



Annual Plan 2006/2007 Progress Report

April to June 2007

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INTRODUCTION

The City of Joondalup's Integrated Planning Framework starts with a vision for the City as outlined in the Strategic Plan 2003 – 2008, and includes a series of plans and reporting mechanisms to implement the vision.

The Framework includes the:

- Strategic Plan - which provides broad future strategic directions for the City. It is Council's most important strategic document and contains strategic directions and objectives for the City as a whole;
- 20-Year Financial Plan - which provides a broad overview of the major projects, programs and resource requirements over the next 4 years and includes 20-year financial projections;
- Annual Plan – which contains annual actions to achieve the vision of the Strategic Plan 2003 – 2008;
- Business Unit Plans – which contain details of the annual programs, services and activities for each Business Unit, and
- Annual Budget.

The Strategic Plan provides broad future strategic directions for the City and directly informs the Annual Plan and, consequently, all Council operations and activities.

The Strategic Plan is developed around four key focus areas within which strategic directions and objectives for the City are articulated. The four key focus areas are:

- Community Wellbeing;
- Caring for the Environment;
- City Development; and
- Organisational Development.

The Annual Plan contains annual actions to achieve the vision of the Strategic Plan 2003 – 2008. The Annual Plan actions are derived from the Strategic Plan, and address Council priorities.

The Quarterly Progress Reports against the Annual Plan provide the Council with information on progress against the pre-determined milestones for major projects and programs, and highlight the City's commitment to monitoring and reporting progress against objectives.

Garry Hunt
CEO

HIGHLIGHTS – APRIL TO JUNE 2007 QUARTER

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

Joondalup Festival

The Central Business District came to life with the Joondalup Festival held in April 2007. The Festival is the finale of the City's *Summer in the City* program of cultural events. The Festival included performances and activities for children, families and young people and it was, according to survey results, a great success. Eighty-five percent of respondents to a survey indicated that the Festival helps to build a sense of community, brings people to the area, and promotes Joondalup as a great place to live and visit.

Community Funding Program

The City received 16 applications in this year's funding round and grants totalling \$44,840 were awarded to 12 organisations. 2006/2007 is the eighth consecutive financial year in which the Community Funding Program has been administered. The City has provided 314 grants to organisations and community groups totalling \$655,184 over this period.

KEY FOCUS AREA 2 - CARING FOR THE ENVIRONMENT

Waste Management Strategy

The rollout of recycling bins has proven successful in encouraging many more households to recycle. 47,500 recycling bins were delivered to City households and more than 80% of these bins are now being put out for fortnightly collection. Previously, only 25% of households participated in the City's recycling program.

The upgrade of the Materials Recovery Facility (recycling sorting plant) is currently taking place. This includes the installation of new machinery and equipment to process the additional tonnages of material collected.

KEY FOCUS AREA 3 - CITY DEVELOPMENT

Lawley Court Car Park, Joondalup

Construction of the Lawley Court Car Park on the north side of Lakeside Joondalup Shopping City is now complete. The 245 bays provide valuable parking for people, working, visiting and shopping in the CBD.

Travelsmart

The Green Transport Plan encourages City staff to reduce the number of journeys to work by car, and to consider public transport, cycling, walking or carpooling. This is a joint initiative between the City and the Department of Planning and Infrastructure, and aims to improve the environment, economy, traffic congestion and demand for parking in the city centre, as well as encouraging a healthier workforce.

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME - THE CITY OF JOONDALUP IS RECOGNISED GLOBALLY AS A COMMUNITY THAT VALUES AND FACILITATES LIFELONG LEARNING

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>IMPLEMENT LIBRARY DEVELOPMENT PLAN</p> <ul style="list-style-type: none"> Commence review of Library software management system. 	<p>July – Sept 2006 quarter</p>	<p>An internal review team has been formed. A consultancy brief has been developed and a consultant will be appointed to review the Library Software Management System in the Oct-Dec quarter.</p>
<ul style="list-style-type: none"> Establish funding estimates to upgrade Library software management system. Implement communication plan and finalise service level agreement with City of Wanneroo. Complete lighting and air conditioning upgrade project at Woodvale Library. 	<p>Oct – Dec 2006 quarter</p>	<p>A draft Business Case Report has been written detailing the need for a replacement system. The final report will be presented for consideration as part of the annual budget process.</p> <p>The Cities of Joondalup and Wanneroo were operating on a shared Library Management System. This arrangement was dissolved in December, and both Councils now operate separate Library Management Systems.</p> <p>Members of the public were advised of the new arrangements for the Library Management System through advertising and notices on the web site, in line with the Communication Plan.</p> <p>Woodvale Library was closed from 18 September to 16 October 2006 for the installation of a new air-conditioning system and improved lighting. A free shuttle bus service operated for Library members between Woodvale and Joondalup Libraries during the closure.</p>
<ul style="list-style-type: none"> Develop project proposal for Library software management system for 2007/08 budget. 	<p>Jan – Mar 2007 quarter</p>	<p>The Business Case for the replacement of the library system has been completed for consideration in the 2007/2008 budget process.</p>
<ul style="list-style-type: none"> Complete air-conditioning installation at Duncraig Library. 	<p>Apr – June 2007 quarter</p>	<p>This project will occur in 2007/2008.</p>

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME - THE CITY OF JOONDALUP IS RECOGNISED GLOBALLY AS A COMMUNITY THAT VALUES AND FACILITATES LIFELONG LEARNING

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>LIFE LONG LEARNING PROGRAM</p> <ul style="list-style-type: none"> Commence development of Community Education Strategy. Host National Children’s Book Week Program. 	<p>July-Sept 2006 quarter</p>	<p>Research is being undertaken with other organisations to inform the development of the Community Education Strategy. The project is on schedule and stakeholder consultation is planned for the next quarter.</p> <p>Children’s Book Week was conducted from 14 to 25 August and 2216 Primary School students attended the events conducted during the week.</p>
<ul style="list-style-type: none"> Stakeholder consultation for Community Education Strategy. 	<p>Oct – Dec 2006 quarter</p>	<p>Stakeholder consultation undertaken during the quarter and draft Strategy prepared.</p>
<ul style="list-style-type: none"> Community Education Strategy completed. 	<p>Jan – Mar 2007 quarter</p>	<p>The draft Strategy has been completed.</p>
<ul style="list-style-type: none"> Implement Community Education Strategy. 	<p>Apr – June 2007 quarter</p>	<p>The draft Strategy is currently being finalised and will be completed in the first quarter of 2007/2008.</p>
<p>JINAN SISTER CITY RELATIONSHIP</p> <ul style="list-style-type: none"> Sister City Relationship Plan adopted. 	<p>July – Sept 2006 quarter</p>	<p>Council adopted the Joondalup–Jinan Relationship Plan in August 2006. The Relationship Plan provides a solid framework and direction for the consolidation and development of the Joondalup–Jinan Sister City relationship.</p>
<ul style="list-style-type: none"> Annual progress against Sister City Relationship Plan reported to Council. 	<p>Apr – June 2007 quarter</p>	<p>A progress report was provided to Elected Members on 17 July 2007.</p>

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME - THE CITY OF JOONDALUP IS A CULTURAL CENTRE.

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>CULTURAL PROGRAM</p> <ul style="list-style-type: none"> • NAIDOC Week Celebrations. • Joondalup Eisteddfod. • Invitation Art Award. • Sunday Serenades. 	<p>July – Sept 2006 quarter</p>	<ul style="list-style-type: none"> • NAIDOC WEEK celebrations were held from 2-9 July 2006. • The Joondalup Eisteddfod was held from 31 August - 24 September featuring 2,000 competitors. A selection of trophy winners performed on 8 October 2006 at the Sunday Serenades concert. • The Invitation Art Award was held from 6-20 September at the Lakeside Shopping Centre including works by 36 Western Australian artists. The Award Exhibition attracted over 4,800 visitors. • Sunday Serenades were conducted on a monthly basis and attracted approximately 100 people per performance.
<ul style="list-style-type: none"> • Joondalup Sunset Markets (Formerly Night Markets). • Joondalup Festival Workshops commenced. • Summer Concert Series Program published and distributed. 	<p>Oct – Dec 2006 quarter</p>	<ul style="list-style-type: none"> • The Sunset Markets commenced in December 2006 and will continue each Friday evening in the CBD until 23 March 2007. • Workshops have been planned and will commence in February to assist schools in the construction of festival floats for the 2007 Community Street Parade. • The Summer Concert Series Program was distributed to households within the City in December and advertised extensively on the City's web site, the Community Newspaper, 'Joondalup What's On' and 'Your Guide to Perth and Fremantle'.
<ul style="list-style-type: none"> • Summer Concert Series. • Little Feet Festival. • Valentine's Day Concert. • Joondalup Festival. • Joondalup Sunset Markets (Formerly Night Markets). 	<p>Jan – Mar 2007 quarter</p>	<ul style="list-style-type: none"> • Summer Concert Series included the following: <ul style="list-style-type: none"> - Songs From The Mountain held on 19 January 2007 - World Music in the Park held on 17 February 2007, and - Jazz in the City held on 2 March 2007; • Little Feet Festival was held on 28 January 2007; • Sunset Valentine Concert was held on 14 February 2007; • Joondalup Festival was conducted on 31 March and 1 April 2007; and • Sunset Markets were held from 12 January to 23 March.

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME - THE CITY OF JOONDALUP IS A CULTURAL CENTRE.

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Joondalup Community Art Exhibition. Sunday Serenades. 	<p>Apr – June 2007 quarter</p>	<ul style="list-style-type: none"> The Joondalup Community Art Exhibition has been rescheduled to take place in the first quarter of 2007/2008. Sunday Serenades Concerts were conducted on a monthly basis and attracted approximately 100 people per performance.
<p>CULTURAL FACILITY</p> <ul style="list-style-type: none"> Report to be presented to Council on proposed next stages of the Project. Transfer of land process to be finalised. 	<p>July – Sept 2006 quarter</p>	<p>The Council considered a landscaping proposal for the Cultural Facility as part of the 2006/07 Budget deliberations. It was determined that the landscaping works would not proceed at this stage.</p> <p>The transfer of land was not completed. Settlement is now planned for 18 October 2006.</p>
<ul style="list-style-type: none"> Draft Consultant Brief for Feasibility Study. 	<p>Oct-Dec 2006 quarter</p>	<p>Settlement of the land was completed on 18 October 2006. The Brief for consultants to conduct a Feasibility Study has not commenced. The schedule for this is under review.</p>
<ul style="list-style-type: none"> Appoint Consultants and commence Feasibility Study. 	<p>Jan – Mar 2007 quarter</p>	<p>Following the review of the project schedule, no works were undertaken during the quarter. The Brief for the Feasibility Study and the appointment of consultants will be considered in the next quarter.</p>
<ul style="list-style-type: none"> Draft Feasibility Study outcomes submitted to the Council. 	<p>Apr – June 2007 quarter</p>	<p>The Feasibility Study has been scheduled for 2007/2008.</p>

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME – THE CITY OF JOONDALUP PROVIDES SOCIAL OPPORTUNITIES THAT MEET COMMUNITY NEEDS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>CRAIGIE LEISURE CENTRE</p> <ul style="list-style-type: none"> Project brief developed. 	<p>July – Sept 2006 quarter</p>	<p>A Consultants' Brief was developed to undertake an assessment of the aquatic facilities at Craigie Leisure Centre. The Brief was distributed to selected, suitably qualified consultants during September.</p>
<ul style="list-style-type: none"> Consultant appointed. 	<p>Oct – Dec 2006 quarter</p>	<p>The City received submissions to undertake the assessment of the aquatic facilities at Craigie Leisure Centre. A consultant was appointed in October 2006.</p>
<ul style="list-style-type: none"> Review completed. 	<p>Jan – Mar 2007 quarter</p>	<p>The draft Review has been completed and recommendations on the feasibility study will be submitted to Council in April 2007.</p>
	<p>Apr – Jun 2007 quarter</p>	<ul style="list-style-type: none"> A report was submitted to Council on 24 April 2007. Council endorsed the development of conceptual drawings and the need for a feasibility study to determine the capital and operating costs of a 50-metre pool and other facilities; Council approved the listing of \$3 million in the 2007/2008 Budget for a 50-metre pool and other facilities; Council approved the preparation of grant applications to the Department of Sport and Recreation and Federal Government, and agreed to call on the support of local Federal and State parliamentarians in relation to the submissions.

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME – THE CITY OF JOONDALUP PROVIDES SOCIAL OPPORTUNITIES THAT MEET COMMUNITY NEEDS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>COMMUNITY FUNDING PROGRAM</p> <ul style="list-style-type: none"> Report on review of Community Funding Program completed. 	<p>July – Sept 2006 quarter</p>	<p>The review of the Community Funding Program has been completed and a report will be provided to Council in the next quarter.</p>
<ul style="list-style-type: none"> Council establishes priorities for Community Funding Program. Round 1 of Funding Program conducted. 	<p>Oct – Dec 2006 quarter</p>	<p>In order to streamline the approval process for applicants to the Community Funding Program a new process has been put in place.</p> <p>Round 1 of the Program will be advertised shortly to enable grant monies to be distributed this financial year.</p>
	<p>Jan – Mar 2007 quarter</p>	<p>The Program was advertised on 1 and 8 March 2007 with a closing date of 29 March 2007. Due to the program being reviewed in the first half of the year there will only be one funding round and it is anticipated that all grant funds will be distributed in this round.</p>
<ul style="list-style-type: none"> Round 2 of the Community Funding Program conducted. 	<p>Apr – June 2007 quarter</p>	<p>The Program attracted 16 applications in the funding round conducted in 2006/07. Grants totalling \$44,840 were awarded to 12 organisations.</p>

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME – THE CITY OF JOONDALUP PROVIDES SOCIAL OPPORTUNITIES THAT MEET COMMUNITY NEEDS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>COMMUNITY DEVELOPMENT STRATEGY</p> <ul style="list-style-type: none"> Community comments analysed following public advertising. Report to Council for endorsement of Strategy. 	<p>Jul – Sept 2006 quarter</p>	<p>The Community Development Strategy was advertised for public comment from 13 April to 12 June 2006. A total of 46 comments were received and reported to the Council. The majority of submissions were supportive of the Strategy.</p> <p>Following consideration of the public submissions, the Council adopted the Community Development Strategy in September 2006.</p>
<p>IMPLEMENTATION OF THE SAFER COMMUNITY PROGRAM</p> <ul style="list-style-type: none"> Report to Council on performance of City Watch Service prior to contract extension. 	<p>July – Sept 2006 quarter</p>	<p>Report for the City Watch Community Security Patrol Service Review was presented on schedule to Council in September 2006. Council agreed to extend the contract for the provision of community and security patrols services until 17 December 2007 and to undertake a review of the service, comparing in-house provision with outsourcing the service. The review is to be submitted to Council for consideration prior to the 2007/08 budget decision.</p>
<ul style="list-style-type: none"> Commence Review of City Watch Service. 	<p>Jan – March 2007 quarter</p>	<p>The Review was undertaken. A report and presentation were provided to Elected Members on 13 March 2007, outlining options for the future direction of the City Watch service. The matter will be further considered following feedback from Elected Members on the preferred future service provision.</p>
<ul style="list-style-type: none"> Complete Review of City Watch Service. 	<p>April – June 2007 quarter</p>	<p>A second report has been prepared following feedback from Elected Members.</p> <p>A final decision will be made on the future service provision in the first quarter of 2007/2008.</p>

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

OUTCOME – THE CITY OF JOONDALUP PROVIDES SOCIAL OPPORTUNITIES THAT MEET COMMUNITY NEEDS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>EMERGENCY MANAGEMENT</p> <ul style="list-style-type: none"> Community Emergency Management Arrangements completed and presented to Council for adoption. Community Emergency Management Arrangements document referred to District Emergency Management Group for endorsement. 	<p>July – Sept 2006 quarter</p>	<p>Community Emergency Management arrangements were adopted by Council on 29 August 2006.</p> <p>Community Emergency Management arrangements were tabled at the September meeting of the District Emergency Management Group.</p>
<ul style="list-style-type: none"> Review City's Recovery Plan. 	<p>Jan – Mar 2007 quarter</p>	<p>The Recovery Plan has been reviewed in accordance with Emergency Management guidelines. The next review is due in August 2008.</p>
<ul style="list-style-type: none"> Submit revised Recovery Plan to Local Emergency Management Committee. 	<p>April – June 2007</p>	<p>Revision of the Local Recovery Plan is in Progress and is being undertaken jointly between the City of Joondalup and the City of Wanneroo Local Emergency Management Committee (LEMC). Its finalisation is dependant on the following:</p> <ul style="list-style-type: none"> A review of emergency management roles, functions and structures within the City is currently underway. The Recovery Plan now needs to be updated to reflect any change of roles. The City has recently received the 'Joondalup District Local Welfare Emergency Management Support Plan' from the State Government's Department for Communities (formerly the Department for Community Development). There is a requirement to align the City's Local Recovery Plan with the new Welfare Plan. <p>The Local Recovery Plan will be completed and submitted to the Local Emergency Management Committee in 2007/2008.</p>

KEY FOCUS AREA 2 – CARING FOR THE ENVIRONMENT

OUTCOME – THE CITY OF JOONDALUP IS ENVIRONMENTALLY RESPONSIBLE IN ITS ACTIONS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>MIDGE STRATEGY</p> <ul style="list-style-type: none"> • Midge population monitored. • Appropriate intervention undertaken if necessary. 	<p>Ongoing</p>	<p>Midge sampling has not been possible in Lake Joondalup this quarter due to the low water levels following Summer. Sampling will re-commence at the end of July 2007.</p> <p>Information on the midge population and breeding conditions in Lake Joondalup has been collected and environmental sampling south of Lake Joondalup has been undertaken. This information will inform future work.</p>
<p>CITIES FOR CLIMATE PROTECTION PROGRAM (CCP)</p> <ul style="list-style-type: none"> • Council's endorsement of participation in CCP Plus. 	<p>July – Sept 2006 quarter</p>	<p>Council endorsed the City's participation in the CCP Plus program on 8 August 2006. CCP Plus is the next stage of the CCP Program and will assist the City to achieve a 20% reduction target of greenhouse gas emissions by 2010.</p>
<ul style="list-style-type: none"> • Review Greenhouse Action Plan (GAP). • Council endorsement of revised GAP. 	<p>Oct – Dec 2006 quarter</p>	<p>The Greenhouse Action Plan has been reviewed. Following consideration by the Sustainability Advisory Committee, it will be presented to Council for endorsement.</p>
<ul style="list-style-type: none"> • Commence implementation of GAP. 	<p>Jan – Mar 2007 quarter</p>	<p>A new Greenhouse Action Plan has been drafted. This will be presented to the Sustainability Advisory Committee within the next quarter.</p>
<ul style="list-style-type: none"> • Provide Council with annual progress report on GAP. 	<p>Apr – June 2007 quarter</p>	<p>A progress report was presented to Elected Members in June 2007. The annual process to quantify greenhouse gas abatement is being undertaken from June to August 2007, and the annual National Measures Report will be presented to Council in September 2007.</p>

KEY FOCUS AREA 2 – CARING FOR THE ENVIRONMENT

OUTCOME – THE CITY OF JOONDALUP IS ENVIRONMENTALLY RESPONSIBLE IN ITS ACTIONS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>YELLAGONGA INTEGRATED CATCHMENT MANAGEMENT (YICM) PLAN</p> <ul style="list-style-type: none"> Budget approval granted from Cities of Joondalup, and Wanneroo. 	<p>Jul – Sept 2006 quarter</p>	<p>In August 2006, the Cities of Joondalup and Wanneroo approved the budget to progress the YICM Plan. The YICM Plan will outline strategies for improving and sustaining the health of the Yellagonga Wetlands.</p>
<ul style="list-style-type: none"> Progress reported against Project Plan. 	<p>Apr – June 2007 quarter</p>	<p>A report on progress was presented to Elected Members in June 2007.</p>
<p>YELLAGONGA REGIONAL PARK (YRP) MANAGEMENT PLAN - ENVIRONMENTAL CENTRE FEASIBILITY STUDY</p> <ul style="list-style-type: none"> Field work undertaken and reported. 	<p>July – Sept 2006 quarter</p>	<p>Preliminary findings of the field work undertaken for this study were reported to the Community Reference Group and the Project team comprising representatives from the Cities of Joondalup and Wanneroo in August 2006.</p>
<ul style="list-style-type: none"> Draft Feasibility Study for YRP Environment Centre completed. 	<p>Oct – Dec 2006 quarter</p>	<p>The YRP Draft Feasibility Study was finalised in November and a presentation was made by the Project Consultant at Strategy Session of Council on 7 November 2006.</p> <p>The Final Report was completed in January 2007.</p>
<ul style="list-style-type: none"> Final Feasibility Study presented to Council. 	<p>Jan – Mar 2007 quarter</p>	<p>Council accepted the final Feasibility Study Report on 27 March 2007 and has approved the advertising of the Report for public consultation for a period of six weeks.</p>

KEY FOCUS AREA 2 – CARING FOR THE ENVIRONMENT

OUTCOME – THE CITY OF JOONDALUP IS ENVIRONMENTALLY RESPONSIBLE IN ITS ACTIONS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
	Apr – June 2007 quarter	A report of the results from the public consultation was presented to Council on 19 June 2007. The report was deferred pending feedback from State and Federal Governments on their preferred site location and an indication of funding opportunities.

KEY FOCUS AREA 2 – CARING FOR THE ENVIRONMENT

OUTCOME – THE CITY OF JOONDALUP EFFICIENTLY AND EFFECTIVELY MANAGES WASTE

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>IMPLEMENTATION OF THE WASTE MANAGEMENT STRATEGY</p> <ul style="list-style-type: none"> • Tender advertised for upgrade of Materials Recovery Facility (MRF). • Tenders advertised for recycling bin purchase and bin collection service. 	<p>Oct – Dec 2006 quarter</p>	<p>The tender for upgrading the MRF was advertised on 21 October 2006. The City of Wanneroo accepted the tender from Recycling Design and Technologies on 31 October 2006. The planned upgrade of the facility will take place during April and May 2007.</p> <p>A tender for the purchase and supply of recycling bins was advertised in August 2006, and Council accepted the tender from Clean Sweep on 31 October 2006.</p> <p>The tender for the bin recycling collection service was advertised in August 2006 and Council accepted the tender from Cleanaway on 10 October 2006.</p>
<ul style="list-style-type: none"> • Award Tender and implement upgrade of MRF. • Recycling bin distribution to all households completed. 	<p>Jan – Mar 2007 quarter</p>	<p>The tender for the upgrade of the MRF was awarded in February. Works are scheduled to commence in June 2007.</p> <p>Recycling bin distribution to all suburbs has been completed.</p>
<ul style="list-style-type: none"> • Installation of machinery and equipment for MRF. • Materials Recovery Facility fully operational. 	<p>Apr – June 2007 quarter</p>	<p>The Materials Recovery Facility was closed for the installation of machinery and equipment in June 2007. Recycling trucks are transporting recycling waste to processing plants in Bibra Lake and Bayswater during the upgrade works.</p> <p>The MRF upgrade is progressing with an expected commissioning date in August 2007.</p>

KEY FOCUS AREA 2 – CARING FOR THE ENVIRONMENT

OUTCOME – THE CITY OF JOONDALUP EFFICIENTLY AND EFFECTIVELY MANAGES WASTE

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>RESOURCE RECOVERY PROJECT</p> <ul style="list-style-type: none"> Resource Recovery Facility agreement signed 	<p>July – Sept 2006 quarter</p>	<p>The Mindarie Regional Council has signed the agreement. The agreement is subject to a number of conditions being met and Council will receive a report following finalisation of the agreement and associated conditions.</p>
<ul style="list-style-type: none"> Finalise subsidiary agreements and financial closure for the Resource Recovery project. 	<p>Oct – Dec 2006 quarter</p>	<p>Ongoing assessment of subsidiary agreements by all relevant stakeholders is likely to be completed by the end of the financial year.</p>
<ul style="list-style-type: none"> Final acceptance of financial guarantees by member Councils. 	<p>Jan – Mar 2007 quarter</p>	<p>Council approved the financial guarantees required by the Mindarie Regional Council to progress the Resource Recovery Project on 21 November 2006. A further report is now required following negotiations with the contractor, BioVision 2020, as there are variations in the financial guarantee documentation.</p>
	<p>Apr – June 2007 quarter</p>	<p>Delays were experienced due to the appointment of a new Asset Manager for the Project. A new Agreement will be drafted, incorporating changes and revised costs, for final acceptance by the Mindarie Regional Council in September 2007.</p> <p>It is anticipated that a report will be presented to Council in September August-2007 for Council to review the revised Financial Guarantees for the Project.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP HAS WELL-MAINTAINED ASSETS AND BUILT ENVIRONMENT

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>JOONDALUP WORKS DEPOT</p> <ul style="list-style-type: none"> • Concept design submitted for development approval. 	<p>July – Sept 2006 quarter</p>	<p>The concept design for the new Works Depot was completed and submitted for development approval.</p>
<ul style="list-style-type: none"> • Complete construction tender documentation and call tenders. 	<p>Oct – Dec 2006 quarter</p>	<p>At its meeting of 21 November 2006, Council approved a revised budget for the proposed development of the Joondalup Works Depot.</p> <p>The preparation of tender documentation for the development of the site is nearing completion, and tenders will be invited in the next quarter.</p>
<ul style="list-style-type: none"> • Construction to commence. 	<p>Jan – Mar 2007 quarter</p>	<p>Completion of tender documentation was delayed due to additions to the scope of works. The additions relate to demolition works and the upgrade to the Western Power transformer which were originally to be undertaken by the Water Corporation and will now be managed by the City. Development approval has been granted by the Western Australian Planning Commission. Tenders are to be invited in May with works to commence in June.</p>
	<p>Apr – June 2007 quarter</p>	<p>A tender for the demolition and clearing of the site was awarded in June 2007. Demolition works commenced in June 2007 and are expected to be completed in August 2007. Tenders for the construction of the new Works Depot are being assessed. A contractor will be appointed during July 2007 with works to commence following demolition works.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP HAS WELL-MAINTAINED ASSETS AND BUILT ENVIRONMENT

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>OCEAN REEF MARINA REDEVELOPMENT</p> <ul style="list-style-type: none"> Report to Council providing detailed briefing on the Project. 	<p>July – Sept 2006 quarter</p>	<p>Presentations were made to the Council on 15 August and 5 September 2006 providing detailed information on the Project.</p>
<ul style="list-style-type: none"> Options, opportunities and constraints to be identified. 	<p>Oct – Dec 2006 quarter</p>	<p>A plan for community and stakeholder participation and communication has been developed and will be presented to Council shortly.</p> <p>A review of the Project has identified that further information is required prior to the development of a Structure Plan. The City will be appointing consultants to undertake this work.</p> <p>The schedule for completion of the Project is under review.</p>
<ul style="list-style-type: none"> Community and stakeholder participation and communication. 	<p>Jan – Mar 2007 quarter</p>	<p>An update on the draft Ocean Reef Marina Structure Plan and draft Community Participation Plan report was presented to Elected Members on 13 February 2007. Further consideration of the Community Participation Plan is required before the Plan is adopted. A report will be presented to Council in the next quarter.</p>
<ul style="list-style-type: none"> Structure Planning to be undertaken 	<p>Apr – June 2007 quarter</p>	<p>Council considered the project on 24 April 2007 and adopted the Community Participation Plan. A program for implementing the Plan has been developed and will commence in August 2007.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP HAS WELL-MAINTAINED ASSETS AND BUILT ENVIRONMENT

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>5-YEAR CAPITAL WORKS PROGRAM</p> <ul style="list-style-type: none"> Works completed in accordance with the Capital Works Program 2006/07. Monthly reports against Program provided to Council. 	<p>Ongoing</p>	<p>The majority of the Capital Works program has been delivered successfully during 2006/07.</p> <p>A number of Black Spot traffic projects could not be undertaken due to increased construction costs. These projects will be resubmitted for future Black Spot funding.</p> <p>Some works will be carried forward as highlighted in the Half Year Review. These relate to grant funded works associated with major road projects that will be completed in conjunction with the Mitchell Freeway extension.</p>
<p>PARKLANDS</p> <ul style="list-style-type: none"> Works completed in accordance with the Capital Works Program. Monthly reports against the Program provided to Council. 	<p>Ongoing</p>	<p>The Parks program is on schedule in accordance with the annual Maintenance Program.</p>
<p>STRATEGIC ASSET MANAGEMENT PLAN</p> <ul style="list-style-type: none"> Develop and Asset Management Strategy. 	<p>July – Sept 2006 quarter</p>	<p>Participation in WAAMI (WA Asset Management Improvement Program) has been endorsed.</p> <p>Asset Management roles and responsibilities across the organisation identified ahead of schedule.</p> <p>Asset Management Policy and Procedures drafted.</p>
<ul style="list-style-type: none"> Identification of asset management roles and responsibilities across the organisation. 	<p>Oct – Dec 2006 quarter</p>	<p>The Asset Management Working Group (AMWG) has been established.</p> <p>The first West Australian Asset Management Improvement workshop took place on 13 November 2006.</p> <p>The AMWG has progressed the revised Asset Management Policy.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP HAS WELL-MAINTAINED ASSETS AND BUILT ENVIRONMENT

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Development of Draft Asset Management Strategy. West Australian Asset Management Improvement Program implementation. 	<p>Jan – Mar 2007</p>	<p>The Asset Management Strategy has been developed.</p> <p>The Asset Management Policy was endorsed by Council on 27 March 2007.</p> <p>These were two of the major recommendations of the West Australian Asset Management Improvement Program.</p>
<ul style="list-style-type: none"> Adoption of Asset Management Strategy. Development of Road Asset Management Plan. 	<p>Apr – June 2007</p>	<p>The Asset Management Strategy is being developed.</p> <p>The Draft Road Asset Management Plan has been developed.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED AS A GREAT PLACE TO VISIT

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>TOURISM DEVELOPMENT PLAN</p> <ul style="list-style-type: none"> Action Plan reviewed and implementation commenced. 	<p>Oct – Dec 2006 quarter</p>	<p>The Action Plan has been reviewed. The review identified key themes and an action schedule for the development of the City of Joondalup as a tourism destination. Implementation of the Plan has commenced including:</p> <ul style="list-style-type: none"> The development of a branding strategy for the City; The development of a tourism video; and The development of relationships with key stakeholders. <p>A report on the Tourism Implementation Strategy will be presented to Council in the next quarter.</p>
<ul style="list-style-type: none"> Marketing Plan finalised. 	<p>Jan – Mar 2007 quarter</p>	<p>The Tourism Implementation Strategy and Marketing Plan has been developed with major emphasis on the branding strategy for the City. A tourism video has been produced and was launched at the ANZ Home and Lifestyle Expo in February 2007.</p>
<ul style="list-style-type: none"> Progress against Action Plan reported to Council. 	<p>Apr – June 2007 quarter</p>	<p>A report was presented to Elected Members in June 2007.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP RECOGNISES THE CHANGING DEMOGRAPHIC NEEDS OF THE COMMUNITY

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>PARKING STRATEGY</p> <ul style="list-style-type: none"> • Report to Council on foundation principles of new Parking Strategy. • Development of Public Parking Strategy. • Council endorsement of Draft Parking Strategy. • Consultation process determined. • Analysis on feedback from public consultation and report presented to Council. • Parking Strategy adopted by Council. 	<p>Oct – Dec 2006 quarter</p> <p>Jan – Mar 2007 quarter</p> <p>Apr – June 2007 quarter</p>	<p>The Draft Parking Strategy was provided to Elected members in late December.</p> <p>A draft Parking Strategy was presented to Elected Members on 13 March 2007. The Parking Strategy is to be presented to Council in April and, subject to approval, will be released for public comment.</p> <p>The draft Parking Strategy for the Joondalup Central Business District was presented to Council on 24 April 2007 and Council agreed to seek public comment on the Strategy. Following close of advertising in July 2007 a further report will be prepared for Council's consideration.</p>
<p>PURCHASE OF LOT 6 LAWLEY COURT, JOONDALUP</p> <ul style="list-style-type: none"> • Tender documentation prepared for Lot 6 Lawley Court Car Park. • Conclude purchase for Lot 6 Lawley Court from LandCorp. • Close tender on Lot 6 Lawley Court for construction of Car Park. 	<p>July – Sept 2006 quarter</p> <p>Oct – Dec 2006 quarter</p>	<p>Purchase of Lawley Court formalised to settle on 16 November 2006.</p> <p>Tender Documentation has been completed and advertised. Closing date for tender submissions is 16 October 2006.</p> <p>The purchase of Lot 6 Lawley Court settled on 16 November 2006. The tender for the construction of the car park closed on 16 October 2006 and Council accepted a tender on 21 November 2006. The contractor has been appointed and construction of the car park will commence in January 2007 ahead of schedule.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP RECOGNISES THE CHANGING DEMOGRAPHIC NEEDS OF THE COMMUNITY

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Appoint Contractor for construction of Lot 6 Lawley Court Car Park. 	<p>Jan – Mar 2007 quarter</p>	<p>The contractor was appointed in the previous quarter. Construction of the car park is due for completion in May 2007.</p>
<ul style="list-style-type: none"> Commence site construction of Lot 6 Lawley Court Car Park. 	<p>April– June 2007</p>	<p>Construction of Lawley Court Car Park was completed in June 2007. The car park is now operational.</p>
<p>DISTRICT PLANNING SCHEME</p> <ul style="list-style-type: none"> Process for undertaking review endorsed by Council. 	<p>July – Sept 2007 quarter</p>	<p>An initial report was presented to Council at a Strategy Session in September seeking views on the overall direction for the review of the District Planning Scheme. The process was endorsed by the Council.</p>
<ul style="list-style-type: none"> Issues papers endorsed by Council. 	<p>Oct – Dec 2006 quarter</p>	<p>The evaluation process and preliminary list of topics for Issue Papers have been identified. It is anticipated that a report will be presented to Council in the April to June quarter.</p>
<ul style="list-style-type: none"> Feedback on issues papers presented to Council. 	<p>Jan – Mar 2007 quarter</p>	<p>Preparation of Issue Papers to support community engagement has commenced. These are likely to be released in the April - June quarter.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP RECOGNISES THE CHANGING DEMOGRAPHIC NEEDS OF THE COMMUNITY

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none">Council endorses direction for Local Planning Strategy.	Apr – June 2007 quarter	Council endorsed the release of the draft Issue Papers for public comment in June 2007. The responses to the Issue Papers will assist in informing the development of the Local Planning Strategy.

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED AS A GREAT PLACE TO VISIT

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>TRAVELSMART PROGRAM</p> <ul style="list-style-type: none"> Travelsmart Program launched and Green Action Plan developed. 	<p>Oct – Dec 2006 quarter</p>	<p>The Travelsmart Officer was appointed in November and has commenced the development of the Green Transport Action Plan. The Plan will focus on strategies to encourage City staff to use sustainable forms of transport, such as car-pooling, walking, cycling and using public transport.</p>
<ul style="list-style-type: none"> Green Transport Action Plan approved. 	<p>Jan – Mar 2007 quarter</p>	<p>The Green Transport Plan is in development. A staff survey on methods of transport to and from work was undertaken in March 2007, and the results from this survey will inform the Green Transport Plan.</p>
<ul style="list-style-type: none"> Progress reported to Council against Transport Action Plan. 	<p>Apr – June 2007 quarter</p>	<p>The drafting of the Green Transport Plan was finalised in June 2007 and will be considered for endorsement and implementation. A status report was presented to Elected Members in June 2007.</p>
<p>JOONDALUP CAT BUS</p>	<p>Ongoing</p>	<p>No specific milestones have been identified for the CAT Bus. Satisfaction levels will continue to be monitored and reported to the Council on an annual basis.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED FOR INVESTMENT AND BUSINESS DEVELOPMENT OPPORTUNITIES

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>BUSINESS ATTRACTION AND DEVELOPMENT</p> <ul style="list-style-type: none"> Business Forum delivered. 	<p>July – Sept 2006 quarter</p>	<p>A Business Forum was held in July 2006. Over 90 business representatives attended the Breakfast Forum that was held at the West Coast TAFE Hospitality Centre.</p>
<ul style="list-style-type: none"> Business Forum delivered. 	<p>Oct – Dec 2006 quarter</p>	<p>A Business Forum was held on 7 December 2006 in partnership with Arena Joondalup. Over 110 representatives from local businesses and other organisations attended.</p>
<ul style="list-style-type: none"> Business Forum delivered. 	<p>Jan – Mar 2007 quarter</p>	<p>A Business Forum entitled Northern Exposure was held on 16 February 2007 and was hosted by the Cities of Joondalup and Wanneroo in partnership with SolEvents. The event attracted 178 businesses and prospective investors.</p>
<p>THINK LEARN</p> <ul style="list-style-type: none"> Project launched. 	<p>July - Sept 2006 quarter</p>	<p>The <i>THINKLEARN</i> Project was launched in August 2006. Over 100 guests attended the launch of the project which will provide opportunities for young business entrepreneurs to develop skills to assist with future business ventures.</p>
<ul style="list-style-type: none"> Training delivered for accreditation of trainers. 	<p>Oct – Dec 2006 quarter</p>	<p>Accreditation of trainers has been completed, in accordance with the terms of the Project. Training has commenced with a group of young local business owners and managers. A group has registered to commence training in the next quarter.</p>
<ul style="list-style-type: none"> Training delivered to program participants. 	<p>Jan – Mar 2007 quarter</p>	<p>Twenty-two participants commenced training during February and March. A further intake will occur in April which will see the program fully subscribed.</p>

KEY FOCUS AREA 3 – CITY DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED FOR INVESTMENT AND BUSINESS DEVELOPMENT OPPORTUNITIES

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Report to Council on Project outcomes. Grant Acquittal provided to Federal Government. 	<p>Apr – June 2007</p>	<p>The Thinklearn project is progressing and all 48 places were taken up by young entrepreneurs. The skills training phase was delivered during the April – June 2007 quarter and will be completed in July 2007. The project will continue during 2007/2008.</p> <p>A report will be provided to Elected Members in the first quarter of 2007/2008.</p> <p>Grant Acquittal will be provided to the Federal Government in June 2008.</p>
<p>ECONOMIC DEVELOPMENT STRATEGY</p> <ul style="list-style-type: none"> Consultation with Business community undertaken 	<p>Oct – Dec 2006 quarter</p>	<p>Consultation program was undertaken with the Business community and the results collated. The results will be considered in the development of the Draft Economic Development Strategy.</p>
<ul style="list-style-type: none"> Draft Strategy compiled and further consultation undertaken. 	<p>Jan – Mar 2007 quarter</p>	<p>A draft Economic Development Strategy is being developed and consultation will occur in the next quarter.</p>
<ul style="list-style-type: none"> Economic Development Strategy adopted by Council 	<p>Apr – June 2007 quarter</p>	<p>A draft Economic Development Strategy has been prepared. Consultation on the Strategy with Council and the community will occur in the first quarter of 2007/2008.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS A SUSTAINABLE AND ACCOUNTABLE BUSINESS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>20-YEAR FINANCIAL PLAN</p> <ul style="list-style-type: none"> Commence review of 20-year Financial Projections. 	<p>Jan – Mar 2007 quarter</p>	<p>The 20-year Financial Plan Review will be undertaken in conjunction with the 2007/2008 Draft Budget preparation. This is advancing but is not expected to be completed until May – June 2007.</p>
<ul style="list-style-type: none"> 20-year Financial Projections 2006/2007 endorsed by Council. 	<p>Apr – June 2007 quarter</p>	<p>The review was not undertaken in the quarter and will now be undertaken in the first quarter of 2007/2008.</p>
<p>STRATEGIC PLAN</p> <ul style="list-style-type: none"> Process for undertaking review endorsed by Council. 	<p>Oct – Dec 2006 quarter</p>	<p>Council endorsed a process for review on 21 November 2006. The process commenced in November with the development of a questionnaire seeking views on the existing Strategic Plan and the preferred direction of the new Strategic Plan.</p>
<ul style="list-style-type: none"> Consultation undertaken. 	<p>Jan – Mar 2007 quarter</p>	<p>Consultation with Elected Members occurred in February. A report on initial thoughts for a new Strategic Plan was discussed with Elected Members on 10 April 2007.</p>
<ul style="list-style-type: none"> New Strategic Plan developed. 	<p>Apr – June 2007 quarter</p>	<p>A draft Strategic Plan has been developed. It is anticipated that consultation with the community will occur in the second quarter of 2007/2008.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS A SUSTAINABLE AND ACCOUNTABLE BUSINESS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>IMPLEMENT INTEGRATED PLANNING FRAMEWORK</p> <ul style="list-style-type: none"> Annual report on KPIs for Strategic Plan accepted by Council. Annual Plan Quarterly Progress Report for April – June 2006 accepted by Council. 	<p>July – Sept 2006 quarter</p>	<p>Council received the annual report on the Strategic Plan KPIs for 2005/06 on 29 August 2006.</p> <p>Council received the final Annual Plan 2005/06 Quarterly Progress Report for April – June 2006 on 8 August 2006.</p>
<ul style="list-style-type: none"> Annual Plan Progress Report for July – September 2006 accepted by Council. 	<p>Oct – Dec 2006 quarter</p>	<p>Council received the first Annual Plan Quarterly Progress Report on 31 October 2006.</p>
<ul style="list-style-type: none"> Annual Progress Report for October – December 2006 accepted by Council. 	<p>Jan – Mar 2007</p>	<p>Council received the second Annual Plan Quarterly Progress Report on 27 February 2007.</p>
<ul style="list-style-type: none"> Strategic Plan Key Performance Indicator information collected (2006/07). Annual Plan 2006/07 Progress Report for January – March 2007 accepted by Council. 	<p>Apr – June 2007 quarter</p>	<p>Strategic Plan Key Performance Indicator information was collected in the April to June 2007 quarter. A report will be presented to Council in the first quarter of 2007/2008.</p> <p>Council received the third Annual Plan Quarterly Progress Report on 22 May 2007.</p> <p>This Report is the final Quarterly Progress Report for the 2006/2007 Annual Plan.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS A SUSTAINABLE AND ACCOUNTABLE BUSINESS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>RISK MANAGEMENT STRATEGY</p> <ul style="list-style-type: none"> Development of Audit Plan for the period 2006/07 – 2008/09 commenced. Reports to be provided to the Audit Committee and Council. 	<p>July – Sept 2006 quarter</p>	<p>The City has been unable to fill the vacant position of Internal Auditor and the development of the plan has therefore not progressed.</p>
<ul style="list-style-type: none"> Audit Plan finalised and endorsed by Audit Committee. Reports to be provided to the Audit Committee. 	<p>Oct – Dec 2006 quarter</p>	<p>The Audit Plan is being finalised and an external audit company will conduct the audits.</p>
<ul style="list-style-type: none"> Implementation of the Audit Plan commenced. Reports to be provided to the Audit Committee. 	<p>Jan – Mar 2007 quarter</p>	<p>An Internal Auditor was appointed in March. The development of an Audit Plan has commenced.</p>
<ul style="list-style-type: none"> Reports to be provided to the Audit Committee and Council. 	<p>Apr – June 2007 quarter</p>	<p>The Audit Committee is scheduled to meet in August 2007.</p>
<p>BUSINESS CONTINUITY PLAN</p> <ul style="list-style-type: none"> Consultant appointed to assist in the development of the Business Continuity Plan. 	<p>Jul – Sept 2006 quarter</p>	<p>Consultants were appointed in September 2006. The Consultants have undertaken a review of the IT Incident Plan and other relevant documentation.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS A SUSTAINABLE AND ACCOUNTABLE BUSINESS

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Planning workshops with Directors, Managers and key staff undertaken to identify high priority service areas. 	<p>Oct – Dec 2006 quarter</p>	<p>Workshops with Managers and key Business Unit staff were undertaken in November and December 2006 to identify priority service areas. Recovery Plans will be developed for these service areas in the next quarter.</p>
<ul style="list-style-type: none"> Completion of Business Continuity Plan following testing and review. 	<p>Jan – Mar 2007 quarter</p>	<p>Recovery Plans are being developed but are not yet finalised. The Business Continuity Plan will be completed within the next quarter.</p>
<ul style="list-style-type: none"> Business Continuity Plan recommendations implemented with ongoing testing and review on an annual basis. 	<p>Apr – June 2007 quarter</p>	<p>The consultant has submitted the final draft of the Business Continuity. The Plan will need testing and ongoing review.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP PROVIDES QUALITY VALUE-ADDING SERVICES

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>HUMAN RESOURCES & PAYROLL SYSTEM</p> <ul style="list-style-type: none"> Implementation of self-service capabilities to enable staff to access payroll information and make changes to personal information. 	<p>July – Sept 2006 quarter</p>	<p>New payroll self-service module implemented for all office based staff. Staff are now able to apply for leave, change their banking details and other personal information online.</p>
<ul style="list-style-type: none"> Implementation of improved HR functionality and extended self-service. Implementation of Phase 2 – recruitment and OSH modules. Implementation of training and development and performance management modules. 	<p>Jan – Mar 2007 quarter</p>	<p>A trial implementation of further self-service functions is being undertaken at Craigie Leisure Centre. The trial will be monitored before consideration is given to extending this service to other areas of the organisation.</p> <p>Implementation of these modules will be finalised by November 2007.</p>
<p>DOCUMENT MANAGEMENT SYSTEM</p> <ul style="list-style-type: none"> Finalisation and approval of the Business Case for new system. 	<p>July - Sept 2006 quarter</p>	<p>Business Case presented to the IT Advisory Committee and approved by the Chief Executive Officer on 23 August 2006.</p> <p>Planning commenced on the procurement process for the new system.</p>
<ul style="list-style-type: none"> Issue Request for Tender and evaluate responses. 	<p>Oct – Dec 2006 quarter</p>	<p>An Expression of Interest was issued in November 2007 and vendor submissions were evaluated. A shortlist of vendors to be invited to tender is to be finalised and agreed by the Steering Committee by February 2007. Draft tender specifications have been prepared and the tender is now expected to be issued in March 2007.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP PROVIDES QUALITY VALUE-ADDING SERVICES

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Award tender and finalise contact for supply and installation of the new system. 	<p>Jan – Mar 2007</p>	<p>Following evaluation of vendor submissions it has been decided to defer the tender process for a new Document Management System until mid 2007. The deferment will allow the City to fully assess the procurement options available.</p>
<ul style="list-style-type: none"> Commence implementation of new system. 	<p>Apr – June 2007 quarter</p>	<p>Further evaluation of options based on the Microsoft Office 2007 suite of products for document management are required during the first quarter of 2007/2008 before procurement plans can be finalised.</p>
<p>COMMUNITY RESEARCH</p> <ul style="list-style-type: none"> Conduct Annual Community Satisfaction Research. Report results to Council. 	<p>Apr – June 2007 quarter</p>	<p>The Customer Satisfaction Monitor was undertaken during the quarter. The results will be reported to Council in the first quarter of 2007/2008.</p>
<p>CONTINUOUS IMPROVEMENT PROGRAM</p> <ul style="list-style-type: none"> Develop a process improvement plan that establishes criteria for the review and improvement of key processes and associated procedures. 	<p>July – Sept 2006 quarter</p>	<p>A program has been developed to systematically review the organisation's core and support processes. A number of key processes and key procedures have been targeted for review and improvement this quarter including publications, event management, contracts and tendering, corporate functions, web content management, and planning and building approvals.</p>
<ul style="list-style-type: none"> Implement Schedule for process improvement. Implement Leadership Development Program. 	<p>Ongoing</p> <p>Ongoing</p>	<p>Business Improvement Officer appointed to schedule and lead process improvement projects.</p> <p>Staff participants piloting the ECU Leading Edge Program.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP PROVIDES QUALITY VALUE-ADDING SERVICES

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>GEOGRAPHICAL INFORMATION SYSTEM</p> <ul style="list-style-type: none"> Business Case approved for the acquisition of a new system. 	<p>July - Sept 2006 quarter</p>	<p>Business case presented to IT Advisory Committee and approved by Chief Executive Officer.</p>
<ul style="list-style-type: none"> Issue Request for Tender. 	<p>Oct - Dec 2006 quarter</p>	<p>Project team formed and draft tender specifications prepared. GIS Analyst appointed. Tender to be issued by the end of January 2007.</p>
<ul style="list-style-type: none"> Evaluate responses, award tender and finalise contact for the supply and installation of the new system. 	<p>Jan – Mar 2007 quarter</p>	<p>The tender for the new GIS system was advertised in mid-February. Proposals are currently being assessed. Product demonstrations are scheduled for mid April. A report on the recommended tender is expected to be complete in early May.</p>
<ul style="list-style-type: none"> Implement new system. 	<p>Apr – June 2007 quarter</p>	<p>The tender was awarded in June 2007. The system implementation will commence in July 2007, with a staged implementation of features during 2007/2008. The first of these will be web based mapping services for City staff towards the end of the first quarter of 2007/2008, to be followed by new mapping features for the public website.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS AN INTERACTIVE COMMUNITY

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>COMMUNITY CONSULTATION</p> <ul style="list-style-type: none"> • Consultation with business community undertaken for the Economic Development Strategy. 	<p>Oct – Dec 2006 quarter</p>	<p>Consultation was completed and key focus areas were identified for Strategy development.</p>
<ul style="list-style-type: none"> • Ocean Reef Marina Development community and stakeholder consultation. • Consultation conducted for the Review of the District Planning Scheme • Consultation conducted for the Review of the Strategic Plan. • Further consultation following draft Economic Development Strategy development. 	<p>Jan – Mar 2007 quarter</p>	<p>Consultation will take place once the Community Participation Plan has been finalised. This is anticipated to occur in the next quarter.</p> <p>Consultation is proposed to commence in the April – June quarter with the distribution of Issue Papers for public comment.</p> <p>Consultation with Elected Members took place in February 2007.</p> <p>The Economic Development Strategy is being drafted and consultation will occur in the next quarter</p>
	<p>Apr – June 2007 quarter</p>	<ul style="list-style-type: none"> • Ocean Reef Marina Consultation – In accordance with the Community Participation Plan adopted by Council in April 2007, consultation will commence in August 2007. • District Planning Scheme - Consultation with the community will occur in the first quarter of 2007/2008. • Strategic Plan – Community consultation will take place in the second quarter of 2007/2008. • Economic Development Strategy – Consultation will be conducted in the first quarter of 2007/2008.

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS AN INTERACTIVE COMMUNITY

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>COMMUNICATIONS RESEARCH</p> <ul style="list-style-type: none"> • Questionnaire prepared and survey sample finalised. • Survey undertaken. 	<p>July – Sept 2006 quarter</p>	<p>Survey was conducted during September and a report on the results will be available in the October to December quarter.</p>
<ul style="list-style-type: none"> • Findings of survey analysed and reported. 	<p>Oct – Dec 2006 quarter</p>	<p>The findings were presented to the Executive Management Team on 8 December 2006. The findings suggested that residents are generally satisfied with the way the City communicates with the community. Issues raised by the Survey results will be addressed in the coming months.</p>
<ul style="list-style-type: none"> • Implementation of results. 	<p>Apr – June 2007</p>	<p>Recommendations made to improve communication with residents are being implemented.</p>
<p>ANNUAL REPORT 2006/07</p> <ul style="list-style-type: none"> • Annual Report for Council 2006/07 endorsed by Council. • Annual General Meeting of Electors held. 	<p>Oct – Dec 2006 quarter</p>	<p>Annual Report for Council 2006/07 was endorsed by Council on 31 October 2006.</p> <p>Annual General Meeting of Electors was held on 20 November 2006.</p>
<ul style="list-style-type: none"> • Compliance Audit Return to the Department of Local Government and Regional Development adopted by Council. 	<p>Jan – March 2007 quarter</p>	<p>The Council adopted the Compliance Audit Return at its meeting on 27 March 2007. A signed copy of the Return has been provided the Department of Local Government and Regional Development.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED AS A UNIQUE CITY

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>MARKETING PLAN</p> <ul style="list-style-type: none"> • Spring edition of Council News printed and distributed to the community. • Citizenship ceremonies held each month. 	<p>July - Sept 2006 quarter</p>	<p>Budget News was published and distributed in August.</p> <p>The City conducted 7 Citizenship Ceremonies between July and September at which more than 500 residents became Australian Citizens.</p>
<ul style="list-style-type: none"> • Summer edition of Council News printed and distributed to the community. • Citizenship ceremonies held each month. 	<p>Oct – Dec 2006 quarter</p>	<p>Council News was printed and distributed in early December 2006.</p> <p>The City conducted 6 citizenship ceremonies between October and December at which approximately 450 residents became Australian citizens.</p>
<ul style="list-style-type: none"> • Autumn edition of Council News printed and distributed to the community. • Citizenship ceremonies held each month. 	<p>Jan – Mar 2007 quarter</p>	<p>The Autumn edition of Council News was circulated from the week commencing 6 March 2007.</p> <p>The City conducted 5 citizenship ceremonies between January and March at which 364 residents became Australian citizens.</p>
<ul style="list-style-type: none"> • Winter edition of Council News printed and distributed to the community. • Citizenship ceremonies held each month. 	<p>Apr – June 2007 quarter</p>	<p>Winter Council News printed and distributed on 19 June 2007.</p> <p>The City conducted 6 Citizenship Ceremonies at which 372 residents became Australian citizens.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED AS AN EMPLOYER OF CHOICE

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<p>WORKFORCE PLAN</p> <ul style="list-style-type: none"> Commence development of Workforce Plan. 	<p>Jan - March 2007 quarter</p>	<p>Work has commenced. The consultant has collated demographic and employee data and interviewed key staff.</p>
<ul style="list-style-type: none"> Workforce Plan finalised. 	<p>Apr – June 2007 quarter</p>	<p>The Workforce Plan has been completed.</p>
<p>CORPORATE PERFORMANCE MANAGEMENT SYSTEM</p> <ul style="list-style-type: none"> Staff Performance Management System reviewed. 	<p>Jul - Sept 2006 quarter</p>	<p>Performance Management Process for Managers has been reviewed and a draft process completed. Revised process to be implemented in the second quarter.</p> <p>Staff Performance Management System Review delayed until second quarter.</p>
<ul style="list-style-type: none"> Revised Staff Performance Management System implemented. 	<p>Oct - Dec 2006 quarter</p>	<p>Revised Staff Performance Management System has been implemented for Senior Staff. The timeframe for the review and implementation of a revised Staff Performance Appraisal System for all staff is to be re-assessed.</p>
	<p>Jan – Mar 2007 quarter</p>	<p>A revised Performance Appraisal system will be implemented by November 2007 for all employees.</p>
<p>TRAINING AND DEVELOPMENT PLAN</p> <ul style="list-style-type: none"> Skills audit of senior staff (Managers and Directors) completed. 	<p>July – Sept 2006 quarter</p>	<p>Skills audit completed for Senior Staff.</p>

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

OUTCOME – THE CITY OF JOONDALUP IS RECOGNISED AS AN EMPLOYER OF CHOICE

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<ul style="list-style-type: none"> Skills audit of all staff completed. 	<p>Oct – Dec 2006 quarter</p>	<p>Skills audit of all staff will be undertaken following full implementation of the Human Resources Management System. The information will inform the Workforce Plan.</p>
<ul style="list-style-type: none"> Corporate Training Plan developed. Tender for implementation of Corporate Training Plan advertised. 	<p>Jan – Mar 2007 quarter</p>	<p>The Corporate Training Plan will be completed in the next quarter following analysis of organisational training needs.</p> <p>Tender documentation for the implementation of the Corporate Training Plan will commence in the next quarter.</p>
	<p>Apr – June 2007 quarter</p>	<p>The tender process for a Corporate Training Program was deferred pending the outcome of the developing State Government Common Use Arrangement which the City can elect to use instead of inviting tenders. Whilst awaiting finalisation from State Government, the City has extended the current contract for training provision on a monthly basis. The deferment will allow the City to fully assess the procurement options available. This matter will be determined in the first quarter of the 2007/2008 financial year.</p>
<p>HR RISK AUDIT</p> <ul style="list-style-type: none"> HR Risk Audit conducted with consultant from the Local Government Insurance Services. 	<p>Oct – Dec 2006</p>	<p>HR Risk Audit has been conducted and results are being analysed. These results will inform the 2007/08 Business Planning process.</p>
<ul style="list-style-type: none"> HR Risk Audit completed. 	<p>Jan – Mar 2007</p>	<p>A revised HR Risk Audit Report has been produced by the Local Government Insurance Services. This matter will be further reviewed as part of the Workforce Planning Project.</p>
<ul style="list-style-type: none"> Actions to address risks implemented 	<p>Apr – June 2007</p>	<p>Data from the Risk Audit was included in Workforce Plan. Implementation of the Workforce Plan will address the risks identified.</p>

July 2007