



Annual Plan 2006/2007 Progress Report

October to December 2006

TABLE OF CONTENTS

INTRODUCTION.....	4
HIGHLIGHTS – OCTOBER TO DECEMBER 2006 QUARTER	5
IMPLEMENT LIBRARY DEVELOPMENT PLAN	8
LIFE LONG LEARNING PROGRAM	9
JINAN SISTER CITY RELATIONSHIP	9
CULTURAL PROGRAM.....	10
CULTURAL FACILITY	11
CRAIGIE LEISURE CENTRE	12
COMMUNITY FUNDING PROGRAM.....	12
COMMUNITY DEVELOPMENT STRATEGY	13
IMPLEMENTATION OF THE SAFER COMMUNITY PROGRAM.....	13
EMERGENCY MANAGEMENT	14
MIDGE STRATEGY	15
CITIES FOR CLIMATE PROTECTION PROGRAM (CCP).....	15
YELLAGONGA INTEGRATED CATCHMENT MANAGEMENT (YICM) PLAN.....	16
YELLAGONGA REGIONAL PARK (YRP) MANAGEMENT PLAN - ENVIRONMENTAL CENTRE FEASIBILITY STUDY.....	16
IMPLEMENTATION OF THE WASTE MANAGEMENT STRATEGY.....	17
RESOURCE RECOVERY PROJECT.....	17
JOONDALUP WORKS DEPOT	19
OCEAN REEF MARINA REDEVELOPMENT	19
5-YEAR CAPITAL WORKS PROGRAM.....	20
PARKLANDS.....	20
STRATEGIC ASSET MANAGEMENT PLAN	21
TOURISM DEVELOPMENT PLAN.....	22
PARKING STRATEGY.....	23
PURCHASE OF LOT 6 LAWLEY COURT, JOONDALUP	23
DISTRICT PLANNING SCHEME.....	24
TRAVELSMART PROGRAM	26
JOONDALUP CAT BUS.....	26
BUSINESS ATTRACTION AND DEVELOPMENT	27
THINK LEARN.....	27
ECONOMIC DEVELOPMENT STRATEGY.....	28
20 YEAR FINANCIAL PLAN	29

STRATEGIC PLAN 29

IMPLEMENT INTEGRATED PLANNING FRAMEWORK 30

RISK MANAGEMENT STRATEGY..... 31

BUSINESS CONTINUITY PLAN..... 31

HUMAN RESOURCES & PAYROLL SYSTEM 33

DOCUMENT MANAGEMENT SYSTEM..... 33

COMMUNITY RESEARCH..... 34

CONTINUOUS IMPROVEMENT PROGRAM 35

GEOGRAPHICAL INFORMATION SYSTEM 36

COMMUNITY CONSULTATION..... 37

COMMUNICATIONS RESEARCH..... 38

ANNUAL REPORT 2006/07..... 38

MARKETING PLAN 39

WORKFORCE PLAN 40

CORPORATE PERFORMANCE MANAGEMENT SYSTEM 40

TRAINING AND DEVELOPMENT PLAN..... 40

HR RISK AUDIT 41

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 – OCTOBER TO DECEMBER 2006 QUARTER

KEY FOCUS AREA 1 - COMMUNITY WELLBEING

Sunday Serenades

The last Sunday Serenades Concert for 2006 took place on Sunday 12 November 2006 featuring a concert in honour of Noël Coward. The 2006 program was well received and audience numbers rose by approximately 25% on the previous year.

Sunset Markets

The Sunset Markets (formerly Night Markets) were officially opened on 8 December 2006 by Mayor Troy Pickard and Noongar Elder, Walter Maguiere Senior, who welcomed those attending Mooro Country. The Official Opening drew large crowds to the City Centre, who were entertained by a primary and high school concert band. The Sunset Markets will continue each Friday night until 23 March 2007.

KEY FOCUS AREA 2 - CARING FOR THE ENVIRONMENT

Waste Management Strategy

Tenders for Recycling Bin Supply to all Households

The award of tenders for the purchase and delivery of recycling bins to all households in the City was an important step in implementing the City's Waste Management Strategy. It is anticipated that this project will encourage more residents to recycle, and should see a significant reduction in the amount of recyclable materials being sent to landfill.

Tender for Materials Recovery Facility

The tender to upgrade the Materials Recovery Facility, (recycling materials sorting plant), was awarded in December. The upgrade will increase the capacity to process extra tonnages of waste following the delivery of recycling bins to all households. This is a joint project between the Cities of Joondalup, Wanneroo, and Swan, and will also contribute to the diversion of waste from landfill.

KEY FOCUS AREA 3 - CITY DEVELOPMENT

Strategic Asset Management Plan

The City has adopted the Western Australian Asset Management Improvement Program (WAAMI) as a framework to improve the management of the City's assets, such as buildings, roads, footpaths, drainage sites, parks, bridges, etc. The WAAMI Program is a co-ordinated approach to ensure:

- Assets are documented;
- Assets are maintained;
- Current activities and future demands are determined and incorporated in financial planning; and
- Assets are managed responsibly within the established policies and procedures.

TravelSmart Program

The establishment of a TravelSmart Program, in partnership with the Department of Planning and Infrastructure, is an initiative aimed at motivating people to use sustainable methods of transport within the City of Joondalup. The Program has three major components:

- TravelSmart Workplace Program;
- TravelSmart Household; and
- TravelSmart to School.

As part of the TravelSmart Workplace Program, the City has commenced the development of a Green Transport Action Plan to encourage City staff to consider walking, cycling, car-pooling or using public transport to get to work. Benefits from the Plan would include:

- Reducing traffic congestion and the demand for parking within the City of Joondalup;
- Reducing the Greenhouse gas emissions within the City of Joondalup;
- Assisting local businesses, as people walking or using public transport may be more likely to shop locally; and
- Increasing the health of the workforce.

Purchase of Lawley Court, Joondalup

The purchase of Lawley Court in Joondalup from LandCorp for the construction of a car park will provide additional parking in the City Centre to cater for increasing numbers of tourists and members of the local community. Whilst the City Centre is well served by public transport, there is a need to provide additional parking to ensure the ongoing sustainability and growth of business and community activities, particularly as Joondalup is recognised as a Strategic Regional Centre.

KEY FOCUS AREA 4 - ORGANISATIONAL DEVELOPMENT

The City has progressed various initiatives to enhance business processes, develop new systems to improve efficiency, and to develop the skills of City staff to achieve the City's strategic objectives. These include:

- Progressing implementation of a new Document Management System;
- Progressing implementation of a Geographical Information System;
- Conducting a review of key processes to achieve greater effectiveness;
- Implementing an ongoing Continuous Improvement Program to review and improve the City's Leadership and Management systems; and
- The establishment of a Leadership Program to provide formal and informal training for the development of staff.

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>	
<ul style="list-style-type: none"> Complete air-conditioning installation at Duncraig Library. 	<p>Apr – June 2007 quarter</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>	
<ul style="list-style-type: none"> Implement Community Education Strategy. 	<p>Apr – June 2007 quarter</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>	

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"> • Joondalup Community Art Exhibition. • Sunday Serenades. 	<p>Apr – June 2007 quarter</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 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>	
<ul style="list-style-type: none"> Draft Feasibility Study outcomes submitted to the Council. 	<p>Apr – June 2007 quarter</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
CRAIGIE LEISURE CENTRE <ul style="list-style-type: none"> Project brief developed. 	July – Sept 2006 quarter	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.
<ul style="list-style-type: none"> Consultant appointed. 	Oct – Dec 2006 quarter	The City received submissions to undertake the assessment of the aquatic facilities at Craigie Leisure Centre. A consultant was appointed in October 2006.
<ul style="list-style-type: none"> Review completed. 	Jan – Mar 2007 quarter	
COMMUNITY FUNDING PROGRAM <ul style="list-style-type: none"> Report on review of Community Funding Program completed. 	July – Sept 2006 quarter	The review of the Community Funding Program has been completed and a report will be provided to Council in the next quarter.
<ul style="list-style-type: none"> Council establishes priorities for Community Funding Program. Round 1 of Funding Program conducted. 	Oct – Dec 2006 quarter	In order to streamline the approval process for applicants to the Community Funding Program a new process has been put in place. Round 1 of the Program will be advertised shortly to enable grant monies to be distributed this financial year.
<ul style="list-style-type: none"> Round 2 of the Community Funding Program conducted. 	Apr – June 2007 quarter	

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>	
<ul style="list-style-type: none"> Complete Review of City Watch Service. 	<p>April – June 2007 quarter</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>	
<ul style="list-style-type: none"> Submit revised Recovery Plan to Local Emergency Management Committee. 	<p>April – June 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>MIDGE STRATEGY</p> <ul style="list-style-type: none"> • Midge population monitored. • Appropriate intervention undertaken if necessary. 	<p>Ongoing</p>	<p>Midge larval monitoring was conducted on a weekly basis during the quarter. Midge numbers are currently low (compared to seasonal averages) and treatment of Lake Joondalup has not been required or undertaken during Spring 2006.</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>	
<ul style="list-style-type: none"> • Provide Council with annual progress report on GAP. 	<p>Apr – June 2007 quarter</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>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>	

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>	
<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>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>

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
<ul style="list-style-type: none">Finalise subsidiary agreements and financial closure for the Resource Recovery project.	Apr – June 2007 quarter	
<ul style="list-style-type: none">Final acceptance of financial guarantees by member Councils.	Jan – Mar 2007 quarter	

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>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>

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"> Community and stakeholder participation and communication. 	<p>Jan – Mar 2007 quarter</p>	
<ul style="list-style-type: none"> Structure Planning to be undertaken 	<p>Apr – June 2007 quarter</p>	
<p>5-YEAR CAPITAL WORKS PROGRAM</p> <ul style="list-style-type: none"> Works completed in accordance with the Capital Works Program 2006/07. 	<p>Ongoing</p>	<p>Most Capital Works are currently on schedule. The Council receives detailed monthly reports against the Capital Works Program. No tender submissions were received for a major suite of Blackspot Traffic projects advertised during December. Selected contractors have now been invited to submit a tender, in accordance with the Local Government Act tender regulations.</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>	<p>Ongoing</p>	<p>Parks program is on schedule in accordance with the annual maintenance program. The Council receives detailed monthly reports on this program as part of the Capital Works Program reports.</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>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>
<ul style="list-style-type: none"> Development of Draft Asset Management Strategy. West Australian Asset Management Improvement Program implementation. 	<p>Jan – Mar 2007</p>	
<ul style="list-style-type: none"> Adoption of Asset Management Strategy. Development of Road Asset Management Plan. 	<p>Apr – June 2007</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>	
<ul style="list-style-type: none"> Progress against Action Plan reported to Council. 	<p>Apr – June 2007 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
<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>PURCHASE OF LOT 6 LAWLEY COURT, JOONDALUP</p> <ul style="list-style-type: none"> Tender documentation prepared for Lot 6 Lawley Court Car Park. 	<p>July – Sept 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>
<ul style="list-style-type: none"> Conclude purchase for Lot 6 Lawley Court from LandCorp. Close tender on Lot 6 Lawley Court for construction of Car Park. 	<p>Oct – Dec 2006 quarter</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>	
<ul style="list-style-type: none"> Commence site construction of Lot 6 Lawley Court Car Park. 	<p>April– June 2007</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>	

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	

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>	
<ul style="list-style-type: none"> • Progress reported to Council against Transport Action Plan. 	<p>Apr – June 2007 quarter</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>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>	

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>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>	
<ul style="list-style-type: none"> Economic Development Strategy adopted by Council 	<p>Apr – June 2007 quarter</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>	
<ul style="list-style-type: none"> 20-year Financial Projections 2006/07 endorsed by Council. 	<p>Apr – June 2007 quarter</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>	
<ul style="list-style-type: none"> New Strategic Plan developed. 	<p>Apr – June 2007 quarter</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>	
<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>	

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>	
<ul style="list-style-type: none"> Reports to be provided to the Audit Committee and Council. 	<p>Apr – June 2007 quarter</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>	
<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>	

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>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>
<ul style="list-style-type: none"> Award tender and finalise contact for supply and installation of the new system. 	<p>Jan – Mar 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"> Commence implementation of new system. 	<p>Apr – June 2007 quarter</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>	

KEY FOCUS AREA 4 – ORGANISATIONAL DEVELOPMENT

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

PROJECT MILESTONES FOR 2006/07	TARGET	COMMENTS
<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. Develop Leadership Development Program. 	<p>Ongoing</p> <p>Ongoing</p>	<p>All process improvements scheduled have been completed including:</p> <ul style="list-style-type: none"> Event Management (the process has been reviewed by Local Government Insurance Services); Contract and Tendering; Corporate Functions (Managing Invitations); Web Content Management; Planning and Building Approvals; Introduction of the Recycling Bins; and Graffiti Management (current process has been mapped and improvement opportunities identified). <p>A review of the Corporate Procedures Manual has been completed and a new and simplified template for corporate procedures has been developed.</p> <p>A group of emerging leaders has been identified for leadership development training. The Leadership Program has been developed and includes formal and informal training opportunities. In this quarter the group has been involved in the Continuous Improvement Program – a program to review and improve the City's leadership and management systems. Implementation of the Program will continue over the coming months.</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>	
<ul style="list-style-type: none"> Implement new system. 	<p>Apr – June 2007 quarter</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>	

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>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>	

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>	
<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>	

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>	
<ul style="list-style-type: none"> Workforce Plan finalised. 	<p>Apr – June 2007 quarter</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>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>
<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>

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"> Corporate Training Plan developed. Tender for implementation of Corporate Training Plan advertised. 	<p>Jan – Mar 2007 quarter</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>	
<ul style="list-style-type: none"> Actions to address risks implemented 	<p>Apr – June 2007</p>	

JANUARY 2007

PLEASE CONTACT ORGANISATIONAL DEVELOPMENT ON 9400 4666 FOR FURTHER INFORMATION