	ULP	MINOR PLANT FUEL	11.39	0.00	11.39
30/01/2025	1EKD383	PRMDSL	LIGHT TRUCK	163.15	0.00	163.15
30/01/2025	1EUV979	PRMDSL	HEAVY TRUCK	232.34	0.00	232.34
30/01/2025	1GAQ376	PRMDSL	LIGHT TRUCK	160.47	0.00	160.47

Fuel transactions - ReportJan25

DATE	REGO/PLANT NO	PROD/SERVICE	FLEET TYPE	PRD INCGST	TRN FEE	TOTAL PYMT
30/01/2025	1EKD382	PRMDSL	LIGHT TRUCK	155.19	0.00	155.19
30/01/2025	1GLC 160	PRMDSL	UTE FLEET	115.27	0.00	115.27
30/01/2025	1GOO 935	PRMDSL	HEAVY TRUCK	279.65	0.00	279.65
30/01/2025	1GPX 374	ULP	CAR FLEET	36.25	0.00	36.25
30/01/2025	1GPX 371	ULP	CAR FLEET	54.16	0.00	54.16
30/01/2025	1GUP916	PRMDSL	HEAVY TRUCK	284.42	0.00	284.42
30/01/2025	1GUK 639	PRMDSL	VAN FLEET	69.38	0.00	69.38
30/01/2025	1HGX 396	PRMDSL	UTE FLEET	104.9	0.00	104.90
30/01/2025	F94005	ULP	MINOR PLANT FUEL	13.08	0.00	13.08
30/01/2025	1HMF578	PRMDSL	UTE FLEET	102.73	0.00	102.73
30/01/2025	1HNF 304	PRMDSL	UTE FLEET	69.57	0.00	69.57
30/01/2025	1HPD070	PRMDSL	VAN FLEET	50.16	0.00	50.16
30/01/2025	1HPR 183	PRMDSL	LIGHT TRUCK	137.94	0.00	137.94
30/01/2025	1HRX 082	PRMDSL	LIGHT TRUCK	86.86	0.00	86.86
30/01/2025	1HTV858	PRMDSL	LIGHT TRUCK	241.93	0.00	241.93
30/01/2025	1HZP999	PRMDSL	LIGHT TRUCK	274.47	0.00	274.47
30/01/2025	1IDC458	PRMDSL	LOADERS	65.57	0.00	65.57
30/01/2025	1ICZ338	PRMDSL	UTE FLEET	122.63	0.00	122.63
30/01/2025	1IHB259	PRMDSL	MOWERS	50.28	0.00	50.28
30/01/2025	1IHB260	PRMDSL	MOWERS	70.62	0.00	70.62
31/01/2025	1GKW285	PRMDSL	UTE FLEET	121.96	0.00	121.96
31/01/2025	1GLC 159	PRMDSL	UTE FLEET	117.36	0.00	117.36
31/01/2025	1GPX 372	ULP	CAR FLEET	54.62	0.00	54.62
31/01/2025	1GNK 678	PRMDSL	CAR FLEET	82.26	0.00	82.26
31/01/2025	1HGO247	PRMDSL	BUS FLEET	122.47	0.00	122.47
31/01/2025	1GNA 563	PRMDSL	VAN FLEET	132.38	0.00	132.38
31/01/2025	1HPD677	PRMDSL	MOWERS	37.53	0.00	37.53
31/01/2025	1IAV314	PRMDSL	BUS FLEET	49.57	0.00	49.57
31/01/2025	1IBG279	PRMDSL	UTE FLEET	87.42	0.00	87.42
31/01/2025	1IEQ053	PRMDSL	UTE FLEET	97.75	0.00	97.75
31/01/2025	1ICZ337	PRMDSL	UTE FLEET	121.81	0.00	121.81
31/01/2025	1IHB262	PRMDSL	MOWERS	30.22	0.00	30.22
31/01/2025	1IHB262	PRMDSL	MOWERS	29.78	0.00	29.78
31/01/2025	1IJM353	ULP	CAR FLEET	75.84	0.00	75.84
				\$68,222.62	\$0.00	\$68,222.62

Strategic Infill Options Review Stakeholder Engagement Plan

Prepared for the City of Joondalup

REVISED DRAFT ISSUED 5th February 2025

The APP Group respectfully acknowledges the Whadjuk people of the Noongar nation, the Traditional Custodians of Mooro Boodjar country where the City of Joondalup is located.

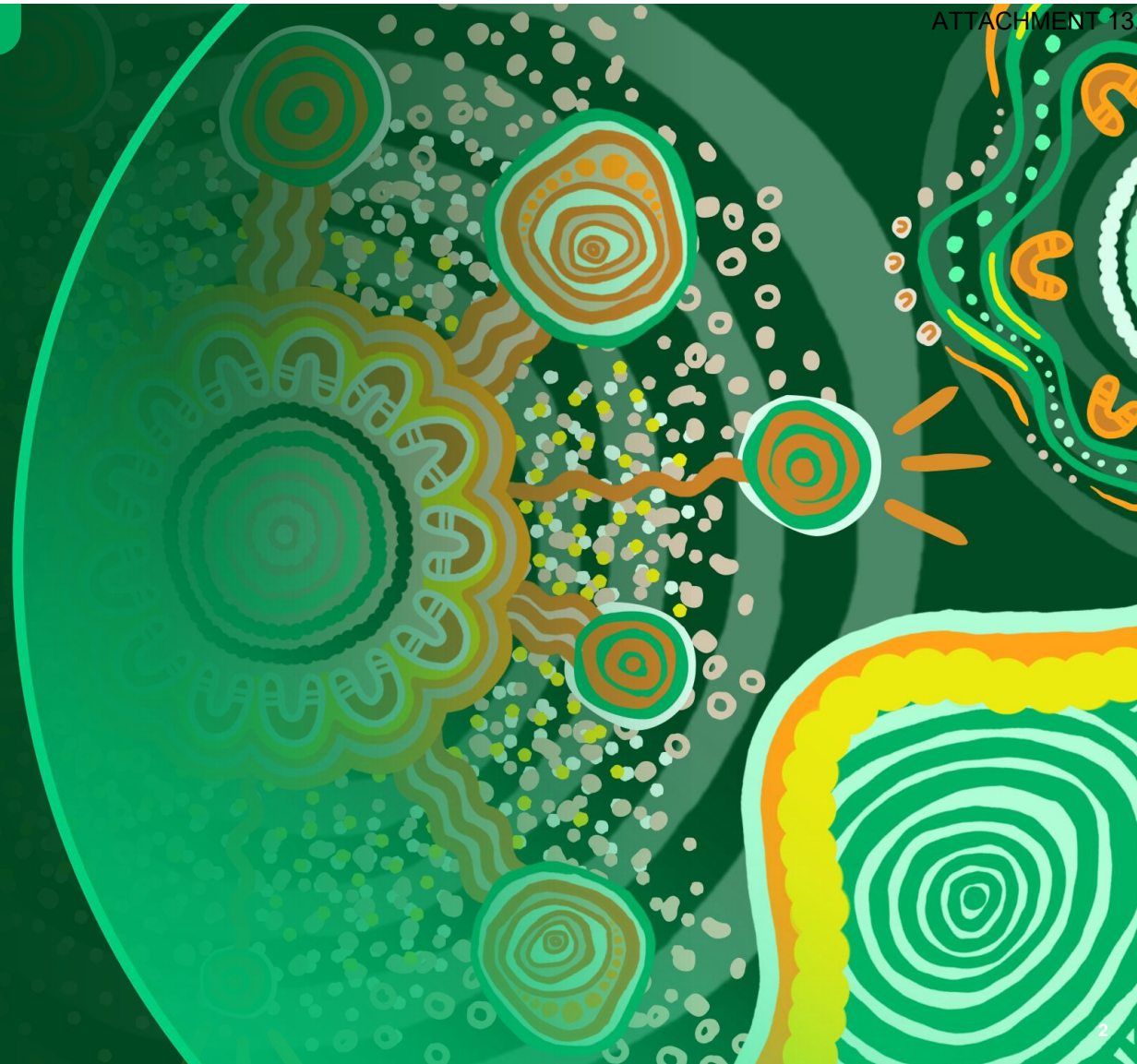
We pay our respect to Elders, past and present.

Artwork by Artwork by Emhran Sultan,
Western Arramta, Luritja and Kokathai Artist,
Commissioned by The APP Group



The APP Group

A Bureau Veritas Company



Contents



1. Introduction

Purpose of the Plan
Stakeholder Engagement Principles and Objectives
Compliance and Quality Controls
Engagement Activities
Implementation and Review

2. Stakeholder Engagement

Stakeholder Mapping
Engagement Activities and Communication Channels

3. Communications

Project Communications
Key Messages
Round 1 Engagement
Round 2 Engagement

4. Implementation and Review

Program Scheduling Overview
Roles and Responsibilities
Address of Previous Engagement Issues
Engagement Outcomes Report and Feedback Loop

Appendix

A – Draft Stakeholder Engagement Plan – Project Schedule
B – Draft Stakeholder Meeting Schedule
C – Draft Stakeholder Engagement Graphics

City of Joondalup - Strategic Infill Options Review - Stakeholder Engagement Plan



ATTACHMENT 13.1.1.1

The APP Group

A Bureau Veritas Company

1. Introduction

Introduction

Purpose of the Plan

- ▶ This Stakeholder Engagement Plan (SEP) has been prepared within the framework of the City of Joondalup's (the City) 'Building Sustainable Neighbourhoods Stakeholder Strategy' that supports the review of the City of Joondalup Local Planning Strategy and Local Planning Scheme No. 3.
- ▶ The focus of this SEP is to outline stakeholder engagement activities that will be carried out on behalf of the City, by an external consultant team, comprised of The APP Group (APP) (as lead consultant) and Hames Sharley, as part of the City's Strategic Infill Options Review (the Project).
- ▶ The Project's stakeholder engagement will explore stakeholder and community aspirations to identify preferred urban infill housing areas and housing typologies to meet the City's target of approximately an additional 19,500 urban infill dwellings by 2050 as required in State Government strategic planning documents. The stakeholder engagement spatial mapping analysis, and other tasks and research will inform the development of three urban infill development options that will be subsequently presented for stakeholder feedback in a second round within the Project to inform final recommendations to the City.

Compliance and Quality Controls

- ▶ The preparation of this SEP has been informed by:
 - International Association for Public Participation (IAP2) Principles.
 - Building Sustainable Neighbourhoods Stakeholder Strategy, The City of Joondalup, 2022.
 - *Community Consultation Council Policy*, The City of Joondalup, 1999.



Introduction

Stakeholder Engagement Principles and Objectives

- ▶ The activities within the SEP are guided by the Building Sustainable Neighbourhoods Stakeholder Strategy's principles:
 - Inform the community about the Project and decisions made.
 - Be informed by a representative range of stakeholders.
 - Provide opportunities for authentic and meaningful participation in the Project.
- ▶ A map of key stakeholder groups to be engaged as part of this Project is provided in **Table 1**, which seeks to reach a broad cross-section of the community in alignment with these principles.
- ▶ The SEP's engagement activities are underpinned by the following objectives:
 - To consult the local City of Joondalup community and relevant stakeholder groups with interests in the City to confirm issues for further investigation by the City to address housing targets, and to identify preferences for the location for additional housing density and preferred housing typologies.
 - To inform the City's Elected Members, Joondalup community and participating stakeholders on the progress of the Project and how stakeholder engagement has informed urban infill housing options.



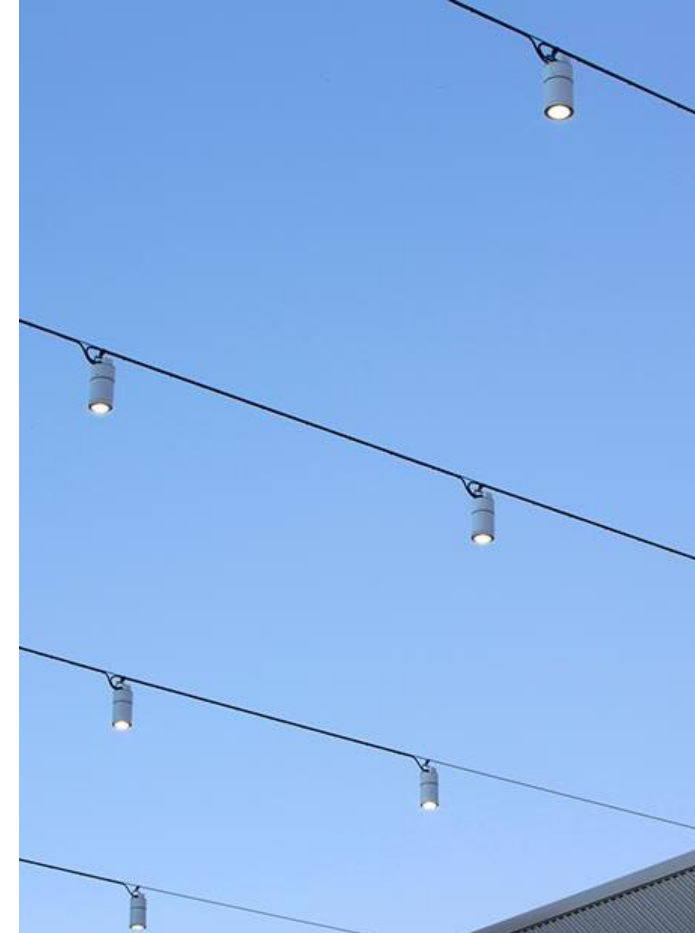
Introduction

Engagement and Communication Activities

- ▶ This SEP outlines the following engagement activities to be carried out by the consultant team over Round 1 and Round 2 of stakeholder engagement:
 - Elected Member briefings.
 - Community online survey ('Have Your Say').
 - Targeted meetings for key commercial owners and institutions.
 - Targeted community drop-in sessions for the City's residents.
 - Targeted meetings for community organisations and ratepayer's associations.
- ▶ An overview of targeted engagement activities and communication channels for the audience type is provided in **Table 2**.

Implementation and Review

- ▶ The consultant team will facilitate all engagement activities over two rounds of engagement:
 - Round 1 engagement will be carried out over approximately a months' duration in April and May 2025. This engagement, where required, will extend either side of Term 1 School Holidays, to ensure engagement reach to all members in the community.
 - Round 2 is anticipated to be carried out over a months' period in November and early-December 2025. Engagement activities and associated collateral have been informed by and will be continued to be refined through the review of stakeholder feedback, stakeholder participation rates, and spatial analysis of built form options.





2. Stakeholder Engagement

Stakeholder Mapping

A variety of stakeholders have been identified for inclusion in engagement activities to represent the diversity of views held by the City's residents, businesses, landowners and community groups. **Table 1** broadly defines targeted stakeholders, the purpose of engagement, the intended engagement activity, the stakeholders' interest in the project, stakeholder influence in decision-making and impact on achieving a desired change in the Project.

Table 1 – Targeted Stakeholders

Targeted Stakeholder Group	Engagement Purpose	Round 1 and Round 2 Engagement Activities	Engagement Interest	Influence	Impact
State Government <i>(Including relevant planning and transport departments)</i>	<ul style="list-style-type: none"> Identify key policy requirements and future infrastructure planning that will guide the preparation of development options. 	<ul style="list-style-type: none"> Targeted meeting. 	<ul style="list-style-type: none"> Government policy alignment. Ultimate Department of Planning, Lands and Heritage approval and control of planning strategy, scheme and other matters. 	Very High	Very High
City of Joondalup Council <i>(i.e., Elected Members and executive staff – officers are actively involved through the course of regular project activities)</i>	<ul style="list-style-type: none"> Identify stakeholder support, ideas and concerns for urban infill housing to inform the preparation of development options. Provide updates on the Project's progress at key milestones. 	<ul style="list-style-type: none"> Targeted briefings. 	<ul style="list-style-type: none"> Representation of the City's residents' and ratepayers' interests. 	High	High
Key Agencies/ Landowners/ Interest Groups and Existing/Prospective Developers <i>(Including major shopping centre landowners, large commercial landowners, seniors housing interests, Community Housing Provider interests etc)</i>	<ul style="list-style-type: none"> Identify landowner support, ideas and concern for urban infill housing to inform the preparation of development options. Identify developer appetite for infill development including any relevant barriers and opportunities. 	<ul style="list-style-type: none"> Targeted meetings. Online survey. 	<ul style="list-style-type: none"> Changes to development and, or commercial potential of land and local business activity. Future delivery agents of housing. 	Moderate	Moderate
City Residents and General Community <i>(Including owner occupiers, absentee owners, renters and visitors)</i>	<ul style="list-style-type: none"> Identify areas of support and concern for urban infill housing to inform in the preparation of development options. 	<ul style="list-style-type: none"> Drop-in and guided information sessions (dispersed venues). Online survey. 	<ul style="list-style-type: none"> Changes to local neighbourhood character. Development potential of residential land. 	Moderate	Moderate
City Community Organisations and Ratepayer Associations <i>(Including Resident Progress Associations, difficult to reach groups including young people and representative of a variety of interests, the City's Strategic Community Reference Group).</i>	<ul style="list-style-type: none"> Identify areas of support and concern for urban infill housing for address in the preparation of development options. 	<ul style="list-style-type: none"> Targeted meetings. Online survey. 	<ul style="list-style-type: none"> Changes to local neighbourhood character. Development potential of residential land. Representation of organised group's specialist interests such as design consideration of access for mixed ability residents and availability of project information for Culturally and Linguistically Diverse communities. 	Moderate	Moderate

Engagement Activities and Communication Channels

A range of engagement activities will be used to cater to the various stakeholder groups who will be invited to participate in this Project. **Table 2** outlines the engagement activities proposed, the targeted stakeholder groups to be invited, the activity's purpose, frequency, and the communication channel used to reach out for stakeholder participation. See **Appendix A** for the scheduling of this Project's stakeholder engagement, including lead times for collateral preparation. See **Appendix B** for the intended stakeholder meeting attendees. The total number of meetings will be adjusted to stakeholder availability and synergy, where appropriate to reduce consultation fatigue.

Table 2 – Targeted Engagement Activities and Communication Channels

Engagement Activity	Targeted Stakeholders	Purpose	Engagement Frequency		Communication Channel
			Engagement Round 1	Engagement Round 2	
Online Survey ('Have Your Say')	<ul style="list-style-type: none"> Key commercial landowners / prospective local developers. City residents. City community organisations and ratepayer associations. 	<ul style="list-style-type: none"> Broad community-wide survey to identify key support and concerns for urban infill housing areas and typologies for the respective engagement rounds. 	~One month duration	~One month duration	<ul style="list-style-type: none"> City project webpage and hotline. City social media update. City News (letterboxes quarterly). City E-Newsletter with targeted content. Email update to stakeholder database.
Councillor Briefings	<ul style="list-style-type: none"> Elected members and executive City staff. 	<ul style="list-style-type: none"> Presentation and discussion of proposed development options and evaluation framework by the consultant team to allow clarifications and adjustments. 	One briefing	One briefing	<ul style="list-style-type: none"> Council meeting schedule.
1:1 Meetings (Note: Where appropriate stakeholder meetings may be reduced in number where groups share aligned interests)	<ul style="list-style-type: none"> Key agencies/ landowners/ interest groups. 	<ul style="list-style-type: none"> Targeted discussion with key commercial landowners and stakeholders such as activity centre owners and key institutions like universities to identify key redevelopment interests. 	Up to seven meetings	Up to seven meetings	<ul style="list-style-type: none"> Direct email invitation issued by consultant team.
	<ul style="list-style-type: none"> Existing and prospective local developers. 	<ul style="list-style-type: none"> Targeted discussion with existing or prospective City developers or development industry representatives, including critical utility organisations to identify key development interests and servicing factors that may affect options and growth. 	Up to six meetings	Up to six meetings	<ul style="list-style-type: none"> Direct email invitation issued by consultant team.
	<ul style="list-style-type: none"> Community organisations/ ratepayer's associations. 	<ul style="list-style-type: none"> Targeted discussion with special interest groups within the City. 	Up to six meetings	Up to six meetings	<ul style="list-style-type: none"> Initial email invitation issued by City Officers, and following emails issued by consultant team.
Drop-In and Guided Information Sessions	<ul style="list-style-type: none"> Residents, landowners and visitors to the City. 	<ul style="list-style-type: none"> A combination of drop-in and guided information sessions with visual collateral. Drop-in information sessions are to be located in high-activity areas across the City (such as shopping centres and recreation centres) and guided information sessions within local community centres and libraries. The drop-in sessions will allow for community questions to the consultant team and participants will be encouraged to provide feedback through the online survey. Guided information sessions will be more structured with collaborative engagement activities to elicit community feedback. 	Up to seven meetings	Up to seven meetings	<ul style="list-style-type: none"> City project webpage and hotline. City social media update. City News (letterboxes quarterly). City E-Newsletter with targeted content. Email update to stakeholder database.
Interactive Workshops	<ul style="list-style-type: none"> Relevant City officers. 	<ul style="list-style-type: none"> Consultant team synthesis of key issues identified through stakeholder engagement with City officers to inform and validate information capture. 	One workshop	One workshop	<ul style="list-style-type: none"> Email invitation issued by consultant team.



3. Communications

Project Communications

COMMUNICATION OBJECTIVES

This Project is guided by the following communication objectives:

- ▶ Raise awareness of the Local Planning Strategy Review across the community and stakeholder groups.
- ▶ Reach unengaged stakeholder groups to promote wider participation in the two engagement rounds for the Project.
- ▶ Provide the community with balanced, objective, and accessible project information
- ▶ Mitigate risk of misinterpretation and misinformation amongst stakeholders on the scope and intended outcomes of the Project.

This section further outlines the stakeholder communications purpose, scope and messaging for the Project as a whole. Round 1 and Round 2 communications are outlined according to their specific purpose.

PROJECT NON- NEGOTIABLE ENGAGEMENT SCOPE

The Project’s engagement scope is informed by the following parameters:

- ▶ The City needs to produce a local planning strategy in a manner and form that will be accepted by the Western Australian Planning Commission.
- ▶ The City’s local planning strategy must show how the City can achieve housing targets set by the State Government under *Perth and Peel @3.5 million*.
- ▶ The strategy developed by this Strategic Infill Options engagement will demonstrate how it aligns with State Government policy with respect to allocation and distribution of density (i.e., areas in proximity to transport services and essential support services).
- ▶ The strategic review of urban infill sites in the City will explore all suburbs within the City of Joondalup, not just existing Housing Opportunity Areas.

PROJECT TERMINOLOGY

- ▶ Key terms that have are used in this Project are defined in **Table 3**. All stakeholder engagement communications and activities will ensure that participants have a good understanding of these terms ahead of facilitated discussions by the consultant team. The terms will be supported, where relevant, by a series of graphics to visually demonstrate the areas/form specified. An example of supporting graphics is provided in **Appendix C**.

Table 3 – Key Project Terms

Term	Definition
Housing Investigation Area	Desirable locations for urban infill, informed and identified through mapping, analysis and stakeholder engagement undertaken in this Project. Specific locations where urban infill housing may be prioritised, include: <ul style="list-style-type: none"> ▪ Activity Centres (large, medium small) ▪ Railway Station Precincts ▪ Urban Corridors ▪ Public Open Space ▪ Water/ Ocean/ Natural Views ▪ Specialised Areas (i.e., marinas and other areas of interest).
Housing Typologies	Types of urban infill housing that will be tested through analysis through this Project to achieve the City’s new urban infill dwelling targets. Housing typologies include: <ul style="list-style-type: none"> ▪ Single house ▪ Duplex ▪ Triplex ▪ Terraces ▪ Apartments (low, medium, high).

Communications

PROJECT KEY MESSAGES

The following key messages will be used to guide stakeholder communications about the purpose and scope of the Strategic Infill Review Project:

- ▶ The review of the Local Planning Strategy will make recommendations for how the City's planning framework can best meet the City's future housing needs and State Government dwelling targets, including where different housing types and densities should be located across the City and the types of policy required to manage the form, sustainability and liveability of development outcomes.
- ▶ The State Government establishes minimum urban infill dwelling targets for all local government areas in the Perth and Peel region to ensure housing demand can keep pace with population growth. Under the State Government's *Perth and Peel @ 3.5 Million* framework, the City needs to deliver 22,630 new dwellings by 2050. This target is outlined in the North-West Sub Regional Planning Framework, published in 2018. Of the 22,630 dwellings, 20,670 dwellings (91%) are to be delivered as infill development. As of December 2024, the net remainder of dwellings to be delivered is approximately 19,500 dwellings. The City is required to demonstrate to the State Government that its planning framework can accommodate and facilitate the dwelling target.
- ▶ The APP Group and Hames Sharley have been engaged as external consultants by the City to explore urban infill housing opportunities, with a fresh approach to investigate opportunity areas through spatial analysis, informed by stakeholder feedback on infill locations and housing form. The outcomes of the investigation will make recommendations for changes to the way in which urban infill is facilitated in the City.
- ▶ The City would like to hear your feedback and aspirations on the form and location of additional housing considering all areas within the City, not just within existing Housing Opportunity Areas.
- ▶ Stakeholder engagement activities and consultation will seek to reach broad and diverse stakeholder groups in the Joondalup community to understand housing needs of a changing community and ensure outcomes are representative of the whole community including community members of varied demographic groups, such as Culturally and Linguistically Diverse communities, young people, seniors and other groups that are often under-represented in consultations.
- ▶ The City will keep the community informed about the Project, including its status following the two rounds of stakeholder engagement.
- ▶ When making recommendations or decisions on options, the City will seek feedback from the community to inform those decisions. The City will inform stakeholders of the options available, listen to and acknowledge community concerns and aspirations, and will communicate how public feedback has influenced recommendations and the decisions in future stages of the Project.

Round 1 Engagement - Communications

Engagement Objectives

1. Consult key external and internal stakeholders to identify key concerns and support for different **types of housing and locations for urban infill housing** in the City of Joondalup.
2. Inform key external and internal stakeholders on the key outcomes of engagement findings of these preferences.

Key Messages

- ▶ This round of engagement follows prior consultation on the housing component of the City of Joondalup's Local Planning Strategy Review, under the Building Sustainable Neighbourhoods project.
- ▶ Independent consultants, The APP Group and Hames Sharley, have been engaged by the City to facilitate stakeholder consultation to explore with a fresh approach, stakeholder concerns and support for different types of urban infill housing and the location of infill sites within the City.
- ▶ Stakeholder feedback received from this engagement will inform the preparation of development options that will be refined and tested with further stakeholder consultation scheduled in late 2025.
- ▶ The City's community is invited to participate in both rounds of stakeholder consultation. Opportunities to provide feedback and learn more about the Local Planning Strategy Review are provided through an online survey linked with the City's 'Have Your Say' platform and community drop-in and guided information sessions.

Engagement Negotiables

Stakeholder engagement will focus on the following:

- ▶ Identify stakeholder concern and support on where urban infill housing should be located, and why? The following locations will be used as prompt:
 - Activity Centres (large, medium small)
 - Railway Station Precincts
 - Urban Corridors
 - Public Open Space
 - Water/ Ocean/ Natural Views
 - Specialised Areas (i.e., marinas and other areas of interest).
- ▶ Identify stakeholder concern and support for the design of housing form, and why, considering the urban infill housing typologies listed below:
 - Single house
 - Ancillary Dwellings
 - Small Dwellings (1-2 bedrooms)
 - Duplex
 - Triplex
 - Terraces
 - Apartments (low, medium, high).

Note: Questions will be tailored to the stakeholder target audience. For example, commercial stakeholder questions will focus planned investments and experience in delivering projects in the City.

Engagement Collateral

- ▶ Web based online survey questions to be used as the primary platform to capture stakeholder feedback for analysis.
- ▶ Four spatial analysis maps segmenting areas of the City highlighting potential urban infill locations as a reference for discussion.
- ▶ Catalogue of photographs for infill housing projects, supported by a summary of good design outcomes.
- ▶ Physical/ virtual sticky-dots/ pins to 'heat map' preferred Housing Investigation Areas and housing typologies.

See **Appendix C** for draft graphics.

Round 2 Engagement - Communications

Engagement Objectives

1. Consult key external and internal stakeholders on three development options to meet the City's future housing needs, which have been informed by spatial analysis and stakeholder feedback from Round 1 engagement. Consultation will focus on the desired **character aspirations** of the urban form in the context of the options presented to enable refinement and finalisation.
2. Inform key external and internal stakeholders on the key outcomes of engagement findings.

Key Messages

- ▶ This round of engagement forms part of the on the housing component of the City of Joondalup's Local Planning Strategy Review, under the Building Sustainable Neighbourhoods project.
- ▶ Independent consultants, The APP Group and Hames Sharley, will facilitate this engagement to build on the stakeholder feedback from engagement undertaken in April 2025, which explored the City of Joondalup stakeholders' concerns and support for different types of urban infill housing and the location of infill sites within the City.
- ▶ This engagement seeks stakeholder feedback on three urban infill housing options, to identify stakeholder concerns and support for the options and refine an understanding of the community's urban character aspirations.
- ▶ The City's community is invited to participate in this round of consultation. Opportunities to provide feedback and learn more about the Strategic Infill Review Project are provided through a Have Your Say survey and community drop-in sessions.

Engagement Negotiables

Stakeholder engagement will focus on the following:

- ▶ Identify stakeholder views (i.e. support and concern) on three prepared urban infill housing options developed in response to Round 1 engagement feedback. The following prompts will be used to guide discussion for each of the options:
 - Do you support the development option presented? (e.g., concentrated residential density in Activity Centres). Why/ why not?
 - How could this option be improved?
 - Does the housing typology meet your desired neighbourhood character for your area? Why/ why not? How can the option be improved? Are there any further design considerations you would like to be investigated in the refinement of these options?

Note: Questions will be tailored to the stakeholder target audience. For example, commercial stakeholder questions will focus on market feasibility preferences on location and housing typology and community questions will use simple language to ensure they are easily understood and elicit meaningful feedback.

Engagement Collateral

- ▶ Web based online survey questions to be used as the primary platform to capture stakeholder feedback for analysis.
- ▶ Visual display of three urban infill options that address:
 - The underpinning theme and approach of the option.
 - Recommended spatial allocations of density which will have been tested at a high level for local suitability.
 - Catalogue of typical R-Code compliant solutions for different lot types.
 - Physical/ virtual sticky-dots/ pins to 'heat map' the preferred urban form outcome.

See **Appendix C** for draft graphics.



4. Implementation and Review

Implementation and Review

PROJECT SCHEDULING OVERVIEW

The engagement rounds are outlined in **Table 4**, together with the key outputs to inform the Strategic Infill Review development options. A detailed Project Schedule, including activities within this SEP is provided in **Appendix A**.

Table 4 – Stakeholder Engagement Outputs

#	Stage	Engagement Activities	Project Team Outputs	Target Start Date
1	Round 1 Engagement	<ul style="list-style-type: none"> Online survey. 1:1 Targeted stakeholder meetings. Drop-in and guided information sessions. 	<ul style="list-style-type: none"> Identification of stakeholder concerns and support for urban infill areas and housing typologies. 	April 2025
	Round 1 Close Out	<ul style="list-style-type: none"> Consolidation of stakeholder feedback with City officers. 	<ul style="list-style-type: none"> Synthesise stakeholder feedback to inform three development options, supported by an evaluation matrix. 	Late May 2025
2	Round 2 Engagement	<ul style="list-style-type: none"> Online survey. 1:1 Targeted stakeholder meetings. Drop-in and guided information sessions. 	<ul style="list-style-type: none"> Identification of stakeholder concerns and support for three development options using an evaluation matrix. 	November 2025
	Round 2 Close out (Final)	<ul style="list-style-type: none"> Consolidation of stakeholder feedback with City officers. 	<ul style="list-style-type: none"> Synthesise stakeholder feedback to refine development options for recommendation. 	December 2025

ROLES AND RESPONSIBILITIES

Table 5 sets out the roles and responsibilities between the consultant team and the City's assistance with stakeholder engagement material preparation and issue.

Table 5 – Stakeholder Communication Collateral Responsibilities

Collateral	Timing	Prepared By	Review Lead Time	Reviewed By	Issued/ Uploaded By
Presentation Material <i>(i.e., mapping, PPTs, Agendas)</i>	<ul style="list-style-type: none"> Round 1 Engagement. Round 2 Engagement. 	Consultant Team	One week	City planning officers	Consultant Team.
Online Survey		Consultant Team	Two weeks	City planning officers.	City Engagement and Media Officer.
Stakeholder Meeting Invitations (1:1 Meetings)		Consultant Team	One week	City planning officers.	City officers to coordinate full attendee registration (where required).
City Website Updates/ Social Media Updates/ Hotline script sheet	Key milestones of Project (i.e. start and finish of engagement rounds).	City Community Research and Engagement Officer/ Media.	One week	City Planning Officers and Consultant Team.	City Community Research and Engagement Officer/ Media.
City E Newsletter/ City News		City Community Research and Engagement Officer/ Media.	One week	City planning officers and Consultant Team.	City Community Research and Engagement Officer/ Media.

Implementation and Review

ADDRESS OF PREVIOUS ENGAGEMENT ISSUES

This SEP has been informed by reviews and analysis of the City’s previous urban infill housing planning approach and spatial analysis of the City’s urban form. Specifically, review of issues identified as part Phase 1 of the Local Planning Strategy review and previous stakeholder consultation undertaken which informed the City’s Local Planning Scheme Amendment 5 in 2020.

To avoid consultation fatigue with previous rounds of engagement, special consideration is being given to address of issues raised in the previous engagement, to acknowledge a baseline understanding of prior community sentiment.

An outline of community issues identified in previous engagement rounds, within the scope of this Project, which will be addressed as part of this engagement are outlined in Table 6.

Table 6 – Address of Previous Engagement Issues

Issue	How this Project will Address
Lack of community alignment on preferred spatial allocation of density.	Build stakeholder literacy of: <ul style="list-style-type: none"> Principles of density and the framework that is being explored through the discussion. Housing typologies and the positive urban outcomes that can be achieved. The necessity of achieving urban density to address limited access to housing and required State Government dwelling targets for the City. Strategic locations which are considered appropriate for urban density that seek to reduce impacts to existing infrastructure including car parking.
Infill development changing the established suburban character in infill areas.	
Amenity impacts of infill developments on adjoining properties.	
Capacity of established infrastructure to service population growth due to infill development.	
Misaligned developer and policy objectives and lack of policy understanding influencing built form outcomes.	
Complexity of planning framework results in difficulty to engage meaningfully with the community.	
Limited access to housing.	

ENGAGEMENT OUTCOMES REPORT AND FEEDBACK LOOP

The implementation of the SEP will be continually refined throughout the Project to ensure that Project deliverables, including stakeholder engagement, mapping and analysis remain in scope and on time. Also, to ensure that potential project risks are mitigated early to avoid unnecessary delays, stakeholder misinformation and consultation fatigue.

An Engagement Outcomes Report will be prepared by the consultant team to outline the findings and evaluation of stakeholder engagement findings, following the completion of each round of stakeholder engagement. The consultant team will meet with City Officers to ensure findings from the engagement are captured and synthesised according to the context of issues raised. The Engagement Outcomes Report will ensure the following information is captured:

- ▶ Levels of engagement and participation.
- ▶ Representative nature of participation and results.
- ▶ Whether the engagement approach has generated feedback from stakeholders not previously engaged, therefore raising overall engagement levels for the project.
- ▶ Feedback received, including themes of consensus and themes of divergence.
- ▶ How feedback has been considered in developing recommendations to decisionmakers, including the acknowledgement of any feedback that has not been acted upon providing a rationale as to why.
- ▶ Where relevant, levels of satisfaction of participants with engagement activities.

Where relevant, and required, findings and participation rates will inform updates to the approach to Engagement Round 2.



Appendix A

Stakeholder Engagement Plan – Strategic Infill Review Project Scheduling

ROUND 1 ENGAGEMENT

ACTIVITY	DETAILS	ISSUE/ START DATE	NOTE
ROUND 1 - PLANNING & PREPARATION			
DPLH Meeting No. 1	<ul style="list-style-type: none"> Identify strategic considerations to inform Project. 	February 2025	
Draft Background and Project Pathway Report	<ul style="list-style-type: none"> Key findings and road map of issues exploration for engagement. 	Mid to late Jan	
Final Background and Project Pathway Report		Friday 31/01/25	
Issue draft Stakeholder Engagement Plan to City	<ul style="list-style-type: none"> Identify the Project stakeholder engagement approach. Revised SEP issued to City for endorsement. 	Thursday 16/01/25	
Issue revised Stakeholder Engagement Plan		Tuesday 28/01/25	
Elected Member Briefing No.1	<ul style="list-style-type: none"> Present proposed Stakeholder Engagement Plan to Council strategy meeting. Present Draft Stakeholder Engagement Plan to Council for endorsement. 	Tuesday 4/02/25	
		Tuesday 25/03/25	
Draft Stakeholder Engagement Collateral Preparation	<ul style="list-style-type: none"> Commence communication collateral preparation and finalisation including website text, online surveys, meeting invitations and agendas, presentation slide decks and promotional material. 	March 2025	
WA School Holidays (12 April 2025 – 27 April 2025)			
ROUND 1 – ENGAGEMENT			1 Month Duration
Online Survey	<ul style="list-style-type: none"> Have Your Say survey is live. 	April 2025*	1 Month
Up to Seven 1:1 Meetings	<ul style="list-style-type: none"> Key agencies/ landowners/ interest groups. Existing and prospective local developers. City residents and general community. 		Scheduled over the 1 month period.
Up to Six 1:1 Meetings			
Up to Seven Drop-In and Guided Information Sessions			
Up to Six Meetings	<ul style="list-style-type: none"> Community organisations/ratepayer's associations. 		
ROUND 1 – CLOSE OUT			
Engagement Outcomes Interactive #1	<ul style="list-style-type: none"> This workshop will be facilitated utilising the City's staff knowledge of the community to inform key messages and to ensure that key insights are adequately recorded. 	Late May 2025	

*Note: Stakeholder engagement commencement pending Council endorsement of the Stakeholder Engagement Plan.

City of Joondalup - Strategic Infill Options Review - Stakeholder Engagement Plan



ROUND 2 ENGAGEMENT

ACTIVITY	DETAILS	ISSUE/ START DATE	NOTE
ROUND 2 - PLANNING & PREPARATION			
Strategic Options Lab No. 1	<ul style="list-style-type: none"> Meeting with City officers to identify further parameters to guide options engagement. 	June 2025	Options development (~2 months).
Draft & Final Strategic Options Report	<ul style="list-style-type: none"> Options description and assessment overview. 	June 2025 – end July 2025	
Evaluation Workshop No. 1	<ul style="list-style-type: none"> Refine categories and individual elements of the scoring framework for targeted feedback. 	August 2025 – October 2025	
DPLH Meeting No. 2	<ul style="list-style-type: none"> Consult on the categorisation and outcomes of the preliminary options and evaluation framework 		
Elected Member Briefing No.2	<ul style="list-style-type: none"> Simplified visual overview of options and evaluation framework to enable appropriate presentation and understanding. 	November 2025	
Revised Final SEP (Round 2 Update)	<ul style="list-style-type: none"> Updates to reflect approach for Round 2 Engagement. 		
Draft Stakeholder Engagement Collateral Preparation	<ul style="list-style-type: none"> Collateral preparation and finalisation including website text, online surveys, meeting invitations and agendas, presentation slide decks and promotional material. 		
ROUND 2 - ENGAGEMENT			1 Month Duration
Online Survey	<ul style="list-style-type: none"> Have Your Say survey is live. 	November – early December 2025	1 Month
Up to Seven 1:1 Meetings	<ul style="list-style-type: none"> Key agencies/ landowners/ interest groups. 	November – early December 2025	Scheduled over the 1 month period.
Up to Six 1:1 Meetings	<ul style="list-style-type: none"> Existing and prospective local developers. 	November – early December 2025	
Up to Seven Drop-In and Guided Information Sessions	<ul style="list-style-type: none"> City residents and general community. 	November – early December 2025	
Up to Six Meetings	<ul style="list-style-type: none"> Community organisations/ratepayer's associations. 	November – early December 2025	
ROUND 2 – CLOSE OUT			
Engagement Outcomes Interactive #2	<ul style="list-style-type: none"> Will be facilitated utilising the City's staff knowledge of the community to inform key messages and to ensure that key insights are adequately recorded. 	December 2025	
FINAL ENGAGEMENT CLOSE OUT			
Draft / Final Revised Engagement Outcomes Report	<ul style="list-style-type: none"> The collective processes, outcomes, and analysis of insights (of both engagement rounds) will be documented in this report. 	December 2025	

City of Joondalup - Strategic Infill Options Review - Stakeholder Engagement Plan



ATTACHMENT 13.1.1.1

The APP Group

A Bureau Veritas Company

Appendix B

Draft Stakeholder Meeting Schedule

Stakeholder Meeting Schedule – City Assessment Areas

- ▶ Stakeholder engagement for the City will be undertaken to complement and inform the spatial mapping analysis of opportunity Housing Investigation Areas.
- ▶ To aid mapping assessment of the City's full local government area, the City area has been segmented into four parts for investigation, see **Figure 1** and outlined in adjacent table.
- ▶ The segments will be used to guide the grouping of stakeholder meetings, where there are shared relevant interests.

Area Segment	City of Joondalup Suburbs	Major Activity Centres	Neighbourhood and Local Centres
1	Sorrento, Marmion, Duncraig, Carine, Greenwood, Warwick.	<ul style="list-style-type: none"> ▪ Warwick Grove Secondary Centre ▪ Sorrento District Centre ▪ Greenwood District Centre 	<ul style="list-style-type: none"> ▪ Duncraig Shopping Centre ▪ Duncraig Village ▪ Duncraig – Glengarry ▪ Duncraig – Carine Glades ▪ Duncraig – Lilburne Shopping Centre ▪ Greenwood – Coolibah Plaza ▪ Greenwood Plaza ▪ Marmion Village ▪ Sorrento ▪ Sorrento – Seacrest Village
2	Hillarys, Kallaroo, Mullaoo, Beldon, Craigie, Padbury, Woodvale, Kingsley.	<ul style="list-style-type: none"> ▪ Whitfords (Hillarys) Secondary Centre ▪ Woodvale District Centre 	<ul style="list-style-type: none"> ▪ Beldon Shopping Centre ▪ Beldon – Belridge Shopping Centre ▪ Craigie Plaza ▪ Hillarys Shopping Centre ▪ Kallaroo/Springfield Shopping Centre ▪ Kingsley ▪ Kingsley – Moolanda South ▪ Kingsley – Moolanda North ▪ Mullaoo Plaza ▪ Mullaoo Tavern ▪ Padbury ▪ Padbury – Forrest Plaza ▪ Padbury – Hepburn Heights ▪ Woodvale Shopping Centre
3	Ocean Reef, Conolly, Heathridge, Edgewater, Joondalup	<ul style="list-style-type: none"> ▪ Joondalup Strategic Metropolitan Centre ▪ Ocean Reef Marina Activity Centre 	<ul style="list-style-type: none"> ▪ Conolly ▪ Edgewater ▪ Heathridge ▪ Joondalup – Candlewood Village ▪ Ocean Reef ▪ Ocean Reef – Beaumaris City
4	Burns Beach, Kinross, Iluka, Currambine	<ul style="list-style-type: none"> ▪ Currambine District Centre 	<ul style="list-style-type: none"> ▪ Currambine ▪ Kinross Central Shopping Centre ▪ Kinross Shopping Centre

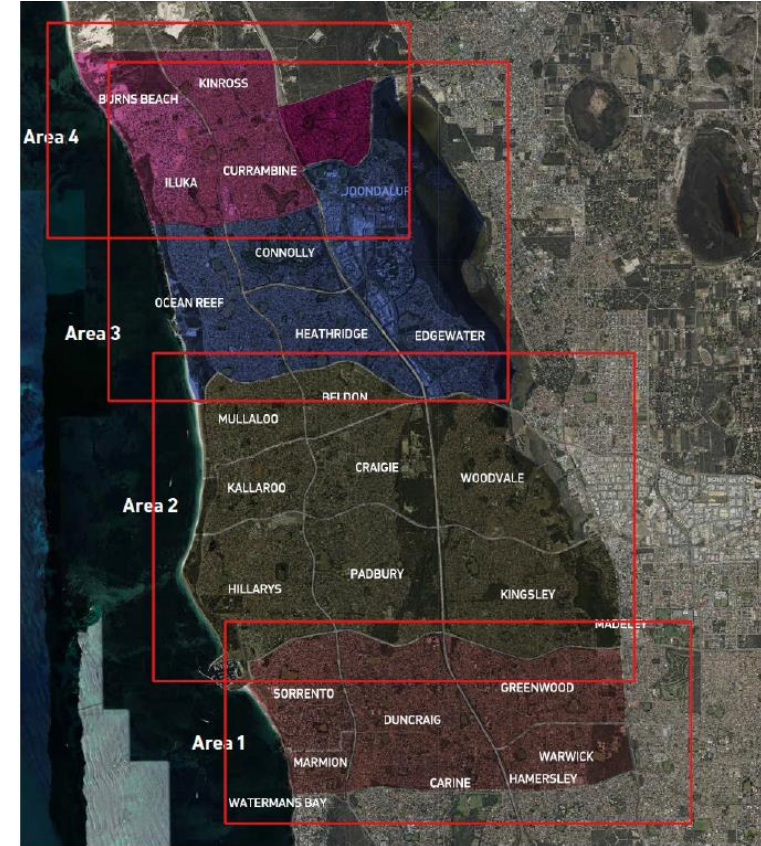


Figure 1 – Segmented Investigation Areas

Key Agencies/ Landowners/ Interest Groups – Meeting Schedule

#	Area Segment	Targeted Group	Organisation	Format	Interest/ Insights	Engagement Round*
1	CITY WIDE	Business Interest Group	<ul style="list-style-type: none"> Preferred: Joondalup Business Association 	Virtual Meeting	<ul style="list-style-type: none"> Commercial interests in residential development. 	1 and 2
2	CITY WIDE	Marinas	<ul style="list-style-type: none"> Preferred: Hillarys Marina (Department of Transport). 	Virtual Meeting	<ul style="list-style-type: none"> Attractiveness of scenic locations for residential uplift. 	1 and 2
3	CITY WIDE	Not for Profit – Community Housing Providers	<ul style="list-style-type: none"> Preferred: Department of Communities. Alternate: An active CHP in Joondalup (e.g., ShelterWA or Foundation Housing). 	Virtual Meeting	<ul style="list-style-type: none"> Crisis, emergency, social and affordable housing investment opportunities. 	1 and 2
4	CITY WIDE	People with Disabilities	<ul style="list-style-type: none"> Preferred: Indigo Independent Living Centre. Alternate: ana Living, Summer Foundation, or Rocky bay. 	Virtual Meeting	<ul style="list-style-type: none"> National Disability Insurance Scheme (NDIS) housing investment opportunities. 	1 and 2
5	CITY WIDE	Seniors' Housing	<ul style="list-style-type: none"> Preferred: MercyCare. Alternate: Advocare. 	Virtual Meeting	<ul style="list-style-type: none"> Seniors' Housing investment opportunities. 	1 and 2
6	CITY WIDE	Transport	<ul style="list-style-type: none"> Preferred: Public Transport Authority. Alternate: Department of Transport or Main Roads. 	Virtual Meeting	<ul style="list-style-type: none"> Transport investment in the City to support housing density. 	1 and 2
7	CITY WIDE	Utilities	<ul style="list-style-type: none"> Preferred: Western Power. Alternate: Water Corporation or ATCO Gas. 	Virtual Meeting	<ul style="list-style-type: none"> Infrastructure investment in the City to support housing density. 	1 and 2

*Note: Engagement Round 1 and Round 2 will adopt, where relevant/ possible, the same meeting schedule, to enable continuance between the engagement rounds for the purpose of stakeholder baseline understanding of the Project.

Existing/ Prospective Local Developers – Meeting Schedule

#	Area Segment	Targeted Group	Organisation	Format	Interest/ Insights	Engagement Round*
1	CITY WIDE	Local Developer	<ul style="list-style-type: none"> Lakeside Joondalup and Warwick Grove (Vicinity Centres). 	Virtual Meeting	<ul style="list-style-type: none"> Shopping centre redevelopment investment opportunities. 	1 and 2
2	CITY WIDE	Industry Representative	<ul style="list-style-type: none"> Urban Development Institute Australia. 	Virtual Meeting	<ul style="list-style-type: none"> Gather insights into mixed-use development experiences in the City and broader Metropolitan Perth. Discussion of development experiences/ opportunities with local developers. 	1 and 2
3	CITY WIDE	Industry Representative	<ul style="list-style-type: none"> Housing Institute Australia. 	Virtual Meeting		1 and 2
4	CITY WIDE	Industry Representative	<ul style="list-style-type: none"> Property Council Australia. 	Virtual Meeting		1 and 2
5	CITY WIDE	Local Developer	<ul style="list-style-type: none"> Scentre Group (Whitford City). 	Virtual Meeting	<ul style="list-style-type: none"> Residential investment opportunities. 	1 and 2
6	CITY WIDE	Local Developer	<ul style="list-style-type: none"> Preferred: JMB Coastal. Alternate: KTR Creations. 	Virtual Meeting		1 and 2

*Note: Engagement Round 1 and Round 2 will adopt, where relevant/ possible, the same meeting schedule, to enable continuance between the engagement rounds for the purpose of stakeholder baseline understanding of the Project.

Community Organisations / Ratepayers Association – Meeting Schedule

#	Area Segment	Targeted Group	Representative from Organisations/ Associations	Venue	Format	Interest/ Insights	Engagement Round*
1	AREA 1	Resident Association**	<ul style="list-style-type: none"> One representative invited from each organisation: Marmion Sorrento Duncraig Progress and Ratepayers; Association; North Shore Country Club and Residents Association Inc. 	City of Joondalup Community facilities or libraries.	Virtual	Housing Opportunity Areas: Sequoia Road/ Telopia Drive to Warwick Grove, Greenwood Village, Sorrento Laneway Lots and Marmion Avenue to Greenwood Station.	1 and 2
2	AREA 2	Resident Association**	<ul style="list-style-type: none"> One representative invited from each organisation: Woodvale Waters Landowners Association; Mullaloo Beach; Whitfords Community Ratepayers Recreation Association; Kingsley and Greenwood Warwick Association (KAGWRA) Inc.; Harbour Rise Association Inc. 		Virtual	Housing Opportunity Areas: Whitfords Centre to Whitfords Station and Whitfords Station to Goollelal Drive.	1 and 2
3	AREA 3	Resident Association**	<ul style="list-style-type: none"> One representatives invited from each organisation: Edgewater Community Residents' Association; Connolly Residents' Association Inc. 		Virtual	Housing Opportunity Areas: Belridge Centre to Edgewater Station, Edgewater Station to Trappers Drive and Heathridge.	1 and 2
4	AREA 4	Resident Association **	<ul style="list-style-type: none"> One representatives invited from each organisation: Currambine Residents' Association; Burns Beach Residents' Association; Iluka Homeowners Association Inc. 		Virtual	Housing Opportunity Area: Currambine Station.	1 and 2
5	CITY WIDE	Reference Group	<ul style="list-style-type: none"> The City's Strategic Community Reference Group. 		Virtual	Representation of Ward issues.	1 and 2
6	CITY WIDE	Youth	<ul style="list-style-type: none"> Preferred: Youth Futures WA. Alternate: Youth Focus. 		Virtual	Impacts to public open space areas.	1 and 2

Note:

*Engagement Round 1 and Round 2 will adopt, where relevant/ possible, the same meeting schedule, to enable continuance between the engagement rounds for the purpose of stakeholder baseline understanding of the Project.

** These targeted groups will receive information ahead of the engagement session that will ask for more targeted feedback on their concerns which will be drawn upon as part of the facilitated discussion.

Community Drop-In/ Guided Information Sessions – Schedule

#	Area Segment/ Focus	Location	Format	Venue Equipment	Engagement Round
1	AREA 1	City of Joondalup Community facilities or libraries.	<i>Guided Information Session (structured meeting with collaborative engagement activities to elicit community feedback).</i>	Tables/ Boards/ Screen Equipment	1 and 2
2	AREA 2				
3	AREA 3				
4	AREA 4				
5	CITY WIDE	High activity area such as a shopping centre or recreation centre.	<i>Drop-In Session/ Display (informal event to enable community to ask questions to the consultant team and participants will be encouraged to provide feedback through the online survey).</i>	Tables/ Display Boards.	1 and 2
6	CITY WIDE				
7	CITY WIDE				

Note: The guided information sessions will be scheduled in advance of the drop-in sessions. Registration will be required for the guided information sessions, to enable review of participation to ensure it is a representative selection of community members.

City of Joondalup - Strategic Infill Options Review - Stakeholder Engagement Plan



ATTACHMENT 13.1.1.1

The APP Group

A Bureau Veritas Company

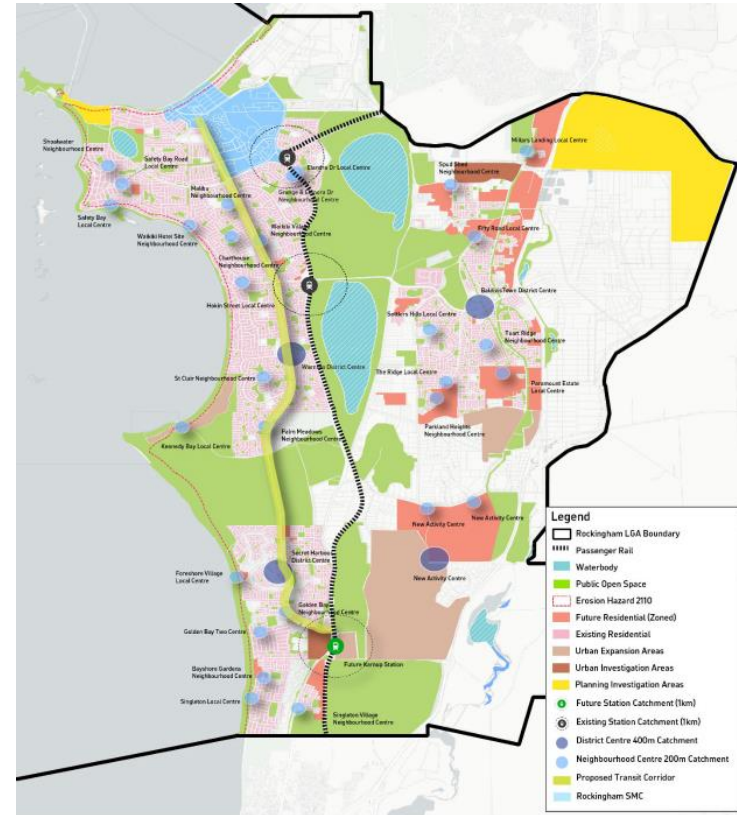
Appendix C

Draft Stakeholder Engagement Graphics

Mapping

HOUSING INVESTIGATION AREAS - STRATEGIC HOUSING DRIVERS

This map will be used to guide stakeholder’s understanding of the specific locations where infill development should be prioritised based on the State Government’s guiding principles on achieving urban consolidation (as set out in the *Perth and Peel @3.5 Million* planning framework).



**Note: City of Rockingham mapping is indicative only. Mapping to be used to explore Housing Investigation Areas will be finalised ahead of stakeholder engagement activities.*

Mapping

HOUSING TYPOLOGIES

A photograph catalogue will be used to illustrate the types of urban infill housing that will be tested through analysis through this Project to achieve the City's new urban infill dwelling targets.

Several housing types will be explored, such as:

- Ancillary Dwellings
- Small Dwellings (1-2 bedrooms)
- Single house
- Duplex
- Triplex
- Terraces
- Apartments (Low, medium, high)

**Note: Graphics and other photos to be used to explore housing typologies will be finalised ahead of stakeholder engagement activities.*



Whilst all care has been taken in the preparation of this presentation, the content is general in nature and APP Corporation Pty Limited (The APP Group) gives no warranty of any kind, express or implied regarding the completeness, accuracy, reliability, suitability or availability with respect to the information contained in this document, or the information, services or related graphics contained for any purpose, and as such parties must rely on their own enquiries.



Percent for Art Scheme Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To support the City's approach to public art through a Percent for Art Scheme for developments within the City.
- To contribute to a sense of place.
- To promote the expression of local identity and shared community values.
- To invest in public amenity and the built environment through high quality public art.

1. Authority:

This policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

The policy applies to all development proposals where the estimated total cost of the development meets \$2,000,000 and above, excluding the following:

- a. Developments comprised of ten (10) or fewer residential dwellings.
- b. Additions or extensions to existing buildings which are not visible from public spaces, as determined by the City.
- c. Developments subject to the Public Art Council Policy.
- d. Developments subject to an approved Structure Plan, Local Development Plan or other local planning instrument that contains requirements for the provision of public art in that area.
- e. Developments subject to a State planning instrument that contains requirements for the provision of public art in that area.

- f. Development comprised solely of demolition, site works or other servicing infrastructure, as determined by the City.

3. Definitions:

“cash-in-lieu” means a payment made by the developer to the City in place of not completing the required public art component themselves.

“commissioning” means the act of securing the services of a practitioner to fulfil a brief for an art project for the payment of a fee.

“developer” means the applicant or owner as stated on the Application for Development Approval form for the relevant development.

“development proposal” means an Application for Development Approval submitted to the City or submitted to another approval authority and referred to the City for comment.

“Percent for Art” means the scheme whereby public artworks are commissioned using a percentage of the total costs of development proposals.

“professional artist” means a person who is actively engaged in and conducts a professional artistic practice, and has industry recognition for their work. No artist commissioned for a public art project associated with this policy can have a familial relationship to the Developer, or a financial interest in the development.

“public art” means an artistic work that is created and located for public accessibility. The defining principle of public art is that the work has been designed by a professional artist for enhancement of a particular public space. Supported types of public art apply in accordance with the City’s Public Art Council Policy and the City’s Public Art Masterplan.

“public space” means suitable spaces that can be programmed for public art. This commonly requires the space to be in clear view to the public. This includes, but is not limited to, parks, foreshores, city squares, streets, indoor spaces of buildings such as entry foyers, and outdoor spaces of buildings such as courtyards and forecourts.

“total project cost” means the approximate cost of the proposed development, as stated on the Application for Development Approval form.

4. Statement:

The City acknowledges the important role played by public art in creating a sense of place, shaping community identity, and activating vibrant public spaces. To fulfil these roles and enable a culturally-enriched environment within its public spaces, the City provides accessible public art, utilising the strategic vision and framework of its Public Art Masterplan and Percent for Art Scheme to guide public art programs.

The City recognises the role that developments in the built environment have in shaping the characteristics of the public space, and the responsibility of developers to provide positive public art amenity.

This Policy assists in the delivery of high-quality, place-relevant public art on site or in the ward-vicinity of the development.

5. Details:

5.1. Percent for Art Scheme:

Development proposals subject to this policy are required to allocate **one percent (1%)** of the total project cost for the commissioning of public art. Developers can choose to make the required public art contribution through:

- a. providing public art on the site of the development proposal; or
- b. paying a cash-in-lieu contribution to the City in place of the developer providing the required public art component on site.

Conditions related to the public art contribution will be placed on the development approval issued. Where the City is not the determining authority, conditions will be recommended to be placed on any development approval issued.

5.2. Developer providing public art on site:

- a. Public art shall be provided in accordance with the City's Public Art Council Policy, Public Art Masterplan, and Developer Guidebook, as well as any relevant precinct/area guidelines.
- b. Wherever possible, developers / landowners are to provide conceptual details of the artwork(s) in the development application for the main proposal to ensure that its design, installation and maintenance has been considered as part of the overall project.
- c. Details of the proposed public art are required to be provided to the City for approval prior to the building permit being issued.
- d. Inspection and sign-off of the installed public art are required to be undertaken by the City prior to the occupancy permit being issued.

5.3. Developer providing cash-in-lieu contribution:

- a. Cash-in-lieu contributions will receive a 15% contribution discount.
- b. Cash-in-lieu contributions must be received in full by the City prior to the occupancy permit being issued.
- c. Cash-in-lieu contributions will be placed in a City public art reserve account and expended on public art commissions within the Ward of the situated development.
- d. Cash-in-lieu contributions must be expended by the City within 5 years of receipt of the payment.

Creation date: <mmmm yyyy> <report ref>

Formerly:

Amendments:

Last reviewed:

Related documentation:

- Local Planning Scheme No. 3
- Public Art Council Policy
- Public Art Masterplan
- Visual Arts Collection Council Policy
- Western Australian Government Percent for Art Scheme

File reference: 109498

Attachment 3: LGA Benchmarking Data for Percent for Art Policies

LGA with Percent for Art requirement	Percent allocation	Threshold for triggering policy	Cap on contribution value
Armadale, City of	1%	\$1 million	None
Bassendean, Town of	1%	\$1 million	None
Bayswater, City of	1%	\$1 million	None
Belmont, City of	1%	\$4.5 million	None
Cambridge, Town of	1%	\$1 million	\$500,000
Canning, City of	1%	\$4 million	\$250,000
Claremont, Town of	1%	\$1 million	\$500,000
Cockburn, City of	1%	\$2 million	\$250,000
Cottesloe, Town of	1%	\$2 million	None
East Fremantle, Town of	1%	\$3 million	\$250,000
Fremantle, City of	1%	\$1 million	None
Gosnells, City of	1%	\$2 million	\$250,000
Kalamunda, City of	1%	\$500,000	\$250,000
Kwinana, City of	1%	\$2 million	\$500,000
Melville, City of	1%	\$2 million	None
Mundaring, Shire of	1%	\$2 million	None
Rockingham, City of	1%	\$5 million	None
Serpentine-Jarrahdale, Shire of	1%	\$1 million	\$500,000
South Perth, City of	1%	\$4 million	None
Stirling, City of	2%	\$2 million	None
Subiaco, City of	1%	\$2 million	None
Swan, City of	1%	\$2 million	\$500,000
Victoria Park, Town of	1%	\$2 million	None
Vincent, City of	1%	\$1 million	None
Wanneroo, City of	1%	\$2 million	\$500,000



Currambine Structure Plan

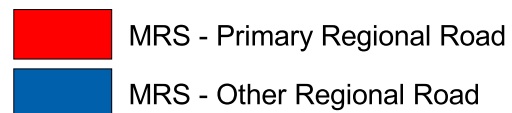


Local Planning Scheme No.3 Amendment No. 18

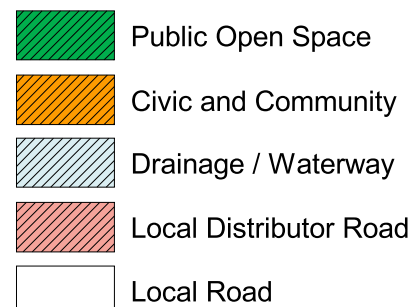
LEGEND



METROPOLITAN REGIONAL SCHEME RESERVES



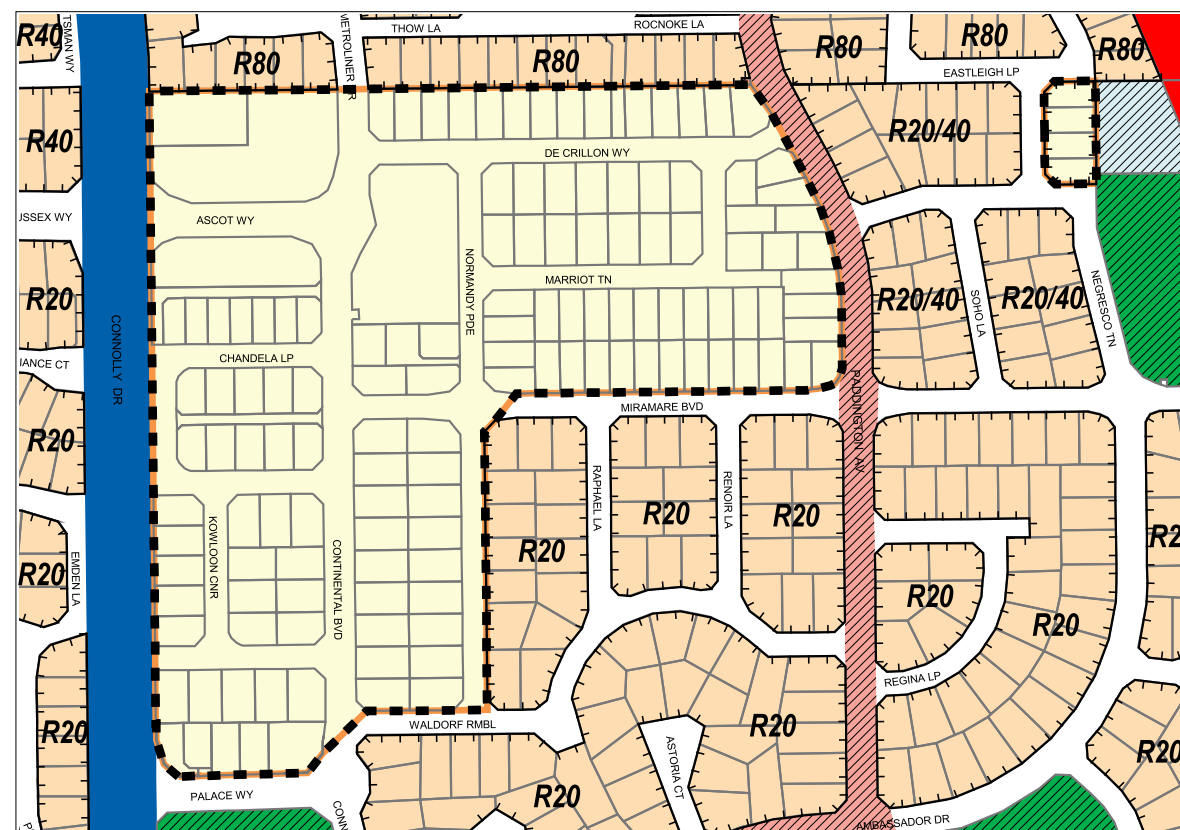
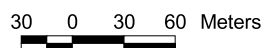
LOCAL SCHEME RESERVES



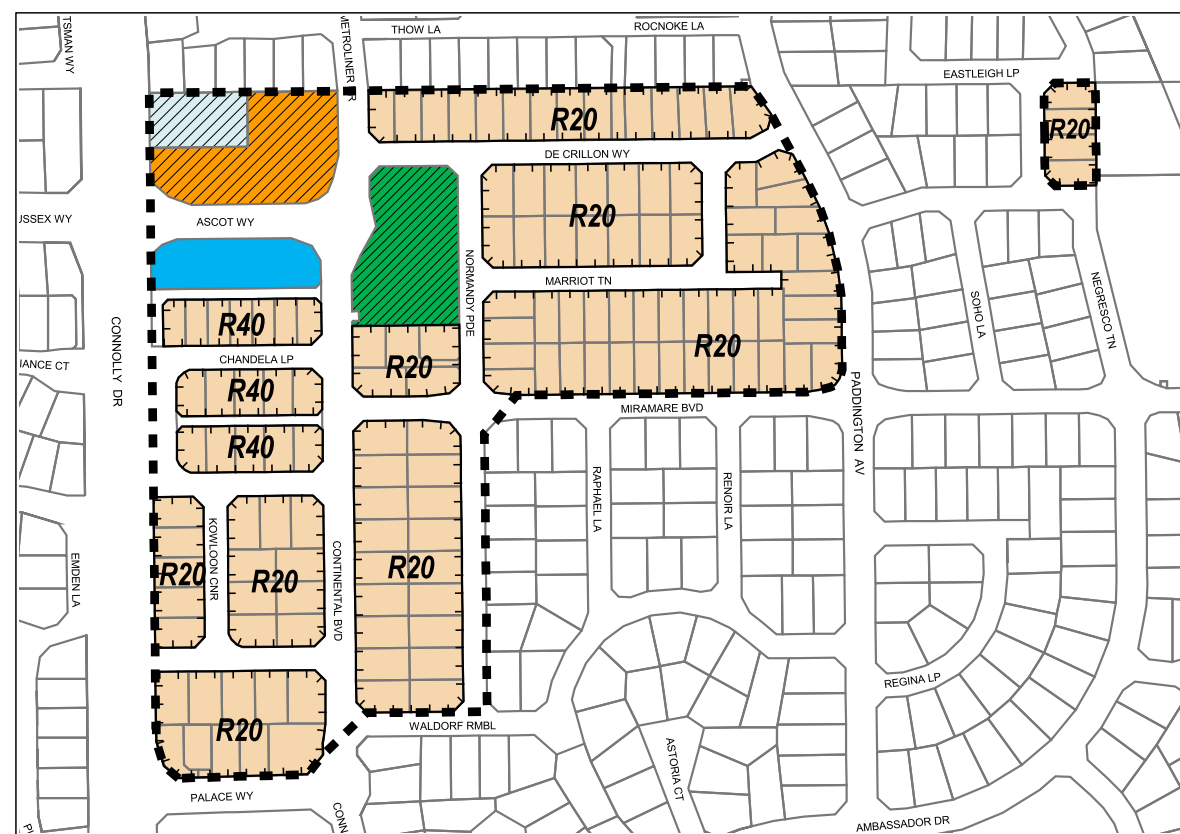
ZONES



SCALE 1: 3750 @A3



EXISTING ZONING



SCHEME AMENDMENT

CURRAMBINE STRUCTURE PLAN

PART 1 STRUCTURE PLAN MAP



NOTE
 SUBDIVISION DESIGN IS INDICATIVE ONLY

LEGEND	
	STRUCTURE PLAN BOUNDARY
	COMMERCIAL CENTRE PRECINCT
	COMMUNITY PRECINCT
	SMALL LOT RESIDENTIAL PRECINCT
	RESIDENTIAL PRECINCT
	EXTENT OF MAIN STREET

Currambine Structure Plan – Commercial Precinct Development Provisions Comparison to Commercial, Mixed Use and Service Commercial Local Planning Policy		
Development requirement	Structure Plan requirement	Commercial, Mixed Use and Service Commercial LPP
Height	Maximum two storeys	Wall height 7 metres Wall height (concealed roof) 8 metres Pitched roof height 10 metres
Primary street setback	Front: Nil along Main Street boundary (Ascot Way)	6 metre primary street setback.
Other setbacks	Side: Nil setback	3 metre setback
	Rear: Minimum 6 metres	3 metre setback
Frontage	Active frontage with no blank facades fronting the street. Buildings on corner sites shall address the street corner.	Ground floor tenancies to be outward facing to facilitate activation of the commercial frontage. Appropriate design features to enhance appearance, create visual interest, reduce blank walls.
	Continuous awning/colonnades to give pedestrians weather protection.	Buildings to provide a continuous pedestrian shelter along all commercial frontages.
	Buildings orientated towards Main Street with entries, pedestrian walkways, and carparking areas clearly defined elements.	Building entrances to be clearly defined and easily identifiable from the street and public realm and must directly front the street, car park and key pedestrian routes.
Lighting	Buildings and all streets, parks and parking areas shall be well lit for safety.	To minimise the negative impacts of lighting, lighting is to be install in accordance with Australian Standard AS 4282.
Carparking	Not to dominate the street. Good pedestrian movement towards buildings.	A footpath must be provided from the car park and the street to the building frontage.
	One shade tree per four cars.	One shade tree for four bays.
Essential facilities	Service areas, bin stores, air conditioners etc shall be located away from public areas and screened from view of	Servicing, deliveries, lighting and waste collection should be considered as part of the integral design of the building. Services should be screened from view and located at the rear of the building where practicable.

	<p>the street and public areas.</p> <p>Roof mounted mechanical equipment screened from view.</p>	
Signage	<p>Integrated with the building and appropriate in character.</p>	<p>N/A - Signage is regulated by the City's <i>Advertisements Local Planning Policy</i>.</p>
Drive-through food outlets	<p>Queuing space must be provided for a minimum of eight cars.</p> <p>Limited indoor dining space permitted.</p>	<p>No equivalent requirements.</p>
Temporary commercial uses	<p>Temporary commercial uses in public spaces, eg. alfresco dining, flower or fruit stalls permitted subject to Council controls.</p>	<p>N/A - Alfresco activities are regulated by the City's <i>Alfresco Activities Local Planning Policy</i>.</p>
Subdivision	<p>Should the Commercial Precinct be further subdivided, the structure plan shall be amended to allocate the available retail space appropriately.</p>	<p>No equivalent requirements.</p>

Currambine Structure Plan – Community Precinct Development Provisions Comparison to Private Community Purposes Local Planning Policy		
Development requirement	Structure Plan requirement	Private Community Purposes LPP
Reserve for Community Purposes	A Community Purpose site of 4,500m ² is to be allocated and vested free of cost in the Crown as a reserve for Community Purposes.	N/A
Boundary Setbacks	Front: nil along the Main Street frontage (Ascot Way)	6 metre primary street setback.
	Other boundaries: 3 metres	3 metre setback to all other boundaries.
Height	Two storeys and a continuous façade to provide an urban wall to the street boundary.	Maximum two storeys.
Servicing	Service areas, material storage areas and services (eg. air conditioners, compressors and other machinery) shall be concealed from streets and public areas by screening in the style and material of the building.	Servicing, deliveries, lighting and waste collection should be considered as part of the integral design of the building. Services should be screened from view and located at the rear of the building where practicable.

Currambine Structure Plan – Residential Precinct Development Provisions Comparison to R-Codes/RDLPP (R20)		
Development requirement	Structure Plan requirement	R-Codes/RDLPP requirement
Street surveillance	Dwellings shall address the street.	The street elevation of the dwelling to address the street and shall include the main entry (front door) to the dwelling. At least one balcony, verandah or major opening from a habitable room of the dwelling faces and has uninterrupted views of all abutting street(s) and the pedestrian or vehicular approach to the dwelling.
Boundary setbacks	Front: minimum 3 metres	Minimum 3 metres
	Rear: 4 metre average	Based on length and height of wall and any major openings along the wall length.
Open space	30%	50%

Currambine Structure Plan – Small Lot Residential Precinct Development Provisions Comparison to R-Codes/RDLPP (R40)		
Development requirement	Structure Plan requirement	R-Codes/RDLPP requirement
Boundary setbacks	Front: minimum 3 metres	4 metres average Min 2 metres
	Rear: minimum 1.5 metres	Based on length and height of wall and any major openings along the wall length.
	Side: nil to 1 metre	Based on length and height of wall and any major openings along the wall length. Single storey boundary walls are permitted for two-thirds the length of the balance of the boundary behind the front setback, to one side boundary.
Street surveillance	Windows and balconies above ground floor level shall face the front or rear of the lot unless it can be demonstrated that overlooking of neighbouring private external and internal residential space will not occur. Where overlooking will occur, screening shall be provided.	The street elevation of the dwelling to address the street and shall include the main entry (front door) to the dwelling. At least one balcony, verandah or major opening from a habitable room of the dwelling faces and has uninterrupted views of all abutting street(s) and the pedestrian or vehicular approach to the dwelling.
Vehicular access	All car parking shall be located at the rear of the lots and accessed from the rear laneways.	Access to on-site car parking spaces to be provided from a right of way available for lawful use to access the lot and which is adequately paved and drained from the property boundary to a constructed street.
Open space	30%	45%
Height	Provisions of the City of Joondalup Policy 3.1.9 'Height and Scale of Buildings within a Residential Area' shall not apply.	Wall height 7 metres. Wall height (concealed roof) 8 metres. Pitched roof height 10 metres.
Privacy	Element 8 (Privacy) of the R-Codes shall not apply.	Major openings to bedrooms and studies setback 4.5 metres. Major openings to other habitable rooms 6 metres. Balconies setback 7.5 metres.
Design for climate	Element 9 (Design for Climate) of the R-Codes shall not apply.	Maximum 35% overshadowing at midday on 21 st June.



Kinross Neighbourhood Centre Structure

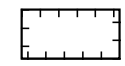


kinross_neighbourhood-sp_boundary-27082024


Local Planning Scheme No.3 Amendment No. 19

LEGEND

 Boundary of Amendment


 Residential Density Code Boundary


METROPOLITAN REGIONAL SCHEME RESERVES

 MRS - Other Regional Road

LOCAL SCHEME RESERVES

 Public Open Space

 Civic and Community

 Drainage / Waterway

 Local Distributor Road

 Local Road

ZONES

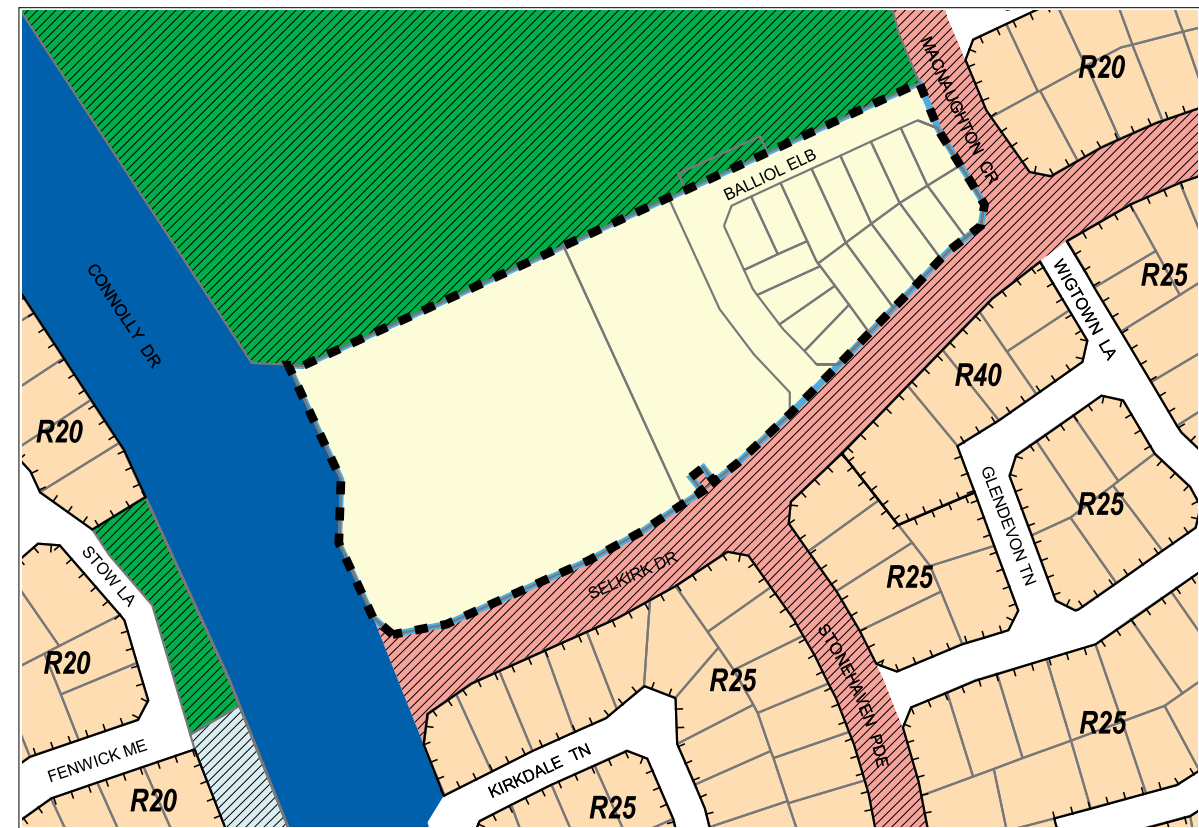
 Residential

 Centre

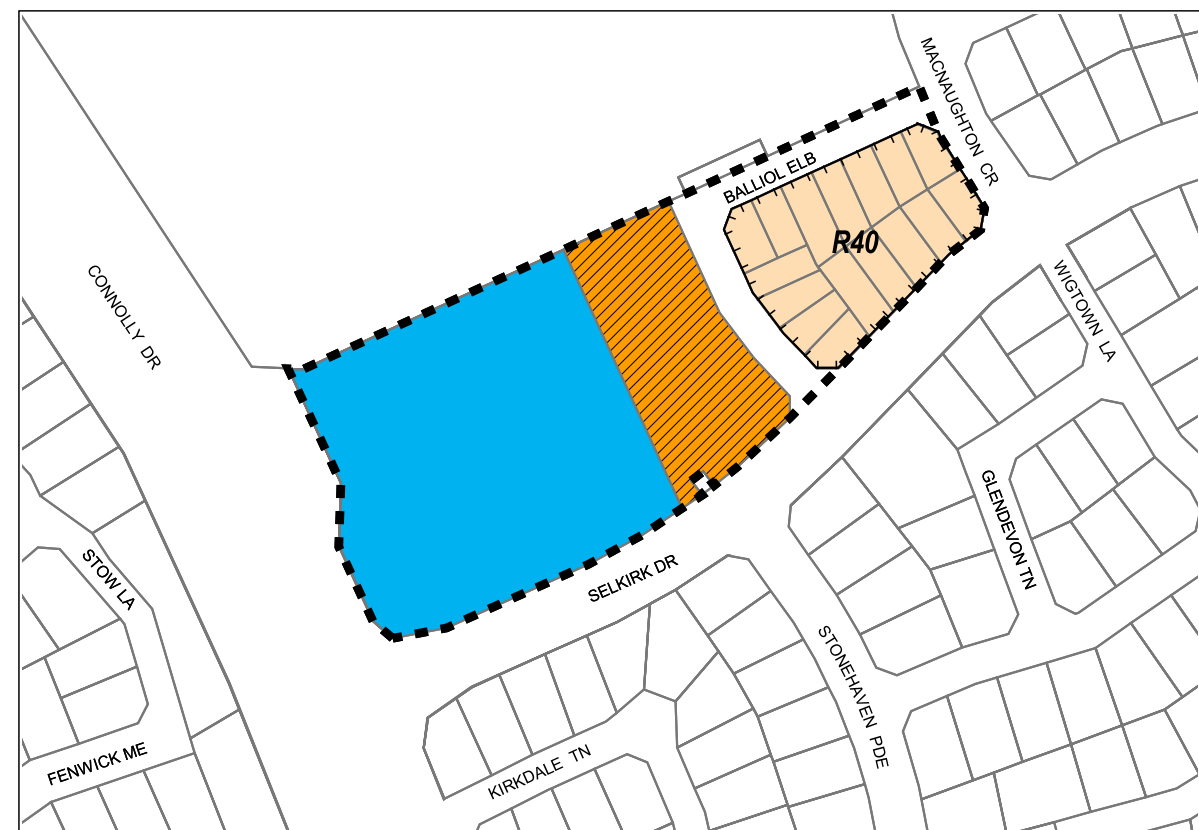
 Commercial

SCALE 1: 2500 @A3

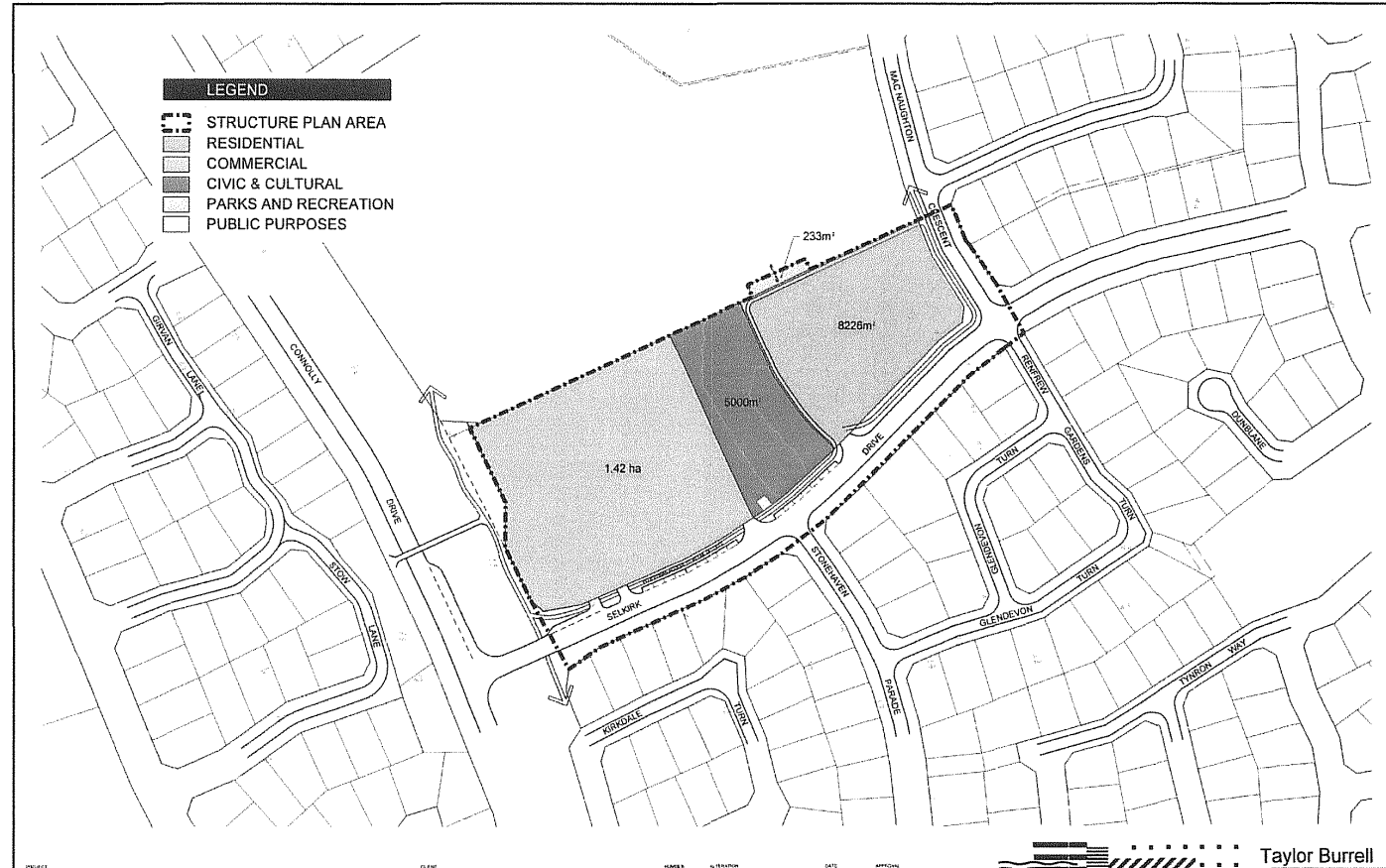
 30 0 30 60 Meters



EXISTING ZONING



SCHEME AMENDMENT



LANDUSE CLASSIFICATION
 KINROSS EAST NEIGHBOURHOOD CENTRE

PROJECT	CLIENT	DATE	APPROVAL
PEET & CO.			
DATE: 18/10/2001	PLAN NUMBER: 77/D40/109	SCALE: 1:2000	
PLAN 1.			



Taylor Burrell
 Town planning and design
 187 Roberts Road Subiaco
 PO Box 503 West Perth
 Western Australia 6872
 Telephone (08) 9382 2511
 Facsimile (08) 9382 4586
 Email planning@taylorburrell.com.au

Kinross Neighbourhood Centre Structure Plan – Civic and Cultural Land Use Area Development Provisions Comparison to Private Community Purposes Local Planning Policy		
Development requirement	Structure Plan requirement	Private Community Purposes LPP
Frontage	<p>Building designed to have an active frontage to Selkirk Drive and the access street.</p> <p>The frontage shall create an urban edge.</p>	Building must incorporate appropriate design features to enhance appearance, create visual interest and reduce blank walls.
Windows and glazing	<p>Buildings designed to have no blank facades to Selkirk Drive.</p> <p>The eastern and southern edges of the building to comprise a minimum 50% of windows.</p>	<p>Security devices to windows to be 75% visually permeable.</p> <p>Windows in an external wall facing north, east or west must be protected from direct summer sun.</p>
Pedestrian shelter	Building to have continuous awnings and/or colonnades along public frontages.	No requirement
Building Entrances	Entry to the building and pedestrian walkways must be clearly defined.	Building entrances must be clearly defined and easily identifiable. Must directly front the street, car park and public realm.
Setbacks	Setbacks along Selkirk Drive and access road as per illustrative plan with development constructed to front boundary or as close as practicable.	6 metre primary street setback.
	Other boundaries: Nil indicated on illustrative plan.	3 metre setback to all other boundaries.
Parking and access	Parking circulation to be linked to the abutting Commercial land.	Where car parking and access is approved on neighbouring properties that relies on the reciprocal movement of vehicles the necessary reciprocal access shall be allowed at all times.

	<p>City may require reciprocal rights of access.</p> <p>Continuous 3 metre wide pedestrian dual use path along Selkirk Drive.</p> <p>A 2 metre wide dual use path to the western side of the access street.</p>	<p>Carparks should be consolidated, crossovers kept to a minimum, minimise traffic or pedestrian hazards.</p> <p>Footpath shall be provided from the car park and the street to the building entrance.</p>
Building height	No provision.	<p>Wall height 6 metres</p> <p>Wall height (concealed roof) 7 metres</p> <p>Pitched roof height 9 metres</p>

Kinross Neighbourhood Centre Structure Plan – Commercial Land Use Area Development Provisions Comparison to Commercial, Mixed Use and Service Commercial Local Planning Policy		
Development requirement	Structure Plan requirement	Commercial, Mixed Use and Service Commercial Zone LPP
Windows and glazing	<p>Western and southern edges of building are to each comprise a minimum of 70% windows.</p> <p>Window sills set a minimum of 600mm from ground floor level.</p>	<p>The ground floor commercial frontage must have a minimum of 50% clear glazed windows.</p> <p>The ground floor commercial frontage windows must have a maximum sill height of 700mm above finished floor level.</p>
Commercial frontage	Buildings designed to have active frontages to Selkirk Drive and Connolly Drive.	Ground floor external tenancies must have an entrance onto the commercial frontage and be outward facing to facilitate activation of the commercial frontage.
Building Entrances	<p>Entries to buildings must be clearly defined.</p> <p>Tenancies on the southern and western edges of the building shall have an external door for customer access.</p>	<p>Building entrances must be clearly defined and easily identifiable from the street and public realm.</p> <p>Building entrances must directly front the street, car park and key pedestrian routes.</p>
Pedestrian shelter	Buildings to have continuous awnings and/or colonnades along all active frontages.	Buildings must provide a continuous pedestrian shelter along all commercial frontages to a minimum height of 3 metres and a minimum depth of 1.5 metres.
Height	Building façade should be two storeys.	Maximum 12 metres to top of external wall and 15 metres top of pitched roof
Setbacks	Nil setback to Selkirk Drive and Connolly Drive.	Minimum setback 3.5 metres, with the exception of an awning which may be setback at 1.5 metres.
Service yards	<p>Loading area to be screened by a 1.8m solid wall with gates at each end.</p> <p>Service areas, bin and material storage areas and services such as air conditioners shall be located away from public areas and screened from view from streets and public areas.</p> <p>Roof mounted mechanical equipment shall be</p>	<p>Service yards must be screened from view and located at the rear of a building.</p> <p>Service yards must not be located directly adjacent to a Residential zoned lot.</p> <p>External fixtures must be screened from view from the street through building design and located on the roof, basement or at the rear of the building.</p>

	screened from view by the roof or parapet walls.	
Car park design and pedestrian access	<p>Car parking areas shall be designed to provide pedestrian paths separate from vehicle flow.</p> <p>Car parks shall be designed to ensure slow speeds.</p> <p>Car parks shall be designed to not dominate the street and provide good pedestrian movement towards buildings.</p> <p>A continuous 3m (minimum) pedestrian link along the western edge of the building to the adjoining public open space.</p> <p>A continuous 3 metre (minimum) dual use path along Selkirk Drive being provided.</p> <p>Parking circulation shall be linked with the abutting Civic and Cultural Land Use Area.</p> <p>Bus bays shall be provided on Selkirk Drive.</p> <p>On-street parking shall be provided along Selkirk Drive.</p>	<p>A footpath must be provided from the car park and the street to the building entrance and along all street frontages.</p> <p>Car parks should be consolidated where practicable.</p> <p>Car parks shall be designed in accordance with Australian Standards AS 2890.1 and/or AS 2890.2 as amended from time to time.</p>
Landscaping	<p>A minimum of 8% of the area of a lot shall be landscaped (DPS2).</p> <p>Shade trees shall be planted and maintained in car parking areas at the rate of one tree for every four car parking bays.</p>	<p>A minimum of 8% of the area of a lot shall be landscaped with a 1.5 metre wide landscaping strip adjacent to all street boundaries.</p> <p>Shade trees shall be provided and maintained in uncovered car parks at the rate of one tree for every four car parking bays.</p>
Lighting	Buildings and all streets, parks and parking area shall be well lit to	To minimise the negative impacts of lighting, lighting is to be installed in

	encourage safe use after hours with light spill into neighbouring areas minimised.	accordance with Australian Standard AS 4282.
--	--	--

Kinross Neighbourhood Centre Structure Plan – Residential Land Use Area Development Provisions Comparison to R-Codes/RDLPP		
Development requirement	Structure Plan requirement	R-Codes/RDLPP requirement
Orientation	Buildings on corners to address each street frontage with equal importance.	The primary street elevation of the dwelling to address the street and include the main entry to the dwelling.
Street setback	Minimum 3 metres	4 metre average
Carports/ Garages	Minimum 3.5 metre setback provided the carport or garage is 0.5m behind the dwelling.	Minimum 4.5 metre setback and 0.5 metres behind dwelling alignment.
Building height	Maximum 6 metre height to eaves line. No provisions for pitched roof height.	Wall height 7 metres. Wall height (concealed roof) 8 metres. Pitched roof height 10 metres.
Pitched roofs	Roof pitch greater than 25 degrees required.	No requirement
Boundary walls	Nil setback to side boundaries to a maximum 6 metre wall height, setback 3 metres from the front boundary and 6 metres from the rear boundary.	Maximum 3.5 metres high. Average 3 metres high for two-thirds length of the boundary, to one side boundary only.
Open space	40%	45%
Privacy	Windows and balconies to face the front or rear of the lot unless it is overlooking a neighbouring private residential space.	Major openings to bedrooms and studies setback 4.5 metres. Major openings to other habitable rooms 6 metres. Balconies setback 7.5 metres.



Private Community Purposes Zone Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To create good quality-built form and functional development that contributes towards a sense of place and community.
- To provide for a range of privately owned community facilities and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.
- To ensure that the standard of development is in keeping with surrounding development and does not negatively affect the amenity of the locality.
- To establish a framework for the assessment of applications for development within this zone.

1. Authority:

This policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

This policy applies to all non-residential development on "Private Community Purposes" zoned land in the City of Joondalup. Where equivalent development provisions are contained within an approved activity centre plan or local development plan, those provisions shall prevail.

3. Definitions:

In addition to the definitions contained within the City of Joondalup Local Planning Scheme No 3 (the Scheme), the following definitions apply:

"coastal area" means land within 300 metres of the horizontal shoreline datum of a coast, as defined within State Planning Policy 2.6 State Coastal Planning Policy.

“external fixtures” means utilities, equipment, plant or other structures necessary for a building to achieve efficient, comfortable operating outcomes and may include rainwater storage tanks, air conditioning units, communication, power and water infrastructure, or other fixtures necessary for the use of the building.

“height” when used in relation to a building, means the maximum vertical distance between natural ground level and the finished roof height directly above.

“landscape, landscaping or landscaped” means land developed with garden beds, shrubs and trees, or by the planting of lawns, and includes such features as rockeries or ornamental ponds.

“outbuilding” means an enclosed non-habitable structure that is detached from any dwelling.

“small scale renewable energy system” means a solar energy system of up to 100 kilowatts capacity or a small wind energy system of up to 10 kilowatts capacity.

“solar energy system” means a system which converts energy from the sun into useable electrical energy, heats water or produces hot air or a similar function through the use of solar panels.

“visually permeable” means a wall, gate, door or fence that the vertical surface has:

- Continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area.
- Continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or
- A surface offering equal or lesser obstruction to view;

as viewed from the street.

“wind energy system” means equipment that converts and then stores or transfers energy from the wind into usable forms of energy. This equipment includes any base, blade, foundation, generator, nacelle, rotor, tower, transformer, vane, wire, inverter, batteries or other component used in the system.

4. **Statement:**

The City of Joondalup supports the development of a range of private community infrastructure such as schools, places of worship, and club premises. This policy provides development provisions for non-residential development that aim to create high quality-built form outcomes. It should be read in conjunction with the Scheme and any relevant structure plans, activity centre plans or local development plans.

5. Details:

5.1. Building setbacks:

- a. Buildings shall be setback from property boundaries as follows:

Provision	Minimum setback distance
(a) Primary street setback	(i) 6.0 metres
(b) Secondary street setback	(ii) 3.0 metres
(c) Side/rear setbacks	(iii) 3.0 metres
(d) Rear setbacks	(iv) 3.0 metres
(e) Right of way/laneway setback	(v) Nil

5.2. Building height:

- a. The maximum building height as measured from the natural ground level is to be in accordance with the following table:

Maximum building height		
Top of external wall	Top of external wall (concealed roof)	Top of pitched roof
6 metres	7 metres	9 metres

5.3. Coastal area building height:

- a. The maximum building height as measured from the natural ground level is to be in accordance with the following table:

Maximum building height		
Top of external wall	Top of external wall (concealed roof)	Top of pitched roof
6 metres	7 metres	9 metres

- b. Notwithstanding clause 5.3(a), the building height in an activity centre or local development plan must take into account:
- i. existing built form, topography and landscape character of the surrounding area;
 - ii. building siting and design;
 - iii. bulk and scale of buildings and the potential to unreasonable overshadow adjoining properties or the foreshore;
 - iv. visual permeability of the foreshore and ocean from nearby residential areas, roads and public spaces; and
 - v. whether the development is sympathetic to the desired character, built form and amenity of the surrounding area.

5.4. Built form and design

a. Development is to be in accordance with the following requirements:

Design element	Development standard
(a) Materials	(i) Buildings (with the exception of outbuildings that are not visible from the street) must be constructed of high quality materials including but not limited to stone, concrete, brick, timber and glass. (ii) Concrete walls that are visible from an adjoining property or public realm must be painted and provided with an articulated or detailed finish.
(b) Articulation	(i) Buildings must incorporate appropriate design features to enhance appearance, create visual interest and reduce blank walls, including a combination of the following: <ul style="list-style-type: none"> • Varied colours, textures, finishes and materials; • Varied roof forms and design; • Balconies and balustrades; • Windows, screens and sun shading devices.
(c) Windows and glazing	(i) Where window security devices are provided, they must be installed on the inside of a window and be 75% visually permeable. (ii) Windows in an external wall which faces north, east or west must be protected from direct summer sun.
(d) Building entrances	(i) Building entrances must be clearly defined and easily identifiable from the street and public realm. (ii) Building entrances must directly front the street, car park and key pedestrian routes.

5.5. Retaining walls:

Provision	Development requirement
(a) Retaining walls	(i) Retaining walls visible from a street or car park greater than 1 metre in height must be tiered so no tier is greater than 1 metre in height. A landscaping area of no less than 1 metre in width shall be provided between tiers.

5.6. Parking and access:

5.6.1. Car parking standards:

- a. Car parking bays are to be provided in accordance with the following table:

Use class	Number of on-site parking bays
Caravan park	1 per 10 sites
Caretaker's dwelling	1 per dwelling
Cinema/theatre, civic use, club premises, place of worship, reception centre, recreation — private, restaurant/café, small bar	1 per 4 people accommodated
Community purpose, exhibition centre	1 per 50m ² NLA
Consulting rooms, medical centre	5 bays per health consultant
Convenience store, market	1 per 25m ² NLA
Educational establishment, primary school, secondary school, tertiary college	1 per 3 students accommodated. 2 per classroom but not less than 10 2 per classroom but not less than 10 1 per 3 students accommodated
Hospital	1 per 3 beds plus 1 per staff member on duty
Hotel, motel	1 per bedroom/unit plus 1 per 5m ² of bar and dining area
Park home park	1 per 10 park homes
Residential aged care facility	1 per 5 beds plus 1 per staff member on duty
Tavern	1 per 5m ² of bar and dining area
Tourist development	1 per unit

5.6.2. Car park location and design

- a. Car park access and design is to be in accordance with the following requirements:

Design element	Development requirement
(a) Car park design	(i) Car parks should be consolidated where practicable. (ii) Car parks shall be designed in accordance with Australian Standards AS 2890.1 and/or AS 2890.2 as amended from time to time.

Design element	Development requirement
(b) Vehicle access	(i) The number of crossovers should be kept to the minimum to provide efficient ingress and egress. (ii) The location of crossovers should minimise traffic or pedestrian hazards and not conflict with pedestrian/cyclist paths. (iii) Vehicles are required to enter and exit the site in forward gear
(c) Pedestrian access	(i) A footpath must be provided from the car park and the street to the building entrance.
(d) Reciprocal car parking and access	(i) Where car parking and access is approved on neighbouring properties that relies on the reciprocal movement of vehicles and pedestrians across those properties, the necessary reciprocal access and parking shall be allowed at all times to the local government's satisfaction.

5.6.3. Scooter and motorbike parking standards:

- a. For every 30 car bays required, the 30th car bay shall be replaced with two scooter/motorcycle parking bays to be designed in accordance with relevant Australian standards. The car parking bays required under 6.6.1 may be reduced accordingly.

5.6.4. Bicycle parking standards:

- a. Bicycle parking is to be provided in accordance with the following table and relevant Australian standards. Bicycle parking is only required to be provided for new buildings; however, it is encouraged to be provided for existing developments and additions to existing developments.

Use class	Employee bicycle parking (ratios are part thereof)	Visitor bicycle parking (ratios are part thereof)
Cinema/theatre, community purpose, civic use, club premises, place of worship, reception centre, recreation – private, restaurant/café, small bar	N/A	1 per 50 people recommended
Convenience store, Lunch bar, market	1 per 100m ² NLA	1 per 50m ² NLA
Consulting rooms, medical centre	1 per 8 practitioners	1 per 4 practitioners
Educational establishment, primary school, secondary school, tertiary college	N/A	1 per 20 students 5 per classroom 5 per classroom 1 per 20 students

Use class	Employee bicycle parking (ratios are part thereof)	Visitor bicycle parking (ratios are part thereof)
Hospital, residential aged care facility	1 per 15 beds	1 per 30 beds
Hotel, motel, tavern	1 per 150m ² of bar and dining area	1 per 100m ² of bar and dining area
Exhibition centre	1 per 750m ² NLA	1 per 1000m ² NLA

5.6.5. End of trip facilities:

All developments that are required to provide 6 or more employee bicycle parking bays must provide end of trip facilities, designed in accordance with the following criteria:

- a. A minimum of one female and one male shower, located in separate change rooms or a minimum of two separate unisex showers and change rooms.
- b. Additional shower facilities to be provided at a rate of one shower for every 10 additional bicycle parking bays.
- c. A locker for every bicycle parking bay provided.
- d. The end-of-trip facilities are to be located as close as possible to the bicycle parking facilities.

5.7. Landscaping:

- a. Landscaping is to be in accordance with the following requirements:

Design element	Development standard
(a) % Landscaping	(i) A minimum of 8% of the area of a lot shall be landscaped. (ii) The landscaped area shall include a minimum strip of 1.5 metres wide adjacent to all street boundaries.
(b) Size	(i) Any landscaped area shall have a minimum width of 1.0 metre and distributed in areas of not less than 4.0 square metres.
(c) Shade trees	(i) Shade trees shall be provided and maintained in uncovered car parks at the rate of one tree for every four car parking bays

5.8. Fencing:

- a. Any fence located between the street alignment and 6 metres from the street alignment, or the street alignment and a building, whichever is the lesser distance, must be visually permeable above 0.75 metres from natural ground level, and must have a maximum height of 2.0 metres from natural ground level.

5.9. Servicing:

- a. Servicing, deliveries, lighting and waste collection should be considered as part of the integral design of the building. Services should be screened from view and located at the rear of the building where practicable. Servicing is to be in accordance with the following requirements:

Provision	Development requirement
(a) Service access	(i) Service access must be provided to all buildings to cater for the loading and unloading of goods, and waste collection.
(b) Service yards	(i) Service yards must be screened from view and located at the rear of a building. (ii) Service yards must not be located directly adjacent to a Residential zoned lot.
(c) Bin storage areas	(i) Bin storage areas must be screened from view by a wall not less than 1.8 metres in height, constructed of brick, masonry or other approved material. (ii) Bin storage areas must be accessible to waste collection vehicles and not adversely affect car parking and vehicular or pedestrian access
(d) External fixtures	(i) External fixtures must be screened from view from the street through building design and located on the roof, basement or at the rear of the building.
(j) Lighting	(i) To minimise the negative impacts of lighting, lighting is to be installed in accordance with Australian Standard AS 4282.

5.10. Sea containers:

The location and use of sea containers should not detract from the amenity, character and streetscape of an area.

- a. The permanent use of sea containers is to be in accordance with the following requirements:

Provision	Development requirement
(a) Visibility	(i) The sea container is not visible from any street or adjoining property. (ii) Where visible from an area internal to the site, the sea container is painted or clad with material in a colour that matches, or is complementary to, the colour of the existing buildings on the property.
(b) Location	(i) The sea container is not located within any approved car park, access way or landscaped area.

- b. The temporary use of a sea container can be considered in accordance with the following requirements:
 - i. The sea container is only used in conjunction with building construction or subdivision work that is occurring or approved to occur on the subject site, up to a maximum of 12 months; or
 - ii. The sea container is only used for the loading or unloading of goods that is occurring on the subject site up to a maximum of 7 days; and
 - iii. The sea container is positioned so as not to obscure vehicle sightlines.
 - iv. A formal request is received and a letter is issued from the City approving the temporary nature of the sea container, and its period of use, in accordance with the provisions of subclause 61(1)(f) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
 - v. Clause iv. above does not apply if the sea container is in place for less than 48 hours.

5.11. Small scale renewable energy systems:

- a. The development of small scale renewable energy systems is encouraged in order to reduce the production of greenhouse gas emissions. Small scale renewable energy systems are to be in accordance with the following requirements:

Provision	Development requirement
Solar energy system	(i) Solar energy systems must be integrated into the overall design of the building and located on rooftops so as not to detract from the building itself or impose on the existing streetscape.
Wind energy system	(i) The system must be well setback from any overhead power lines. (ii) The turbine system must be fitted with an automatic and manual braking system or an over-speed protection device. (iii) Unless colour-matched to the supporting roof, the wind energy system and any tower structure must remain painted or finished in the colour or finish applied by the manufacturer. (iv) No signage, other than the manufacturer's or installer's identification, shall be attached to the system. (v) Any electrical components and wires associated with a small wind energy system must not be visible from the street. (vi) The system must not be located on a property/building on the City's Heritage List

Provision	Development requirement
	(vii) A maximum of 1 turbine per 1000m ² of lot area is permitted. (viii) Turbines are not permitted on lots less than 1000m ² . (ix) The maximum height of a pole mounted system is 10m above natural ground level. (x) The maximum height of a roof mounted system is 7.5m above the roofline. (xi) The maximum blade diameter is 5.5m. (xii) Not permitted between the building and street. (xiii) A pole mounted system must be setback from side and rear boundaries not less than half the total height of the wind energy system, (xiv) A roof mounted system must be setback a minimum of 7.5m from a major opening of an adjoining building.

Creation date: October 2018 (CJ184-10/18)

Formerly:

Amendments:

Last reviewed: October 2018 (CJ184-10/18)

Related documentation: • Local Planning Scheme No 3

File reference: 106237



Private Community Purposes Zone and Civic and Community Reserve Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To create good quality-built form and functional development that contributes towards a sense of place and community.
- To provide for a range of ~~privately owned~~ community facilities and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.
- To ensure that the standard of development is in keeping with surrounding development and does not negatively affect the amenity of the locality.
- To establish a framework for the assessment of applications for development within this zone and reserve.

1. Authority:

This policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

This policy applies to all non-residential development on "Private Community Purposes" zoned land and "Civic and Community" reserved land in the City of Joondalup. Where equivalent development provisions are contained within an approved ~~activity centre plan~~ precinct structure plan, ~~or local development plan~~, or land use specific local planning policy, those provisions shall prevail.

Further to the above, the 'Residential Building' land use, as defined in the Residential Design Codes Volume 1 (R-Codes), includes either permanent or temporary accommodation. Permanent accommodation falls within the R-Codes definition of residential development and is therefore subject to the provisions of the R-Codes. Temporary accommodation does not fall within the R-Codes definition of residential development and is therefore subject to this Policy.

3. Definitions:

In addition to the definitions contained within the City of Joondalup Local Planning Scheme No 3 (the Scheme), the following definitions apply:

“coastal area” means land within 300 metres of the horizontal shoreline datum of a coast, as defined within State Planning Policy 2.6 State Coastal Planning Policy.

“external fixtures” means utilities, equipment, plant or other structures necessary for a building to achieve efficient, comfortable operating outcomes and may include rainwater storage tanks, air conditioning units, communication, power and water infrastructure, or other fixtures necessary for the use of the building.

“height” when used in relation to a building, means the maximum vertical distance between natural ground level and the finished roof height directly above.

“landscape, landscaping or landscaped” means land developed with garden beds, shrubs and trees, or by the planting of lawns, and includes such features as rockeries or ornamental ponds.

“outbuilding” means an enclosed non-habitable structure that is detached from any dwelling.

“small scale renewable energy system” means ~~a solar energy system of up to 100 kilowatts capacity or~~ a small wind energy system of up to 10 kilowatts capacity.

~~“solar energy system” means a system which converts energy from the sun into useable electrical energy, heats water or produces hot air or a similar function through the use of solar panels.~~

~~“screening” means devices such as obscure glazing, timber screens, external blinds, window hoods and shutters, which:~~

- ~~• are at least 1.6 metres in height;~~
- ~~• are at least 75% obscure;~~
- ~~• are permanently fixed;~~
- ~~• are made of durable material; and~~
- ~~• restrict the view in the direction of overlooking into any adjoining property.~~

~~“visitor” means a person who is temporarily visiting the facility and is not employed or volunteering at or for the facility.~~

~~“visually permeable” as defined in the Residential Design Codes Volume 1 means in reference to a wall, gate, door, screen or fence that the vertical surface, when viewed directly from the street or other public space, has:~~

- ~~• Continuous-continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;~~
- ~~• Continuous-continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or~~

- ~~A a~~ surface offering equal or lesser obstruction to view;
- ~~as viewed from the street.~~

“wind energy system” means equipment that converts and then stores or transfers energy from the wind into usable forms of energy. This equipment includes any base, blade, foundation, generator, nacelle, rotor, tower, transformer, vane, wire, inverter, batteries or other component used in the system.

4. Statement:

The City of Joondalup supports the development of a range of ~~private~~-community infrastructure ~~such as including, but not limited to,~~ schools, places of worship, and club premises. This policy provides development provisions for non-residential development that aim to create high quality-built form outcomes. It should be read in conjunction with the Scheme and any relevant structure plans, ~~activity centre plans~~precinct structure plans, ~~or~~ local development plans or other local planning policies.

5. Details:

5.1. Building setbacks:

~~a.~~ Buildings shall be setback from property boundaries as follows:

Provision	Minimum setback distance
(a) Primary street setback	(i) 6.0 metres
(b) Secondary street setback	(ii) 3.0 metres
(c) Side/rear setbacks	(i) 3.0 metres, <u>or:</u> (iii) <u>(ii) 6.0 metres for upper floors where a lot abuts the Residential zone or an existing sensitive land use (such as a child care premises, educational establishment, residential aged care facility or other land use as determined by the City), unless suitable screening is provided.</u>
(d) Rear setbacks	(iv) 3.0 metres
(e) Right of way/laneway setback	(v) Nil

5.2. Building height:

~~a.~~ The maximum building height as measured from the natural ground level is to be in accordance with the following table:

Maximum building height		
Top of external wall <u>Maximum height of wall</u>	<u>Maximum total building height</u>	
	Top of external wall (concealed roof) <u>Gable,</u>	<u>Top of pitched roof</u> <u>Hipped and pitched roof</u>

	skillion and concealed roof	
6-7 metres	7-8 metres	9-10 metres

5.3. Coastal area building height:

- a. The maximum building height as measured from the natural ground level is to be in accordance with ~~the following table: clause 5.2.~~

Maximum building height		
Top of external wall		
	Top of external wall (concealed roof)	Top of pitched roof
6 metres	7 metres	9 metres

- b. Notwithstanding clause 5.3(a), the building height in an ~~an activity centre precinct structure plan~~ or local development plan must take into account:
- i. existing built form, topography and landscape character of the surrounding area;
 - ii. building siting and design;
 - iii. bulk and scale of buildings and the potential to ~~unreasonable-unreasonably~~ overshadow adjoining properties or the foreshore;
 - iv. visual permeability of the foreshore and ocean from nearby residential areas, roads and public spaces; and
 - v. whether the development is sympathetic to the desired character, built form and amenity of the surrounding area.

5.4. Built form and design

- a. Development is to be in accordance with the following requirements:

Design element	Development standard
(a) Materials	(i) Buildings (with the exception of outbuildings that are not visible from the street) must be constructed of high quality materials including but not limited to stone, concrete, brick, timber and glass. (ii) Concrete walls that are visible from an adjoining property or public realm must be painted and provided with an articulated or detailed finish.
(b) Articulation	(i) Buildings must incorporate appropriate design features to enhance appearance, create visual interest and reduce blank walls, including a combination of the following:

	<ul style="list-style-type: none"> • Varied colours, textures, finishes and materials; • Varied roof forms and design; • Balconies and balustrades; • Windows, screens and sun shading devices.
(e) Windows and glazing	<p>(i) Where window security devices are provided, they must be installed on the inside of a window and be 75% visually permeable.</p> <p>(ii) Windows in an external wall which faces north, east or west must be protected from direct summer sun.</p>
(f) Building entrances	<p>(i) Building entrances must be clearly defined and easily identifiable from the street and public realm.</p> <p>(ii) Building entrances must directly front the street, car park and key pedestrian routes.</p>

5.5. Retaining walls:

Provision	Development requirement
(g) Retaining walls	(g) Retaining walls visible from a street or car park greater than 1 metre in height must be tiered so no tier is greater than 1 metre in height. A landscaping area of no less than 1 metre in width shall be provided between tiers.

5.6. Parking and access:

5.6.1. Car parking standards:

- a. Car parking bays are to be provided in accordance with the following table:

Use class	Number of on-site parking bays
Caravan park	1 per 10 sites
Caretaker's dwelling	1 per dwelling
Cinema/theatre, civic use, club premises, place of worship, reception centre, recreation — private, restaurant/café, small bar	1 per 4 people accommodated
Community purpose, exhibition centre	1 per 50m ² NLA net lettable area
Consulting rooms, medical centre	5 bays per health consultant
Convenience store, market	1 per 25m ² NLA net lettable area
Educational establishment, primary school, secondary school, tertiary college	1 per 3 students accommodated. 2 per classroom but not less than 10 2 per classroom but not less than 10 1 per 3 students accommodated
Hospital	1 per 3 beds plus 1 per staff member on duty

Hotel, motel	1 per bedroom/unit plus 1 per 5m ² of bar and dining area
Park home park	1 per 10 park homes
Residential aged care facility	1 per 5 beds plus 1 per staff member on duty
<u>Residential building</u>	<u>1 per 2 people accommodated</u>
Tavern	1 per 5m ² of bar and dining area
Tourist development	1 per unit

b. The number of on-site parking bays may be reduced based on a parking management plan being submitted, which outlines the following:

i. Anticipated number of staff and customers at any one time.

ii. Alternative transport options available.

iii. Potential for shared parking arrangements.

iv. Parking management strategies.

5.6.2. Car park location and design

a. Car park access and design is to be in accordance with the following requirements:

Design element	Development requirement
(a) Car park design	(i) Car parks should be consolidated where practicable. (ii) Car parks shall be designed in accordance with Australian Standards AS 2890.1 and/or AS 2890.2 as amended from time to time.
(b) Vehicle access	(i) The number of crossovers should be kept to the minimum to provide efficient ingress and egress. (ii) The location of crossovers should minimise traffic or pedestrian hazards and not conflict with pedestrian/cyclist paths. (iii) Vehicles are required to enter and exit the site in forward gear.
(c) Pedestrian access	(i) A footpath must be provided from the car park and the street to the building entrance.
(d) Reciprocal car parking and access	(i) Where car parking and access is approved on neighbouring properties that <u>relies</u> on the reciprocal movement of vehicles and pedestrians across those properties, the necessary reciprocal access and parking shall be allowed at all times to the local government's satisfaction.

5.6.3. Scooter and motorbike parking standards:

a- For every 30 car bays required, the 30th car bay shall be replaced with two scooter/motorcycle parking bays to be designed in accordance with relevant Australian standards. The car parking bays required under 65.6.1 may be reduced accordingly.

5.6.4. Bicycle parking standards:

a- Bicycle parking is to be provided in accordance with the following table and relevant Australian standards. Bicycle parking is only required to be provided for new buildings; however, it is encouraged to be provided for existing developments and additions to existing developments.

Use class	Employee bicycle parking (ratios are part thereof)	Visitor bicycle parking (ratios are part thereof)
Cinema/theatre, community purpose, civic use, club premises, place of worship, reception centre, recreation – private, restaurant/café, small bar, <u>residential building</u>	N/A	1 per 50 people recommended
Convenience store, <u>Lunch-lunch</u> bar, market	1 per 100m ² <u>NLA</u> net <u>lettable area</u>	1 per 50m ² <u>NLA</u> net <u>lettable area</u>
Consulting rooms, medical centre	1 per 8 practitioners	1 per 4 practitioners
Educational establishment, primary school, secondary school, tertiary college	N/A	1 per 20 students 5 per classroom 5 per classroom 1 per 20 students
Hospital, residential aged care facility	1 per 15 beds	1 per 30 beds
Hotel, motel, tavern	1 per 150m ² of bar and dining area	1 per 100m ² of bar and dining area
Exhibition centre	1 per 750m ² <u>NLA</u> net <u>lettable area</u>	1 per 1000m ² <u>NLA</u> net <u>lettable area</u>

5.6.5. End of trip facilities:

All developments that are required to provide 6 or more employee bicycle parking bays must provide end of trip facilities, designed in accordance with the following criteria:

- a. A minimum of one female and one male shower, located in separate change rooms or a minimum of two separate unisex showers and change rooms.
- b. Additional shower facilities to be provided at a rate of one shower for every 10 additional bicycle parking bays.
- c. A locker for every bicycle parking bay provided.
- d. The end-of-trip facilities are to be located as close as possible to the bicycle parking facilities.

5.7. Landscaping:

a- Landscaping is to be in accordance with the following requirements:

Design element	Development standard
(a) % Landscaping	(i) A minimum of 8% of the area of a lot shall be landscaped. (ii) The landscaped area shall include a minimum strip of 1.5 metres wide adjacent to all street boundaries.
(b) Size	(i) Any landscaped area shall have a minimum width of 1.0 metre and distributed in areas of not less than 4.0 square metres ^{m²} .
(c) Shade trees	(i) Shade trees shall be provided and maintained in uncovered car parks at the rate of one tree for every four car parking bays

5.8. Fencing:

a- Any fence located between the street alignment and 6 metres from the street alignment, or the street alignment and a building, whichever is the lesser distance, must be visually permeable above 0.75 metres from natural ground level, and ~~must~~ have a maximum height of 2.0 metres ~~from~~ natural ground level.

5.9. Servicing:

a- Servicing, deliveries, lighting and waste collection should be considered as part of the integral design of the building. Services should be screened from view and located at the rear of the building where practicable. Servicing is to be in accordance with the following requirements:

Provision	Development requirement
(a) Service access	(i) Service access must be provided to all buildings to cater for the loading and unloading of goods, and waste collection.
(b) Service yards	(i) Service yards must be screened from view and located at the rear of a building. (ii) Service yards must not be located directly adjacent to a Residential zoned lot.
(c) Bin storage areas	(i) Bin storage areas must be screened from view by a wall not less than 1.8 metres in height, constructed of brick, masonry or other approved material. (ii) Bin storage areas must be accessible to waste collection vehicles and not adversely affect car parking and vehicular or pedestrian access
(d) External fixtures	(i) External fixtures must be <u>suitably</u> screened from where they are in view from of the street/public realm, through building design and located on the roof, basement or at the rear of the building.

(f)	Lighting	(f)	To minimise the negative impacts of lighting, lighting is to be installed in accordance with Australian Standard AS 4282.
-----	----------	-----	---

5.10. Sea containers:

The location and use of sea containers should not detract from the amenity, character and streetscape of an area.

- a. The permanent use of sea containers is to be in accordance with the following requirements:

Provision	Development requirement
(a) Visibility	(i) The sea container is not visible from any street or adjoining property. (ii) Where visible from an area internal to the site, the sea container is painted or clad with material in a colour that matches, or is complementary to, the colour of the existing buildings on the property.
(b) Location	(f) The sea container is not located within any approved car park, access way or landscaped area.

- b. The temporary use of a sea container can be considered in accordance with the following requirements:
- i. The sea container is only used in conjunction with building construction or subdivision work that is occurring or approved to occur on the subject site, up to a maximum of 12 months; or
 - ii. The sea container is only used for the loading or unloading of goods that is occurring on the subject site up to a maximum of 7 days; and
 - iii. The sea container is positioned so as not to obscure vehicle sightlines.
 - iv. A formal request is received and a letter is issued from the City approving the temporary nature of the sea container, and its period of use, in accordance with the provisions of subclause 61(1)(f) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
 - v. Clause iv. above does not apply if the sea container is in place for less than 48 hours.

5.11. Small scale renewable energy systems:

- a. The development of small scale renewable energy systems is encouraged in order to reduce the production of greenhouse gas emissions. Small scale renewable energy systems are to be in accordance with the following requirements:

Provision	Development requirement
Solar energy system	(i) Solar energy systems must be integrated into the overall design of the building and located on rooftops so as not to

Provision	Development requirement
	detract from the building itself or impose on the existing streetscape.
Wind energy system	<ul style="list-style-type: none"> (i) The system must be well setback from any overhead power lines. (ii) The turbine system must be fitted with an automatic and manual braking system or an over-speed protection device. (iii) Unless colour-matched to the supporting roof, the wind energy system and any tower structure must remain painted or finished in the colour or finish applied by the manufacturer. (iv) No signage, other than the manufacturer's or installer's identification, shall be attached to the system. (v) Any electrical components and wires associated with a small wind energy system must not be visible from the street. (vi) The system must not be located on a property/building on the City's Heritage List (vii) A maximum of 1 turbine per 1,000m² of lot area is permitted. (viii) Turbines are not permitted on lots less than 1000m². (ix) The maximum height of a pole mounted system is 10 m metres above natural ground level. (x) The maximum height of a roof mounted system is 7.5 m metres above the roofline. (xi) The maximum blade diameter is 5.5 m metres. (xii) Not permitted between the building and street. (xiii) A pole mounted system must be setback from side and rear boundaries not less than half the total height of the wind energy system, (xiv) A roof mounted system must be setback a minimum of 7.5 m metres from a major opening of an adjoining building.

Creation date: October 2018 (CJ184-10/18)
Formerly:
Amendments:
Last reviewed: October 2018 (CJ184-10/18)
Related documentation:

- Local Planning Scheme No 3

File reference: 106237



Private Community Purposes Zone and Civic and Community Reserve Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To create good quality-built form and functional development that contributes towards a sense of place and community.
- To provide for a range of community facilities and uses that are incidental and ancillary to the provision of those facilities, which are compatible with surrounding development.
- To ensure that the standard of development is in keeping with surrounding development and does not negatively affect the amenity of the locality.
- To establish a framework for the assessment of applications for development within this zone and reserve.

1. Authority:

This policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

This policy applies to all non-residential development on "Private Community Purposes" zoned land and "Civic and Community" reserved land in the City of Joondalup. Where equivalent development provisions are contained within an approved precinct structure plan, local development plan or land use specific local planning policy, those provisions shall prevail.

Further to the above, the 'Residential Building' land use, as defined in the Residential Design Codes Volume 1 (R-Codes), includes either permanent or temporary accommodation. Permanent accommodation falls within the R-Codes definition of residential development and is therefore subject to the provisions of the R-Codes. Temporary accommodation does not fall within the R-Codes definition of residential development and is therefore subject to this Policy.

3. Definitions:

In addition to the definitions contained within the City of Joondalup Local Planning Scheme No 3 (the Scheme), the following definitions apply:

“coastal area” means land within 300 metres of the horizontal shoreline datum of a coast, as defined within State Planning Policy 2.6 State Coastal Planning Policy.

“external fixtures” means utilities, equipment, plant or other structures necessary for a building to achieve efficient, comfortable operating outcomes and may include rainwater storage tanks, air conditioning units, communication, power and water infrastructure, or other fixtures necessary for the use of the building.

“height” when used in relation to a building, means the maximum vertical distance between natural ground level and the finished roof height directly above.

“landscape, landscaping or landscaped” means land developed with garden beds, shrubs and trees, or by the planting of lawns, and includes such features as rockeries or ornamental ponds.

“outbuilding” means an enclosed non-habitable structure that is detached from any dwelling.

“small scale renewable energy system” means a small wind energy system of up to 10 kilowatts capacity.

“screening” means devices such as obscure glazing, timber screens, external blinds, window hoods and shutters, which:

- are at least 1.6 metres in height;
- are at least 75% obscure;
- are permanently fixed;
- are made of durable material; and
- restrict the view in the direction of overlooking into any adjoining property.

“visitor” means a person who is temporarily visiting the facility and is not employed or volunteering at or for the facility.

“visually permeable” as defined in the Residential Design Codes Volume 1 means in reference to a wall, gate, door, screen or fence that the vertical surface, when viewed directly from the street or other public space, has:

- continuous vertical or horizontal gaps of 50mm or greater width occupying not less than one third of the total surface area;
- continuous vertical or horizontal gaps less than 50mm in width, occupying at least one half of the total surface area in aggregate; or
- a surface offering equal or lesser obstruction to view.

“wind energy system” means equipment that converts and then stores or transfers energy from the wind into usable forms of energy. This equipment includes any base, blade, foundation,

generator, nacelle, rotor, tower, transformer, vane, wire, inverter, batteries or other component used in the system.

4. Statement:

The City of Joondalup supports the development of a range of community infrastructure including, but not limited to, schools, places of worship, and club premises. This policy provides development provisions for non-residential development that aim to create high quality-built form outcomes. It should be read in conjunction with the Scheme and any relevant structure plans, precinct structure plans, local development plans or other local planning policies.

5. Details:

5.1. Building setbacks:

Buildings shall be setback from property boundaries as follows:

Provision	Minimum setback distance
Primary street setback	6.0 metres
Secondary street setback	3.0 metres
Side/rear setbacks	(i) 3.0 metres, or; (ii) 6.0 metres for upper floors where a lot abuts the Residential zone or an existing sensitive land use (such as a child care premises, educational establishment, residential aged care facility or other land use as determined by the City), unless suitable screening is provided.
Right of way/laneway setback	Nil

5.2. Building height:

The maximum building height as measured from the natural ground level is to be in accordance with the following table:

Maximum building height		
Maximum height of wall	Maximum total building height	
	Gable, skillion and concealed roof	Hipped and pitched roof
7 metres	8 metres	10 metres

5.3. Coastal area building height:

- a. The maximum building height as measured from the natural ground level is to be in accordance with clause 5.2.
- b. Notwithstanding clause 5.3(a), the building height in a precinct structure plan or local development plan must take into account:
 - i. existing built form, topography and landscape character of the surrounding area;

- ii. building siting and design;
- iii. bulk and scale of buildings and the potential to unreasonably overshadow adjoining properties or the foreshore;
- iv. visual permeability of the foreshore and ocean from nearby residential areas, roads and public spaces; and
- v. whether the development is sympathetic to the desired character, built form and amenity of the surrounding area.

5.4. Built form and design

- a. Development is to be in accordance with the following requirements:

Design element	Development standard
Materials	(i) Buildings (with the exception of outbuildings that are not visible from the street) must be constructed of high quality materials including but not limited to stone, concrete, brick, timber and glass. (ii) Concrete walls that are visible from an adjoining property or public realm must be painted and provided with an articulated or detailed finish.
Articulation	Buildings must incorporate appropriate design features to enhance appearance, create visual interest and reduce blank walls, including a combination of the following: <ul style="list-style-type: none"> • Varied colours, textures, finishes and materials; • Varied roof forms and design; • Balconies and balustrades; • Windows, screens and sun shading devices.
Windows and glazing	(i) Where window security devices are provided, they must be 75% visually permeable. (ii) Windows in an external wall which faces north, east or west must be protected from direct summer sun.
Building entrances	(i) Building entrances must be clearly defined and easily identifiable from the street and public realm. (ii) Building entrances must directly front the street, car park and key pedestrian routes.

5.5. Retaining walls:

Provision	Development requirement
Retaining walls	Retaining walls visible from a street or car park greater than 1 metre in height must be tiered so no tier is greater than 1 metre in height. A landscaping

	area of no less than 1 metre in width shall be provided between tiers.
--	--

5.6. Parking and access:

5.6.1. Car parking standards:

a. Car parking bays are to be provided in accordance with the following table:

Use class	Number of on-site parking bays
Caravan park	1 per 10 sites
Caretaker's dwelling	1 per dwelling
Cinema/theatre, civic use, club premises, place of worship, reception centre, recreation — private, restaurant/café, small bar	1 per 4 people accommodated
Community purpose, exhibition centre	1 per 50m ² net lettable area
Consulting rooms, medical centre	5 bays per health consultant
Convenience store, market	1 per 25m ² net lettable area
Educational establishment, primary school, secondary school, tertiary college	1 per 3 students accommodated. 2 per classroom but not less than 10 2 per classroom but not less than 10 1 per 3 students accommodated
Hospital	1 per 3 beds plus 1 per staff member on duty
Hotel, motel	1 per bedroom/unit plus 1 per 5m ² of bar and dining area
Park home park	1 per 10 park homes
Residential aged care facility	1 per 5 beds plus 1 per staff member on duty
Residential building	1 per 2 people accommodated
Tavern	1 per 5m ² of bar and dining area
Tourist development	1 per unit

b. The number of on-site parking bays may be reduced based on a parking management plan being submitted, which outlines the following:

- i. Anticipated number of staff and customers at any one time.
- ii. Alternative transport options available.
- iii. Potential for shared parking arrangements.
- iv. Parking management strategies.

5.6.2. Car park location and design

Car park access and design is to be in accordance with the following requirements:

Design element	Development requirement
Car park design	(i) Car parks should be consolidated where practicable. (ii) Car parks shall be designed in accordance with Australian Standards AS 2890.1 and/or AS 2890.2 as amended from time to time.

Design element	Development requirement
Vehicle access	(i) The number of crossovers should be kept to the minimum to provide efficient ingress and egress. (ii) The location of crossovers should minimise traffic or pedestrian hazards and not conflict with pedestrian/cyclist paths. (iii) Vehicles are required to enter and exit the site in forward gear.
Pedestrian access	A footpath must be provided from the car park and the street to the building entrance.
Reciprocal car parking and access	Where car parking and access is approved on neighbouring properties that rely on the reciprocal movement of vehicles and pedestrians across those properties, the necessary reciprocal access and parking shall be allowed at all times to the local government's satisfaction.

5.6.3. Scooter and motorbike parking standards:

For every 30 car bays required, the 30th car bay shall be replaced with two scooter/motorcycle parking bays to be designed in accordance with relevant Australian standards. The car parking bays required under 5.6.1 may be reduced accordingly.

5.6.4. Bicycle parking standards:

Bicycle parking is to be provided in accordance with the following table and relevant Australian standards. Bicycle parking is only required to be provided for new buildings; however, it is encouraged to be provided for existing developments and additions to existing developments.

Use class	Employee bicycle parking (ratios are part thereof)	Visitor bicycle parking (ratios are part thereof)
Cinema/theatre, community purpose, civic use, club premises, place of worship, reception centre, recreation – private, restaurant/café, small bar, residential building	N/A	1 per 50 people recommended
Convenience store, lunch bar, market	1 per 100m ² net lettable area	1 per 50m ² net lettable area
Consulting rooms, medical centre	1 per 8 practitioners	1 per 4 practitioners
Educational establishment, primary school, secondary school, tertiary college	N/A	1 per 20 students 5 per classroom 5 per classroom 1 per 20 students
Hospital, residential aged care facility	1 per 15 beds	1 per 30 beds
Hotel, motel, tavern	1 per 150m ² of bar and dining area	1 per 100m ² of bar and dining area
Exhibition centre	1 per 750m ² net lettable area	1 per 1000m ² net lettable area

5.6.5. End of trip facilities:

All developments that are required to provide 6 or more employee bicycle parking bays must provide end of trip facilities, designed in accordance with the following criteria:

- a. A minimum of one female and one male shower, located in separate change rooms or a minimum of two separate unisex showers and change rooms.
- b. Additional shower facilities to be provided at a rate of one shower for every 10 additional bicycle parking bays.
- c. A locker for every bicycle parking bay provided.
- d. The end-of-trip facilities are to be located as close as possible to the bicycle parking facilities.

5.7. Landscaping:

Landscaping is to be in accordance with the following requirements:

Design element	Development standard
% Landscaping	(i) A minimum of 8% of the area of a lot shall be landscaped. (ii) The landscaped area shall include a minimum strip of 1.5 metres wide adjacent to all street boundaries.
Size	Any landscaped area shall have a minimum width of 1.0 metre and distributed in areas of not less than 4.0m ² .
Shade trees	Shade trees shall be provided and maintained in uncovered car parks at the rate of one tree for every four car parking bays

5.8. Fencing:

Any fence located between the street alignment and 6 metres from the street alignment, or the street alignment and a building, whichever is the lesser distance, must be visually permeable above 0.75 metres from natural ground level, and have a maximum height of 2.0 metres from natural ground level.

5.9. Servicing:

Servicing, deliveries, lighting and waste collection should be considered as part of the integral design of the building. Services should be screened from view and located at the rear of the building where practicable. Servicing is to be in accordance with the following requirements:

Provision	Development requirement
Service access	Service access must be provided to all buildings to cater for the loading and unloading of goods, and waste collection.
Service yards	(i) Service yards must be screened from view and located at the rear of a building.

	(ii) Service yards must not be located directly adjacent to a Residential zoned lot.
Bin storage areas	(i) Bin storage areas must be screened from view by a wall not less than 1.8 metres in height, constructed of brick, masonry or other approved material. (ii) Bin storage areas must be accessible to waste collection vehicles and not adversely affect car parking and vehicular or pedestrian access
External fixtures	External fixtures must be suitably screened where they are in view of the public realm.
Lighting	To minimise the negative impacts of lighting, lighting is to be installed in accordance with Australian Standard AS 4282.

5.10. Sea containers:

The location and use of sea containers should not detract from the amenity, character and streetscape of an area.

- a. The permanent use of sea containers is to be in accordance with the following requirements:

Provision	Development requirement
Visibility	(i) The sea container is not visible from any street or adjoining property. (ii) Where visible from an area internal to the site, the sea container is painted or clad with material in a colour that matches, or is complementary to, the colour of the existing buildings on the property.
Location	The sea container is not located within any approved car park, access way or landscaped area.

- b. The temporary use of a sea container can be considered in accordance with the following requirements:
- i. The sea container is only used in conjunction with building construction or subdivision work that is occurring or approved to occur on the subject site, up to a maximum of 12 months; or
 - ii. The sea container is only used for the loading or unloading of goods that is occurring on the subject site up to a maximum of 7 days; and
 - iii. The sea container is positioned so as not to obscure vehicle sightlines.
 - iv. A formal request is received and a letter is issued from the City approving the temporary nature of the sea container, and its period of use, in accordance with the provisions of subclause 61(1)(f) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.
 - v. Clause iv. above does not apply if the sea container is in place for less than 48 hours.

5.11. Small scale renewable energy systems:

The development of small scale renewable energy systems is encouraged in order to reduce the production of greenhouse gas emissions. Small scale renewable energy systems are to be in accordance with the following requirements:

Provision	Development requirement
Wind energy system	<ul style="list-style-type: none"> (i) The system must be well setback from any overhead power lines. (ii) The turbine system must be fitted with an automatic and manual braking system or an over-speed protection device. (iii) Unless colour-matched to the supporting roof, the wind energy system and any tower structure must remain painted or finished in the colour or finish applied by the manufacturer. (iv) No signage, other than the manufacturer's or installer's identification, shall be attached to the system. (v) Any electrical components and wires associated with a small wind energy system must not be visible from the street. (vi) The system must not be located on a property/building on the City's Heritage List. (vii) A maximum of 1 turbine per 1,000m² of lot area is permitted. (viii) Turbines are not permitted on lots less than 1,000m². (ix) The maximum height of a pole mounted system is 10 metres above natural ground level. (x) The maximum height of a roof mounted system is 7.5 metres above the roofline. (xi) The maximum blade diameter is 5.5 metres. (xii) Not permitted between the building and street. (xiii) A pole mounted system must be setback from side and rear boundaries not less than half the total height of the wind energy system. (xiv) A roof mounted system must be setback a minimum of 7.5 metres from a major opening of an adjoining building.

Creation date: October 2018 (CJ184-10/18)

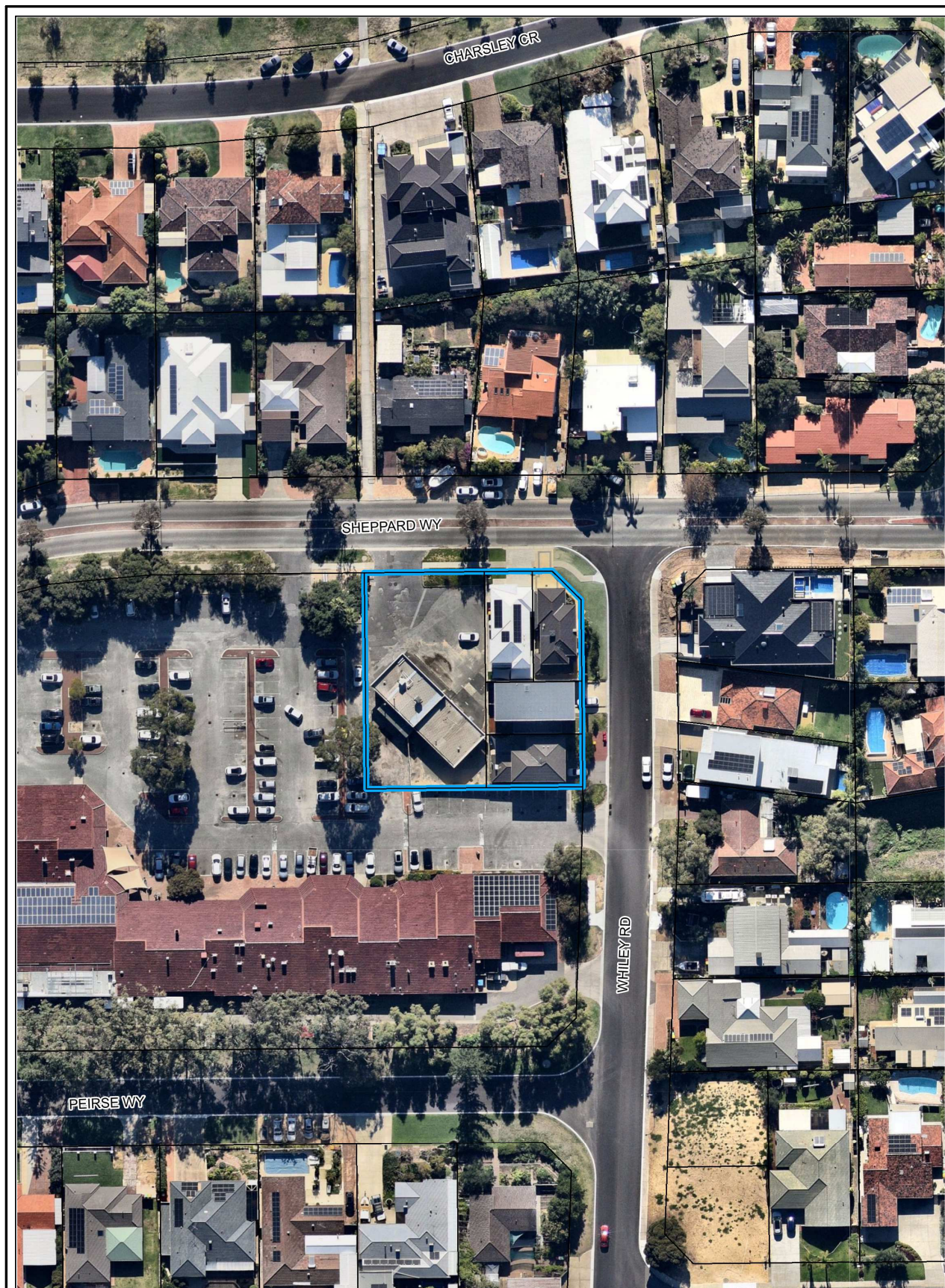
Formerly:

Amendments:

Last reviewed: October 2018 (CJ184-10/18)

Related documentation: Local Planning Scheme No 3

File reference: 106237



Sheppard Way Structure Plan



Sheppard Way Structure Plan – Residential Development Provisions Comparison to R-Codes/RDLPP			
Development requirement	Structure Plan requirement	R-Codes Volume 1 Part B/RDLPP (Single houses)	R-Codes Volume 1 Part C/RDLPP (Grouped and multiple dwellings)
Primary street setback	3 metres	4 metre average	3 metres
Side setback	Not stipulated where not a boundary wall, meaning as per R-Codes.	Based on length and height of wall.	Based on height of wall.
Buildings on the boundary	Maximum two storeys high to both boundaries provided overshadowing does not exceed 60%.	Maximum 3.5 metres high. Average 3 metres high for two-thirds length of the boundary, to one side boundary only.	Maximum 3.5 metres high. Average 3 metres high for 2/3 length of the boundary, to one side boundary only.
Rear setbacks	Nil setback permitted.	Based on length and height of wall.	Based on height of wall.
Secondary street setback	1 metre	1 metre	1 metre
Garage setback	3 metres	4.5 metres and 0.5 metres behind the dwelling alignment.	4.5 metres and 0.5 metres behind the dwelling alignment.
Car bays	Two bays per dwelling, one must be covered.	Two bays per dwelling.	One bay minimum and two covered (garage or carport) bays maximum per dwelling.
Retaining wall height	2 metres	Height of retaining wall determines minimum setback from lot boundary. 1 metre maximum height between street and building.	Height of retaining wall determines minimum setback from lot boundary. 1 metre maximum height between street and building.

Corner lots	Buildings on corner lot must address both street frontages.	Buildings must address the primary street.	Buildings must address the primary street.
Building Height	Wall height 7 metres Roof ridge 9.5 metres	Wall height 7 metres Wall height (concealed roof) 8 metres Pitched roof height 10 metres	Wall height 7 metres Wall height (concealed roof) 8 metres Pitched roof height 10 metres
Open Space	40%	45%	35%
Front fencing	Maximum 1 metre height, with all fencing to be visually permeable.	Maximum 1.2 metre solid height. Fencing above 1.2 metres in height must be visually permeable.	Maximum 1.2 metre solid height. Fencing above 1.2 metres in height must be visually permeable to a maximum 1.8 metre height.

Sheppard Way Structure Plan – Non-Residential Development Provisions Comparison to Commercial, Mixed Use and Service Commercial Zone LPP		
Development requirement	Structure Plan requirement	Commercial, Mixed Use and Service Commercial Zone LPP
Street setback	3 metres	3.5 metres
Side setback	Not stipulated where not a boundary wall.	3 metres
Buildings on the boundary	Maximum two storeys high to both boundaries provided. overshadowing does not exceed 60%.	Not stipulated where not a boundary wall.
Rear setbacks	Nil permitted	Nil permitted or where a lot abuts the Residential zone, a minimum of 3 metres.
Active frontages	Buildings designed to have active frontages with minimal blank facades fronting the street and shopping centre.	Ground floor commercial frontage to have minimum 50% clear glazed windows and a maximum sill height of 700mm above finished floor level.
Pedestrian Shelter	Canopies or awnings to the exterior ground floor level shall be permitted to within 1 metre of the boundary.	Buildings must have a continuous pedestrian shelter along all commercial frontages.
Servicing	Bin, service areas and air conditioning units shall be screened from view from the street and shopping centre.	Service yards, bin storage areas and external fixtures must be screened from view, located at the rear of the building and not located directly adjacent to a Residential zoned lot.
Building Height	Wall height 7 metres Roof ridge 9.5 metres	Wall height 7 metres Wall height (concealed roof) 8 metres Pitched roof height 10 metres
Commercial frontage	Buildings shall be setback from the shopping centre to allow for pedestrian access between the car park and the frontage to the commercial tenancy.	Ground floor external tenancies must have an entrance onto the commercial frontage and be outward facing to facilitate activation. Building entrances must be clearly defined and easily identifiable from the street and public realm.

		Buildings must provide a continuous pedestrian shelter along all commercial frontages to a minimum height of 3 metres and a minimum depth of 1.5 metres.
--	--	--

STRA Land Use Permissibility and Definition Comparison Tables

Table 1 - Short-term Accommodation Definitions Comparison		
Short-term Accommodation	Short-term Rental Accommodation	Short-term Rental Arrangement
Means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period.	(a) Means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but (b) does not include a dwelling that is, or is part of, any of the dwelling - (i) an aged care facility as defined in the <i>Land Tax Assessment Act 2002</i> section 38A(1); (ii) a caravan park; (iii) a lodging house as defined in the <i>Health (Miscellaneous Provisions) Act 1911</i> section 3(1); (iv) a park home park (v) a retirement village as defined in the <i>Retirement Villages Act 1992</i> (section 3(1); (vi) workforce accommodation.	Means an arrangement under which - (a) a dwelling, or part of a dwelling, is provided for occupation by a person; and (b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period.

Table 2 - Bed and Breakfast Land Use Comparison	
Existing LPS3 Land Use	Existing LPS3 Definition
Bed and Breakfast	Means a dwelling: (a) used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and (b) containing not more than 2 guest bedrooms.
Replacement LPS Regulations Land Use	Replacement LPS Regulations Definition
Hosted Short-term Rental Accommodation	Means any of the following - (a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement; (b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement; (c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

Table 3 – Holiday House Definition Comparison	
Existing LPS3 Land Use	Existing LPS3 Definition
Holiday House	Means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.
Replacement LPS Regulations Land Use	Replacement LPS Regulations Definition
Unhosted Short-term Rental Accommodation	Means short-term rental accommodation that – (a) is not hosted short-term rental accommodation; and (b) accommodates 12 people or fewer per night.

Table 4 – Proposed Amendments to LPS3 Table 3 Zoning Table							
Use and Development Class	Residential	Mixed Use	Commercial	Service Commercial	Light Industry	Private Community Purposes	Rural
Bed and Breakfast	D	D	P	X	X	D	D
Holiday House	D	D	X	X	X	D	X
Hosted Short-term Rental Accommodation	P	P	P	X	X	X	P
Unhosted Short-term Rental Accommodation	D	D	D	X	X	X	D

Table 5 – Proposed Amendments to LPS3 Table 3a Whitford Activity Centre Zoning Table				
Use and Development Class	C-1 Endeavour District	C-2 Retail District	C-3 Banks District	C-4 Education and Civic District
Bed and Breakfast	X	X	D	X
Hosted Short-term Rental Accommodation	P	P	P	P
Unhosted Short-term Rental Accommodation	D	D	D	D

*Holiday house does not exist as a land use within Table 3a of LPS3.

Table 6 – Proposed Amendments to LPS3 Table 3b Joondalup Activity Centre Zoning Table						
Use and Development Class	City Centre	Health and Wellness	Learning and Innovation	Joondalup Edge	Joondalup West	Lakeside Residential
Bed and Breakfast	D	D	D	D	X	D
Holiday House	X	X	X	X	X	D
Hosted Short-term Rental Accommodation	P	P	P	P	X	P
Unhosted Short-term Rental Accommodation	D	D	D	D	X	D

Proposed STRA Amendments to Local Planning Scheme No. 3

1. In clause 37, 'Terms Used' delete the definition for *short-term accommodation*.
2. In clause 38, 'Land Use Terms Used' delete the definitions for *bed and breakfast* and *holiday house*.
3. In table 3, 'Zoning Table' insert in alphabetical order the following land uses and permissibility:
 - A. *Hosted short-term rental accommodation*; designate as a 'P' use in the Residential, Mixed Use, Commercial and Rural zones and an 'X' use in the Service Commercial, Light Industry and Private Community Purposes zones;
 - B. *Unhosted short-term rental accommodation*; designate as a 'D' use in the Residential, Mixed Use, Commercial and Rural zones and an 'X' use in the Service Commercial, Light Industry and Private Community Purposes zones.
4. In table 3, 'Zoning Table' delete all references to *bed and breakfast* and *holiday house*.
5. In table 3a, 'Whitford Activity Centre Zoning Table' insert in alphabetical order the following land uses and permissibility:
 - A. *Hosted Short-term Rental Accommodation*; designate as a 'P' use all zones;
 - B. *Unhosted Short-term Rental Accommodation*; designate as a 'D' use in all zones.
6. In table 3a, 'Whitford Activity Centre Zoning Table' delete all references to *bed and breakfast*.
7. In table 3a, 'Joondalup Activity Centre Zoning Table' insert in alphabetical order the following land uses and permissibility:
 - A. *Hosted Short-term Rental Accommodation*; designate as a 'P' use in the City Centre, Health and Wellness, Learning and Innovation, Joondalup Edge and Lakeside Residential zones and an 'X' use in the Joondalup West zone;
 - B. *Unhosted Short-term Rental Accommodation*; designate as a 'D' use in the City Centre, Health and Wellness, Learning and Innovation, Joondalup Edge and Lakeside Residential zones and an 'X' use in the Joondalup West zone.
8. In table 3b, 'Joondalup Activity Centre Zoning Table' delete all references to *bed and breakfast* and *holiday house*.



Short-term Accommodation Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To encourage good quality, well managed short-term accommodation for use by visitors that does not compromise the amenity of residential areas or nearby residents.
- To provide guidance and development provisions for operators seeking to establish short-term accommodation within the City of Joondalup.
- To establish a clear framework for the assessment and determination of applications for short-term accommodation.

1. Authority:

This Policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

This policy applies to all 'Bed and Breakfast', 'Holiday House', 'Holiday Accommodation' and 'Serviced Apartment' land uses in all zones.

3. Definitions:

"Bed and Breakfast" as defined by Local Planning Scheme No. 3 means a dwelling:

- (a) used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than four (4) adult persons or one family; and
- (b) containing not more than two (2) guest bedrooms.

“**dwelling**” as defined by the Residential Design Codes means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six (6) persons who do not comprise a single family.

“**Holiday House**” as defined by Local Planning Scheme No. 3 means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.

“**Holiday Accommodation**” as defined by Local Planning Scheme No. 3 means two (2) or more dwellings on one lot used to provide short term accommodation for persons other than the owner of the lot.

“**R-Codes**” means the Residential Design Codes.

“**Serviced Apartment**” as defined by Local Planning Scheme No. 3 means a group of units or apartments providing:

- (a) self-contained short stay accommodation for guests; and
- (b) any associated reception or recreational facilities.

“**short-term accommodation**” as defined by Local Planning Scheme No. 3 means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than three (3) months in any 12-month period.

4. Statement:

The City of Joondalup supports diversity of accommodation types to facilitate tourism and other activities within its district. In considering applications for short-term accommodation, the City will take into consideration the siting, design and management of the short-term accommodation to ensure such accommodations are compatible with, and avoid adverse impacts on, the amenity of adjoining and surrounding areas.

5. Details:

5.1. General requirements for all short-term accommodation:

5.1.1. Car parking standards:

- a. Car parking bays are to be provided in accordance with the following table:

Use Class	Number of on-site parking bays
Bed and Breakfast	One car parking bay per guest bedroom. In addition, car parking for permanent residents is to be in accordance with the R-Codes.
Holiday House	In accordance with the R-Codes clause 5.3.3 Location B requirements.
Holiday Accommodation	In accordance with the R-Codes clause 5.3.3 Location B requirements.
Serviced Apartment	In accordance with the R-Codes clause 5.3.3 or 6.3.3 Location B requirements.

5.1.2. Car parking location and design:

- a. Car park access and design is to be in accordance with the following requirements:

Design Element	Development Requirement
(a) Car park location	(i) All car parking is to be provided on-site; verge parking is not permitted. (ii) In the 'Residential' zone, the provision of car parking bays must not detract from the residential appearance of the dwelling or dominate the streetscape.
(b) Car park design	(i) Car parks shall be designed in accordance with the R-codes.
(c) Vehicle access	(i) Vehicles access is to be provided in accordance with the R-codes.

5.1.3. Management plan:

- a. A management plan is required to be submitted at the time of lodging an application for development approval for short-term accommodation. The requirement for the operation of the short-term accommodation in accordance with the management plan will be included as a condition of any development approval issued.
- b. The management plan is to include, but not be limited to the following matters:
- i. A code of conduct detailing the expected behaviour and obligations of guests. The code of conduct shall be displayed in a prominent position within the premises.
 - ii. Management of complaints, in the form of a Complaints Management Procedure (which must include the provision of the short-term accommodation owners/managing agents contact telephone number for adjoining neighbours).
 - iii. Control of anti-social behaviour and the potential conflict between guests and permanent residents of the area, detailing the expected behaviour of guests and control of noise.
 - iv. Details regarding guest check-in and check-out procedures.
 - v. Management of car parking.
 - vi. Details regarding waste management which must include specifying the expectations on guests with regard to general rubbish and bin collection (if applicable).
 - vii. Compliance with Strata By-Laws (if applicable) in the form of a Statement of Compliance.

5.1.4. Guest register:

- a. A register of all persons occupying the short-term accommodation is required to be kept on the premises of the short-term accommodation or at such other

place as agreed by the City and shall be open to inspection on demand by an authorised City officer.

- b. The register shall:
 - i. show the name and address of every occupant staying within the accommodation and the unit occupied; and
 - ii. include the date of arrival and date of departure of the occupants of the accommodation.

5.1.5. Signage:

- a. Any signage associated with short-term accommodation is to be in accordance with the City of Joondalup Signs Policy.

5.1.6. Application information:

- a. In addition to the management plan referred to above and the normal development application submission requirements, the following additional information is required to be submitted with an application for development approval for short-term accommodation:
 - i. Justification as to how and why the proposed accommodation will be compatible with the adjoining area and is consistent with the objectives of this Policy.

5.1.7. Public consultation:

- a. Refer to the City's Planning Consultation Local Planning Policy.
- b. Where an application involves short-term accommodation in a strata title arrangement, the strata body will be consulted. Prior to submission, applicants are encouraged to seek clarification as to whether or not the operation of short-term accommodation is compliant with regulations governing ownership of the property i.e. provisions of the *Strata Titles Act 1985* and associated by-laws.

5.2. Development requirements for a Bed and Breakfast:

- a. The owner/resident of the accommodation must reside on-site at all times while the 'Bed and Breakfast' is in operation.
- b. Meals may only be provided for 'Bed and Breakfast' guests.

5.3. Development requirements for a Holiday House:

- a. Applications for development approval for a 'Holiday House' within an existing dwelling will be processed as a change of use.
- b. Applications for development approval for a purpose built 'Holiday House' are required to meet the relevant single house requirements of the Residential Design Codes, the City of Joondalup Residential Development Local Planning Policy and any relevant structure plan or local planning policy.

5.4. Development requirements for Holiday Accommodation:

- a. Applications for development approval for 'Holiday Accommodation' within existing grouped or multiple dwelling developments will be processed as a change of use.
- b. Applications for development approval for purpose built 'Holiday Accommodation' are required to meet the relevant grouped or multiple dwelling development requirements of the Residential Design Codes, the City of Joondalup Residential Development Local Planning Policy and any relevant structure plan or local planning policy.
- c. Tandem car parking arrangements (one bay behind another) will only be considered where the bays are allocated to the same holiday accommodation unit.

5.5. Development requirements for Serviced Apartments:

- a. Applications for development approval for 'Serviced Apartment' within an existing grouped dwelling or multiple dwelling development will be processed as a change of use and are expected to provide dedicated reception facilities and may provide recreational facilities.
- b. Applications for purpose built 'Serviced Apartment' shall be subject to the siting and design requirements applicable under the relevant local planning policy, and any relevant structure plan. If applicable, serviced apartments are required to be designed to separate short-term accommodation from permanent occupancy dwellings located on the same site or building.
- c. Where a development involves a combination of permanent occupancy dwellings and serviced apartments, parking areas for permanent residents and their visitors shall be clearly separated and delineated from the parking area for the serviced apartments.
- d. Tandem car parking arrangements (one bay behind another) will only be considered where the bays are allocated to the same serviced apartment.
- e. If required, applications for purpose built 'Serviced Apartment' must also demonstrate the sufficient provision of facilities for the loading/unloading of goods on the site.

Creation date:	September 2011 (CJ159-09/11)
Formerly:	Short Stay Accommodation Policy
Amendments:	CJ231-12/16, CJ058-04/17, CJ184-10/18, CJ033-03/20
Last reviewed:	March 2020 (CJ033-03/20)
Related documentation:	<ul style="list-style-type: none">• Local Planning Scheme No. 3• Planning Consultation Local Planning Policy
File reference:	72584



Short-term Rental Accommodation Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To encourage good quality, well managed short-term rental accommodation ~~for use by visitors~~ that does not compromise the amenity of residential areas or nearby residents.
- To provide guidance and development ~~provisions requirements~~ for operators seeking to establish short-term rental accommodation within the City of Joondalup.
- To establish a clear framework for the assessment and determination of applications for short-term rental accommodation.

1. Authority:

This Policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

This policy applies to all ~~'Bed and Breakfast', 'Holiday House', 'Holiday Accommodation', and~~ 'Serviced Apartment' and 'Unhosted Short-term Rental Accommodation' land uses in all zones.

3. Definitions:

~~"Bed and Breakfast" as defined by Local Planning Scheme No. 3 means a dwelling:~~

- ~~(a) — used by a resident of the dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than four (4) adult persons or one family; and~~
- ~~(b) — containing not more than two (2) guest bedrooms.~~

“dwelling” as defined by the Residential Design Codes means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six (6) persons who do not comprise a single family.

~~“Holiday House” as defined by Local Planning Scheme No. 3 means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.~~

“Holiday Accommodation” as defined by Local Planning Scheme No. 3 means two (2) or more dwellings on one lot used to provide short-term accommodation for persons other than the owner of the lot.

“Hosted Short-term Rental Accommodation” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means any of the following:

- a. Short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement.
- b. Short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement.
- c. Short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

“R-Codes” means the Residential Design Codes.

“Serviced Apartment” as defined by Local Planning Scheme No. 3 means a group of units or apartments providing:

- a. self-contained short stay accommodation for guests; and
- b. any associated reception or recreational facilities.

~~“short-term accommodation” as defined by Local Planning Scheme No. 3 means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than three (3) months in any 12-month period.~~

“Short-term Rental Accommodation” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- a. means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but
- b. does not include a dwelling that is, or is part of, any of the following:
 - i. An aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1).
 - ii. A caravan park.
 - iii. A lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1).

- iv. A park home park.
- v. A retirement village as defined in the Retirement Villages Act 1992 section 3(1).
- vi. Workforce accommodation.

“Short-term Rental Arrangement” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means an arrangement under which:

- a. a dwelling, or part of a dwelling, is provided for occupation by a person; and
- b. the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of three (3) months in any 12-month period.

“Unhosted Short-term Rental Accommodation” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means short-term rental accommodation that:

- a. is not hosted short-term rental accommodation; and
- b. accommodates a maximum of 12 people per night.

4. Statement:

The City of Joondalup supports diversity of accommodation types to facilitate tourism and other activities within its district. In considering development applications for short-term rental accommodation, the City will take into consideration the siting, design and management of the short-term rental accommodation to ensure such accommodations are compatible with, and avoid adverse impacts on, the amenity of adjoining and surrounding areas.

5. Details:

5.1. General development requirements for all short-term rental accommodation:

5.1.1. Car parking standards Application information:

a. Car parking bays are to be provided in accordance with the following table:

Use Class	Number of on-site parking bays
Bed and Breakfast	<u>One car parking bay per guest bedroom. In addition, car parking for permanent residents is to be in accordance with the R-Codes.</u>
Holiday House	<u>In accordance with the R-Codes clause 5.3.3 Location B requirements.</u>
Holiday Accommodation	<u>In accordance with the R-Codes clause 5.3.3 Location B requirements.</u>
Serviced Apartment	<u>In accordance with the R-Codes clause 5.3.3 or 6.3.3 Location B requirements.</u>

In addition to the standard development application submission requirements, written justification is required to be provided as to how and why the proposed accommodation will be compatible with the adjoining area and is consistent with the objectives of this Policy.

5.1.2. Car parking location and design Car parking requirements:

- a. The required number of car parking bays is to be provided in accordance with the R-Codes or relevant local planning policy that amends or replaces the R-Codes.
- b. ~~a.~~ Car parking access and design is to be in accordance with the following requirements:

Design Element	Development Requirement
a. Car parking location	<ul style="list-style-type: none"> i. All car parking is to be provided on-site; verge parking is not permitted. ii. In the 'Residential' zone, the provision of car parking bays must not detract from the residential appearance of the dwelling or dominate the streetscape.
b. Car parking design	<ul style="list-style-type: none"> i. Car parking shall be designed in accordance with the R-Codes.
c. Vehicle access	<ul style="list-style-type: none"> i. Vehicle access is to be provided in accordance with the R-Codes.

5.1.3. Management plan:

- a. A management plan is required to be submitted at the time of lodging an application for development approval for short-term rental accommodation. The requirement for the operation of the short-term rental accommodation in accordance with the management plan will be included as a condition of any development approval issued.
- b. The management plan is to include, but not be limited to the following matters:
 - i. A code of conduct detailing the expected behaviour and obligations of guests. The code of conduct shall be displayed in a prominent position within the premises.
 - ii. Management of complaints, in the form of a Complaints Management Procedure (which must is to include the provision of the short-term rental accommodation owners/managing agents contact telephone number for adjoining neighbours and be updated/remain current).
 - iii. Control of anti-social behaviour and the potential conflict between guests and permanent residents of the area, detailing the expected behaviour of guests and control of noise.
 - iv. Details regarding guest check-in and check-out procedures.
 - v. Management of car parking.
 - vi. Details regarding waste management which must include specifying the expectations on guests with regard to general rubbish and bin collection (if applicable).
 - vii. Compliance with Strata By-Laws (if applicable) in the form of a Statement of Compliance.

5.1.4. Guest numbers and register:

- a. Short-term rental accommodation subject to this policy is to have a maximum occupancy of two (2) persons per bedroom.
- b. A register of all persons occupying the short-term rental accommodation is required to be kept ~~on the premises of the short-term accommodation or at such other place as agreed by the City~~ and shall be open to inspection on demand by an authorised City officer.
- c. The register shall:
 - i. show the name and address of every occupant staying within the accommodation and the unit occupied; and
 - ii. include the date of arrival and date of departure of the occupants of the accommodation.

5.1.5. Signage:

- a. Any signage associated with short-term rental accommodation is to be in accordance with the City of Joondalup Signs Advertisements Local Planning Policy.

5.1.6. Application information:

- a. ~~In addition to the management plan referred to above and the normal development application submission requirements, the following additional information is required to be submitted with an application for development approval for short-term accommodation:~~
 - i. ~~Justification as to how and why the proposed accommodation will be compatible with the adjoining area and is consistent with the objectives of this Policy.~~

5.1.6. Public consultation:

- a. Refer to the City's Planning Consultation Local Planning Policy.
- b. ~~Where an application involves short-term accommodation in a strata title arrangement, the strata body will be consulted. Prior to submission, applicants are encouraged to seek clarification as to whether or not the operation of short-term accommodation is compliant with regulations governing ownership of the property i.e. provisions of the Strata Titles Act 1985 and associated by-laws.~~

5.2 ~~Development requirements for a Bed and Breakfast:~~

- a. ~~The owner/resident of the accommodation must reside on-site at all times while the 'Bed and Breakfast' is in operation.~~
- b. ~~Meals may only be provided for 'Bed and Breakfast' guests.~~

5.2. 5.3 Development requirements for a Holiday House Unhosted Short-term Rental Accommodation:

- a. Applications for development approval Development applications for a 'Holiday House' 'Unhosted Short-term Rental Accommodation' within an existing dwelling will be processed as a change of use.

- b. ~~Applications for development approval~~ Development applications for a purpose built 'Holiday House' 'Unhosted Short-term Rental Accommodation' are required to meet the relevant single house, grouped dwelling, or multiple dwelling requirements of the ~~Residential Design Codes R-Codes~~, the City of Joondalup Residential Development Local Planning Policy and any relevant structure plan, local development plan, or local planning policy.

5.3. 5.4 Development requirements for Holiday Accommodation:

- a. Development Applications for ~~development approval for~~ 'Holiday Accommodation' within existing grouped or multiple dwelling developments will be processed as a change of use.
- b. ~~Applications for development approval~~ Development applications for purpose built 'Holiday Accommodation' are required to meet the relevant grouped or multiple dwelling development requirements of the ~~Residential Design Codes R-Codes~~, the City of Joondalup Residential Development Local Planning Policy and any relevant structure plan, local development plan, or local planning policy.
- c. Tandem car parking arrangements (one bay behind another) will only be considered where the bays are allocated to the same holiday accommodation unit.

5.4. 5.5 Development requirements for Serviced Apartments:

- a. ~~Applications for development approval~~ Development applications for use of a single 'Serviced Apartment' within an existing grouped dwelling or multiple dwelling development will be processed as a change of use. ~~and are expected to provide dedicated reception facilities and may provide recreational facilities.~~
- b. Development Applications for purpose built 'Serviced Apartment' units shall be subject to the siting and design requirements applicable under the R-Codes and/or relevant local planning policy, ~~and any relevant~~ structure plan, or local development plan. If applicable, '~~Sserviced A~~partments' are required to be designed to separate short-term rental accommodation from permanent occupancy dwellings located on the same site or building.
- c. Where a development involves a combination of permanent occupancy dwellings and '~~Sserviced A~~partments', parking areas for permanent residents and their visitors shall be clearly separated and delineated from the parking area for the '~~Sserviced A~~partments'.
- d. Tandem car parking arrangements (one bay behind another) will only be considered where the bays are allocated to the same '~~Sserviced A~~partment'.
- e. If required, applications for purpose built 'Serviced Apartments' must also demonstrate the sufficient provision of facilities for the loading/unloading of goods on the site.

Creation date:	September 2011 (CJ159-09/11)
Formerly:	Short Stay Accommodation Policy Short-term Accommodation Local Planning Policy
Amendments:	CJ231-12/16, CJ058-04/17, CJ184-10/18, CJ033-03/20, CJXXX-XX/25
Last reviewed:	March 2020 (CJ033-03/20) XXX 2025 (CJXXX-XX/25)
Related documentation:	<ul style="list-style-type: none">• Local Planning Scheme No. 3• Planning Consultation Local Planning Policy
File reference:	72584



Short-term Rental Accommodation Local Planning Policy

Responsible directorate: Planning and Community Development

Objectives:

- To encourage good quality, well managed short-term rental accommodation that does not compromise the amenity of residential areas or nearby residents.
- To provide guidance and development requirements for operators seeking to establish short-term rental accommodation within the City of Joondalup.
- To establish a clear framework for the assessment and determination of applications for short-term rental accommodation.

1. Authority:

This Policy has been prepared in accordance with Schedule 2, Part 2 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. Application:

This policy applies to all 'Holiday Accommodation', 'Serviced Apartment' and 'Unhosted Short-term Rental Accommodation' land uses in all zones.

3. Definitions:

"dwelling" as defined by the Residential Design Codes means a building or portion of a building being used, adapted, or designed or intended to be used for the purpose of human habitation on a permanent basis by a single person, a single family, or no more than six (6) persons who do not comprise a single family.

"Holiday Accommodation" as defined by Local Planning Scheme No. 3 means two (2) or more dwellings on one lot used to provide short-term accommodation for persons other than the owner of the lot.

“Hosted Short-term Rental Accommodation” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means any of the following:

- a. Short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement.
- b. Short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement.
- c. Short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

“R-Codes” means the Residential Design Codes.

“Serviced Apartment” as defined by Local Planning Scheme No. 3 means a group of units or apartments providing:

- a. self-contained short stay accommodation for guests; and
- b. any associated reception or recreational facilities.

“Short-term Rental Accommodation” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- a. means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but
- b. does not include a dwelling that is, or is part of, any of the following:
 - i. An aged care facility as defined in the *Land Tax Assessment Act 2002* section 38A(1).
 - ii. A caravan park.
 - iii. A lodging-house as defined in the *Health (Miscellaneous Provisions) Act 1911* section 3(1).
 - iv. A park home park.
 - v. A retirement village as defined in the *Retirement Villages Act 1992* section 3(1).
 - vi. Workforce accommodation.

“Short-term Rental Arrangement” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means an arrangement under which:

- a. a dwelling, or part of a dwelling, is provided for occupation by a person; and
- b. the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of three (3) months in any 12-month period.

“Unhosted Short-term Rental Accommodation” as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means short-term rental accommodation that:

- a. is not hosted short-term rental accommodation; and
- b. accommodates a maximum of 12 people per night.

4. Statement:

The City of Joondalup supports diversity of accommodation types to facilitate tourism and other activities within its district. In considering development applications for short-term rental accommodation, the City will take into consideration the siting, design and management of the short-term rental accommodation to ensure such accommodations are compatible with, and avoid adverse impacts on, the amenity of adjoining and surrounding areas.

5. Details:

5.1. General development requirements for all short-term rental accommodation:

5.1.1. Application information:

In addition to the standard development application submission requirements, written justification is required to be provided as to how and why the proposed accommodation will be compatible with the adjoining area and is consistent with the objectives of this Policy.

5.1.2. Car parking requirements:

- a. The required number of car parking bays is to be provided in accordance with the R-Codes or relevant local planning policy that amends or replaces the R-Codes.
- b. Car parking access and design is to be in accordance with the following requirements:

Design Element	Development Requirement
a. Car parking location	<ul style="list-style-type: none"> i. All car parking is to be provided on-site; verge parking is not permitted. ii. In the 'Residential' zone, the provision of car parking bays must not detract from the residential appearance of the dwelling or dominate the streetscape.
b. Car parking design	<ul style="list-style-type: none"> i. Car parking shall be designed in accordance with the R-Codes.
c. Vehicle access	<ul style="list-style-type: none"> i. Vehicle access is to be provided in accordance with the R-Codes.

5.1.3. Management plan:

- a. A management plan is required to be submitted at the time of lodging an application for development approval for short-term rental accommodation. The requirement for the operation of the short-term rental accommodation in accordance with the management plan will be included as a condition of any development approval issued.
- b. The management plan is to include, but not be limited to the following matters:

- i. A code of conduct detailing the expected behaviour and obligations of guests. The code of conduct shall be displayed in a prominent position within the premises.
- ii. Management of complaints, in the form of a Complaints Management Procedure (which is to include the provision of the short-term rental accommodation owners/managing agents contact telephone number for adjoining neighbours and be updated/remain current).
- iii. Control of anti-social behaviour and the potential conflict between guests and permanent residents of the area, detailing the expected behaviour of guests and control of noise.
- iv. Details regarding guest check-in and check-out procedures.
- v. Management of car parking.
- vi. Details regarding waste management which must include specifying the expectations on guests with regard to general rubbish and bin collection (if applicable).
- vii. Compliance with Strata By-Laws (if applicable) in the form of a Statement of Compliance.

5.1.4. Guest numbers and register:

- a. Short-term rental accommodation subject to this policy is to have a maximum occupancy of two (2) persons per bedroom.
- b. A register of all persons occupying the short-term rental accommodation is required to be kept and shall be open to inspection on demand by an authorised City officer.
- c. The register shall:
 - i. show the name and address of every occupant staying within the accommodation and the unit occupied; and
 - ii. include the date of arrival and date of departure of the occupants of the accommodation.

5.1.5. Signage:

Any signage associated with short-term rental accommodation is to be in accordance with the City of Joondalup Advertisements Local Planning Policy.

5.1.6. Public consultation:

Refer to the City's Planning Consultation Local Planning Policy.

5.2 Development requirements for Unhosted Short-term Rental Accommodation:

- a. Development applications for 'Unhosted Short-term Rental Accommodation' within an existing dwelling will be processed as a change of use.

- b. Development applications for purpose built 'Unhosted Short-term Rental Accommodation' are required to meet the relevant single house, grouped dwelling, or multiple dwelling requirements of the R-Codes, the City of Joondalup Residential Development Local Planning Policy and any relevant structure plan, local development plan, or local planning policy.

5.3. Development requirements for Holiday Accommodation:

- a. Development applications for 'Holiday Accommodation' within existing grouped or multiple dwelling developments will be processed as a change of use.
- b. Development applications for purpose built 'Holiday Accommodation' are required to meet the relevant grouped or multiple dwelling development requirements of the R-Codes, the City of Joondalup Residential Development Local Planning Policy and any relevant structure plan, local development plan, or local planning policy.
- c. Tandem car parking arrangements (one bay behind another) will only be considered where the bays are allocated to the same holiday accommodation unit.

5.4. Development requirements for Serviced Apartments:

- a. Development applications for use of a single 'Serviced Apartment' within an existing grouped dwelling or multiple dwelling development will be processed as a change of use.
- b. Development applications for purpose built 'Serviced Apartment' units shall be subject to the siting and design requirements applicable under the R-Codes and/or relevant local planning policy, structure plan, or local development plan. If applicable, 'Serviced Apartments' are required to be designed to separate short-term rental accommodation from permanent occupancy dwellings located on the same site or building.
- c. Where a development involves a combination of permanent occupancy dwellings and 'Serviced Apartments', parking areas for permanent residents and their visitors shall be clearly separated and delineated from the parking area for the 'Serviced Apartments'.
- d. Tandem car parking arrangements (one bay behind another) will only be considered where the bays are allocated to the same 'Serviced Apartment'.
- e. If required, applications for purpose built 'Serviced Apartments' must also demonstrate the sufficient provision of facilities for the loading/unloading of goods on the site.

Creation date:	September 2011 (CJ159-09/11)
Formerly:	Short Stay Accommodation Policy Short-term Accommodation Local Planning Policy
Amendments:	CJ231-12/16, CJ058-04/17, CJ184-10/18, CJ033-03/20, CJXXX-XX/25
Last reviewed:	Month 2024 (CJXXX-XX/XX)
Related documentation:	<ul style="list-style-type: none">• Local Planning Scheme No. 3• Planning Consultation Local Planning Policy
File reference:	72584



Elections Caretaker Council Policy

Responsible directorate: Governance and Strategy

Objective: To establish protocols for the purposes of preventing actual and perceived advantage or disadvantage of a candidate in the City of Joondalup local government elections.

1. Application:	2
2. Definitions:	2
3. Statement:	4
4. Decision making:	4
4.1. Scheduling Major Policy Decisions:	4
4.2. Extraordinary Circumstances:	5
4.3. Chief Executive Officer employment:	5
5. Caretaker Period protocols – Elected Members:	5
5.1. Access to information and advice:	5
5.2. Media and publicity:	7
5.3. Elected Member business cards and City printed materials:	7
5.4. Elected Member participation in events and functions:	7
5.5. Council delegates to external organisations:	7
5.6. Elected Member addresses / speeches:	7
5.7. Elected Member misuse of local government resources:	7
6. Caretaker Period protocols – candidates:	8
6.1. Candidate requests on behalf of electors, residents or ratepayers:	8
6.2. Candidate campaign Electoral Material:	8
6.3. Candidate attendance at meetings:	8
7. City publicity, promotional and civic activities:	8

7.1. Civic events and functions:	9
7.2. City publications and communications:	9
7.3. City website and social media content:	9
7.4. Public consultation:	10
7.5. City employees:	10

1. Application:

This policy applies to Elected Members, local government election candidates and employees and specifically applies during a Caretaker Period to:

- a. decisions made by Council;
- b. decisions made under delegated authority;
- c. promotional materials published by the City;
- d. discretionary community consultation;
- e. attendance and participation at events and functions held by the City or other organisations;
- f. use of the City's resources; and
- g. access to information held by the City.

While local government election candidates, that are not sitting Elected Members, cannot be compelled to comply with this policy, such candidates will be made aware of it and encouraged to cooperate with its implementation.

2. Definitions:

“**Caretaker Period**” means the period of time prior to an Election Day, specifically being the period from the close of nominations (3744 days prior to the Election Day in accordance with s.4.49(a) of the *Local Government Act 1995*) until the day after the day on which the returning officer declares the result of the Election, as defined in section 1.4A of the *Local Government Act 1995* 6.00pm on Election Day.

“**Election Day**” means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election. For the purposes of this policy, ‘Election Day’ generally excludes an Extraordinary Election Day unless otherwise specified in this policy.

“**Electoral Material**” means any advertisement, handbill, pamphlet, notice, letter, email, social media post or article that is intended or calculated to affect an Election Day result, but does not include:

- a. an advertisement in a newspaper announcing the holding of a meeting (section 4.87(3) of the *Local Government Act 1995*);

- b. any materials exempted under regulation 78 of the *Local Government (Elections) Regulations 1997*; or
- c. any materials produced by the City relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.

“**events and functions**” means gatherings for the purpose of discussion, review, acknowledgement, communication, consultation, celebration or promotion, of any matter relevant to the City and / or its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinners and receptions, including gatherings coordinated or facilitated by the City or an external entity.

“**Extraordinary Circumstances**” means a circumstance that requires ~~a decision of the Council during a local government Caretaker Period if to make or announce a Major Policy Decision during the Caretaker Period because~~, in the Chief Executive Officer’s opinion, delaying the decision ~~or announcement~~ to occur after the Caretaker Period has reasonable potential to:

a. ~~incur or increase legal, financial and/or reputational risk; or~~

a. ~~_____~~

or

b. ~~cause detriment to the strategic objectives of the City.~~

b. ~~_____~~

“**Extraordinary Election**” has the meaning given in section 4.8 of the *Local Government Act 1995*.

“**Major Policy Decision**” means any decision:

a. ~~relating to the employment, remuneration or termination of the Chief Executive Officer or any other designated senior employee, other than a decision to appoint an Acting Chief Executive Officer, or suspend the current Chief Executive Officer (in accordance with the terms of their Contract of Employment), pending the Election Day result;~~

Commented [KB1]: This is covered under the LGA.

b.a. relating to the City entering into a sponsorship arrangement with a total City contribution that would constitute Significant Expenditure, unless Council has resolved “in principle” support for the sponsorship prior to the Caretaker Period taking effect and sufficient funds are allocated in the Annual Budget;

e. ~~relating to the City entering into a commercial enterprise as defined by section 3.59 of the Local Government Act 1995;~~

Commented [KB2]: This is covered under the LGA.

d.b. that would commit the City to Significant Expenditure or actions that, in the Chief Executive Officer’s opinion, are significant to the City’s operations, strategic objectives and / or will have significant impact on the community;

e.c. to prepare a report, initiated by an Elected Member or Council on a matter that, in the Chief Executive Officer’s opinion, may be perceived as or is actually an election campaign issue;

~~f.d.~~ initiated through a Notice of Motion by an Elected Member, where the effect of that motion will change the status quo or, in the Chief Executive Officer's opinion, may be relevant to the circumstances described in sub-clauses a. to ~~ce.~~ above;

~~g.e.~~ that adopts a new policy, service or service level or significantly amends an existing policy, service or service level, unless the decision is necessary to comply with legislation;

~~h.~~ that initiates or adopts a new Local Planning Scheme, amendment to a Local Planning Scheme or Planning Policy, unless in the Chief Executive Officer's opinion, is required for the orderly and proper land use planning within the district;

but does not include any decision necessary in response to an emergency, either declared by the State or Federal Government or by the City in accordance with section 6.8(1)(c) of the *Local Government Act 1995*.

"public consultation" means a process which involves an invitation to individuals, groups, organisations or the wider community to provide comment on a matter, proposed action or proposed policy which may be perceived as or is actually an electoral / campaign issue, but does not include statutory consultation / submission periods prescribed in a written law.

"significant act" means any of the following (as defined by section 3.73(1) of the *Local Government Act 1995*) –

(a) making a local law (including making a local law to amend or repeal a local law);

(b) entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;

(c) entering into a major land transaction;

(d) entering into a land transaction that is preparatory to entry into a major land transaction;

(e) commencing a major trading undertaking;

(f) entering into a contract, or other agreement or arrangement, in prescribed circumstances;

(g) inviting tenders in prescribed circumstances;

(h) deciding to do anything referred to in paragraphs (a) to (g);

(i) an act done under a written law or otherwise that is a prescribed act. -(Reference is also to be made to Part 1B of the Local Government (Functions and General) Regulations 1996)."

"Significant Expenditure" means expenditure that exceeds \$250,000 (excluding GST) ~~and that has not been budgeted for in the City's Annual Budget.~~

3. Statement:

The purpose of this policy is to avoid Council making major decisions prior to a local government election which would bind an incoming Council; prevent the use of public resources in ways seen to be advantageous to, or promoting, Elected Members who are seeking re-election or new

candidates; and to ensure the City and employees act impartially in relation to local government election candidates.

This policy is to be applied in conjunction with all other relevant legislation, local laws, delegations, policies, procedures and processes of the City, ~~and~~ it provides guidance to ensure the continuation of ordinary business for the City in a responsible and transparent manner that ensures local government elections are conducted in an ethical, fair and equitable manner and are publicly perceived as such.

4. Decision making:

The Chief Executive Officer will ensure that:

- a. Elected Members and employees are advised in writing of the impending Caretaker Period and policy requirements at least 30-days prior to the commencement of a Caretaker Period; ~~and~~:
- b. ~~C~~andidates are provided with a copy of this policy following their nomination for election, to ensure their awareness ~~of and~~ the equitable access requirements that apply during a Caretaker Period.

4.1. Undertaking 'significant acts':

[In accordance with section 3.73\(2\) of the Local Government Act 1995, a local government must not undertake a 'significant act' during a Caretaker Period, except as provided for in section 3.73\(4\) through to 3.73\(6\) of the Local Government Act 1995.](#)

4.1.4.2. Scheduling Major Policy Decisions:

- a. During a Caretaker Period, unless Extraordinary Circumstances apply, the Chief Executive Officer will reasonably ensure that:
 - i. a Council Agenda, Committee Agenda or Briefing Session Agenda, does not include reports that constitute Major Policy Decisions; ~~and~~:
 - ii. Elected Member forums, workshops or Strategy Sessions, do not list for discussion matters that relate to Major Policy Decisions.
- b. The Chief Executive Officer shall reasonably ensure that, unless Extraordinary Circumstances apply, Major Policy Decisions are either:
 - i. ~~c~~onsidered by Council prior to the Caretaker Period; ~~or~~
 - i. _____
 - or
 - ii. ~~s~~cheduled for determination by the incoming Council.
- c. The Chief Executive Officer shall reasonably ensure that, unless Extraordinary Circumstances apply, delegated authority from Council to the Chief Executive Officer or a Committee is not exercised where the exercise of that delegated authority relates to a Major Policy Decision or an election campaign issue.

4.2.4.3. Extraordinary Circumstances:

- ~~a. Where, during a Caretaker Period, the Chief Executive Officer determines that Extraordinary Circumstances apply, the Chief Executive Officer may submit a report on a Major Policy Decision for Council's consideration.~~

~~Where, during a Caretaker Period, the Chief Executive Officer determines that Extraordinary Circumstances apply, the Chief Executive Officer may include matters relating to a Major Policy Decision for Elected Member discussion at Elected Member forums, workshops or Strategy Sessions. Where, during a Caretaker Period, the Chief Executive Officer determines that Extraordinary Circumstances apply, the Chief Executive Officer may:~~

- ~~a. submit a report on a Major Policy Decision for Council's consideration; and~~
~~b. include matters relating to a Major Policy Decision for Elected Member discussion at Elected Member forums, workshops or Strategy Sessions.~~

4.3.4.4. Chief Executive Officer employment:

~~This policy~~The *Local Government Act 1995* prohibits Major Policy Decisions relating to the employment, remuneration or termination of the Chief Executive Officer a local government entering into, or renewing or terminating, the contract of employment of the Chief Executive Officer or of a senior employee during a Caretaker Period.

Council is however required to fulfil its obligations as the Chief Executive Officer's employer regardless of a Caretaker Period. Therefore, during a Caretaker Period Council may consider and determine:

- a. Chief Executive Officer's leave applications;
- b. appointing an Acting Chief Executive Officer, where necessary; or
- c. suspending the current Chief Executive Officer, where appropriate and in accordance with the terms of the contract.

5. Caretaker Period protocols – Elected Members:

Part 5 of this policy, inclusive of its sub-clauses, applies to a Caretaker Period relevant to Election Days and Extraordinary Election Days.

5.1. Access to information and advice:

All Elected Members are to avoid using or accessing City information, resources or employee resources and expertise for the purpose of gaining electoral advantage or disadvantage relevant to their own candidacy or any other person's candidacy.

All Elected Member requests for information and advice from the City will be reviewed by the Chief Executive Officer. ~~and w~~Where the subject of the information or advice is considered as being related to an election campaign issue, the Chief Executive Officer will have absolute discretion to determine if the information or advice is / is not provided, including where information is provided to one candidate, if that information is also to be provided to all candidates (including candidates who are not current Elected Members).

5.2. Media and publicity:

All Elected Member requests for media advice or assistance during a Caretaker Period, including Elected Members who have nominated for re-election, will be referred to the Chief Executive Officer for review.

The Chief Executive Officer will only authorise Elected Member access to media advice or assistance where, in the Chief Executive Officer's opinion, the subject matter is relevant to the City's objectives or operations, and is not related to an election campaign purpose or issue or to the Elected Member's candidacy or the candidacy of another person.

5.3. Elected Member business cards and City printed materials:

Elected Members must ensure that City issued business cards and printed materials are only used for purposes associated with their role as an Elected Member, in accordance with section 2.10 of the *Local Government Act 1995*.

Elected Members are prohibited from using City business cards or printed materials at any time, including times outside a Caretaker Period, for any election campaign purpose, either in support of their own candidacy or the candidacy of another person.

5.4. Elected Member participation in events and functions:

During a Caretaker Period Elected Members may continue to fulfil their role through attendance at events and functions hosted by external bodies, or at announcements made by external bodies.

5.5. Council delegates to external organisations:

At any time, including times outside of a Caretaker Period, Elected Members who are the Council's appointed delegate to an external organisation, must not use their attendance at an external organisation's meeting, event or function for any purpose associated with an election campaign purpose, including recruiting campaign assistance or to promote their own candidacy or the candidacy of another person.

5.6. Elected Member addresses / speeches:

Excluding the Mayor and Deputy Mayor, when fulfilling their functions prescribed in sections 2.8 and 2.9 of the *Local Government Act 1995*, Elected Members who have nominated for re-election, shall not be permitted to make speeches or addresses during a Caretaker Period at events or functions organised or sponsored by the City, unless expressly authorised by the Chief Executive Officer.

In any case, the Mayor, Deputy Mayor and Elected Members are prohibited from using an official speech or address during a Caretaker Period to promote an election campaign purpose.

5.7. Elected Member misuse of local government resources:

An Elected Member who uses City resources for the purpose of persuading electors to vote in a particular way is in breach of a rule of conduct under Division 4 of the Code of Conduct for Council Members, Committee Members and Candidates.

This prohibition on misuse of local government resources for electoral purposes applies at all times and is not only applicable to a Caretaker Period.

For clarity, local government resources includes, but is not limited to, employee time or expertise; City provided equipment; stationery; hospitality; images; communications; services; and reimbursements and allowances provided by the City.

6. Caretaker Period protocols – candidates:

Part 6 of this policy, inclusive of its sub-clauses, apply to a Caretaker Period relevant to Election Days and Extraordinary Election Days.

Candidates, including Elected Members who have nominated for re-election, shall be provided with equitable access to the City's public information.

The Chief Executive Officer shall ensure that assistance and advice provided to candidates as part of the conduct of the election is provided equally to all candidates.

Elected Members nominating for re-election, may access information and assistance regarding the City's operations and Council matters during a Caretaker Period, but only to the extent necessary to perform their role as an Elected Member and limited to matters currently relevant to the City.

All election process enquiries from candidates, including Elected Members who have nominated for re-election, will be directed to the Returning Officer, or where the matter is outside the responsibility of the Returning Officer, to the Chief Executive Officer.

6.1. Candidate requests on behalf of electors, residents or ratepayers:

Candidates, including Elected Members who have nominated for re-election, may advise the Chief Executive Officer where they have received elector, resident or ratepayer requests for advice, information or responses to matters relevant to the City.

Responses will not be provided to the candidate on the basis that the provision of responses to enquiries from electors, residents or ratepayers regarding the operations of the local government is an administrative function (refer clause 19 of the Code of Conduct for Council Members, Committee Members and Candidates).

Candidates requests made on behalf of an elector, resident or ratepayer, will be responded to by the City directly to the requesting elector, resident or ratepayer.

6.2. Candidate campaign Electoral Material:

Candidates, including Elected Members who have nominated for re-election, are prohibited from using the City's official crest, logo or marketing material, including photographs in any campaign Electoral Material.

6.3. Candidate attendance at meetings:

For the purposes of transparency and the benefit of the public gallery, candidates are requested to identify themselves as an election candidate prior to asking a question or making a statement at a Briefing Session, Council meeting or Committee meeting.

7. City publicity, promotional and civic activities:

Part 7 of this policy, inclusive of its sub-clauses, apply to a Caretaker Period relevant to Election Days and Extraordinary Election Days.

Publicity campaigns and promotional activities during a Caretaker Period may be undertaken only for the purposes of:

- a. promoting City services and activities, where such promotion does not relate to an electoral campaign issue and would otherwise be undertaken as part of normal operations; [and](#)
- b. conducting the Election and promoting elector participation in the Election.

All other, publicity and promotional activities of City initiatives will be, where reasonably practicable, avoided during the Caretaker Period, including the announcement of Major Policy Decisions [or significant acts](#), made prior to the commencement of a Caretaker Period or proposed to be made after a Caretaker Period.

The Chief Executive Officer may determine if Exceptional Circumstances apply and if a Major Policy Decision [or significant act](#) announcement is necessary during a Caretaker Period.

7.1. Civic events and functions:

The City will avoid the scheduling of Civic events and functions during a Caretaker Period, so as to avoid any actual or perceived electoral advantage that may be provided to Elected Members who have nominated for re-election. The Chief Executive Officer may approve an event or function to occur during a Caretaker Period, where it forms part of the City's annual Schedule of events or functions.

Elected Member dinners as detailed in the *Elected Members' Entitlements Council Policy* will not be scheduled during a Caretaker Period.

7.2. City publications and communications:

All City publications and communications distributed during a Caretaker Period must not include content that:

- a. may actually, or be perceived to, persuade voting in an election;
- b. is specific to a candidate or candidates, to the exclusion of other candidates; or
- c. draws focus to or promotes a matter which is a Major Policy Decision [significant act](#), or which is an electoral campaign issue.

All City publications and communications proposed to occur immediately prior to, throughout or during, a Caretaker Period must be reviewed and approved by the Chief Executive Officer prior to publication or distribution.

7.3. City website and social media content:

- a. Website and social media content regarding Elected Members will be limited to Elected Member names, contact details, membership of committees and Council appointments as City delegates on external committees and organisations.
- b. Historical website and social media content, published prior to a Caretaker Period, and which does not comply with this policy will not be removed.
- c. New website or social media content which relates to Major Policy Decisions [a significant act](#), or election campaign issues will not be published during a Caretaker Period, unless Exceptional Circumstances apply.

- d. Content posted by the public, candidates or Elected Members on the City's social media channels, which is perceived as candidate election campaign material or promotes a candidate or candidates, will be removed.

7.4. Public consultation:

Unless public consultation is mandated under a written law or Exceptional Circumstances apply, public consultation relevant to Major Policy Decisions, a [significant act](#), or potentially contentious election campaign issues, will not be initiated so that the consultation period is conducted immediately prior to, throughout, or concluding during, a Caretaker Period.

7.5. City employees:

During the Caretaker Period no City employee may make any public statement that relates to an election issue unless the statements have been approved by the Chief Executive Officer.

Creation date: December 2018 (CJ229-12/18)

Formerly:

Amendments: CJ126-08/21

Last reviewed: ~~August 2021 (CJ126-08/21)~~

[February 2025 \(CJXXXX\)](#)

Related documentation:

- [Local Government Act 1995](#)
- [Local Government \(Elections\) Regulations 1997](#)
- [Local Government \(Functions and General\) Regulations 1996](#)
- [Local Government \(Model Code of Conduct\) Regulations 2021](#)
- [Code of Conduct for Council Members, Committee Members and Candidates](#)

File reference: 107644



Elections Caretaker Council Policy

Responsible directorate: Governance and Strategy

Objective: To establish protocols for the purposes of preventing actual and perceived advantage or disadvantage of a candidate in the City of Joondalup local government elections.

1. Application:

This policy applies to Elected Members, local government election candidates and employees and specifically applies during a Caretaker Period to:

- a. decisions made by Council;
- b. decisions made under delegated authority;
- c. promotional materials published by the City;
- d. discretionary community consultation;
- e. attendance and participation at events and functions held by the City or other organisations;
- f. use of the City's resources; and
- g. access to information held by the City.

While local government election candidates, that are not sitting Elected Members, cannot be compelled to comply with this policy, such candidates will be made aware of it and encouraged to cooperate with its implementation.

2. Definitions:

"Caretaker Period" means the period of time prior to an Election Day, specifically being the period from the close of nominations (44 days prior to the Election Day in accordance with s.4.49(a) of the *Local Government Act 1995*) until the day after the day on which the returning

officer declares the result of the Election, as defined in section 1.4A of the *Local Government Act 1995*.

“Election Day” means the day fixed under the *Local Government Act 1995* for the holding of any poll needed for an election. For the purposes of this policy, ‘Election Day’ generally excludes an Extraordinary Election Day unless otherwise specified in this policy.

“Electoral Material” means any advertisement, handbill, pamphlet, notice, letter, email, social media post or article that is intended or calculated to affect an Election Day result, but does not include:

- a. an advertisement in a newspaper announcing the holding of a meeting (section 4.87(3) of the *Local Government Act 1995*);
- b. any materials exempted under regulation 78 of the *Local Government (Elections) Regulations 1997*; or
- c. any materials produced by the City relating to the election process by way of information, education or publicity, or materials produced by or on behalf of the Returning Officer for the purposes of conducting an election.

“events and functions” means gatherings for the purpose of discussion, review, acknowledgement, communication, consultation, celebration or promotion, of any matter relevant to the City and / or its stakeholders and may take the form of conferences, workshops, forums, launches, promotional activities, social occasions such as dinners and receptions, including gatherings coordinated or facilitated by the City or an external entity.

“Extraordinary Circumstances” means a circumstance that requires a decision of the Council during a local government Caretaker Period if, in the Chief Executive Officer’s opinion, delaying the decision to occur after the Caretaker Period has reasonable potential to:

- a. incur or increase legal, financial and/or reputational risk; or
- b. cause detriment to the strategic objectives of the City.

“Extraordinary Election” has the meaning given in section 4.8 of the *Local Government Act 1995*.

“Major Policy Decision” means any decision:

- a. relating to the City entering into a sponsorship arrangement with a total City contribution that would constitute Significant Expenditure, unless Council has resolved “in principle” support for the sponsorship prior to the Caretaker Period taking effect and sufficient funds are allocated in the Annual Budget;
- b. that would commit the City to Significant Expenditure or actions that, in the Chief Executive Officer’s opinion, are significant to the City’s operations, strategic objectives and / or will have significant impact on the community;
- c. to prepare a report, initiated by an Elected Member or Council on a matter that, in the Chief Executive Officer’s opinion, may be perceived as or is actually an election campaign issue;
- d. initiated through a Notice of Motion by an Elected Member, where the effect of that motion will change the status quo or, in the Chief Executive Officer’s opinion, may be relevant to the circumstances described in sub-clauses a. to c. above;

- e. that adopts a new policy, service or service level or significantly amends an existing policy, service or service level, unless the decision is necessary to comply with legislation,

but does not include any decision necessary in response to an emergency, either declared by the State or Federal Government or by the City in accordance with section 6.8(1)(c) of the *Local Government Act 1995*.

“public consultation” means a process which involves an invitation to individuals, groups, organisations or the wider community to provide comment on a matter, proposed action or proposed policy which may be perceived as or is actually an electoral / campaign issue, but does not include statutory consultation / submission periods prescribed in a written law.

“significant act” means any of the following (as defined by section 3.73(1) of the *Local Government Act 1995*) –

- (a) *making a local law (including making a local law to amend or repeal a local law);*
- (b) *entering into, or renewing or terminating, the contract of employment of the CEO or of a senior employee;*
- (c) *entering into a major land transaction;*
- (d) *entering into a land transaction that is preparatory to entry into a major land transaction;*
- (e) *commencing a major trading undertaking;*
- (f) *entering into a contract, or other agreement or arrangement, in prescribed circumstances;*
- (g) *inviting tenders in prescribed circumstances;*
- (h) *deciding to do anything referred to in paragraphs (a) to (g);*
- (i) *an act done under a written law or otherwise that is a prescribed act. (Reference is also to be made to Part 1B of the Local Government (Functions and General Regulations 1996).”*

“Significant Expenditure” means expenditure that exceeds \$250,000 (excluding GST).

3. Statement:

The purpose of this policy is to avoid Council making major decisions prior to a local government election which would bind an incoming Council; prevent the use of public resources in ways seen to be advantageous to, or promoting, Elected Members who are seeking re-election or new candidates; and to ensure the City and employees act impartially in relation to local government election candidates.

This policy is to be applied in conjunction with all other relevant legislation, local laws, delegations, policies, procedures and processes of the City. It provides guidance to ensure the continuation of ordinary business for the City in a responsible and transparent manner that ensures local government elections are conducted in an ethical, fair and equitable manner and are publicly perceived as such.

4. Decision making:

The Chief Executive Officer will ensure that:

- a. Elected Members and employees are advised in writing of the impending Caretaker Period and policy requirements at least 30-days prior to the commencement of a Caretaker Period; and
- b. Candidates are provided with a copy of this policy following their nomination for election, to ensure their awareness of the equitable access requirements that apply during a Caretaker Period.

4.1. Undertaking 'significant acts':

In accordance with section 3.73(2) of the *Local Government Act 1995*, a local government *must* not undertake a 'significant act' during a Caretaker Period, except as provided for in section 3.73(4) through to 3.73(6) of the *Local Government Act 1995*.

4.2. Scheduling Major Policy Decisions:

- a. During a Caretaker Period, unless Extraordinary Circumstances apply, the Chief Executive Officer will reasonably ensure that:
 - i. a Council Agenda, Committee Agenda or Briefing Session Agenda, does not include reports that constitute Major Policy Decisions; and
 - ii. Elected Member forums, workshops or Strategy Sessions, do not list for discussion matters that relate to Major Policy Decisions.
- b. The Chief Executive Officer shall reasonably ensure that, unless Extraordinary Circumstances apply, Major Policy Decisions are either:
 - i. considered by Council prior to the Caretaker Period; or
 - ii. scheduled for determination by the incoming Council.
- c. The Chief Executive Officer shall reasonably ensure that, unless Extraordinary Circumstances apply, delegated authority from Council to the Chief Executive Officer or a Committee is not exercised where the exercise of that delegated authority relates to a Major Policy Decision or an election campaign issue.

4.3. Extraordinary Circumstances:

Where, during a Caretaker Period, the Chief Executive Officer determines that Extraordinary Circumstances apply, the Chief Executive Officer *may*:

- a. submit a report on a Major Policy Decision for Council's consideration; and
- b. include matters relating to a Major Policy Decision for Elected Member discussion at Elected Member forums, workshops or Strategy Sessions.

4.4. Chief Executive Officer employment:

The *Local Government Act 1995* prohibits a local government entering into, or renewing or terminating, the contract of employment of the Chief Executive Officer or of a senior employee during a Caretaker Period.

Council is however required to fulfil its obligations as the Chief Executive Officer's employer regardless of a Caretaker Period. Therefore, during a Caretaker Period Council may consider and determine:

- a. Chief Executive Officer's leave applications;
- b. appointing an Acting Chief Executive Officer, where necessary; or
- c. suspending the current Chief Executive Officer, where appropriate and in accordance with the terms of the contract.

5. Caretaker Period protocols – Elected Members:

Part 5 of this policy, inclusive of its sub-clauses, applies to a Caretaker Period relevant to Election Days and Extraordinary Election Days.

5.1. Access to information and advice:

All Elected Members are to avoid using or accessing City information, resources or employee resources and expertise for the purpose of gaining electoral advantage or disadvantage relevant to their own candidacy or any other person's candidacy.

All Elected Member requests for information and advice from the City will be reviewed by the Chief Executive Officer. Where the subject of the information or advice is considered as being related to an election campaign issue, the Chief Executive Officer will have absolute discretion to determine if the information or advice is / is not provided, including where information is provided to one candidate, if that information is also to be provided to all candidates (including candidates who are not current Elected Members).

5.2. Media and publicity:

All Elected Member requests for media advice or assistance during a Caretaker Period, including Elected Members who have nominated for re-election, will be referred to the Chief Executive Officer for review.

The Chief Executive Officer will only authorise Elected Member access to media advice or assistance where, in the Chief Executive Officer's opinion, the subject matter is relevant to the City's objectives or operations, and is not related to an election campaign purpose or issue or to the Elected Member's candidacy or the candidacy of another person.

5.3. Elected Member business cards and City printed materials:

Elected Members must ensure that City issued business cards and printed materials are only used for purposes associated with their role as an Elected Member, in accordance with section 2.10 of the *Local Government Act 1995*.

Elected Members are prohibited from using City business cards or printed materials at any time, including times outside a Caretaker Period, for any election campaign purpose, either in support of their own candidacy or the candidacy of another person.

5.4. Elected Member participation in events and functions:

During a Caretaker Period Elected Members may continue to fulfil their role through attendance at events and functions hosted by external bodies, or at announcements made by external bodies.

5.5. Council delegates to external organisations:

At any time, including times outside of a Caretaker Period, Elected Members who are the Council's appointed delegate to an external organisation, must not use their attendance at an external organisation's meeting, event or function for any purpose associated with an election campaign purpose, including recruiting campaign assistance or to promote their own candidacy or the candidacy of another person.

5.6. Elected Member addresses / speeches:

Excluding the Mayor and Deputy Mayor, when fulfilling their functions prescribed in sections 2.8 and 2.9 of the *Local Government Act 1995*, Elected Members who have nominated for re-election, shall not be permitted to make speeches or addresses during a Caretaker Period at events or functions organised or sponsored by the City, unless expressly authorised by the Chief Executive Officer.

In any case, the Mayor, Deputy Mayor and Elected Members are prohibited from using an official speech or address during a Caretaker Period to promote an election campaign purpose.

5.7. Elected Member misuse of local government resources:

An Elected Member who uses City resources for the purpose of persuading electors to vote in a particular way is in breach of a rule of conduct under Division 4 of the Code of Conduct for Council Members, Committee Members and Candidates.

This prohibition on misuse of local government resources for electoral purposes applies at all times and is not only applicable to a Caretaker Period.

For clarity, local government resources includes, but is not limited to, employee time or expertise; City provided equipment; stationery; hospitality; images; communications; services; and reimbursements and allowances provided by the City.

6. Caretaker Period protocols – candidates:

Part 6 of this policy, inclusive of its sub-clauses, apply to a Caretaker Period relevant to Election Days and Extraordinary Election Days.

Candidates, including Elected Members who have nominated for re-election, shall be provided with equitable access to the City's public information.

The Chief Executive Officer shall ensure that assistance and advice provided to candidates as part of the conduct of the election is provided equally to all candidates.

Elected Members nominating for re-election, may access information and assistance regarding the City's operations and Council matters during a Caretaker Period, but only to the extent necessary to perform their role as an Elected Member and limited to matters currently relevant to the City.

All election process enquiries from candidates, including Elected Members who have nominated for re-election, will be directed to the Returning Officer, or where the matter is outside the responsibility of the Returning Officer, to the Chief Executive Officer.

6.1. Candidate requests on behalf of electors, residents or ratepayers:

Candidates, including Elected Members who have nominated for re-election, may advise the Chief Executive Officer where they have received elector, resident or ratepayer requests for advice, information or responses to matters relevant to the City.

Responses will not be provided to the candidate on the basis that the provision of responses to enquiries from electors, residents or ratepayers regarding the operations of the local government is an administrative function (refer clause 19 of the Code of Conduct for Council Members, Committee Members and Candidates).

Candidate requests made on behalf of an elector, resident or ratepayer, will be responded to by the City directly to the requesting elector, resident or ratepayer.

6.2. Candidate campaign Electoral Material:

Candidates, including Elected Members who have nominated for re-election, are prohibited from using the City's official crest, logo or marketing material, including photographs in any campaign Electoral Material.

6.3. Candidate attendance at meetings:

For the purposes of transparency and the benefit of the public gallery, candidates are requested to identify themselves as an election candidate prior to asking a question or making a statement at a Briefing Session, Council meeting or Committee meeting.

7. City publicity, promotional and civic activities:

Part 7 of this policy, inclusive of its sub-clauses, apply to a Caretaker Period relevant to Election Days and Extraordinary Election Days.

Publicity campaigns and promotional activities during a Caretaker Period may be undertaken only for the purposes of:

- a. promoting City services and activities, where such promotion does not relate to an electoral campaign issue and would otherwise be undertaken as part of normal operations; and
- b. conducting the Election and promoting elector participation in the Election.

All other publicity and promotional activities of City initiatives will be, where reasonably practicable, avoided during the Caretaker Period, including the announcement of Major Policy Decisions or significant acts, made prior to the commencement of a Caretaker Period or proposed to be made after a Caretaker Period.

The Chief Executive Officer may determine if Exceptional Circumstances apply and if a Major Policy Decision or significant act announcement is necessary during a Caretaker Period.

7.1. Civic events and functions:

The City will avoid the scheduling of Civic events and functions during a Caretaker Period, so as to avoid any actual or perceived electoral advantage that may be provided to Elected Members who have nominated for re-election. The Chief Executive Officer may approve an event or function to occur during a Caretaker Period, where it forms part of the City's annual Schedule of events or functions.

Elected Member dinners as detailed in the *Elected Members' Entitlements Council Policy* will not be scheduled during a Caretaker Period.

7.2. City publications and communications:

All City publications and communications distributed during a Caretaker Period must not include content that:

- a. may actually, or be perceived to, persuade voting in an election;
- b. is specific to a candidate or candidates, to the exclusion of other candidates; or
- c. draws focus to or promotes a matter which is a Major Policy Decision, significant act, or which is an electoral campaign issue.

All City publications and communications proposed to occur immediately prior to, throughout or during, a Caretaker Period must be reviewed and approved by the Chief Executive Officer prior to publication or distribution.

7.3. City website and social media content:

- a. Website and social media content regarding Elected Members will be limited to Elected Member names, contact details, membership of committees and Council appointments as City delegates on external committees and organisations.
- b. Historical website and social media content, published prior to a Caretaker Period, and which does not comply with this policy will not be removed.
- c. New website or social media content which relates to Major Policy Decisions, a significant act, or election campaign issues will not be published during a Caretaker Period, unless Exceptional Circumstances apply.
- d. Content posted by the public, candidates or Elected Members on the City's social media channels, which is perceived as candidate election campaign material or promotes a candidate or candidates, will be removed.

7.4. Public consultation:

Unless public consultation is mandated under a written law or Exceptional Circumstances apply, public consultation relevant to Major Policy Decisions, a significant act, or potentially contentious election campaign issues, will not be initiated so that the consultation period is conducted immediately prior to, throughout, or concluding during, a Caretaker Period.

7.5. City employees:

During the Caretaker Period no City employee may make any public statement that relates to an election issue unless the statements have been approved by the Chief Executive Officer.

Creation date: December 2018 (CJ229-12/18)

Formerly:

Amendments: CJ126-08/21

Last reviewed: February 2025 (CJXXXX)

Related documentation:

- Local Government Act 1995
- Local Government (Elections) Regulations 1997
- Local Government (Functions and General) Regulations 1996
- Local Government (Model Code of Conduct) Regulations 2021
- Code of Conduct for Council Members, Committee Members and Candidates

File reference: 107644



Emergency Donations Council Policy

Responsible directorate: Governance and Strategy

Objective: To outline the City's commitment to provide financial support to eligible organisations who provide relief to those impacted by emergencies within Western Australia.

1. Application:

This policy applies to organisations seeking a one-off financial donation from the City during, or in the aftermath of, an emergency.

This policy does not apply to:

- corporate sponsorship
- community funding, fee waivers, subsidies, advertising, informal collaborations, prizes, awards or arrangements where assistance - whether that be financial or in-kind - is given without expectation of benefits to the City in return.

2. Definitions:

“donation” means a one-off financial contribution from the City, with no expectation of any tangible benefits in return.

“deductible gift recipient” means an organisation that is entitled to receive gifts which are deductible from the donor's income tax. As defined by the Australian Taxation Office, a deductible gift recipient is:

- endorsed by the Australian Taxation Office and falls into a general deductible gift recipient category; or
- in exceptional cases, listed by name in the tax law.

“**emergency**” means the occurrence or imminent occurrence of a hazard which is of such a nature or magnitude that it requires a significant and coordinated response.

3. Statement:

The City is committed to supporting all West Australians in times of emergency by way of a donation to eligible organisations.

4. Details:

4.1. Donation eligibility guidelines:

All recipients of a donation must be:

- supporting relief and/or recovery from an emergency within Western Australia, as declared by the Western Australia Government; and
- a deductible gift recipient.

4.2. Donation application and approval:

- The Chief Executive Officer (CEO) may approve donations for emergency relief up to and including \$10,000 (excluding GST), within any 12-month period, while donations greater than \$10,000 (excluding GST) will require approval of Council.
- No formal application is required for a donation.

Creation date: <mmmm yyyy> (<report ref>)

Formerly: n/a

Amendments:

Last reviewed:

Related documentation: n/a

File reference: 100728



Venue Hire Fees and Charges Council Policy

Responsible directorate: Corporate Services

Objective: To provide guidance on determining the fees and charges for the hire of City-managed venues.

1. Application:

This Policy shall apply to all groups and individuals hiring City-managed venues, excluding venues contained within the City of Joondalup Leisure Centres — Craigie.

2. Definitions:

“Category A user” means an organisation, group or individual hiring a venue as part of a business, for business purposes, and/or for financial benefit.

“Category B user” means a charity, an incorporated association or a community group, government department / agency or educational provider with an annual gross revenue of less than \$10 million and more than \$3 million, occupying the premises for non-commercial purposes.

“Category C user” means a charity, an incorporated association or a community group with annual revenue of less than \$3 million, or an individual hiring a venue for non-commercial purposes.

“educational provider” means a primary or secondary school, a tertiary institution or a registered training organisation.

“incorporated association” means a non-commercial organisation which is incorporated under the *Associations Incorporation Act 2015* (WA) or equivalent legislation from other states and territories.

“charity” means an organisation which is licensed under the *Charitable Collections Act 1946* (WA) or registered under the *Charities Act 2013* (Cth) and collects money or goods from the public for charitable purposes.

“financial hardship” means a temporary situation affecting a hirer where that hirer is willing, but unable to meet their payment obligations due to an unforeseen circumstance.

“financial records” means records pertaining to the management of the affairs of an incorporated association which are required under the *Associations Incorporation Act 2015* (WA).

“venue” means a City-owned or -managed property, part-property, facility or infrastructure which attracts a specific hire charge as per the City’s Schedule of Fees and Charges (e.g.: parks, gardens, sports fields, courts, rooms in community halls, clubrooms etc.).

3. Statement:

The City of Joondalup is committed to ensuring fees and charges for venue hire are set in a fair and equitable way that reflect the actual cost of operations and encourage maximum community usage. The City also acknowledges that its venues are primarily hired by non-commercial users and that many of these users play an important role in combating social exclusion and enhancing the economic, social and environmental wellbeing of the community. In recognition of this, the City will offer discounted fees and charges for City-managed venues to non-commercial users.

4. Details:

4.1. Fees and charges for venue hire:

- a. Fees and charges for venue hire will be set annually based on a cost contribution model and will be published in the City’s Schedule of Fees and Charges.
- b. Fees and charges for venue hire will be set at three different rates:
 - i. Category A rate — 500% of average hourly operating costs.
 - ii. Category B rate — 100% of average hourly operating costs.
 - iii. Category C rate — 50% of average hourly operating costs*.
- c. Fees and charges for venue hire will be applicable for use of venues where a booking has not been made.
- d. The City reserves the right that if a group is booking a facility at a Category C rate and it is not being utilised it may charge that group for the unutilised booking of that facility at the Category B rate.

4.2. Waiving of fees and charges:

- a. Category B and C users may request a waiver of fees and charges if:
 - i. they are an incorporated association and/or a charityAND
 - ii. they can demonstrate they are experiencing financial hardship and can substantiate this through the provision of appropriate financial records.
- b. Waivers will only be valid for the specific booking or booking period approved.

- c. All waiver recipients will be subject to terms and conditions as determined by the City.
- d. Once a decision has been made on whether to grant a waiver, that decision is final and will only be subject to further administrative review if new information is presented to the City.

4.3. Recognition of the City's cost contribution to fees and charges for venue hire:

Category C users that have a regular or seasonal booking are required to acknowledge the City's cost contribution to fees and charges for venue hire.

4.4. Reporting to the community:

The City has a responsibility to all ratepayers to clearly identify the actual cost involved in waiving venue hire fees and charges. As such, the full details and cost of all waivers will be reported to the community on an annual basis in the City of Joondalup Annual Report.

**Category C rate will be set at 25% of average hourly operating costs from 1 January 2024 to 30 June 2025.*

Creation date:	October 2007 (CJ207-10/07)
Formerly:	<ul style="list-style-type: none">• Hire of Community Facilities and Venues Policy• Setting Fees and Charges Policy• Facility Hire Subsidy Policy
Amendments:	CJ207-10/07, CJ225-10/09, CJ234-11/12, CJ243-12/14, CJ139-08/22, CJ159-08/23
Last reviewed:	December 2023 (CJ285-12/23)
Related documentation:	<ul style="list-style-type: none">• Property Management Framework• Schedule of Fees and Charges
File reference:	101271



Venue Hire Fees and Charges Policy

Council Policy

Responsible Directorate: Corporate Services

Objectives: To provide guidance on determining the fees and charges for the hire of City-managed venues.

1. Application:

This Policy shall apply to all groups and individuals hiring City-managed venues, excluding venues contained within the City of Joondalup Leisure Centres — Craigie.

2. Definitions:

“Category A user” means an organisation, group or individual hiring a venue as part of a business, for business purposes, and/or for financial benefit, or; a charity, incorporated association, community group, government department/agency or educational provider with annual gross revenue of more than \$10 million, occupying the premises for non-commercial purposes.

“Category B user” means a charity, an incorporated association or a community group, government department / agency or educational provider with an annual gross revenue of less than \$10 million and more than \$3 million, occupying the premises for non-commercial purposes.

“Category C user” means a charity, an incorporated association or a community group with annual revenue of less than \$3 million, or an individual hiring a venue for non-commercial purposes.

“educational provider” means a primary or secondary school, a tertiary institution or a registered training organisation.

“incorporated association” means a non-commercial organisation which is incorporated under the *Associations Incorporation Act 2015* (WA) or equivalent legislation from other states and territories.

“charity” means an organisation which is licensed under the *Charitable Collections Act 1946* (WA) or registered under the *Charities Act 2013* (Cth) and collects money or goods from the public for charitable purposes.

“**financial hardship**” means a temporary situation affecting a hirer where that hirer is willing, but unable to meet their payment obligations due to an unforeseen circumstance.

“**financial records**” means records pertaining to the management of the affairs of an incorporated association which are required under the *Associations Incorporation Act 2015* (WA).

“**venue**” means a City-owned or -managed property, part-property, facility or infrastructure which attracts a specific hire charge as per the City’s *Schedule of Fees and Charges* (e.g.: parks, gardens, sports fields, courts, rooms in community halls, clubrooms etc.).

3. Statement:

The City of Joondalup is committed to ensuring fees and charges for venue hire are set in a fair and equitable way that reflect the actual cost of operations and encourage maximum community usage. The City also acknowledges that its venues are primarily hired by non-commercial users and that many of these users play an important role in combating social exclusion and enhancing the economic, social and environmental wellbeing of the community. In recognition of this, the City will offer discounted fees and charges for City-managed venues to non-commercial users.

4. Details:

4.1. Fees and charges for venue hire:

- a. Fees and charges for venue hire will be set annually based on a cost contribution model and will be published in the City’s *Schedule of Fees and Charges*.
- b. Fees and charges for venue hire will be set at three different rates:
 - i. Category A rate — 500% of average hourly operating costs.
 - ii. Category B rate — 100% of average hourly operating costs.
 - ~~iii. Category C rate — 50% of average hourly operating costs.~~
 - Category C rate will be set at 30% of average hourly operating costs from 1 July 2025 to 30 June 2026.
 - Category C rate will be set at 35% of average hourly operating costs from 1 July 2026 to 30 June 2027.
 - Category C rate will be set at 40% of average hourly operating costs from 1 July 2027 to 30 June 2028.
 - Category C rate will be set at 45% of average hourly operating costs from 1 July 2028 to 30 June 2029.
 - Category C rate will be set at 50% of average hourly operating costs from 1 July 2029.
- c. Fees and charges for venue hire will be applicable for use of venues where a booking has not been made.

- d. The City reserves the right that if a group is booking a facility at a category C rate and it is not being utilised it may charge that group for the unutilised booking of that facility at the category B rate.

4.2. Waiving of fees and charges:

- a. Category B and C users may request a waiver of fees and charges if:
- i. They are an incorporated association and/or a charity.
- AND
- ii. They can demonstrate they are experiencing financial hardship and can substantiate this through the provision of appropriate financial records.
- b. Waivers will only be valid for the specific booking or booking period approved.
- c. All waiver recipients will be subject to terms and conditions as determined by the City.
- d. Once a decision has been made on whether to grant a waiver, that decision is final and will only be subject to further administrative review if new information is presented to the City.

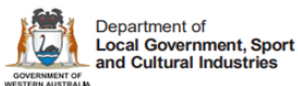
4.3. Recognition of the City's cost contribution to fees and charges for venue hire

Category C users that have a regular or seasonal booking are required to acknowledge the City's cost contribution to fees and charges for venue hire.

4.4. Reporting to the community:

The City has a responsibility to all ratepayers to clearly identify the actual cost involved in waiving venue hire fees and charges. As such, the full details and cost of all waivers will be reported to the community on an annual basis in the City of Joondalup *Annual Report*.

Creation Date:	August 2022 Formerly: <ul style="list-style-type: none">• <i>Hire of Community Facilities and Venues Policy</i>• <i>Setting Fees and Charges Policy</i>• <i>Facility Hire Subsidy Policy</i>
Amendments:	CJ207-10/07, CJ225-10/09, CJ234-11/12, CJ243-12/14, CJ139-08/22, CJ067-05/23
Related Documentation:	<ul style="list-style-type: none">• <i>Property Management Framework</i>• <i>Schedule of Fees and Charges</i>



COMPLIANCE AUDIT RETURN | 2024

COMMERCIAL ENTERPRISES BY LOCAL GOVERNMENTS			
No.	Reference	Question	2024
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in [the relevant year]?	Yes At its meeting held on 22 October 2024 (CJ279-10/24 refers) for the proposed future disposal of a café/restaurant facility in Burns Beach through a lease arrangement to a commercial operator.
2	s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in [the relevant year]?	N/A
3	s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in [the relevant year]?	N/A
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for [the relevant year]?	N/A
5	s3.59(5)	During [the relevant year], did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A

DELEGATION OF POWER/DUTY			
No.	Reference	Question	2024
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A No delegations were made to Committees
2		Were all delegations to committees in writing?	N/A No delegations were made to Committees
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A No delegations were made to Committees
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A No delegations were made to Committees
5		Has council reviewed delegations to its committees in the [the relevant] financial year?	N/A No delegations were made to Committees
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes All delegations to the CEO were within the scope of the Act. Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers).
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes All delegations to the CEO were made by an Absolute Majority. Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers).
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes All delegations to the CEO were made in writing. Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers).
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes The CEO reviewed delegations to employees on 6 March 2024. All delegations by the CEO to other employees were made in writing.
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers). All delegations, including amended or revoked delegations, were made by an Absolute Majority.
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes A register of Delegation of Authority is kept and made publicly available on the City's website.
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the [the relevant] financial year?	Yes Council reviewed its delegations within the financial year at its meeting held on 28 May 2024 (CJ118-05/24 refers). The CEO reviewed his delegations on 6 March 2024.
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes There is a requirement for all persons exercising a delegated power or duty to record in writing all decisions made or actions taken under delegated authority and retain on the corporate record keeping system.

DISCLOSURE OF INTEREST			
No.	Reference	Question	2024
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes All members who made a disclosure under section 5.65 did not remain in the room to participate in any discussion or voting, not including participation approvals granted under s5.68.
2	s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes All disclosures and any decision to permit a member to participate and the extent of participation were recorded in the minutes of the relevant meeting.
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes All disclosures are recorded in the minutes of the relevant meeting.
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes All primary returns were lodged within three months of the relevant persons start dates.
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August [the relevant year]?	No There were four items of non-compliance where an employee failed to lodge their Annual Return by 31 August 2024. The matter has been investigated and reported to the Corruption and Crime Commission. Pursuant to section 33(1)(d) of the Corruption, Crime and Misconduct Act 2003, the Commission decided to take no action.
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes The receipt of all primary and annual returns was formally acknowledged in writing.
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes A Register of Financial Interests is maintained by the City and published on the City's website.
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes A Register of Financial Interests is maintained by the City and published on the City's website.
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes All returns of Elected Members and designated employees are removed from the Register when they cease to be a relevant person.
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes All returns removed from the Register are retained for a further five years in a separate register.
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes The gifts register is maintained in the form required by the Act.
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes The gifts register is updated and published to the City's website on a regular basis.
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes
15	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes All disclosures of employees are recorded in the minutes of the relevant meeting.

DISCLOSURE OF INTEREST			
No.	Reference	Question	2024
16	s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A The Council did not apply to the Minister to allow the CEO to provide advice or a report to which a disclosure had been made.
17	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A The Council did not apply to the Minister to allow the CEO to provide advice or a report to which a disclosure had been made.
18	s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	Yes The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council at its meeting held on 18 May 2021 (CJ071-05/21 refers).
19	s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4)?	No
20	s5.104(7)	Did the CEO publish an up-to-date version of the adopted code of conduct on the local government's website?	Yes The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council at its meeting held on 18 May 2021 (CJ071-05/21 refers). An up-to-date version is published to the City's website.
21	s5.51A(1) & (3)	Did the CEO prepare, and implement and publish an up-to-date version on the local government's website, a code of conduct to be observed by employees of the local government?	Yes A Code of Conduct for Employees was prepared and endorsed by the CEO at the Executive Leadership Team meeting held on 14 June 2021, and updated in May 2022. An up-to-date version is published on the City's website.

DISPOSAL OF PROPERTY			
No.	Reference	Question	2024
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes The City disposed of land by lease through entering a commercial lease for a portion of 6 Lawley Court, Joondalup which commenced 1 January 2024.
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes Public notice for the above disposal of land closed 14 December 2023.

ELECTIONS			
No.	Reference	Question	2024
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes The register and gift declaration forms are maintained by the Manager Governance.
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Yes All electoral gift forms are retained in the City's Record Keeping System and disposed of in accordance with legislative requirements.
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(5) & (6)?	Yes An up-to-date version of the electoral gift register is available on the City's website. Note: there were no gift declarations in relation to the 2023 Local Government Election.

FINANCE			
No.	Reference	Question	2024
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes At its meeting held on 6 November 2023 (CJ213-11/23 refers) Council, by an Absolute Majority, established the Audit and Risk Committee and appointed members and deputy members to that Committee.
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A No delegations were made to the Audit and Risk Committee.
3	s7.9(1)	Was the auditor's report for the financial year ended 30 June [relevant year] received by the local government by 31 December [relevant year]?	Yes Received on 19 November 2024.
4	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A No such matters raised.
5	s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A No such matters raised.
6	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A
7	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes

INTEGRATED PLANNING AND REPORTING			
No.	Reference	Question	2024
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes The Strategic Community Plan (Joondalup 2032) was adopted by Council on 28 June 2022 (CJ093-06/22 refers).
2	Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes The City's Corporate Business Plan 2024-2028 was adopted by Council on 25 June 2024 (CJ147-06/24 refers).
3	Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes

LOCAL GOVERNMENT EMPLOYEES			
No.	Reference	Question	2024
1	s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A
2	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A
4	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes Council was informed at its meeting held on 19 September 2024 (CJ260-09/24 refers) that the employment contract of the Director Corporate Services was being renewed for a further five year period from 3 February 2025.
5	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A

OFFICIAL CONDUCT			
No.	Reference	Question	2024
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes
2	s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)? Does the complaints register include all information required by section 5.121(2)?	Yes
3	s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?	Yes
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes

OPTIONAL QUESTIONS / OTHER			
No.	Reference	Question	2024
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December [the relevant year]? If yes, please provide the date of council's resolution to accept the report.	N/A
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December [the relevant year]? If yes, please provide date of council's resolution to accept the report.	N/A
3	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C?	Yes
4	s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes An Attendance at Events Policy was adopted by Council at its meeting held on 19 May 2020 (CJ067-05/20 refers).
5	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes All information is on the City's website that is required to be published.
6	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes The Council has adopted an Elected Members' Entitlements Policy, which contains matters in relation to the continuing professional development of elected members. The Policy was last reviewed by Council at its meeting held on 26 March 2024 (CJ058-03/24 refers) and adopted by an Absolute Majority.
7	s5.127	Did the local government prepare a report on the training completed by council members in the [the relevant year] and publish it on the local government's official website by 31 July each year?	Yes Council received a report at its meeting held on 23 July 2024 (CJ177-07/24 refers). The report is available on the City's website and was published before 31 July 2024.
8	s6.4(3)	By 30 September [the relevant year], did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June [the relevant year]?	Yes Submitted to the Office of the Auditor General on 30 September 2024.
9	s.6.2(3)	When adopting the annual budget, did the local government take into account all its expenditure, revenue and income?	Yes

TENDERS FOR PROVIDING GOODS AND SERVICES			
No.	Reference	Question	2024
1	F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy [adopted under F&G Reg 11A(1) & (3)] in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes
2	s3.57 F&G Reg 11	Subject to Functions and General Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes
3	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Functions and General Reg 14(3) and (4)?	Yes
4	F&G Reg 12	Did the local government comply with Functions and General Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Yes
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes
6	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Functions and General Regs 15 and 16?	Yes
7	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of Functions and General Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes
8	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.
9	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes
10	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes
11	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of Functions and General Regs 21 and 22?	Yes
12	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.
13	F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under Functions and General Reg 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Yes
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Functions and General Reg 24?	Yes
15	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Functions and General Reg 24AD(4) and 24AE?	Yes

TENDERS FOR PROVIDING GOODS AND SERVICES			
No.	Reference	Question	2024
16	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Functions and General Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes
18	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Functions and General Reg 24AG?	Yes
19	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.
20	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes
21	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes
22	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Functions and General Regs 24E and 24F?	N/A



COMPLIANCE AUDIT RETURN | 2021 to 2019

COMMERCIAL ENTERPRISES BY LOCAL GOVERNMENTS				
Reference	Question	2021	2020	2019
s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in [the relevant year]?	Yes At its meeting held on 18 May 2021 (item CJ060-05/21 refers) for the proposed disposal of lots 1029 and 1032 Ocean Reef.	N/A	N/A
s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in [the relevant year]?	Yes At its meeting held on 18 May 2021 (item CJ060-05/21 refers) for the proposed disposal of lots 1029 and 1032 Ocean Reef.	N/A	N/A
s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in [the relevant year]?	Yes At its meeting held on 18 May 2021 (item CJ060-05/21 refers) for the proposed disposal of lots 1029 and 1032 Ocean Reef.	N/A	N/A
s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for [the relevant year]?	Yes At its meeting held on 18 May 2021 (item CJ060-05/21 refers) for the proposed disposal of lots 1029 and 1032 Ocean Reef.	N/A	N/A
s3.59(5)	During [the relevant year], did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	Yes At its meeting held on 16 February 2021 (item CJ019-02/21 refers) for approval of the Ocean Reef Marina Business Plan.	N/A	N/A

DELEGATION OF POWER/DUTY				
Reference	Question	2021	2020	2019
s5.16	Were all delegations to committees resolved by absolute majority?	N/A No Delegations were made to committees.	N/A No Delegations were made to committees.	N/A No delegations were made to committees.
	Were all delegations to committees in writing?	N/A No Delegations were made to committees.	N/A No Delegations were made to committees.	N/A No delegations were made to committees.
s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A No Delegations were made to committees.	N/A No Delegations were made to committees.	N/A No delegations were made to committees.
s5.18	Were all delegations to committees recorded in a register of delegations?	N/A No Delegations were made to committees.	N/A No Delegations were made to committees.	N/A No delegations were made to committees.
	Has council reviewed delegations to its committees in the [the relevant] financial year?	N/A No Delegations were made to committees.	N/A No Delegations were made to committees.	N/A No delegations were made to committees.
s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes All delegations to the CEO were within the scope of the Act. Council reviewed its delegations at its meeting held on 15 June 2021 (CJ079-06/21 refers).	Yes All delegations to the CEO were within the scope of the Act. Council reviewed its delegations at its meeting held on 23 June 2020 (CJ079-06/20 refers).	Yes All delegations to the CEO were within the scope of the Act. Council reviewed its delegations at its meeting held on 25 June 2019 (CJ078-06/19 refers).

DELEGATION OF POWER/DUTY				
Reference	Question	2021	2020	2019
s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes All delegations to the CEO were made by Absolute Majority. Council reviewed its delegations at its meeting held on 15 June 2021 (CJ079-06/21 refers).	Yes All delegations to the CEO were made by Absolute Majority. Council reviewed its delegations at its meeting held on 23 June 2020 (CJ079-06/20 refers).	Yes All delegations to the CEO were made by Absolute Majority. Council reviewed its delegations at its meeting held on 25 June 2019 (CJ078-06/19 refers).
s5.42(2)	Were all delegations to the CEO in writing?	Yes All delegations to the CEO were made in writing. Council reviewed its delegations at its meeting held on 15 June 2021 (CJ079-06/21 refers).	Yes All delegations to the CEO were made in writing. Council reviewed its delegations at its meeting held on 23 June 2020 (CJ079-06/20 refers).	Yes All delegations to the CEO were made in writing. Council reviewed its delegations at its meeting held on 25 June 2019 (CJ078-06/19 refers).
s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes The CEO reviewed delegations to employees on 10 May 2021. All delegations by the CEO to other employees were made in writing.	Yes The CEO reviewed delegations to employees on 21 May 2020 as retained in the City's record keeping system. All delegations by the CEO to other employees were made in writing.	Yes The CEO reviewed delegations to employees on 22 July 2019. All delegations by the CEO to other employees were made in writing.
s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes Council reviewed its delegations at its meeting held on 15 June 2021 (CJ079-06/21 refers). All delegations, including the annual review that amended or revoked a previous delegation were made by Absolute Majority.	Yes Council reviewed its delegations at its meeting held on 23 June 2020 (CJ079-06/20 refers). All delegations, including the annual review, that amended or revoked a previous delegation were made by Absolute Majority.	Yes
s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes A register of Delegation of Authority is kept and made publicly available on the City's website.	Yes A Register of Delegation of Authority is kept and made publicly available on the City's website.	Yes A Register of Delegation of Authority is kept and made publicly available on the City's website.
s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the [the relevant] financial year?	Yes All delegations were reviewed by both Council and the CEO at least once during the 2020/2021 financial year. The CEO reviewed his delegations on 10 May 2021. Council reviewed its delegations at its meeting held on 15 June 2021 (CJ079-06/21 refers).	Yes All delegations were reviewed by both Council and the CEO at least once during the 2019/2020 financial year. The CEO reviewed his delegations on the 21 May 2020 as retained in the City's record keeping system. Council reviewed its delegations at its meeting held on 23 June 2020 (CJ079-06/20 refers).	Yes All delegations were reviewed by both Council and the CEO at least once during the 2018/2019 financial year. The CEO reviewed his delegations on the 22 July 2019. Council reviewed its delegations at its meeting held on 25 June 2019 (CJ078-06/19 refers).
s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes All decisions made or actions taken under delegated authority are recorded in writing and retained on the corporate record keeping systems.	Yes All decisions made or actions taken under delegated authority are recorded in writing and retained in the City's record keeping system.	Yes All decisions made or actions taken under delegated authority are recorded in writing and retained on the corporate record keeping systems.

DISCLOSURE OF INTEREST				
Reference	Question	2021	2020	2019
s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes All members who made a disclosure under section 5.65 did not remain in the room to participate in any discussion or voting, not including participation approvals granted under s5.68.	Yes All members who made a disclosure under section 5.65 did not remain in the room to participate in any discussion or voting, not including participation approvals granted under s5.68.	
	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?			Yes All members who made a disclosure under section 5.65 did not remain in the room to participate in any discussion or voting, not including participation in approvals granted under s5.68.
s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes All disclosures and any decision to permit a member to participate and the extent of participation were recorded in the minutes of the relevant meeting.	Yes All disclosures and any decision to permit a member to participate and the extent of participation were recorded in the minutes of the relevant meeting.	
	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?			Yes All disclosures and any decision to permit a member to participate and the extent of participation were recorded in the minutes of the relevant meeting.
s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes All disclosures are recorded in the minutes of the relevant meeting.	Yes All disclosures are recorded in the minutes of the relevant meeting.	Yes All disclosures are recorded in the minutes of the relevant meeting.
	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?			N/A
	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?			N/A
s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes All primary returns were lodged within three months of relevant person's start date.	Yes All primary returns were lodged within three months of relevant persons start date.	Yes There were two newly elected members in 2019, Cr Raftis and Cr Thompson, both completed their Primary Return within three months of their start date.

DISCLOSURE OF INTEREST				
Reference	Question	2021	2020	2019
s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?			No An oversight of the City's governance processes failed to identify two newly designated employees which resulted in requests for the submission of a primary return being issued to them late. One employee was acting in a designated employee position and received the request for a primary return after their designated period had ended. The employee lodged the primary return on the same day the request was issued. The other employee received the request for a primary return five months after commencement and lodged the primary return within two months of the request.
s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August [the relevant year]?			Yes All Elected Members lodged their Annual Return by 31 August 2019.
s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August [the relevant year]?			Yes All designated employees lodged their Annual Return by 31 August 2019.
s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August [the relevant year]?	No One employee failed to lodge an annual return by 31 August 2021. The employee was on extended personal leave since 31 August 2020 and during this their position was made redundant. The employee ceased employment with the City on 22 July 2021.	Yes All annual returns were lodged by relevant persons by 31 August 2020.	
s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes The receipt of all Primary and Annual Returns were formally acknowledged in writing.	Yes The receipt of all Primary and Annual Returns was formally acknowledged in writing.	Yes The receipt of all Primary and Annual Returns was formally acknowledged in writing.
s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes A Register of Financial Interests is maintained by the City.	Yes A Register of Financial Interests is maintained by the City.	Yes A Register of Financial Interests is maintained by the City.
s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes A Register of Financial Interests is maintained by the City.	Yes A Register of Financial Interests is maintained by the City.	Yes A Register of Financial Interests is maintained by the City.
s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?			Yes

DISCLOSURE OF INTEREST				
Reference	Question	2021	2020	2019
s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes All returns of Elected Members and designated employees are removed from the Register when they cease to be a relevant person.	Yes All returns of Elected Members and designated employees are removed from the Register when they cease to be a relevant person.	
	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?			Yes All returns of Elected Members and designated employees are removed from the Register when they cease to be a relevant person.
s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes All returns removed from the Register are retained for a further five years in a separate register.	Yes All returns removed from the Register are retained for a further five years in a separate register.	
	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?			Yes All returns removed from the Register are retained for a further five years in a separate register.
s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes	Yes	
s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes	Yes	
s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes	Yes	
s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	Yes Copies of records removed from the register are maintained in the City's record keeping system.	
Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?* *Question not applicable after 2 Feb 2021	Yes All disclosures adversely affecting the impartiality of the council member were disclosed and recorded.	Yes All disclosures adversely affecting the impartiality of the council member were disclosed and recorded.	
Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11(2) was the nature of the interest recorded in the minutes?*	Yes All disclosures are recorded in the minutes of the relevant meeting.	Yes All disclosures are recorded in the minutes of the relevant meeting.	
s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes All disclosures of employees are recorded in the minutes of the relevant meeting.	Yes All disclosures of employees are recorded in the minutes of the relevant meeting.	Yes All disclosures include the nature of the interest to be declared.

DISCLOSURE OF INTEREST				
Reference	Question	2021	2020	2019
s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A	N/A	
s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A	N/A	
s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?*	Yes The Code of Conduct was adopted by Council on 18 May 2021 (CJ071-05/21 refers).	Yes The Code of Conduct was adopted by Council at its meeting held on 15 May 2018 (CJ076-05/18 refers).	
	*Question not applicable after 2 Feb 2021			
s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?			Yes
s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?			Yes All disclosures are recorded in the minutes of the relevant meeting.
Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?*	Yes	Yes	
	*Question not applicable after 2 Feb 2021			
s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	No The draft Code of Conduct for council members, committee members and candidates was provided to elected members at Strategy Sessions on 2 March 2021 and 6 April 2021 for feedback; and adopted by Council on 18 May 2021 (CJ071-05/21 refers).		
s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4)?	No Not applicable.		
s5.104(7)	Did the CEO publish an up-to-date version of the adopted code of conduct on the local government's website?	Yes The Code of Conduct for council members, committee members and candidates is published on the City's website.		
s5.51A(1) & (3)	Did the CEO prepare, and implement and publish an up-to-date version on the local government's website, a code of conduct to be observed by employees of the local government?	Yes A Code of Conduct for Employees was prepared and approved by the CEO at the Executive Leadership Team meeting held on 14 June 2021 and is published on the City's website.		

DISPOSAL OF PROPERTY				
Reference	Question	2021	2020	2019
s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	N/A	Yes The City advertised in the Joondalup Weekender newspaper on Thursday 26 August 2020 for the disposal of property for the Joondalup Reception Centre located at 102 Boas Avenue, Joondalup. Concerning the private treaty land disposal of Lot 803 (15) Burlos Court Joondalup public notice was served for a 15-day period from 26 March 2020.	Yes Public notice of a private treaty disposition concerning Lot 2 (20) Kanangra Crescent, Greenwood was included in the West Australian on 30 March 2019 inviting submissions until 15 April 2019.
s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A	Yes For the Joondalup Reception Centre located at 102 Boas Avenue Joondalup the City provided details within the advertisement of concerned parties, the permitted purpose and proposed term of the lease, market valuation amount and date and proposed rent to be received. For Lot 803 (15) Burlos Court Joondalup all the required details were included in the public notice.	Yes All the required details were included in the public notice.

ELECTIONS				
Reference	Question	2021	2020	2019
Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes The register and gift declaration forms are maintained by the Manager Governance.	Yes The register and gift declaration forms are maintained by the Manager Governance.	Yes An Electoral Gift Register is maintained in the City's record management system.
Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Yes All electoral gift forms are retained in the City's Record Keeping System and disposed of in accordance with legislative requirements.	Yes All electoral gift forms are retained in the City's record keeping system and disposed of in accordance with legislative requirements.	Yes Disclosure of Gift forms relating to unsuccessful candidates have been removed from the Electoral Gift Register and retained for a further 2 years.
Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G (5) & (6)?	Yes The electoral gift register is available on the City's website.	Yes The electoral gift register is available on the City's website.	

FINANCE				
Reference	Question	2021	2020	2019
s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes Council previously established an Audit and Risk Committee, by Absolute Majority, at its meeting held on 4 November 2019 (JSC03-11/19 refers). At its meeting held on 1 November 2021 (JSC02-11/21 refers), Council, by Absolute Majority, established the Audit and Risk Committee and appointed members and deputy members to that committee.	Yes Council previously established an Audit and Risk Committee by Absolute Majority at its Special Meeting held on 6 November 2017 (JSC03-11/17 refers). At its meeting held on 4 November 2019 (JSC03-11/19 refers) post elections, Council, by Absolute Majority, re-established the Audit and Risk Committee and appointed members and deputy members to the committee.	Yes Council previously established an Audit and Risk Committee by Absolute Majority at its Special Meeting held on 6 November 2017 (JSC03-11/17 refers). At its meeting held on 4 November 2019 (JSC03-11/19 refers) post elections, Council, by Absolute Majority, re-established the Audit and Risk Committee and appointed members and deputy members to the committee.
s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A No delegations were made to the Audit and Risk Committee.	N/A No delegations were made to the Audit and Risk Committee.	N/A No delegations were made to the Audit and Risk Committee.
s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?		N/A The City's auditor is the Office of the Auditor-General, appointed by legislation.	N/A The City's auditor is the Auditor-General, by law.
s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?			N/A The City's auditor is the Auditor-General, by law.
s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?		N/A The Office of the Auditor General was not appointed by the City.	
s7.9(1)	Was the auditor's report for the financial year ended 30 June [relevant year] received by the local government by 31 December [relevant year]?	Yes OAG report for 2020-2021 dated 14 December 2021.	Yes The Office of the Auditor General's audit report for 2019/2020 was dated 7 December 2020.	Yes
s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A No such matters identified.	N/A No such identified.	N/A No such actions required.
s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A	N/A	
S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?			N/A

FINANCE				
Reference	Question	2021	2020	2019
s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A	N/A	N/A
Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?		Yes Note that the Office of the Auditor General's objectives are not determined by the City.	Yes Note that Auditor General's objectives are not determined by the City.
	Did the agreement between the local government and its auditor include the scope of the audit?			Yes
	Did the agreement between the local government and its auditor include a plan for the audit?			Yes
	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?			Yes Actual fee determined by the Auditor General and communicated to the City subsequently.
	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?			No
Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	Yes	Yes

INTEGRATED PLANNING AND REPORTING				
Reference	Question	2021	2020	2019
s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?			Yes The Corporate Business Plan 2019/20 - 2023/24 was adopted by Council in August 2019.
s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?			Yes The Corporate Business Plan for 2019/20 - 2023/24 was reviewed and prepared during the 2018/19 period and adopted in August 2019.
Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes The Strategic Community Plan (Joondalup 2022) was adopted by Council at the October 2012 meeting. A major review of the Strategic Community Plan was undertaken in 2017. The City is currently in the process of developing a new Strategic Community Plan and sought community feedback to inform the new plan during 2021.	Yes The Strategic Community Plan (Joondalup 2022) was adopted by Council at its meeting held on 23 October 2012 (CJ210-10/12 refers). A major review of the Strategic Community Plan was undertaken in 2017. The City is currently in progress of developing a new Strategic Community Plan.	Yes The Strategic Community Plan (Joondalup 2022) was adopted by Council at The October 2012 meeting.
s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?			Yes Major review of the Strategic Community Plan was undertaken and modifications were adopted by Council at the April 2018 meeting.
Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes The Corporate Business Plan 2021/22-2025/26 was adopted by Council at its meeting held on 21 September 2021 (item CJ136-09/21 refers). Quarterly reports against the progress of the plan are provided to Council. The next review of the Corporate Business Plan will take place in 2022/23.	Yes The Corporate Business Plan 2020/2021-2024/2025 was adopted by Council at its meeting held on 20 October 2020 (CJ148-10/20 refers). The next review of the Corporate Business Plan will take place in 2021/2022.	
Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes	Yes	
S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?			Yes The City's Asset Management Strategy was endorsed by the Chief Executive Officer on 6 October 2014. The Strategy was not adopted by Council, however it has been presented to elected members at a strategy session, budget workshops and induction.
S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?			Yes Adopted at Council meeting on 20 August 2019 CJ108-08/19 refers.
S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?			Yes Current Workforce Plan 2018-2022 was endorsed by the CEO on 17 December 2018.

LOCAL GOVERNMENT EMPLOYEES				
Reference	Question	2021	2020	2019
Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	Yes At Special Council meeting held on 11 February 2020 (JSC01-02/20 refers).	N/A
s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	Yes Position of Director Planning and Community Development was advertised in both SEEK and the Local Government Jobs Directory (adverts placed by Lester Blades - Recruitment Consultant)	Yes The CEO position was advertised widely in June 2020, including in the West Australian newspaper on 27 June 2020. The position was required to be readvertised in October 2020 but this did not include the West Australian newspaper as legal advice indicated this was not needed.	No The vacant senior employee position of Director Corporate Services was not advertised in a newspaper circulating throughout the state as required by Admin Reg 18A. Contemporary electronic media advertising (e.g. Seek) with circulation far wider but inclusive of the state was adopted.
Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	Yes Due diligence confirmed by Lester Blades - recruitment agent engaged to complete recruitment for the successful applicant.	N/A
Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A	Yes	N/A
s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes Council were informed of an appointment to the position of Director Planning and Community Development (designated Senior Employee) at the Council Meeting held on 14 December 2021 (item CJ186-12/21 refers).	N/A	Yes Council were informed of contract renewal for one senior employee at Council meeting 25/06/2019 (CJ083-06/19 refers) Appointment of senior employee Director Corporate Services referred to Special Council meeting 03/12/2019 (JS05-12/19 refers).
s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	N/A	

OFFICIAL CONDUCT				
Reference	Question	2021	2020	2019
s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes The content of section 5.120, to which the question relates, was deleted with effect from 7 November 2020 upon the proclamation of the commencement of section 57, inter alia, of the Local Government Legislation Amendment Act 2019. The content of new section 5.120, inserted by section 57, has no relevance to this Question.	Yes	N/A
s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)? Does the complaints register include all information required by section 5.121(2)?	Yes	N/A	
	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?			Yes
s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?		N/A	
s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?			Yes
s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?			Yes
s5.121(2)c	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?			Yes
s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?			Yes
s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	N/A	

OPTIONAL QUESTIONS / OTHER				
Reference	Question	2021	2020	2019
Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December [the relevant year]? If yes, please provide the date of council's resolution to accept the report.	N/A	Yes Yes at its meeting held on 17 March 2020 (CJ036-03/20 refers).	Yes Review has been completed by consultancy firm Deloitte and will be reported to the Audit and Risk Committee and then Council in March 2020.
Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December [the relevant year]? If yes, please provide date of council's resolution to accept the report.	N/A	Yes Yes at its meeting held on 17 March 2020 (CJ035-03/20 refers).	Yes Review has been completed by consultancy firm Deloitte and will be reported to the Audit and Risk Committee and then Council in March 2020.
Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?			Yes In accordance with AASB 124 related party information was reported within the Annual Financial Statements that formed part of the annual report tabled at the Electors Meeting in December 2019.
s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?		Yes	
	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C?	Yes	Yes	
s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes The Attendance at Events Policy was adopted by Council on 19 May 2020 (CJ067-05/20 refers).	Yes The Attendance at Events Policy was adopted by Council at its meeting held on 19 May 2020 (CJ067-05/20 refers). The Attendance at Events Policy was published on the City's website after its endorsement on the 19 May 2020.	
s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes All information is on the City's website that is required to be published. The City is working towards the consolidation of its Local Laws on the City's website.	Yes All information is on the City's website that is required to be published.	
s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes The City's Elected Members' Entitlements Policy contains matters in relation to the continuing professional development of elected members.	No The City's current Elected Members' Entitlements Policy contains policy matters in relation to the continuing professional development of elected members. This policy was in place well before section 5.128(1) came into effect in 2019. Council in accordance with this provision will be reviewing this policy prior to the 2021 local government elections.	

OPTIONAL QUESTIONS / OTHER				
Reference	Question	2021	2020	2019
s5.127	Did the local government prepare a report on the training completed by council members in the [the relevant year] and publish it on the local government's official website by 31 July each year?	Yes Council received a report at its meeting held on 20 July 2021 (CJ097-07/21 refers). The report is available on the City's website and was published before 31 July 2021.	Yes Council received a report at its meeting held on 21 July 2020 (CJ100-07/20 refers). The report is available on the City's website and was published before 31 July 2020.	
s6.4(3)	By 30 September [the relevant year], did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June [the relevant year]?	Yes	Yes	Yes
s.6.2(3)	When adopting the annual budget, did the local government take into account all it's expenditure, revenue and income?	Yes		

TENDERS FOR PROVIDING GOODS AND SERVICES				
Reference	Question	2021	2020	2019
F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy [adopted under F&G Reg 11A(1) & (3)] in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		
	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?		Yes	
F&G Reg 11A	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?			Yes
	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?			Yes
s3.57 F&G Reg 11	Subject to Functions and General Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes	Yes	Yes
F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Functions and General Reg 14(3) and (4)?	Yes	Yes	
F&G Reg 12	Did the local government comply with Functions and General Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Yes	Yes	Yes
F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?			Yes
F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with Functions and General Regs 14, 15 & 16?			Yes
F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes	Yes	Yes
F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Functions and General Regs 15 and 16?	Yes	Yes	
F&G Regs 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Functions and General Reg 16?			Yes

TENDERS FOR PROVIDING GOODS AND SERVICES				
Reference	Question	2021	2020	2019
F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of Functions and General Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	No Information recorded in the tender register is in accordance with Reg 17 and the tender register is available for public inspection. The requirement to publish the tender register on the City's website was enacted only in November 2020 with no prior warning or lead-in time provided. The City will have this published on its website in March 2021.	
	Did the information recorded in the local government's tender register comply with the requirements of Functions and General Reg 17 and did the CEO make the tenders register available for public inspection?			Yes
F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A Tenders were submitted at the place and time specified.	Yes	Yes
F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	Yes	Yes
F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	Yes	Yes
F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of Functions and General Regs 21 and 22?	Yes	Yes	Yes
F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A Expressions of interest were submitted at the place and time specified.	N/A Expressions of interest were submitted at the place and time specified.	N/A All expressions of interest were submitted at the place and time specified.
F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under Functions and General Reg 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Yes	Yes	
F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?		Yes	Yes
F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Functions and General Reg 24?	Yes	Yes	No The Notice issued for one EOI did not comply omitting the names of all persons listed as acceptable tenderers. A correction notice has been issued in 2020 to correct this oversight.

TENDERS FOR PROVIDING GOODS AND SERVICES				
Reference	Question	2021	2020	2019
F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?			Yes The City's Purchasing Policy has provisions for Regulation 24AC (1) & (2) and is further detailed in a Protocol.
F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Functions and General Reg 24AD(4) and 24AE?	Yes	Yes	Yes
F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	Yes	Yes
F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Functions and General Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	Yes	Yes
F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Functions and General Reg 24AG?	Yes	Yes	Yes
F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A Applications were submitted at the place and time specified.	N/A	N/A None received for single Panel of Pre-qualified Suppliers advertised in this period.
F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	Yes	Yes
F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes	Yes	Yes
F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Functions and General Regs 24E and 24F?	N/A	N/A	N/A The City is not eligible to apply this price preference.



COMPLIANCE AUDIT RETURN | 2024 to 2022

COMMERCIAL ENTERPRISES BY LOCAL GOVERNMENTS				
Reference	Question	2024	2023	2022
s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in [the relevant year]?	Yes At its meeting held on 22 October 2024 (CJ279-10/24 refers) for the proposed future disposal of a café/restaurant facility in Burns Beach through a lease arrangement to a commercial operator.	N/A	Yes
s3.59(2)(b) F&G Regs 7,8A, 8, 10	Has the local government prepared a business plan for each major land transaction that was not exempt in [the relevant year]?	N/A	N/A	N/A
s3.59(2)(c) F&G Regs 7,8A, 8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in [the relevant year]?	N/A	N/A	N/A
s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for [the relevant year]?	N/A	N/A	N/A
s3.59(5)	During [the relevant year], did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	N/A	N/A

DELEGATION OF POWER/DUTY				
Reference	Question	2024	2023	2022
s5.16	Were all delegations to committees resolved by absolute majority?	N/A No delegations were made to Committees	N/A No delegations were made to Committees	N/A
	Were all delegations to committees in writing?	N/A No delegations were made to Committees	N/A No delegations were made to Committees	N/A
s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A No delegations were made to Committees	N/A No delegations were made to Committees	N/A
s5.18	Were all delegations to committees recorded in a register of delegations?	N/A No delegations were made to Committees	N/A No delegations were made to Committees	N/A
	Has council reviewed delegations to its committees in the [the relevant] financial year?	N/A No delegations were made to Committees	N/A No delegations were made to Committees	N/A
s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes All delegations to the CEO were within the scope of the Act. Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers).	Yes All delegations to the CEO were within the scope of the Act. Council reviewed its delegations at its meeting held on 27 June 2023 (CJ096-06/23 refers).	Yes

DELEGATION OF POWER/DUTY				
Reference	Question	2024	2023	2022
s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes All delegations to the CEO were made by an Absolute Majority. Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers).	Yes All delegations to the CEO were made by an Absolute Majority. Council reviewed its delegations at its meeting held on 27 June 2023 (CJ096-06/23 refers).	Yes
s5.42(2)	Were all delegations to the CEO in writing?	Yes All delegations to the CEO were made in writing. Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers).	Yes All delegations to the CEO were made in writing. Council reviewed its delegations at its meeting held on 27 June 2023 (CJ096-06/23 refers).	Yes
s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes The CEO reviewed delegations to employees on 6 March 2024. All delegations by the CEO to other employees were made in writing.	Yes The CEO reviewed delegations to employees on 29 August 2023. All delegations by the CEO to other employees were made in writing.	Yes
s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	Yes Council reviewed its delegations at its meeting held on 28 May 2024 (CJ118-05/24 refers). All delegations, including amended or revoked delegations, were made by an Absolute Majority.	Yes Council reviewed its delegations at its meeting held on 27 June 2023 (CJ096-06/23 refers). All delegations, including the annual review that amended or revoked a previous delegation were made by an Absolute Majority.	Yes
s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes A register of Delegation of Authority is kept and made publicly available on the City's website.	Yes A register of Delegation of Authority is kept and made publicly available on the City's website.	Yes
s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the [the relevant] financial year?	Yes Council reviewed its delegations within the financial year at its meeting held on 28 May 2024 (CJ118-05/24 refers). The CEO reviewed his delegations on 6 March 2024.	No Council reviewed its delegations within the financial year at its meeting held on 27 June 2023 (CJ096-06/23 refers). The CEO reviewed his delegations on 29 August 2023. The reason being, there was a major review undertaken of delegations and there were significant changes. The CEO conducted a review after the Council had adopted its changes.	Yes
s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes There is a requirement for all persons exercising a delegated power or duty to record in writing all decisions made or actions taken under delegated authority and retain on the corporate record keeping system.	Yes There is a requirement for all persons exercising a delegated power or duty to record in writing all decisions made or actions taken under delegated authority and retain on the corporate record keeping system.	Yes

DISCLOSURE OF INTEREST				
Reference	Question	2024	2023	2022
s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes All members who made a disclosure under section 5.65 did not remain in the room to participate in any discussion or voting, not including participation approvals granted under s5.68.	Yes All members who made a disclosure under section 5.65 did not remain in the room to participate in any discussion or voting, not including participation approvals granted under s5.68.	Yes
	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?			
s5.68(2) & s5.69(5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes All disclosures and any decision to permit a member to participate and the extent of participation were recorded in the minutes of the relevant meeting.	Yes All disclosures and any decision to permit a member to participate and the extent of participation were recorded in the minutes of the relevant meeting.	Yes
	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?			
s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes All disclosures are recorded in the minutes of the relevant meeting.	Yes All disclosures are recorded in the minutes of the relevant meeting.	Yes
	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?			
	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?			
s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	Yes All primary returns were lodged within three months of the relevant persons start dates.	Yes All primary returns were lodged within three months of the relevant persons start date.	Yes

DISCLOSURE OF INTEREST				
Reference	Question	2024	2023	2022
s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?			
s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August [the relevant year]?			
s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August [the relevant year]?			
s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August [the relevant year]?	No There were four items of non-compliance where an employee failed to lodge their Annual Return by 31 August 2024. The matter has been investigated and reported to the Corruption and Crime Commission. Pursuant to section 33(1)(d) of the Corruption, Crime and Misconduct Act 2003, the Commission decided to take no action.	No There were four items of non-compliance where an employee failed to lodge their Annual Return by 31 August 2023. The matter has been investigated and reported to the Corruption and Crime Commission. Pursuant to section 33(1)(d) of the Corruption, Crime and Misconduct Act 2003, the Commission decided to take no action.	Yes
s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes The receipt of all primary and annual returns was formally acknowledged in writing.	Yes The receipt of all primary and annual returns was formally acknowledged in writing.	Yes
s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes A Register of Financial Interests is maintained by the City and published on the City's website.	Yes A Register of Financial Interests is maintained by the City and published on the City's website.	Yes
s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes A Register of Financial Interests is maintained by the City and published on the City's website.	Yes A Register of Financial Interests is maintained by the City and published on the City's website.	Yes
s5.89A Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?			

DISCLOSURE OF INTEREST				
Reference	Question	2024	2023	2022
s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	Yes All returns of Elected Members and designated employees are removed from the Register when they cease to be a relevant person.	Yes All returns of Elected Members and designated employees are removed from the Register when they cease to be a relevant person.	Yes
	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?			
s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes All returns removed from the Register are retained for a further five years in a separate register.	Yes All returns removed from the Register are retained for a further five years in a separate register.	Yes
	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?			
s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes The gifts register is maintained in the form required by the Act.	Yes The gifts register is maintained in the form required by the Act.	Yes
s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes The gifts register is updated and published to the City's website on a regular basis.	Yes The gifts register is updated and published to the City's website on a regular basis.	Yes
s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes	Yes	Yes
s5.89A(7)	Have copies of all records removed from the register under section 5.89A(6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes	Yes	Yes
Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?* *Question not applicable after 2 Feb 2021			
Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11(2) was the nature of the interest recorded in the minutes?*			
	*Question not applicable after 2 Feb 2021			
s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes All disclosures of employees are recorded in the minutes of the relevant meeting.	Yes All disclosures of employees are recorded in the minutes of the relevant meeting.	Yes

DISCLOSURE OF INTEREST				
Reference	Question	2024	2023	2022
s5.71A & s5.71B(5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A The Council did not apply to the Minister to allow the CEO to provide advice or a report to which a disclosure had been made.	N/A The Council did not apply to the Minister to allow the CEO to provide advice or a report to which a disclosure had been made.	N/A
s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A The Council did not apply to the Minister to allow the CEO to provide advice or a report to which a disclosure had been made.	N/A The Council did not apply to the Minister to allow the CEO to provide advice or a report to which a disclosure had been made.	N/A
s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?*			
	*Question not applicable after 2 Feb 2021			
s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?			
s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?			
Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?*			
	*Question not applicable after 2 Feb 2021			
s5.104(1)	Did the local government prepare and adopt, by absolute majority, a code of conduct to be observed by council members, committee members and candidates within 3 months of the prescribed model code of conduct coming into operation (3 February 2021)?	Yes The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council at its meeting held on 18 May 2021 (CJ071-05/21 refers).	Yes The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council at its meeting held on 18 May 2021 (CJ071-05/21 refers).	No
s5.104(3) & (4)	Did the local government adopt additional requirements in addition to the model code of conduct? If yes, does it comply with section 5.104(3) and (4)?	No	No	No
s5.104(7)	Did the CEO publish an up-to-date version of the adopted code of conduct on the local government's website?	Yes The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council at its meeting held on 18 May 2021 (CJ071-05/21 refers). An up-to-date version is published to the City's website.	Yes The Code of Conduct for Council Members, Committee Members and Candidates was adopted by Council at its meeting held on 18 May 2021 (CJ071-05/21 refers). An up-to-date version is published to the City's website.	Yes
s5.51A(1) & (3)	Did the CEO prepare, and implement and publish an up-to-date version on the local government's website, a code of conduct to be observed by employees of the local government?	Yes A Code of Conduct for Employees was prepared and endorsed by the CEO at the Executive Leadership Team meeting held on 14 June 2021, and updated in May 2022. An up-to-date version is published on the City's website.	Yes A Code of Conduct for Employees was prepared and approved by the CEO at the Executive Leadership Team meeting held on 14 June 2021, and updated in May 2022. An up-to-date version is published on the City's website.	Yes

DISPOSAL OF PROPERTY				
Reference	Question	2024	2023	2022
s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	Yes The City disposed of land by lease through entering a commercial lease for a portion of 6 Lawley Court, Joondalup which commenced 1 January 2024.	Yes The City advertised on 30 November 2023 for the disposal of property for a portion of land (302m2) containing public parking bays and pedestrian access areas at 6 Lawley Court, Joondalup.	N/A
s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes Public notice for the above disposal of land closed 14 December 2023.	Yes The City provided details within the advertisement of concerned parties, the permitted purpose and proposed term of the lease, market valuation amount and date and proposed rent to be received.	N/A

ELECTIONS				
Reference	Question	2024	2023	2022
Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes The register and gift declaration forms are maintained by the Manager Governance.	Yes The register and gift declaration forms are maintained by the Manager Governance.	Yes
Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	Yes All electoral gift forms are retained in the City's Record Keeping System and disposed of in accordance with legislative requirements.	Yes All electoral gift forms are retained in the City's Record Keeping System and disposed of in accordance with legislative requirements.	Yes
Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G (5) & (6)?	Yes An up-to-date version of the electoral gift register is available on the City's website. Note: there were no gift declarations in relation to the 2023 Local Government Election.	Yes An up-to-date version of the electoral gift register is available on the City's website. Note: there were no gift declarations in relation to the 2023 Local Government Election.	Yes

FINANCE				
Reference	Question	2024	2023	2022
s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes At its meeting held on 6 November 2023 (CJ213-11/23 refers) Council, by an Absolute Majority, established the Audit and Risk Committee and appointed members and deputy members to that Committee.	Yes At its meeting held on 6 November 2023 (CJ213-11/23 refers) Council, by an Absolute Majority, established the Audit and Risk Committee and appointed members and deputy members to that Committee.	Yes
s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A No delegations were made to the Audit and Risk Committee.	N/A No delegations were made to the Audit and Risk Committee.	N/A
s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?			
s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?			
s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?			
s7.9(1)	Was the auditor's report for the financial year ended 30 June [relevant year] received by the local government by 31 December [relevant year]?	Yes Received on 19 November 2024.	Yes Received on 1 December 2023.	Yes
s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A No such matters raised.	N/A No such matters raised.	N/A
s7.12A(4)(a) & (4)(b)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters? Was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A No such matters raised.	N/A No such matters raised.	N/A
S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?			

FINANCE				
Reference	Question	2024	2023	2022
s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A	N/A	N/A
Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?			
	Did the agreement between the local government and its auditor include the scope of the audit?			
	Did the agreement between the local government and its auditor include a plan for the audit?			
	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?			
	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?			
Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes	Yes	Yes

INTEGRATED PLANNING AND REPORTING				
Reference	Question	2024	2023	2022
s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?			
s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?			
Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes The Strategic Community Plan (Joondalup 2032) was adopted by Council on 28 June 2022 (CJ093-06/22 refers).	Yes The Strategic Community Plan (Joondalup 2032) was adopted by Council on 28 June 2022 (CJ093-06/22 refers).	Yes
s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?			
Admin Reg 19DA(1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes The City's Corporate Business Plan 2024-2028 was adopted by Council on 25 June 2024 (CJ147-06/24 refers).	Yes The City's Corporate Business Plan 2023-2027 was adopted by Council on 27 June 2023 (CJ093-06/23 refers).	Yes
Admin Reg 19DA(2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes	Yes	Yes
S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?			
S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?			
S5.56 Admin Reg 19DA (3)	Has the local government developed a Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?			

LOCAL GOVERNMENT EMPLOYEES				
Reference	Question	2024	2023	2022
Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?			
s5.36(4) & s5.37(3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A	N/A No vacancies during the period.	N/A
Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A	N/A	N/A
Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A	N/A	N/A
s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	Yes Council was informed at its meeting held on 19 September 2024 (CJ260-09/24 refers) that the employment contract of the Director Corporate Services was being renewed for a further five year period from 3 February 2025.	Yes Council was informed at its meeting held on 12 December 2023 (CJ290-12/23 refers) that the employment contract of the Director Governance and Strategy was being renewed for a further five year period from 21 April 2024.	N/A
s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A	N/A	N/A

OFFICIAL CONDUCT				
Reference	Question	2024	2023	2022
s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes	Yes	Yes
s5.121(1) & (2)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)? Does the complaints register include all information required by section 5.121(2)?	Yes	Yes	Yes
	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?			
s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?	Yes	Yes	Yes
s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?			
s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint?			
s5.121(2)c	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?			
s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?			
s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	Yes	Yes	Yes

OPTIONAL QUESTIONS / OTHER				
Reference	Question	2024	2023	2022
Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December [the relevant year]? If yes, please provide the date of council's resolution to accept the report.	N/A	Yes At its meeting held on 19 September 2023 (13.2.2 refers).	N/A
Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December [the relevant year]? If yes, please provide date of council's resolution to accept the report.	N/A	Yes At its meeting held on 19 September 2023 (13.2.1 refers).	N/A
Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?			
s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?			
	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift? Did the disclosure include the information required by section 5.87C?	Yes	Yes All disclosures were made within 10 days and include the information required by section 5.87C of the Act.	Yes
s5.90A(2) & (5)	Did the local government prepare, adopt by absolute majority and publish an up-to-date version on the local government's website, a policy dealing with the attendance of council members and the CEO at events?	Yes An Attendance at Events Policy was adopted by Council at its meeting held on 19 May 2020 (CJ067-05/20 refers).	Yes An Attendance at Events Policy was adopted by Council at its meeting held on 19 May 2020 (CJ067-05/20 refers).	Yes
s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes All information is on the City's website that is required to be published.	Yes All information is on the City's website that is required to be published.	Yes
s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes The Council has adopted an Elected Members' Entitlements Policy, which contains matters in relation to the continuing professional development of elected members. The Policy was last reviewed by Council at its meeting held on 26 March 2024 (CJ058-03/24 refers) and adopted by an Absolute Majority.	Yes The Council has adopted an Elected Members' Entitlements Policy, which contains matters in relation to the continuing professional development of elected members. The Policy was last reviewed by Council at its meeting held on 17 May 2022 (CJ077-05/22 refers) and adopted by an Absolute Majority.	Yes

OPTIONAL QUESTIONS / OTHER				
Reference	Question	2024	2023	2022
s5.127	Did the local government prepare a report on the training completed by council members in the [the relevant year] and publish it on the local government's official website by 31 July each year?	Yes Council received a report at its meeting held on 23 July 2024 (CJ177-07/24 refers). The report is available on the City's website and was published before 31 July 2024.	Yes Council received a report at its meeting held on 25 July 2023 (CJ115-07/23 refers). The report is available on the City's website and was published before 31 July 2023.	Yes
s6.4(3)	By 30 September [the relevant year], did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June [the relevant year]?	Yes Submitted to the Office of the Auditor General on 30 September 2024.	Yes Submitted to the Office of the Auditor General on 28 September 2023.	Yes
s.6.2(3)	When adopting the annual budget, did the local government take into account all it's expenditure, revenue and income?	Yes	Yes	Yes

TENDERS FOR PROVIDING GOODS AND SERVICES				
Reference	Question	2024	2023	2022
F&G Reg 11A(1) & (3)	Did the local government comply with its current purchasing policy [adopted under F&G Reg 11A(1) & (3)] in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes	Yes	Yes
	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?			
F&G Reg 11A	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?			
	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?			
s3.57 F&G Reg 11	Subject to Functions and General Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	Yes	Yes	Yes
F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with Functions and General Reg 14(3) and (4)?	Yes	Yes	Yes
F&G Reg 12	Did the local government comply with Functions and General Reg 12 when deciding to enter into multiple contracts rather than a single contract?	Yes	Yes	Yes
F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?			
F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with Functions and General Regs 14, 15 & 16?			
F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	Yes	Yes	Yes
F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Functions and General Regs 15 and 16?	Yes	Yes	Yes
F&G Regs 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of Functions and General Reg 16?			

TENDERS FOR PROVIDING GOODS AND SERVICES				
Reference	Question	2024	2023	2022
F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of Functions and General Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	Yes	Yes	Yes
	Did the information recorded in the local government's tender register comply with the requirements of Functions and General Reg 17 and did the CEO make the tenders register available for public inspection?			
F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.	Yes
F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	Yes	Yes	Yes
F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	Yes	Yes	Yes
F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of Functions and General Regs 21 and 22?	Yes	Yes	Yes
F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.	N/A The Tenderlink electronic submission system automatically declines any attempts to submit expressions of interest after the cut-off time specified in the tender.	N/A
F&G Reg 23(3) & (4)	Were all expressions of interest that were not rejected under Functions and General Reg 23(1) & (2) assessed by the local government? Did the CEO list each person as an acceptable tenderer?	Yes	Yes	Yes
F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?			
F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with Functions and General Reg 24?	Yes	Yes	Yes

TENDERS FOR PROVIDING GOODS AND SERVICES				
Reference	Question	2024	2023	2022
F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?			
F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with Functions and General Reg 24AD(4) and 24AE?	Yes	Yes	Yes
F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	Yes	Yes	Yes
F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of Functions and General Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	Yes	Yes	Yes
F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of Functions and General Reg 24AG?	Yes	Yes	Yes
F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A The Tenderlink electronic submission system automatically declines any attempts to submit tenders after the cut-off time specified in the tender.	N/A The Tenderlink electronic submission system automatically declines any attempts to submit applications after the cut-off time specified in the tender.	N/A
F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	Yes	Yes	Yes
F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	Yes	Yes	Yes
F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of Functions and General Regs 24E and 24F?	N/A	N/A	N/A



Public Sector
Commission

Integrity Education

An integrity thematic
review

December 2024



From the Public Sector Commissioner

When we know better, we do better. Integrity education helps us do better by creating an understanding of the behaviours expected of us as public officers so we can hold ourselves and each other to account in our work.

Integrity education is an important part of how public authorities promote integrity and prevent misconduct. It builds the integrity knowledge and skills of public officers, shaping their daily attitudes to and behaviours around integrity.

This review considers the approach to integrity education from a cross section of Western Australian government authorities including departments, public sector agencies, local governments, government trading enterprises and public universities. The information gathered from these authorities highlights what is being done well in integrity education and where improvement opportunities lie.

I expect each authority leader to consider this report and use it to inform actions required to strengthen their approach to integrity education.

This is my third thematic review looking at integrity policies, procedures and practices in the government sector. Together, the reviews provide a wealth of information and guidance for the entire sector beyond participating authorities.

I thank the authorities that participated in this review. Their officers generously gave time to share information about the policies, frameworks and practices that make up the review report.

This report contributes to our collective efforts for a trusted government sector.



Sharyn O'Neill PSM
Public Sector Commissioner

December 2024

Integrity education

Public officers are trusted to act with integrity in the delivery of services to the communities they serve. When officers breach this trust it erodes confidence in the public authority they work for and the broader government sector.

To maintain this trust, authority leaders must ensure their officers are aware of their obligation to always act with integrity. This cannot be assumed.

A fundamental way to do this is by educating officers about expectations and requirements that relate to them. Equipped with this knowledge, officers are better able to recognise integrity issues and respond appropriately. They are also better able to assist their authority in detecting breaches of expected standards of behaviour including those involving misconduct.

For their part, officers must inform themselves by attending training, familiarising themselves with policies and guidance provided by their authority, and seeking advice when unsure.

'Integrity education' includes all activities and resources to improve integrity knowledge, awareness and understanding such as training, campaigns, messaging, publications and events.

'Integrity training' is a subset of integrity education and includes formal and planned training – such as training on codes of conduct – which may be delivered face to face, online or through other modes.

How the review was undertaken

The Commission invited a small number of public authorities to be part of the review so good practices and opportunities for improvement can be shared across the government sector.

The review was conducted using the Public Sector Commissioner's prevention and education function under s.45 A of the *Corruption, Crime and Misconduct Act 2003*. It focused on 4 areas:

- Frameworks that govern integrity education
- Approaches used to educate officers
- Reinforcement of integrity education
- Evaluation and improvement of integrity education

The 12 authorities that participated were 3 local governments, 3 departments, 3 public sector agencies, one government trading enterprise and 2 public universities. Full time equivalent employee numbers in each of these authorities ranged from 259 to 8,544.

The review included consultation with authority representatives and examined documents including frameworks, policies and procedures related to integrity education. It also looked at training being provided to officers, with a particular focus on how authorities educate officers about their codes of conduct. It did not cover integrity education provided to those appointed to boards and committees or to elected members of local and state governments.

The report does not provide an account of each authority but rather an overview of the approaches to integrity education undertaken in all 12 authorities. It does not make comparisons between reviewed authorities as approaches to integrity education vary based on authority size, operating context and integrity risk profile.

Opportunities for improvement summary

The review observed that authorities are using resources developed by the Commission to support their integrity education efforts.

As part of the new [Integrity Strategy for WA Public Authorities 2024-28](#), the Commission intends to continue developing and providing awareness raising resources for authorities.

The review identified an opportunity for the Commission to supplement the current [integrity education resources](#) with sample evaluation forms for authorities to use; and update the integrity framework guide to include additional good and better practice initiatives in the Learn and Develop section.

Authorities should consider the opportunities for improvement, summarised below, in conjunction with the good practice observations in this report.

Focus area	Improvement
Frameworks that govern integrity education	Authorities document all integrity education being delivered and by whom in an integrity framework, policy or plan.
	Authorities formalise meetings between functional areas with roles and responsibilities for delivering integrity education to identify opportunities for collaboration and confirm whether any content needs to change, such as in response to emerging integrity issues.
	Authorities record attendance at internal non-mandatory sessions to gather a more complete picture of the integrity knowledge of officers and identify areas to further target.
	Authorities formalise in policy the sharing of integrity learnings from external integrity events; and, where attendance approval is required, supporting forms have officers describe how they intend to share learnings with relevant colleagues.
Approaches to educate officers	Authorities give prominence to code of conduct training rather than include it as part of broader inductions where key messages may be lost.
	Authorities provide specific integrity training and resources to managers to build their knowledge about promoting integrity and helping to prevent misconduct.
	Authorities include in integrity training for managers what misconduct is, red flags that may indicate misconduct, the importance of dealing with issues early and how to respond appropriately to reports of misconduct. Including these aspects recognises that most managers have responsibility for supervising officers and leading the daily delivery of services. Managers are most often the first people that officers seek advice from or raise concerns with. Without their support, the leadership team may find it difficult to maintain integrity.

Focus area	Improvement
<p>Reinforcement of integrity education</p>	<p>Authorities develop a specific communications plan for integrity or incorporate it in an existing plan. This should schedule integrity messaging including campaigns that support training being delivered.</p>
	<p>Authorities monitor internet views of integrity policies and procedures as well as readership of emailed integrity messages to inform communications planning. Monitoring helps authorities gauge interest, understand the effectiveness of different messages and channels, and identify areas for further targeting.</p>
<p>Evaluation and improvement of integrity education</p>	<p>Authorities collect, combine and analyse information from a range of sources to help measure the effectiveness of training, validate learning approaches and inform improvements to integrity education.</p>
	<p>Authorities periodically collect post training feedback on how officers intend to use their learning and, at a later stage, follow up with them about whether they have applied their learning. Feedback can be used to inform whether training requires improvements to help embed learnings in workplaces.</p>

Frameworks that govern integrity education

A documented approach governs the delivery, management and monitoring of integrity education in authorities.

Good governance of integrity education starts with well documented policies, procedures, plans and schedules. These guide the authority's overall approach to integrity education by ensuring accountability for and consistency in how and when it is delivered, who it is delivered to and who it is delivered by.

To support governance, a system or process for monitoring integrity education delivery and completion needs to be in place. At a minimum a system or process tracks completion rates for mandatory training so follow up can occur, assurance can be provided to the authority's leadership team and any reporting requirements can be met.

Documentation governing integrity education should form part of an authority's [integrity framework](#). This recognises the importance of integrity education in contributing to an authority's integrity promotion and misconduct prevention efforts.

The [Integrity Framework Maturity Self Assessment Tool](#) helps an authority assess the maturity of its approaches to integrity including how it educates its officers.

Key observations

- All reviewed authorities had some documentation such as policies, frameworks and training plans to govern integrity education. The comprehensiveness of these documents varied.
- Ten authorities had integrity frameworks.
- In most authorities the delivery of integrity education sat in more than one functional area.
- Not all integrity frameworks identified or documented education being delivered across the authority outside designated integrity and conduct areas, for example training being undertaken in or by procurement.
- Not all activities to raise awareness about integrity were documented in integrity frameworks, such as messaging being delivered about integrity.
- Over half of the authorities reported using the Commission's Integrity Framework Maturity Self Assessment Tool to check the maturity level of their approach to integrity education.
- All authorities reported they had mandated training on their codes of conduct or similar.
- Most authorities provided training on other integrity topics for their officers or those undertaking higher risk activities and functions such as procurement. Not all training was mandated.
- All authorities had systems or processes to track and record mandatory training and follow up on completion. Approaches varied from collecting attendance sheets and manual entering of data through to automated online systems.

Good practices observed

- Coordination of learning management and professional development systems – provides mandatory training to be followed up and any learning gaps to be discussed by managers with their direct reports such as during performance conversations.
- Mandated refresher training on codes of conduct at intervals between 2 and 3 years – reminds officers of expectations and keeps them up to date with any changes to codes of conduct and related policies.
- Reports and dashboards showing attendance rates for mandatory sessions provided to the leadership team – assures compliance obligations are being met.

Case study: Taking a risk based approach

A risk based approach identifies risks associated with the work of the authority and uses this to inform the type of training required, whether it should be mandatory, who it should be delivered to, when it should be delivered and by whom. Risks can be considered at whole of authority, functional or positional levels.

One authority mandated bi-annual training for all its officers on confidential information based on their risk profile.

Another authority assessed risks for all its positions and linked training to be automatically allocated based on the assigned level of risk. This also applied when officers changed roles.

Opportunities for improvement

- Document all integrity education being delivered and by whom in an integrity framework, policy or plan to support accountability and coordination.
- Formalise meetings between functional areas with roles and responsibilities for delivering education to identify opportunities for collaboration and confirm whether any content needs to change such as in response to emerging integrity issues. Document this approach in the authority's integrity framework or policy.
- Record attendance at internal non-mandatory integrity education sessions to gain a more complete picture of the integrity knowledge of officers and help identify areas to further target.
- Formalise the sharing of integrity learnings from external integrity events in policy to maximise the benefits of external learning beyond participants. Where attendance approval is required, supporting forms have officers describe how they intend sharing learnings with relevant colleagues.

Approaches to educate officers

The approach to integrity education design and delivery accounts for authorities' expectations, operating contexts and integrity risk profiles.

Effective integrity education should be:

- informed by the authority's risks including those presented by stakeholders and groups associated with the authority's work
- reflect an authority's expectations and requirements such as code of conduct, values and legislation
- created by individuals with a good understanding of the subject matter
- delivered in a timely manner
- presented in an appropriate format whether that be face to face or online.

Key observations

- All authorities provided code of conduct training as part of their integrity education. The provision of other education activities varied by type and quantity.
- Most training on codes of conduct covered topics that would be expected in this type of training such as conflicts of interest, use of public resources, record keeping, use of information and reporting breaches of the code.
- Other training delivered by authorities included procurement, fraud and corruption control, and appropriate use of ICT.
- Code of conduct training was incorporated in induction or delivered as standalone sessions. Usual practice was to have new officers complete training as soon as possible after starting employment.
- Online was the most common form of training delivery, with mandatory code of conduct training primarily delivered this way.
- Several authorities with regional presences delivered face to face training on integrity topics across their sites. This approach was seen to be beneficial in fostering relationships between participants and areas responsible for delivering education and supporting misconduct prevention.
- Most authorities delivering regional training reported that, following visits, they noticed an increase in participants seeking advice.
- Authorities reported drawing on internal and external subject matter experts to assist in delivering integrity education on occasions including representatives from integrity agencies.
- Several authorities included information about governance and integrity in existing senior leadership and management programs.
- Most authorities did not provide specific integrity training for contractors or suppliers. Rather, information about their commitment to integrity and expectations were included in a statement of business ethics or engagement arrangements.
- One authority had code of conduct training for volunteers.

Good practices observed

- Leadership endorsement of code of conduct or similar training – helps set the tone from the top and provides leaders with oversight of the information being provided to officers.
- Use of internal and external information to develop and update content, identify where to target training and develop de-identified case studies and scenarios to facilitate learning – helps make training relatable by reflecting risks that officers are likely to encounter. Providing examples related to the authority also helps officers identify behaviour not in keeping with expectations.

Examples of internal information

- Risk registers
- Audit recommendations
- Code of conduct issues
- Matters reported
- Conflicts of interest declarations
- Gift registers
- Employee perception surveys
- Post session feedback

Examples of external information

- Interagency working groups
- Integrity agency reports
- Integrity agency resources
- Media articles
- Inclusion of information about misconduct in mandatory code of conduct training covering how to report it internally and externally to the Public Sector Commission and Corruption and Crime Commission – equips officers with knowledge to identify potential misconduct and ensures they know about pathways to report it.
- Provision of specific integrity training to contractors based on the level of risk they present such as those with system access - can reduce integrity risks where those undertaking functions for an authority have the same level of access to information and resources as those employed by it.
- Regular lunch and learn sessions for managers - provides information on contemporary integrity topics and facilitates discussion with subject matter experts.

Opportunities for improvement

- Give code of conduct training sufficient prominence to avoid key messages being lost. Codes of conduct set the standards of behaviour essential to embedding integrity into daily activities. When code of conduct training is part of broader corporate induction sessions, key messages may be lost. Induction can be used to introduce the code ahead of more fulsome training.
- Provide specific integrity training and resources to managers to build their knowledge about promoting integrity and helping to prevent misconduct.
- Include in integrity training for managers what misconduct is, red flags that may indicate misconduct, the importance of dealing with issues early and how to respond appropriately to reports of misconduct. Including these aspects recognises that most managers have responsibility for supervising officers and leading the daily delivery of services. Managers are most often the first people who officers seek advice from or raise concerns with. Without their support, the leadership team may find it difficult to maintain integrity.

Reinforcement of integrity education

A comprehensive approach is taken to raising awareness about integrity and reinforcing authorities' expectations to support formal and planned training.

To help educate officers and embed integrity, the authority should combine awareness raising activities with formal and planned training. These should start from the moment positions are created and continue until officers leave the authority.

Key observations

- Most authorities incorporated integrity messaging in position descriptions.
- Most authorities required new officers to read and sign their code of conduct to acknowledge they would meet its standards.
- Over half of authorities indicated that codes of conduct and values formed part of their performance discussions. Several authorities also had officers reflect on how their behaviours aligned with the code and values, and recorded this.
- Most authorities had conducted campaigns to raise awareness of integrity risks.
- Several authorities reported using the Commission's resources to educate officers and stakeholders such as ['It's all in a day's work'](#), ['Anything to declare'](#) and ['Check 1,2'](#).
- Other methods authorities reported using to raise awareness included:
 - newsletters
 - emails
 - screens in lifts and common areas
 - social media
 - intranet.

Good practices observed

- Dashboard shared with leaders includes information on conflicts of interest; gifts, benefits and hospitality; secondary employment; and mandatory education completion rates – informs leaders of potential areas of focus.
- Development of an integrity health check – provides leaders with a snapshot of integrity matters in their areas such as the number of conflict of interest declarations, breaches of the code, completion of training and results of perception surveys. It also asks leaders what they are doing to support integrity and recommends ways they can do this such as discussing the code of conduct in team meetings. This approach reinforces training messages about the role of managers to monitor, oversee and maintain integrity.
- Emails or system generated annual reminders about declaring conflicts of interest and secondary employment, and linking these with performance discussions – helps reinforce training messages about declarations and management.
- Videos where authority leaders describe what integrity means to them – reinforces the tone from the top.
- Network of integrity champions responsible for sharing and reinforcing centrally developed messaging with officers in their functional areas and who play an active role in promoting integrity including hosting campaign events – helps create shared responsibility for integrity.
- Recognition for officers who demonstrated authority values at regular whole of authority meetings – acknowledges role models and celebrates positive behaviours while raising awareness about authority values.
- Dedicated integrity sections on intranets – makes it easy for officers to locate relevant frameworks, policies and procedures. Where officers did not have regular computer access other approaches were used such as toolbox meetings.

Case study: Using technology to talk about integrity

Combining communication methods can help reach a broader audience.

One authority made use of technology to complement existing approaches to integrity education. With a geographically spread workforce, it developed podcasts about integrity where subject matter experts discussed topics such as confidentiality, conflicts of interest and gifts. They also talked about their roles in helping to prevent misconduct and conducting investigations, and debunked myths about what they do.

Opportunities for improvement

- Develop a specific communications plan for integrity or incorporate integrity into an existing plan to ensure consistent delivery of integrity messaging throughout the year. Include in the plan a schedule of integrity messaging and campaigns that support training being delivered. The communications plan should form part of authorities' integrity frameworks.
- Monitor internet views of integrity policies and procedures and readership of emailed integrity messages to inform communications planning. Monitoring helps authorities gauge interest, understand the effectiveness of different messaging and channels, and identify areas for further targeting.

Evaluation and improvement of integrity education

Evaluating integrity education and measuring its effectiveness assist authorities to improve their overall education approach.

Evaluating integrity education and measuring the impact of it helps an authority identify gaps in officers' knowledge, know where to target education and inform improvements to its approach.

Key observations

- Authorities were not consistently collecting feedback about mandatory code of conduct or similar training. Some feedback collections were limited to session improvements and did not measure the objectives of the training or ask how participants would apply learnings.
- Authorities did not consistently follow up with officers at a later stage to explore how they were applying their learnings.
- Feedback was not generally sought about non-mandatory training.
- Some authorities reported using a range of methods to measure the effectiveness of integrity education, however most were not fully using all available information to do this.

Good practice observed

- Learnings from attendance at external events and reports of integrity agencies to review training – helps ensure training remains contemporary.
- Monitoring conflicts of interest trends and evaluating the quality of completed declaration forms – helps evaluate the effectiveness of training on conflicts of interest which includes instruction on how forms should be completed.

Opportunities for improvement

- Collect, combine and analyse information from a range of sources to help measure the effectiveness of training, validate learning approaches and inform improvement to integrity education. Some caution should be taken in how information is considered, an example being using low misconduct reporting as assurance that integrity is understood. A small number of reports may indicate little misconduct is occurring or it may indicate an unwillingness to report.
- Use a range of information sources to measure effectiveness including:
 - conflicts of interest and gift registers
 - quality of completed declarations
 - secondary employment applications
 - audit recommendations
 - training session feedback
 - results from training session questions
 - surveys to test officers' knowledge
 - matters reported
 - completed disciplinary matters
 - exit interviews.
- Collect periodic post training session feedback on how officers intend to use their learning, and at a later stage follow up with them about whether they have applied their learning, to inform whether training requires improvements to help embed learnings in the workplace.



Integrity Education Thematic Review

City of Joondalup Report

This report has key observations and improvement opportunities in 4 focus areas to help inform your authority's ongoing efforts to assess and improve its approach to integrity education.

Focus area	Key observations	Improvement opportunities
1. Frameworks that govern integrity education	<p>A Strategic Plan, Fraud, Corruption and Misconduct Control Framework and Integrity Framework Action Plan documents the City of Joondalup's approach to integrity education. These form part of the City's integrity framework. These frameworks are published on the City's intranet.</p> <p>The role of the Manager of Governance to deliver ethical training and awareness is set out in the integrity framework. This approach helps to support accountability and continuity.</p> <p>A continuous improvement approach to integrity education and the City has used the Public Sector Commission's Integrity Framework Maturity Self Assessment Tool to assess and improve its approach.</p> <p>It is mandatory for employees to complete a corporate induction which includes integrity training implemented in the last 12 months. The City is intending to introduce refresher training. This along with other integrity training will form part of an employee's annual Individual Development and Performance Plan.</p> <p>A Learning Management System (LMS) maintained by Audit, Risk and Executive Services (ARES), delivers mandatory integrity training. The LMS automatically notifies employees to complete training and can produce reports to monitor completion rates. The CEO receives reports on completion rates from ARES.</p> <p>There is a formal process in place for employees to request approval for attendance at external events with associated costs. There is an expectation learnings will be shared with others. Managers determine the suitability of these requests based on an individual's role and value of attendance to the City.</p>	<p>In recognition that procurement is vulnerable to misconduct, include responsibility for delivering this training in the integrity framework. Also include roles and responsibilities of all functional areas that deliver integrity education and help prevent misconduct.</p> <p>Document the City's approach to integrity communications in a specific or existing communications plan to ensure integrity messaging occurs throughout the year. This plan would form part of the City's integrity framework.</p> <p>Formalise the sharing of learnings from external events in existing procedures and link them to the integrity framework. Include in procedures, ways to track and record this has occurred so the City maximises the benefits of employees attending these events.</p>
2. Approaches to educate employees	<p>The City identified the need to establish an Integrity Officer role within ARES. Part of the role's responsibilities, as communicated in a business case, included the development and delivery of integrity education.</p> <p>The City's integrity and conduct training comprises of 3 modules, the code of conduct, values and behaviours, and use of the City's resources. Topics drawn from the code include conflicts of interest, misuse of information, and personal behaviours. Training also expands on information in the City's integrity, and fraud, corruption and misconduct control frameworks to emphasise the unique role of public officers.</p> <p>Training incorporates resources developed by integrity agencies including the Public Sector Commission and the Corruption and Crime Commission. Additional training is provided by organisations such as the WA Local Government Association and covers topics like procurement.</p> <p>For City employees who work outside and can't access the LMS, face to face training can be delivered on request.</p>	<p>It is understood the City provides additional training to those working in procurement and this is provided externally. For completeness reference this and any other integrity related training being delivered in the City's integrity framework, or in any policy or plan linked to it.</p> <p>Formalised meetings between those responsible for delivering and supporting education to identify ways to improve the City's approach to integrity education and confirm whether any messaging needs to change. For example, in response to any emerging integrity issues. Document this approach in the City's integrity framework or policy linked to it.</p>

Focus area	Key observations	Improvement opportunities
	<p>A post session survey tests employee knowledge. This focuses on familiarity with session content and what was found to be of value.</p>	
<p>3. Reinforcement of integrity education</p>	<p>The City undertakes a number of activities to reinforce and support training. Positions of trust include standards of conduct in job descriptions. The City also requires employees to read and sign the code of conduct. Clear messaging about integrity education and its purpose is set out in the City's integrity framework.</p> <p>Messaging about integrity topics and discussions is periodically included in the communication team's weekly postings. Integrity themed campaigns are used. For example, reminding employees about the code of conduct and gifts policy. The City also displays promotional materials such as posters and videos. This helps to keep integrity front of mind.</p> <p>The CEO sets the tone from the top with a message on the City's intranet supporting the code of conduct, on which education is based. It was reported managers have informal discussions with their teams about integrity. Annual Individual Development and Performance Plans also provide opportunities for managers to discuss the City's values and the code of conduct with employees.</p>	<p>The interactive fraud, corruption and misconduct control framework contains links to key integrity documents and processes. For completeness add information about the City's education modules to this.</p> <p>To support existing discussions as part of the Annual Individual Development and Performance Plans, have employees reflect on codes of conduct and values and record how they demonstrate these into daily behaviours.</p> <p>Monitor intranet views of integrity policies, procedures and email communications to inform communications planning. Monitoring helps gauge interest, understand the effectiveness of different messaging and channels and identify areas for further targeting.</p>
<p>4. Evaluation and improvement of integrity education</p>	<p>The City uses a perception survey after training for all staff. The survey is delivered by Strategic Organisational Development and reviewed by the ARES team. It has been designed to identify required changes to training content recently introduced.</p>	<p>Periodically ask employees how they intend to use their learnings in the workplace. Then at a later point follow up whether they have applied their learnings or if not, why not. This will help inform whether the training requires improvements to help embed learnings.</p> <p>Collect, combine and analyse information from a range of sources to get insights into the effectiveness of integrity education, delivery methods and identify gaps in learning. Sources could include employee surveys testing knowledge, conflict of interest and gift registers, audit recommendations, exit interviews, secondary employment applications, and training feedback. Use the insights to improve training and communications.</p>