

agenda

Ordinary Meeting of Council

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

ON **TUESDAY 18 MARCH 2014**
COMMENCING AT **7.00pm**

GARRY HUNT
Chief Executive Officer
14 March 2014

www.joondalup.wa.gov.au

PUBLIC QUESTION TIME

Members of the public are
requested to lodge questions in
writing by 9.00am on
Monday 17 March 2014

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

QUESTIONS TO

council.questions@joondalup.wa.gov.au

PO Box 21 Joondalup WA 6919

www.joondalup.wa.gov.au

PROCEDURES FOR PUBLIC QUESTION TIME

The following procedures for the conduct of Public Question Time were adopted at the Council meeting held on 19 November 2013:

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

Questions asked verbally

- 1 Members of the public are invited to ask questions at Council Meetings.
- 2 Questions asked at an Ordinary Council meeting must relate to a matter that affects the City of Joondalup. Questions asked at a Special meeting of Council must relate to the purpose for which the meeting has been called.
- 3 A register will be provided for those persons wanting to ask questions to enter their name. Persons will be requested to come forward in the order in which they are registered, and to give their name and full address.
- 4 Public question time will be limited to two minutes per member of the public, with a limit of two verbal questions per member of the public.
- 5 Statements are not to precede the asking of a question during public question time. Statements should be made during public statement time.
- 6 Members of the public are encouraged to keep their questions brief to enable everyone who desires to ask a question to have the opportunity to do so.
- 7 Public question time will be allocated a minimum of 15 minutes and may be extended in intervals of up to 10 minutes by resolution of Council, but the total time allocated for public questions to be asked and responses to be given is not to exceed 35 minutes in total. Public question time is declared closed following the expiration of the allocated time period, or earlier than such time where there are no further questions.
- 8 Questions are to be directed to the Presiding Member and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or City employee. The Presiding Member shall decide to:
 - accept or reject any question and his/her decision is final
 - nominate a member of the Council and/or City employee to respond to the question
 - or
 - take a question on notice. In this case a written response will be provided as soon as possible, and included in the agenda of the next Council meeting.

- 9 Where an Elected Member is of the opinion that a member of the public is:
- asking a question at a Council meeting, that does not relate to a matter affecting the City
 - or
 - making a statement during public question time,
- they may bring it to the attention of the Presiding Member who will make a ruling.
- 10 Questions and any response will be summarised and included in the minutes of the Council meeting.
- 11 It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act 1992). Where the response to a question(s) would require a substantial commitment of the City's resources, the Chief Executive Officer (CEO) will determine that it is an unreasonable impost upon the City and refuse to provide it. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

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

- 1 Only City of Joondalup residents and/or ratepayers may submit questions to the City in writing.
- 2 Questions asked at an Ordinary Council meeting must relate to a matter that affects the City of Joondalup. Questions asked at a Special meeting of Council must relate to the purpose for which the meeting has been called.
- 3 The City will accept a maximum of five (5) written questions per City of Joondalup resident/ratepayer. To ensure equality and consistency, each part of a multi-part question will be treated as a question in its own right.
- 4 Questions lodged by 9.00am on the day immediately prior to the scheduled Council meeting will be responded to, where possible, at the Council meeting. These questions, and their responses, will be distributed to Elected Members and made available to the public in written form at the meeting.
- 5 The Presiding Member shall decide to accept or reject any written question and his/her decision is final. Where there is any concern about a question being offensive, defamatory or the like, the Presiding Member will make a determination in relation to the question. Questions determined as offensive, defamatory or the like will not be published. Where the Presiding Member rules questions to be out of order, an announcement to this effect will be made at the meeting, including the reason(s) for the decision.
- 6 The Presiding Member may rule questions out of order where they are substantially the same as questions previously submitted and responded to.
- 7 Written questions unable to be responded to at a Council meeting will be taken on notice. In this case, a written response will be provided as soon as possible and included on the agenda of the next Council meeting.

- 8 A person who submits written questions may also ask questions at a Council meeting and questions asked verbally may be different to those submitted in writing.
- 9 Questions and any response will be summarised and included in the minutes of the Council meeting.
- 10 It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act 1992). Where the response to a question(s) would require a substantial commitment of the City's resources, the Chief Executive Officer (CEO) will determine that it is an unreasonable impost upon the City and may refuse to provide it. The CEO will advise the member of the public that the information may be sought in accordance with the FOI Act 1992.

DISCLAIMER

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

PROCEDURES FOR PUBLIC STATEMENT TIME

The following procedures for the conduct of Public Statement Time were adopted at the Council meeting held on 19 November 2013:

- 1 Members of the public are invited to make statements, either verbally or in writing, at Council meetings.
- 2 Statements made at an Ordinary Council meeting must relate to a matter that affects the City of Joondalup. Statements made at a Special meeting of Council must relate to the purpose for which the meeting has been called.
- 3 A register will be provided for those persons wanting to make a statement to enter their name. Persons will be requested to come forward in the order in which they are registered, and to give their name and full address.
- 4 Public statement time will be limited to two minutes per member of the public.
- 5 Members of the public are encouraged to keep their statements brief to enable everyone who desires to make a statement to have the opportunity to do so.
- 6 Public statement time will be allocated a maximum time of 15 minutes. Public statement time is declared closed following the 15 minute allocated time period, or earlier than such time where there are no further statements.
- 7 Statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or City employee.
- 8 Where an Elected Member is of the opinion that a member of the public is making a statement at a Council meeting, that does not relate to a matter affecting the City, they may bring it to the attention of the Presiding Member who will make a ruling.

- 9 A member of the public attending a Council meeting may present a written statement rather than making the statement verbally if he or she so wishes.
- 10 Statements will be summarised and included in the minutes of the Council meeting.

CODE OF CONDUCT

Elected Members, Committee Members and City of Joondalup employees are to observe the City of Joondalup Code of Conduct including the principles and standards of behaviour that are established in the Code.

The following principles guide the behaviours of Elected Members, Committee Members and City of Joondalup employees while performing their role at the City:

- Act with reasonable care and diligence.
- Act with honesty and integrity.
- Act lawfully.
- Avoid damage to the reputation of the City.
- Be open and accountable to the public.
- Base decisions on relevant and factually correct information.
- Treat others with respect and fairness.
- Not be impaired by mind affecting substances.

Elected Members, Committee Members and employees must:

- (a) act, and be seen to act, properly and in accordance with the requirements of the law and the Code of Conduct
- (b) perform their duties impartially and in the best interests of the City uninfluenced by fear or favour
- (c) act in good faith in the interests of the City and the community
- (d) make no allegations which are improper or derogatory and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any person unwarranted offence or embarrassment
- (e) always act in accordance with their obligations to the City and in line with any relevant policies, protocols and procedures.

* *Any queries on the agenda, please contact Governance Support on 9400 4369.*

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LATE ITEMS / ADDITIONAL INFORMATION

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

[Additional Information180314.pdf](#)

CITY OF JOONDALUP

Notice is hereby given that a Meeting of the Council will be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday, 18 March 2014** commencing at **7.00pm**.

GARRY HUNT
Chief Executive Officer
14 March 2014

Joondalup
Western Australia

VISION

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

PRIMARY VALUES

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

DISTINGUISHING VALUES

Bold

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

Ambitious

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

Innovative

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

Enterprising

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

Prosperous

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

Compassionate

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

AGENDA

Note: Members of the public are advised that prior to the opening of the Council meeting, Mayor Pickard will say a Prayer.

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

2 DECLARATIONS OF INTEREST

Disclosure of Financial Interest

A declaration under this section requires that the nature of the interest must be disclosed. Consequently a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration. An employee is required to disclose their financial interest and if required to do so by the Council must disclose the extent of the interest. Employees are required to disclose their financial interests where they are required to present verbal or written reports to the Council. Employees are able to continue to provide advice to the Council in the decision making process if they have disclosed their interest.

Name/Position	Ms Dale Page, Director Planning and Community Development.
Item No./Subject	CJ033-03/14 – Development, Code Variation and Subdivision Applications – January 2014.
Nature of interest	Financial Interest.
Extent of Interest	Ms Page owns one of the properties that is the subject of the Report.

Disclosures of interest affecting impartiality

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

Name/Position	Cr John Chester.
Item No./Subject	CJ033-03/14 – Development, Code Variation and Subdivision Applications – January 2014.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Cr Chester's son has two properties listed in the monthly development applications.

3 PUBLIC QUESTION TIME

The following questions were submitted prior to the Council meeting:

Mr J Moore, Sorrento:

Re: Parnell Avenue south of Clontarf Street, Sorrento.

Q1 *Does Council realise that it is the law that Council may not spend differential amounts on infrastructure because of lower rateable value?*

A1 The installation and maintenance of City infrastructure is determined by need, including community expectations and maintenance scheduling. This expenditure is not determined on the basis of revenue from a particular ward.

Q2 *Why is St Patricks Road, which is similar to Parnell Avenue, sealed, when Parnell is not? (Not only is it sealed, the seal was upgraded some time ago.)*

A2 Ministerial approval was given in August 1988 under Section 331b of the *Local Government Act 1960* to permanently obstruct vehicular traffic to the section of Parnell Avenue between 100 and 102 Clontarf Street. It will therefore not be sealed. However, this section of road reserve has been landscaped and an insitu concrete footpath constructed to enable pedestrian access. A concrete vehicle crossing has also been constructed to provide vehicular access to the property at 102 Clontarf Street.

Q3 *Do you agree St Patricks Road between Clontarf Street and High Street is the same as Parnell Avenue except for Councils failure to seal it?*

A3 Refer A2 above.

4 PUBLIC STATEMENT TIME

5 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence Previously Approved:

Cr Brian Corr	27 March to 5 April 2014 inclusive;
Cr Geoff Amphlett, JP	16 April to 29 April 2014 inclusive;
Cr Kerry Hollywood	16 April to 4 May 2014 inclusive;
Cr Liam Gobbert	16 April to 17 May 2014 inclusive;
Cr John Chester	1 May to 12 May 2014 inclusive.

**REQUESTS FOR LEAVE OF ABSENCE – CR MIKE NORMAN,
CR GEOFF AMPHLETT, JP AND CR BRIAN CORR - [103782]**

Cr Mike Norman has requested Leave of Absence from Council duties covering the following periods:

- 1 26 March to 1 April 2014 inclusive;
- 2 5 April to 12 April 2014 inclusive;
- 3 4 May to 9 May 2014 inclusive.

Cr Geoff Amphlett, JP has requested an extension to the Leave of Absence previously approved by Council at its meeting held on 17 February 2014 (C1-02/14 refers) to now be 27 March to 29 April 2014 inclusive.

Cr Brian Corr has requested Leave of Absence from Council duties covering the period 20 May to 24 May 2014 inclusive.

RECOMMENDATION

That Council APPROVES the Requests for Leave of Absence from Council duties covering the following dates:

- | | | |
|----------|------------------------------|---|
| 1 | Cr Mike Norman | 26 March to 1 April 2014 inclusive;
5 April to 12 April 2014 inclusive;
4 May to 9 May 2014 inclusive; |
| 2 | Cr Geoff Amphlett, JP | 27 March to 29 April 2014 inclusive; |
| 3 | Cr Brian Corr | 20 May to 24 May 2014 inclusive. |

6 CONFIRMATION OF MINUTES

MINUTES OF COUNCIL MEETING, 17 FEBRUARY 2014

RECOMMENDATION

That the Minutes of the Council Meeting held on 17 February 2014 be confirmed as a true and correct record.

7 ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**8 IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC****9 PETITIONS**

10 REPORTS**Disclosure of Financial Interest**

Name/Position	Ms Dale Page, Director Planning and Community Development.
Item No./Subject	Item 1 – Development, Code Variation and Subdivision Applications – January 2014.
Nature of interest	Financial Interest.
Extent of Interest	Ms Page owns one of the properties that is the subject of the Report.

Disclosure of interest affecting impartiality

Name/Position	Cr John Chester.
Item No./Subject	CJ033-03/14 – Development, Code Variation and Subdivision Applications – January 2014.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Cr Chester's son has two properties listed in the monthly development applications.

CJ033-03/14 DEVELOPMENT, CODE VARIATION AND SUBDIVISION APPLICATIONS - JANUARY 2014

WARD	All
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBER	07032, 101515
ATTACHMENTS	Attachment 1 Monthly Development Applications Determined – January 2014 Attachment 2 Monthly Subdivision Applications Processed – January 2014 Attachment 3 Monthly Building R-Code Applications Decision – January 2014
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the number and nature of applications considered under delegated authority.

EXECUTIVE SUMMARY

Clause 8.6 of *District Planning Scheme No. 2* (DPS2) allows Council to delegate all or some of its development control powers to a committee or an employee of the City.

The purpose of delegation of certain powers by Council, in addition to other town planning matters, is to facilitate timely processing of development applications, *Residential Design Codes* (R-Code) applications and subdivision applications. The framework for the delegation of those powers is set out in resolutions adopted by Council and is reviewed on a two yearly basis, or as required. All decisions made by staff, acting under delegated authority as permitted under the delegation notice, are reported to Council on a monthly basis.

This report identifies the following applications determined by the administration with delegated authority powers during January 2014 (Attachments 1, 2 and 3 refer):

- 1 Planning applications (applications for planning approval (development applications) and R-Code applications).
- 2 Subdivision applications.
- 3 Building R-Code applications.

BACKGROUND

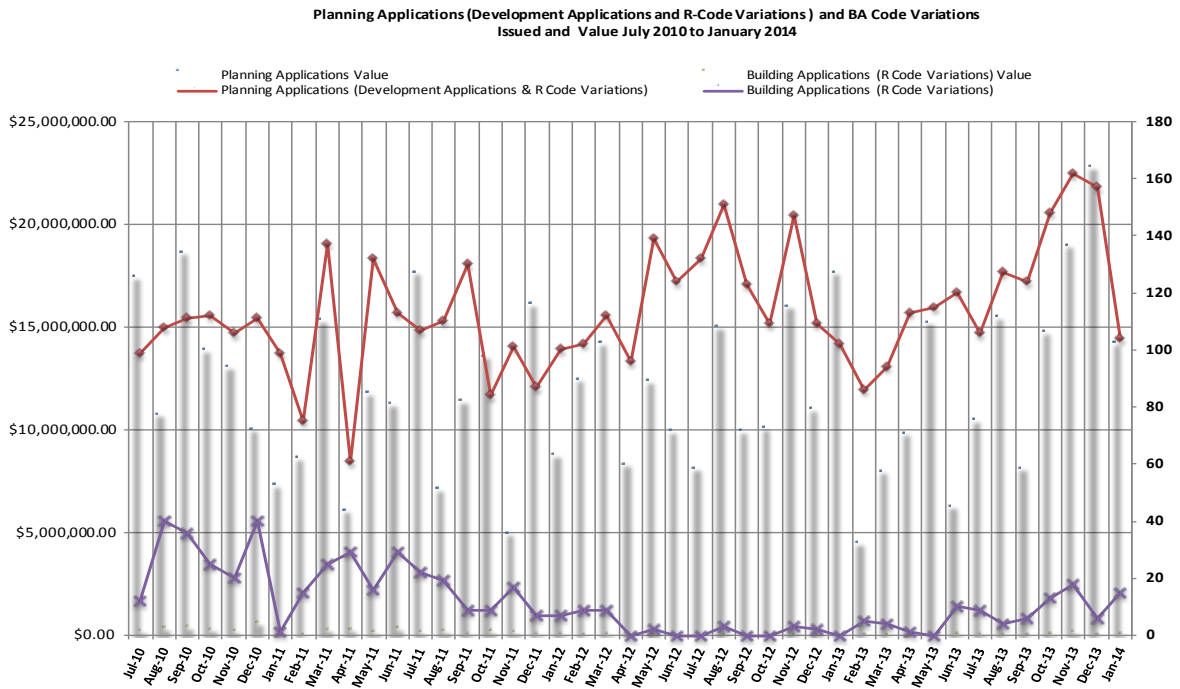
DPS2 requires that delegations be reviewed every two years, unless a greater or lesser period is specified by Council. At its meeting held on 25 June 2013 (CJ094-06/13 refers), Council considered and adopted the most recent Town Planning Delegations via its review of the Register of Delegation of Authority manual.

DETAILS

The number of applications determined under delegated authority during January 2014, is shown in the table below:

Applications determined under delegated authority – January 2014		
Type of Application	Number	Value (\$)
Planning applications (development applications and R-Codes applications)	104	\$ 14,223,628
Building applications (R-Codes applications)	15	\$132,150
TOTAL	119	\$ 14,355,778

The total number and value of planning and building r-code applications determined between July 2010 and January 2014 is illustrated in the graph below:



The number of development applications received during January was 104. (This figure does not include any applications that may become the subject of an R-Code application as part of the building permit approval process).

The number of development applications current at the end of January was 210. Of these, 63 were pending additional information from applicants, and 43 were being advertised for public comment.

In addition to the above, 309 building permits were issued during the month of January with an estimated construction value of \$38,355,510.

The number of subdivision and strata subdivision referrals processed under delegated authority during January 2014 is shown in the table below:

Subdivision referrals processed under delegated authority for January 2014		
Type of referral	Number	Potential additional new lots
Subdivision applications	3	3
Strata subdivision applications	3	14

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / policy implications

Legislation	<i>City of Joondalup District Planning Scheme No. 2.</i>
Strategic Community Plan	
Key theme	Quality Urban Environment.
Objective	Quality built outcomes.
Strategic initiative	Buildings and landscaping is suitable for the immediate environment and reflect community values.
Policy	Not applicable. All decisions made under delegated authority have due regard to any of the City's policies that apply to the particular development.

Clause 8.6 of DPS2 permits development control functions to be delegated to persons or committees. All subdivision applications were assessed in accordance with relevant legislation and policies, and a recommendation made on the applications to the Western Australian Planning Commission.

Risk management considerations

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

Financial/budget implications

A total of 119 applications were determined for the month of January 2014, with a total amount of \$56,192 received as application fees.

All figures quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Consultation may be required by the provisions of the R-Codes, any relevant policy and/or DPS2.

Of the 104 development applications determined during January 2014, consultation was undertaken for 58 of those applications. R-Codes applications for assessment against the applicable Design Principles (previously known as Performance Criteria), which are made as part of building applications, are required to include comments from adjoining landowners. Where these comments are not provided, the application will remain the subject of an R-Codes application, but be dealt with by Planning Approvals. The six subdivision applications processed during January 2014 were not advertised for public comment.

COMMENT

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

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

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

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

- 1 Applications for planning approval and R-Codes applications described in Attachment 1 to Report CJ033-03/14 during January 2014;**
- 2 Subdivision applications described in Attachment 2 to Report CJ033-03/14 during January 2014;**
- 3 Building Residential Design Code applications described in Attachment 3 to Report CJ033-03/14 during January 2014.**

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1brf110314.pdf](#)

CJ034-03/14 DRAFT CLIMATE CHANGE STRATEGY 2014-2019

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	59091
ATTACHMENTS	Attachment 1 Draft Climate Change Strategy 2014-2019 Attachment 2 Community Consultation Plan
AUTHORITY / DISCRETION	Executive — The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to endorse the draft *City of Joondalup Climate Change Strategy 2014-2019* and to release it for community consultation.

EXECUTIVE SUMMARY

Planning for the future impacts of climate change, is an important emerging issue for local government. Continuing to reduce greenhouse gas emissions to mitigate the effects of climate change is also an essential part of local government's role in managing the environment.

The draft *City of Joondalup Climate Change Strategy 2014-2019* provides guidance on the City's climate change management activities (both corporate and community) over the next five years. Responding effectively to climate change involves both reducing greenhouse gas emissions (mitigation) and being ready to adapt to climate change impacts as they occur (adaptation). Therefore the strategy has a dual purpose as follows:

- *Mitigation* – to continue to reduce greenhouse gas emissions to minimise the severity of climate change.
- *Adaptation* – to implement strategies to ensure the City is prepared and able to adapt to current and future impacts of climate change.

In developing climate change strategies or plans, most local governments address mitigation and adaptation separately. The City's draft *Climate Change Strategy 2014-2019* sets a new direction for the City's greenhouse gas mitigation activities and establishes an approach for the City to adapt to the impacts of climate change. The integration of climate change mitigation and adaptation into the one strategy not only demonstrates the City's innovation and leadership but will also create efficiencies and opportunities for the City's climate change management due to the inter-related nature of climate mitigation and adaptation activities.

The draft *Climate Change Strategy 2014-2019* has also been developed in accordance with federal government guidelines including the '*Climate Change Adaptation Actions for Local Government*' document.

The strategy has a corporate and community focus and includes both new and existing projects that will be implemented over the life of the plan in order to achieve the strategy's objectives and targets.

Implementation of the strategy will demonstrate the City's commitment to continuing its climate change mitigation activities and its intent to become a leader in climate change adaptation.

The draft *Climate Change Strategy 2014-2019* is shown as Attachment 1.

BACKGROUND

Planning for the future impacts of climate change is an important emerging issue for local government. Climate change affects a number of areas that local government is responsible for managing including infrastructure, health services, water management, emergency management and the natural environment.

Continuing to reduce greenhouse gas emissions to mitigate the effects of climate change is also an essential part of local government's role in managing the environment.

The City developed the *Greenhouse Action Plan 2007-2011* to reduce energy use and greenhouse gas emissions within the City of Joondalup. Through the implementation of the *Greenhouse Action Plan* the City's greenhouse gas emissions decreased significantly. Some initiatives implemented as part of the plan include:

- installation of photovoltaic systems on a number of its community facilities
- installation of clean, renewable geothermal energy system for the Craigie Leisure Centre swimming pools
- 'energy smart' vehicles and offsetting of annual fleet emissions
- monitoring and reporting of energy consumption and greenhouse gas emissions generated through City operations
- implementation of a number of education initiatives to raise community awareness of energy efficiency and carbon pollution.

Following a review of the *Greenhouse Action Plan*, the City commenced development of a *Climate Change Strategy*. This strategy not only addresses greenhouse gas mitigation but also recommends strategies for the City to adapt to current and future impacts of climate change.

The effects of climate change will vary in scale and nature across the globe but will impact on temperature, rainfall, intensity and frequency of extreme weather events, wind strength and patterns, and ocean temperatures and currents. Predicting the exact scale and nature of climate change at a local level and the resulting impacts is challenging and will depend on the response of local climate systems and the level of future greenhouse gas emissions. However a large amount of research has been conducted within the scientific community which indicates that in 2070, it is expected that the City of Joondalup will have hotter, drier and windier summers with the number of days over 35°C nearly doubling. Winters will be drier, warmer and less windy as a result of fewer low pressure systems. Specifically these changes include:

- 2.7°C increase in temperature
- extreme heat days to increase from 28 to 54
- 19% decrease in rainfall
- 7% increase in potential evaporation
- wind speed to increase by 8% in summer and decrease by 14% in winter
- 2% decrease in relative humidity
- 1.4% increase in solar radiation.

The impacts associated with these climatic changes will affect the City's operations, infrastructure, activities and services as well as its environment and community. Expected climate change impacts within the region include (but are not limited to):

- coastal inundation and erosion as a result of sea level rise and increased storm surges
- reduced water availability
- increased flood risk
- increased bushfire risk
- increased spread of vector-borne diseases
- increased threats to habitats of flora and fauna
- increased damage to infrastructure
- health impacts particularly for those considered vulnerable.

At its meeting held on 24 September 2013 (CJ172-09/13 refers), Council endorsed the City becoming a signatory to the *Western Australian Local Government Association (WALGA) Climate Change Declaration*.

The *WALGA Climate Change Declaration* recognises that a collaborative approach is required to adapt to the impacts of climate change. The declaration strengthens local government's advocacy position by articulating a shared political commitment across the sector. Currently 25 Western Australian local governments and two regional councils are signatories.

Signing the declaration demonstrates the City's political commitment to climate change management and acknowledges the impacts of climate change and the importance of developing locally appropriate climate change management strategies.

The development of this *Climate Change Strategy* will ensure that the City meets its commitments under the *WALGA Climate Change Declaration*.

DETAILS

The draft *Climate Change Strategy 2014-2019* provides guidance to the City's climate change activities over the next five years. The strategy has a dual purpose as follows:

- *Mitigation* – to continue to reduce greenhouse gas emissions to minimise the severity of climate change.
- *Adaptation* – to implement strategies to ensure the City is prepared and able to adapt to current and future impacts of climate change.

Combining mitigation and adaptation within the same strategy is considered to be best-practice and will enable the City to:

- demonstrate to the community that the City is committed to both climate change mitigation and adaptation
- identify projects that will have benefits for both mitigation and adaptation
- maximise funding opportunities.

The City has identified a number of overarching objectives to guide implementation of the strategy. Separate objectives have been identified for mitigation and adaptation and include:

Mitigation Objectives

- *To reduce the City's greenhouse gas emissions through effective energy management and improved energy efficiency.*
- *To reduce the City's greenhouse gas emissions through the increased use of renewable energy and alternative fuels.*
- *To reduce the City's net greenhouse gas emissions through the strategic purchase of carbon offsets.*
- *To support and encourage the community to reduce their greenhouse gas emissions.*

Adaptation Objectives

- *To improve the City's understanding of future climate scenarios and associated impacts for the City of Joondalup.*
- *To identify the likely risks to the City's environment, operations, infrastructure, activities and services as a result of climate change.*
- *To put in place strategies that will minimise the risk to the City's environment, operations, infrastructure, activities and services as a result of climate change.*
- *To support and encourage the community to prepare and adapt for climate change.*

In order to determine the level of risk to the City as a result of climate change impacts a risk assessment was undertaken. Both the City's *Risk Management Framework 2013* and the *Australian Greenhouse Office (AGO) Evaluation Framework* were utilised to assess climate change risk. The *AGO Evaluation Framework* was utilised in combination with the City's *Risk Management Framework 2013* as it is more relevant for climate change risk, particularly with the longer time scales over which climate change risk is being assessed.

Through the risk assessment process 11 overarching risks relating to climate change impacts for the City were identified, as shown in Table 1. For each of the risks a risk priority has been identified as well as an assessment of the City's level of influence to mitigate or manage the risk.

		RISK PRIORITY	LEVEL OF INFLUENCE
RISK 1	Increased damage to or loss of City buildings, infrastructure and assets due to climate change impacts (sea level rise, storm level surge, flooding, bushfire, extreme winds and the like).	Moderate	Direct
RISK 2	Future climatic changes may make it difficult to maintain the amenity of and service level to the City's parks, reserves, leisure facilities, landscaped areas and natural areas.	Moderate	Direct
RISK 3	The City's natural landscapes, habitats and biodiversity may become under increasing pressure from climate change impacts (decreased rainfall, increased temperatures, bushfires and the like).	Moderate	Indirect
RISK 4	The health and safety of residents and communities may be at risk from more intense extreme weather events, vector diseases, food safety and water quality issues.	Moderate	Indirect
RISK 5	The City's design, maintenance and replacement practices for City buildings, infrastructure and assets may not be suitable for future climatic conditions.	Moderate	Direct
RISK 6	The City may not have the necessary knowledge, planning or resources in place to adequately respond to future climate change impacts.	Moderate	Indirect
RISK 7	Future climate changes may result in a decrease in the wellbeing, safety and productivity of City of Joondalup staff.	Moderate	Direct
RISK 8	Future climate changes may lead to an increased need for service delivery as well as an increased cost to deliver services (in particular cost of utilities, resources and waste management).	Moderate	Indirect
RISK 9	The City's statutory land use planning documents may be unable to adequately address future climate change impacts.	Moderate	Direct
RISK 10	The wellbeing of residents and communities may decrease due to increased cost of living, more uncomfortable climates and a lack of readiness and resilience to adapt to future climatic conditions.	Moderate	Indirect
RISK 11	The expected or legislated role of local government in climate change adaption may be unclear or may change leading to increased regulatory and compliance requirements and increased potential for liability.	Moderate	Indirect

Table 1 – City of Joondalup overarching climate change risks

The *Climate Change Strategy 2014 – 2019* covers the following six Key Focus Areas:

- 1 Infrastructure and Assets.
- 2 Parks and Reserves.
- 3 Land-use Planning and Development.
- 4 Natural Environment.
- 5 Corporate Responsibility and Good Governance.
- 6 Community Wellbeing.

In order to address the overarching climate change risks, reduce greenhouse gases and achieve the objectives of the *Climate Change Strategy 2014-2019* projects have been identified within each of the six key focus areas. In total 41 projects have been identified which will be implemented over the life of the strategy.

A number of proposed projects within the *Climate Change Strategy 2014-2019* include quantifiable deliverables, in these instances the costs associated with the delivery of the projects are minimal or the City has obtained grant funding to assist with implementation of the initiative. For projects requiring large capital items such as the installation of photovoltaic (PV) systems or infrastructure upgrades the scope for implementation will be dependent on budget allocations and/or grant funding being provided on an annual basis.

The draft *Climate Change Strategy 2014-2019* also recommends that the City partner with key stakeholders, research institutions, agencies and utility providers including the Western Australian Local Government Association, the Water Corporation, Western Power, Synergy and the Department of Environment and Regulation to enable the City to build capacity and gain information relating to best practice approaches to climate change mitigation and adaptation.

To enable the City to monitor and measure its progress towards achieving the objectives of the strategy targets for mitigation and adaptation have also been established. Separate targets have been developed for the corporate and community sectors, as shown in Table 2 and Table 3.

Corporate target	Reduce net greenhouse gas emissions by 5 per cent per capita below 2012-13 emissions by 2018-19. The City's net greenhouse gas emissions in 2012-13 were 100.6 kg per capita. The City will need to reduce net emissions by 5.03 kg per capita to reach this target.
Community target	Implement a minimum of two community mitigation projects or events per year.

Table 2 – Corporate and Community Mitigation Targets

The City's corporate mitigation target has been developed through a review of the City's energy use and emissions profile and giving consideration to the City's scope to make further energy efficiency and energy reduction improvements given that the City has already achieved a greater than 20% reduction in emissions since 2002 with many of the more easily achievable improvements already completed. While there is still scope for improvement, these initiatives are more challenging and often have larger budgets associated with implementation.

Under the draft *Climate Change Strategy 2014-2019* a corporate mitigation target of a 5% per capita reduction in greenhouse gas emissions is being proposed. 2012-13 is the City's most recent energy consumption data and will be used as the baseline year. The final implementation year of the *Climate Change Strategy*, 2018-19, is the target year. Per capita emission reduction targets have been proposed to account for new facilities and services for the City of Joondalup. The target relates to net emissions rather than total emissions and therefore includes any offsets that the City purchases such as offsetting fleet emissions through Carbon Neutral.

The rationale for the proposed 5% per capita reduction is that the City's new corporate greenhouse reduction goal:

- aligns with the Federal Government's greenhouse target of 5% reduction by 2020
- recognises the 20% reduction in greenhouse gas emissions already achieved
- balances environmental outcomes with financial responsibility.

Greenhouse gas reduction will be achieved through the implementation of the City's *Climate Change Mitigation Framework* which outlines three approaches for reducing the City's Corporate greenhouse gas emissions:

- 1 Reducing energy use through improvements in operations.
- 2 Utilising lower emission energy sources wherever practicable.
- 3 The purchase of offsets for unavoidable emissions.

Becoming more energy efficient and reducing greenhouse gas emission is the primary goal of the *Climate Change Mitigation Framework* with the purchase of offsets being used to support a reduction in the City's net greenhouse gas emissions.

This framework formalises the City's existing approach to mitigation and will also provide guidance when planning the City's future mitigation activities.

The proposed corporate adaptation target is based on a minimum number of projects implemented per year. Given the diversity of climate change impacts and the range of adaptation actions required it is not plausible to define a numerical target which can be effectively monitored and reported against.

Corporate target	Implement a minimum of five corporate adaptation projects per year.
Community target	Implement a minimum of two community adaptation projects or events per year.

Table 3 – Corporate and Community Adaptation Targets

The City does not have direct influence over the way that the community utilises energy, however the City can raise awareness of energy conservation and energy efficiency within the community. Furthermore it is not feasible for the City to obtain energy and greenhouse gas data for the community, therefore the City's community mitigation target is based on implementing a minimum number of community mitigation projects/events per year.

The proposed community adaptation target is based on a minimum number of projects being implemented per year. Given the diversity of climate change impacts and the range of adaptation initiatives included within the draft *Climate Change Strategy 2014-2019*, it is proposed that the number of projects implemented per year is used as the overall measure for achieving climate adaptation.

Issues and options considered:

Council can either choose to release the *Climate Change Strategy 2014-2019* for community consultation:

- without modification
or
- with amendments.

It is proposed that Council approves the release of the draft *Climate Change Strategy 2014-2019* for a period of 21 days, commencing Monday 24 March 2014. A *Community Consultation Plan* is included as Attachment 2.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme The Natural Environment.

Objective Environmental resilience.

Strategic initiative Identify and respond to environmental risks and vulnerabilities.

Policy Development and implementation of the *Climate Change Strategy 2014-2019* is consistent with the objectives within the City's *Sustainability Policy*.

Risk management considerations

The impacts of climate change pose a risk to the City's infrastructure, operations, services, environment and community. Failure to take adequate steps to adapt to the impacts of climate change will mean that risks to the City's infrastructure, operations, services, environment and community will be increased.

In developing the *Climate Change Strategy 2014-2019* a risk assessment process was undertaken to identify risks to the City as a result of climate change. The *Climate Change Strategy 2014-2019* provides a platform for the City to anticipate and take steps to address the likely impacts of climate change and is in line with the City's overall 'risk prudent' appetite.

Financial/budget implications

Implementation of the City's *Climate Change Strategy 2014-2019* has financial implications for the City. Funds to implement projects within the strategy will be subject to the City's annual Budget approval process. Projects identified as existing within the strategy are approved within existing service levels and have budgets allocated within existing Operating or Capital Works Budgets.

A number of new projects within the *Climate Change Strategy 2014-2019* have no additional requirements beyond existing staff resources. New projects that are dependent on outcomes of studies or investigations, such as the *Coastal Adaptation Planning and Implementation Project* and the *Water Recycling Opportunity Study*, will be subject to detailed costing and the City's budget approval process prior to being implemented.

Regional significance

The issues and challenges that the City faces in regard to climate change are common to other local governments within the region. Sharing information and knowledge and working in partnership with other local governments will be progressed wherever possible as part of the implementation of the *Climate Change Strategy 2014-2019*.

Sustainability implications

Climate change is now widely recognised as unavoidable and is likely to have a significant effect on the environment and society. Projected changes to the climate include increased temperatures, increased number of extreme heat days, decreased rainfall, increased intensity of storm events as well as sea level rise and increased storm surge.

Environmental

Changes to climatic conditions will have significant impacts on the City's natural environment, impacting on groundwater levels, habitats, biodiversity and bushfire risk. Undertaking climate change mitigation and adaptation measures is fundamental to managing the City's local natural environment.

Social

Projected climate changes will also impact on the City's residents and communities. Vulnerable residents such as the elderly may be at risk from increased temperatures and extreme heat days. Increasing cost of utilities may place more stress on families and communities and may lead to a greater need for City services. Residents and communities are more likely to be at risk from increases in vector diseases, flooding, bushfire or extreme weather events.

Economic

Early investment in preparation and adaptation planning will help the City avoid or minimise climate change impacts and reduce the costs of adaptation and impacts when they occur. Reduction of greenhouse gas emissions through increasing energy efficiency in buildings, street lighting and vehicle fleet may lead to financial savings for the City in the future.

Consultation

Following Council endorsement, the *Climate Change Strategy 2014-2019* will be released for community consultation for a period of 21 days which is consistent with the City's *Community Consultation and Engagement Policy*. It is proposed that a final *Climate Change Strategy 2014-2019*, including amendments as a result of the consultation period, will be presented to Council for endorsement at the June 2014 Council meeting.

COMMENT

The *City of Joondalup Climate Change Strategy 2014-2019* provides strategic guidance to the City's climate change activities over the next five years and outlines both greenhouse gas mitigation and climate change adaptation projects for the City.

The City is already undertaking a number of climate mitigation and adaptation initiatives and the *Climate Change Strategy 2014-2019* has been developed to incorporate these existing activities. New projects have been included within the strategy where gaps in current City climate change mitigation or adaptive initiatives have been identified.

Development of the strategy demonstrates the City's commitment to continuing climate change mitigation activities and its intent to become a leader in climate change adaptation.

Implementation of the strategy, in partnership with key stakeholders, will ensure the City, its environment and community will be more resilient, better prepared and better able to adapt to future climatic conditions.

VOTING REQUIREMENT

Simple Majority.

RECOMMENDATION

That Council ENDORSES the release of the draft *Climate Change Strategy 2014-2019*, included as Attachment 1 to Report CJ034-03/14, for community consultation in accordance with the *Community Consultation Plan* included as Attachment 2 to Report CJ034-03/14.

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf110314.pdf](#)

CJ035-03/14 EXECUTION OF DOCUMENTS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	15876, 101515
ATTACHMENTS	Attachment 1 Documents executed by affixing the Common Seal for the period 4 February 2014 to 17 February 2014.
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the documents executed by means of affixing the Common Seal for the period 4 February 2014 to 17 February 2014 (Attachment 1 refers).

EXECUTIVE SUMMARY

The City enters into various agreements by affixing its Common Seal. The *Local Government Act 1995* states that the City is a body corporate with perpetual succession and a Common Seal. Those documents that are to be executed by affixing the Common Seal or signed by the Mayor and the Chief Executive Officer are reported to Council for information on a regular basis.

It is therefore recommended that Council NOTES the Schedule of Documents covering the period 4 February 2014 to 17 February 2014, executed by means of affixing the Common Seal, as detailed in Attachment 1 to Report CJ035-03/14.

BACKGROUND

During the period 4 February 2014 to 17 February 2014, three documents were executed by affixing the Common Seal. A summary is provided below:

Type	Number
Lease Agreement	1
Licence Agreement	1
Withdrawal of Caveat	1

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / policy implications

Legislation *Local Government Act 1995.*

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

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

Policy Not applicable.

Risk management considerations

Not applicable.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The documents that have been executed by affixing the Common Seal of the City of Joondalup are submitted to Council for information (Attachment 1 refers).

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Schedule of Documents covering the period 4 February 2014 to 17 February 2014, executed by means of affixing the Common Seal, as detailed in Attachment 1 to Report CJ035-03/14.

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf110314.pdf](#)

CJ036-03/14 STATUS OF PETITIONS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	05386, 101515
ATTACHMENTS	Attachment 1 Status of Petitions – 21 February 2012 to 17 February 2014
AUTHORITY / DISCRETION	Information – includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the status of outstanding petitions.

BACKGROUND

At its meeting held on 16 December 2008 (CJ261-12/08 refers), Council considered a report in relation to petitions.

As part of that report, it was advised that quarterly reports would be presented to Council in the future.

DETAILS**Issues and options considered**

Attachment 1 provides a list of all outstanding petitions, which were received during the period 21 February 2012 to 17 February 2014, with a comment on the status of each petition.

Legislation / Strategic Community Plan / policy implications

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

Strategic Community Plan

Key Themes Governance and Leadership.

Objective Active democracy.

Strategic Initiatives

- Fully integrate community consultation practices into City activities.
- Optimise opportunities for the community to access and participate in decision-making processes.
- Adapt to community preferences for engagement formats.

Policy Implications

Each petition may impact on the individual policy position of the City.

Risk Management Considerations

Failure to give consideration to the request of the petitioners and take the appropriate actions may impact on the level of satisfaction of the community.

Financial/Budget Implications

Individual requests made by the way of petitions may have financial implications.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

Not applicable.

COMMENT

The list of petitions is presented to Council for information, detailing the actions taken to date and the actions proposed to be undertaken for those petitions that remain outstanding.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES:

- 1 the status of outstanding petitions submitted to Council during the period 21 February 2012 to 17 February 2014, forming Attachment 1 to Report CJ036-03/14;
- 2 that in relation to the establishment of a community garden in Regents Park or Charing Cross Park, Joondalup:
 - 2.1 Council supported a pilot community garden project in Duncraig at its meeting held on 17 February 2014 (CJ004-02/14 refers);
 - 2.2 a community garden is not proposed to be installed in Regents Park or Charing Crossing Park, Joondalup;
 - 2.3 the lead petitioner will be advised accordingly;
- 3 that in relation to the petition requesting that Council does not approve the sale of any portion of Lot 971, 52 Creaney Drive, Kingsley, a report is being prepared and will be submitted to a future Council meeting;
- 4 that a report in relation to the petition requesting the installation of exercise equipment on Kanangra Park, Greenwood was presented to Council at its meeting held on 17 February 2014 (CJ022-02/14 refers);
- 5 that a report in relation to the petition requesting the installation of a roundabout at Hepburn Avenue and Lilburne Road, Duncraig to facilitate safer traffic flow is proposed to be presented to Council at its meeting to be held on 15 April 2014;
- 6 that in relation to the petition requesting that Council reconsider the operating hours of the Local Area Gamers (LAG) located at Westfield Whitford City due to the potential for significant negative impact on the health and well-being of teenagers and their families:
 - 6.1 operating hours are not a planning consideration for the City as it does not affect the amenity of the surrounding area;
 - 6.2 the lead petitioner will be notified accordingly.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf110314.pdf](#)

CJ037-03/14 MINUTES OF EXTERNAL COMMITTEE

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	48543, 101515
ATTACHMENT	Attachment 1 Minutes of the Local Emergency Management Committee meeting held 6 February 2014 <i>(Please Note: These minutes are only available electronically)</i>
AUTHORITY / DISCRETION	Information - Includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting')

PURPOSE

For Council to note the minutes of the Local Emergency Management Committee.

EXECUTIVE SUMMARY

The following minutes are provided:

- Local Emergency Management Committee meeting held on 6 February 2014.

DETAILS

The following information details those matters that would be of interest to the City of Joondalup and discussed at the Local Emergency Management Committee.

Local Emergency Management Committee – 6 February 2014

A meeting of the Local Emergency Management Committee was held on 6 February 2014.

Cr John Chester is Council's representative on the Local Emergency Management Committee, with Cr Sam Thomas being the deputy.

There were no matters of significant interest to the City of Joondalup resolved at the Local Emergency Management Committee meeting.

Legislation / Strategic Community Plan / policy implications

Legislation

Not applicable.

Strategic Community Plan

Not applicable.

Key theme

Not applicable.

Objective

Not applicable.

Strategic initiative

Not applicable.

Policy

Not applicable.

Risk management considerations

Not applicable.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the minutes of the Local Emergency Management Committee meeting held on 6 February 2014 forming Attachment 1 to Report CJ037-03/14.

To access this attachment on electronic document, click here: [externalminutes110314.pdf](#)

CJ038-03/14 WESTERN AUSTRALIAN TREASURY CORPORATION MASTER LENDING AGREEMENT

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services	
FILE NUMBER	46717, 101515	
ATTACHMENTS	Attachment 1	Master Lending Agreement between Western Australian Treasury Corporation and City of Joondalup.
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to consider and approve the execution of the Western Australian Treasury Corporation (WATC) *Master Lending Agreement*.

EXECUTIVE SUMMARY

The WATC is implementing a *Master Lending Agreement* (MLA) for local governments that incorporates all current and future loans under the one agreement instead of having to execute individual loan agreements for each and every loan advanced by WATC.

The MLA is being implemented to improve the efficiency of the lending process for local governments and to incorporate the security interest registration provisions prescribed under the Commonwealth *Personal Property Securities Act 2009* (PPSA).

The MLA has been drafted by the State Solicitor's Office and, apart from reference to the PPSA, it is no different to the loan agreements previously executed for the City's existing borrowings.

It is therefore recommended that Council:

- 1 *APPROVES the execution of the Western Australian Treasury Corporation Master Lending Agreement as at Attachment 1 to Report CJ038-03/14 and the affixing of the City of Joondalup Common Seal thereto;*

- 2 *AUTHORISES the Chief Executive Officer to sign schedule documents under the Western Australian Treasury Corporation Master Lending Agreement for borrowings approved by Council in accordance with SECTION 9.49A(4) the Local Government Act 1995.*

BACKGROUND

A separate loan agreement has traditionally been required to be executed for each individual loan advanced by WATC. The MLA will substitute for individual loan agreements and incorporates all existing and future loans under the one agreement.

In addition the MLA will incorporate the security interest registration provisions prescribed under the PPSA. This legislation provides a national registration process for recording the interests that parties have in property. Section 6.21 (2) of the *Local Government Act 1995* provides that borrowings, credit or financial accommodation extended to a local government can only be secured over the general funds of the local government. It is this interest that the WATC will register with the PPSA.

DETAILS

The City has been advised that the WATC is implementing a MLA incorporating all existing and future borrowings by the City to improve the efficiency of the lending process and to incorporate the security interest registration process introduced under the PPSA.

Together with the MLA, the WATC has also entered its security interest over the City's general fund under section 6.21 of the *Local Government Act 1995* into the *Personal Property Security Register* established under the PPSA.

The MLA will not obviate any of the existing Council decision-making processes. A decision to borrow will still need to be either dealt with by Council as part of the Annual Budget adoption or if a proposal to borrow is not included in the Budget, it requires an absolute majority resolution of Council in accordance with 6.20 (2) of the *Local Government Act 1995*.

Issues and options considered

The option of continuing with individual loan contracts is inefficient, administratively cumbersome and no longer feasible. The MLA is a sensible option and is more appropriate for local government operations.

Legislation / Strategic Community Plan / policy implications

Legislation	Sections 6.21 and 6.24 of the <i>Local Government Act 1995</i> . <i>Personal Property Securities Act 2009 (Cwlth)</i> .
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Strategic Community Plan

Key theme	Not applicable.
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Objective	Not applicable.
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Strategic initiative	Not applicable.
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Policy	Not applicable.
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Risk management considerations

The WATC MLA is a consolidated loan agreement, the execution of which does not cause any additional risk to the City.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The MLA has been drafted by the State Solicitor's Office and has been reviewed by the City's Principal Legal Officer.

COMMENT

The WATC MLA is being introduced to streamline and simplify the borrowing process for local government and its execution is recommended.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION**That Council:**

- 1 APPROVES the execution of the Western Australian Treasury Corporation Master Lending Agreement as at Attachment 1 to Report CJ038-03/14 and the affixing of the City of Joondalup Common Seal thereto;**
- 2 AUTHORISES the Chief Executive Officer to sign schedule documents under the Western Australian Treasury Corporation Master Lending Agreement for borrowings approved by Council in accordance with section 9.49A(4) of the *Local Government Act 1995*.**

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf110314.pdf](#)

CJ039-03/14 LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2014

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services	
FILE NUMBER	09882, 101515	
ATTACHMENTS	Attachment 1	Chief Executive Officer's Delegated Municipal Payment List for the month of January 2014
	Attachment 2	Chief Executive Officer's Delegated Trust Payment List for the month of January 2014
	Attachment 3	Municipal and Trust Fund Vouchers for the month of January 2014
AUTHORITY / DISCRETION	Information – includes items provided to Council for Information purposes only that do not require a decision of Council (that is for noting).	

PURPOSE

For Council to note the list of accounts paid under the Chief Executive Officer's delegated authority during the month of January 2014.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of January 2014 totalling \$10,969,695.00.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for January 2014 paid under delegated authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 in Attachments 1, 2 and 3 to Report CJ039-03/14, totalling \$10,969,695.00.

BACKGROUND

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

DETAILS

The table below summarises the payments drawn on the funds during the month of January 2014. Lists detailing the payments made are appended as Attachments 1 and 2. The vouchers for the month are appended as Attachment 3.

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques & EFT Payments - 97486 - 97647 & EF036926 – EF037520	\$7,088,020.96
	Net of cancelled payments Vouchers 1222A & 1224A - 1227A & 1233A - 1234A & 1238A - 1239A	\$3,859,854.04
Trust Account	Trust Cheques 206129 – 206167	
	Net of cancelled payments	\$21,820.00
Total		\$10,969,695.00

Issues and options considered

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

Option 1

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

Option 2

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

Legislation / Strategic Community Plan / policy implications

Legislation

The Council has delegated to the Chief Executive Officer the exercise of its authority to make payments from the Municipal and Trust Funds, therefore in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the Chief Executive Officer is prepared each month showing each account paid since the last list was prepared.

Strategic Community Plan

Key theme Financial Sustainability.

Objective Effective management.

Strategic Initiative Not applicable.

Policy Not applicable.

Risk management considerations

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

Financial/budget implications

All expenditure from the Municipal Fund was included in the Annual Budget as adopted or revised by Council.

Regional significance

Not applicable.

Sustainability implications

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

Consultation

Not applicable.

COMMENT

All Municipal Fund expenditure included in the list of payments is incurred in accordance with the 2013–14 Annual Budget as adopted by Council at its meeting held on 25 June 2013 (CJ117-06/13 refers) and subsequently revised or has been authorised in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Chief Executive Officer's list of accounts for January 2014 paid under Delegated Authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* forming Attachments 1, 2 and 3 to Report CJ039-03/14, totalling \$10,969,695.00.

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf110314.pdf](#)

CJ040-03/14 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2014

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	07882, 101515
ATTACHMENTS	Attachment 1 Financial Activity Statement for the period ended 31 January 2014
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the Financial Activity Statement for the period ended 31 January 2014.

EXECUTIVE SUMMARY

Council adopted the Annual Budget for the 2013-14 Financial Year at its meeting held on 25 June 2013 (CJ117-06/13 refers). The figures in this report are compared to the Adopted Budget figures.

The January 2014 Financial Activity Statement Report shows an overall favourable variance from operations and capital, after adjusting for non-cash items, of \$4,214,110 for the period when compared to the 2013-14 Adopted Budget.

The variance can be summarised as follows:

The operating surplus is \$5,048,255 higher than budget, made up of higher operating revenue of \$1,057,875 and lower operating expenditure of \$3,990,380.

Operating revenue is below budget on Grants and Subsidies \$1,101,525. This is offset by higher revenues on Rates \$655,082, Specified Area Rates \$3,636, Profit on Asset Disposal \$1,147,210, Fees and Charges \$80,926, Interest Earnings \$174,093, Other Revenue \$64,146 and Contributions, Reimbursements and Donations \$34,307.

Operating expenditure is below budget on Materials and Contracts \$2,177,141, Depreciation \$1,008,248, Utilities \$234,390, Employee Costs \$644,148 and Interest Expenses \$2,024. This is partially offset by higher expenditure on Loss on Asset Disposal \$56,387 and Insurance Expenses \$19,185.

The Capital Deficit is \$794,839 below budget primarily due to higher revenue from Capital Contributions \$1,376,818 and Equity Distribution (TPRC) \$666,666 as well as lower than budgeted expenditure on Capital Projects \$1,545,904 and Motor Vehicle Replacement \$894,443. This is partially offset by lower revenue from Capital Grants and Subsidies \$423,236 and higher expenditure on Capital Works \$2,872,389 and Tamala Park Development Costs \$393,368.

Further details of the material variances are contained in Appendix 3 of the Attachment to this Report.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 January 2014 forming Attachment 1 to Report CJ040-03/14.

BACKGROUND

The *Local Government (Financial Management) Regulations 1996* requires a monthly Financial Activity Statement. At its meeting held on 11 October 2005 (CJ211-10/05 refers), Council approved to accept the monthly Financial Activity Statement according to nature and type classification.

DETAILS

Issues and options considered

The Financial Activity Statement for the period ended 31 January 2014 is appended as Attachment 1.

Legislation / Strategic Community Plan / policy implications

Legislation

Section 6.4 of the *Local Government Act 1995* requires a local government to prepare an annual financial report for the preceding year and such other financial reports as are prescribed.

Regulation 34(1) of the *Local Government (Financial Management) Regulations 1996* as amended requires the local government to prepare each month a statement of financial activity reporting on the source and application of funds as set out in the annual budget.

Strategic Community Plan

Key theme Financial Sustainability.

Objective Effective management.

Strategic initiative Not applicable.

Policy Not applicable.

Risk management considerations

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

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

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

Consultation

In accordance with Section 6.2 of the *Local Government Act 1995*, the annual budget was prepared having regard to the Strategic Financial Plan, prepared under Section 5.56 of the *Local Government Act 1995*, which was made available for public comment.

COMMENT

All expenditures included in the Financial Activity Statement are incurred in accordance with the provisions of the 2013-14 Adopted Budget or have been authorised in advance by Council where applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Financial Activity Statement for the period ended 31 January 2014 forming Attachment 1 to Report CJ040-03/14.

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf110314.pdf](#)

CJ041-03/14 REQUEST FOR ADDITIONAL SUBSIDIES - FACILITY HIRE SUBSIDY POLICY

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	101271, 101515
ATTACHMENTS	Nil.
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to give consideration to apply additional subsidies for the hire of City facilities.

EXECUTIVE SUMMARY

At its meeting held on 20 November 2012 (CJ234-11/12 refers), Council adopted a *Property Management Framework* which is intended to provide the City with a guide to managing all property under the City's ownership, care and control. It contains specific requirements for the classifying of property and its usage.

As part of the framework, Council also reviewed various supporting policies to assist it in managing property and users of City facilities. The revised *Facility Hire Subsidy Policy* allows for various levels of subsidisation of the hire fees for certain community groups. The policy states that where a community group wishes for further subsidisation, application must be made to the City with a report presented to Council for its consideration.

The City has recently completed the annual bookings for use of its facilities for 2014. Consequently, the following groups have sought further subsidisation in accordance with the policy.

Groups who also requested further subsidisation in 2013 are as follows:

- Lions Club of Whitford.
- Burns Beach Coffee Club.
- Burns Beach Ladies Walking Group.
- Greenwood Weight Watchers Club.
- Hillarys Weight Watchers Club.
- Hindu Swayamsevak Sangh Australia.
- Kallaroo Embroidery Club – Flinders Park Community Centre.
- Thread Magic – Ellersdale Park Clubroom.
- Northern Districts Bridge Club.
- Weight Watchers Federation Padbury-Woodvale Group.
- Mah-Jong Club.

Groups requesting further subsidisation for the first time in 2014 are as follows:

- Easybeat Walkers.
- Burns Beach Social Group.
- Grandparents Rearing Grandchildren.
- Kinross Playgroup.
- Wallabies Badminton Club.
- Sorrento Sandgropers Badminton Club.
- Greenwood Tennis Club - Juniors.
- Ocean Ridge Tennis Club - Juniors.

It is recommended that Council consider each request on a case by case basis.

BACKGROUND

The City of Joondalup manages 148 facilities utilised by approximately 300 community groups over 19,000m² of land either as freehold or managed property which is reserved or dedicated under the *Land Administration Act 1997*. This property has been set aside for a diversity of purposes, such as recreation, public open space, drainage and administrative or infrastructure purposes.

In previous years, property management arrangements for City owned and managed property were approached on an ad-hoc basis. This resulted in varying management methods and inconsistent leasing; licensing; and facility hire conditions (including the application of subsidised use).

In an effort to apply greater consistency to property management, at its meeting held on 20 November 2012 (CJ234-11/12 refers) the Council adopted a framework that takes a broad approach and addresses the myriad of issues involved in property management. It is intended to provide a consistent and concise methodology for the future.

DETAILS

At its meeting held on 20 November 2012 (CJ234-11/12 refers), Council adopted a new policy relating to subsidised use of City facilities that is to:

- provide guidance on determining the extent of subsidy to be offered to groups hiring City-managed facilities
- ensure facility hire subsidies are applied in a consistent, transparent and equitable manner.

The policy applies to all local not-for-profit community groups and groups from educational institutions hiring City-managed facilities on a regular or casual basis, excluding facilities contained within the City of Joondalup Leisure Centre - Craigie. The policy applies to organised groups only and does not apply to individuals.

The policy allocates a level of subsidy to user groups. The City will subsidise the cost of facility hire charges for City-managed facilities for local not-for-profit community groups and groups from educational institutions if the group is able to demonstrate that at least 50% of its active members/participants reside within the City of Joondalup. These groups are categorised within the policy based on the nature of the group, that is, groups that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over.

Notwithstanding the above, the City reserves the right that if a group is booking a facility at a subsidised rate and it is not being utilised it may charge that group for the unutilised booking of that facility at the full community rate.

The process the City follows when booking facilities for regular hire groups is via two ways, being:

- annual users
- seasonal users.

Annual users are those groups who hire a City facility for a calendar year, where a seasonal user is a group that books either for a winter or summer season, which are regarded traditional sports seasons.

In regard to dealing with requests for additional subsidies over and above what is permitted within the policy, the policy states:

“A group may apply for an additional subsidy under special circumstances. Applications must be made in a written submission to the Chief Executive Officer. All such applications will be assessed by the City and referred to Council for determination.

Additional subsidies will be provided for the following:

- *Any group who has provided recent, significant cash or in-kind contribution(s) towards the total value of the construction of a hired facility.*
- *Any group who is experiencing significant financial difficulties.*
- *Any other group who can provide reasonable justification for receiving an additional subsidy.*

Submissions for additional subsidies will be assessed on a case-by-case basis and will apply for one year/season. A new application must be made in each following year/season.”

The City has recently completed the annual bookings for use of its facilities for 2014. Consequently, the following groups have sought further subsidisation in accordance with the policy.

Groups who also requested further subsidisation in 2013 are as follows:

- Lions Club of Whitford.
- Burns Beach Coffee Club.
- Burns Beach Ladies Walking Group.
- Greenwood Weight Watchers Club.
- Hillarys Weight Watchers Club.
- Hindu Swayamsevak Sangh Australia.
- Kallaroo Embroidery Club – Flinders Park Community Centre.
- Thread Magic – Ellersdale Park Clubroom.
- Northern Districts Bridge Club.
- Weight Watchers Federation Padbury-Woodvale Group.
- Mah-Jong Club.

Groups requesting further subsidisation for the first time in 2014 are as follows:

- Easybeat Walkers.
- Burns Beach Social Group.
- Grandparents Rearing Grandchildren.
- Kinross Playgroup.
- Wallabies Badminton Club.
- Sorrento Sandgropers Badminton Club.
- Greenwood Tennis Club - Juniors.
- Ocean Ridge Tennis Club - Juniors.

Lions Club of Whitford

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy per week	Potential additional cost
Gibson Park Community Facility	Community Service and Charitable Groups - Groups that operate to raise funds for charity and/or provide volunteer-based community services to the community.	100% up to a maximum of 10 hours per week.	29.3	19.3 hrs /wk	\$26,549.19

The Lions Club of Whitford is one of four Lions Clubs that hire the Gibson Park Community Facility. The Gibson Park Community Facility was built with the main purpose to house the Lions Clubs that operate within the City of Joondalup, while also providing an additional facility that would be accessible to the community. The other three Lions Clubs (Duncraig, Kingsley and Ocean Reef) operate within the allocated subsidised hours as per the policy for this facility.

The group has booked 1,524 hours for 2014, averaging approximately 29.3 hours per week, to enable it to conduct regular meetings and undertake the necessary work in preparing for many of its charitable fundraising events. The current booking request covers the club's known projects for 2014, but does not include additional charity work that they need to undertake with various requests received throughout the year. In previous years these requests have amounted to approximately 260 hours.

It is understood that one of the challenges faced by the group when wanting to access their storage facilities to allow members to undertake their work is that they cannot access the toilets. This therefore requires them to book the function area, so they can undertake their work within their storage areas and gaining access to the toilet facilities without disturbing another user group.

The group has requested the City provide an extension of their subsidy from 10 hours per week to include all existing bookings plus bookings for new projects that will likely eventuate throughout the year.

The group, along with other Lions Clubs provide valuable services to the community in assisting many charities, community groups and other people in need. Limiting access to the Gibson Park Community Facility may restrict the club's ability to provide these services.

Consequently, it is suggested that Council give consideration to extending the club's 100% subsidy from 10 hours to 25 hours per week for 2014 only.

In 2013, this group requested an unlimited waiver of all fees associated with its unlimited use of the facility. Council did not approve their request for an unlimited waiver however did approve to extend their 100% subsidy from 10 hours per week to 30 hours per week. It is noted that the group has reduced their bookings in 2014 compared to 2013, hence the reduction in the additional subsidised hours requested.

Burns Beach Coffee Club

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Jack Kikeros Community Hall	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	1.9	N/A	\$645.84

The Burns Beach Coffee Club hires the Jack Kikeros Community Hall in Burns Beach for two hours per week. The group has advised that they are a not-for-profit group comprising ladies that gather socially on a regular basis with more than 50% of members residing within the City of Joondalup, however are not an incorporated body.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-For-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for two hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Burns Beach Ladies Walking Group

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Jack Kikeros Community Hall	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.5	N/A	\$856.70

The Burns Beach Ladies Walking Group has advised that they are a not-for-profit group, with more than 50% City of Joondalup residents, comprising ladies that gather socially on a regular basis, however are not an incorporated body.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-for-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for two and a half hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Greenwood Weight Watchers Club

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Greenwood/Warwick Community Care Centre	Other Not-For-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	1.9	N/A	\$659.00

The Greenwood Weight Watchers Club currently hires the Dining/Kitchen Room of the Greenwood/Warwick Community Care Centre for two hours per week. The club has indicated it is a not-for-profit organisation through their affiliation with the Weight Watchers Federation of WA (Inc) and more than 50% of its members are City of Joondalup residents, but it is not exclusively for persons 55 years and over.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an "Other Not-for-Profit Community Group" and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for two hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Hillarys Weight Watchers Club

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Guy Daniel Clubroom	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.8	N/A	\$1,944.08

The Hillarys Weight Watchers Club currently hires the Main Hall of the Guy Daniel Clubroom in Heathridge for three hours per week. The club has indicated it is a not-for-profit organisation through their affiliation with the Weight Watchers Federation of WA (Inc) and more than 50% of its members are City of Joondalup residents, but it is not exclusively for persons 55 years and over.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an "Other Not-for-Profit Community Group" and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for three hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Hindu Swayamsevak Sangh Australia

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Dorchester Hall	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.9	N/A	\$1,736.25

The Hindu Swayamsevak Sangh Australia group hires Dorchester Hall for three hours per week on a Thursday morning to provide yoga, exercise and health activities for its members. While membership to the group is not exclusive to people aged 55 years or over, all of their members who attend the session at Dorchester Hall are over 55. The group is a not-for-profit group with more than 50% of members residing within the City of Joondalup.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an “Other Not-for-Profit Community Group” and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for three hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Kallaroo Embroidery Group

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Flinders Park Community Centre	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	3.8	N/A	\$2,578.88

The Embroiders Guild of WA operates from a facility in Ardross, however in recent times has established two groups in the northern suburbs, the Kallaroo Embroidery Group and Thread Magic.

The Kallaroo Embroidery Group is a not-for-profit group (under the affiliation with the Embroiders Guild of WA) and has more than 50% of members as City of Joondalup residents, however is not exclusive to those persons 55 years and older. Previously, the group has utilised the Flinders Park Community Centre at 100% subsidy, however with the revised policy they are classified as an "Other Not-for-Profit Community Group", and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for five hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Thread Magic

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Ellersdale Park Clubroom	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	1.2	N/A	\$699.38

The Embroiders Guild of WA operates from a facility in Ardross, however in recent times has established a group of people from the northern suburbs, Thread Magic, which hires the Ellersdale Park Clubroom for five hours per month.

The Thread Magic Group is a not-for-profit group (under the affiliation with the Embroiders Guild of WA) and has more than 50% of members as City of Joondalup residents, however is not exclusive to those persons 55 years and older. Previously, the group has utilised the Ellersdale Park Clubroom at 100% subsidy, however with the revised policy they are classified as an "Other Not-for-Profit Community Group", and would be entitled to a 50% subsidy on a continuous basis.

It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for one and a half hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Northern Districts Bridge Club

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Seacrest Park Community Sporting Facility	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	7.8	N/A	\$5,342.90

The Northern Districts Bridge Club relocated to the Joondalup area from the City of Wanneroo approximately seven years ago and has hired Sorrento Hall (until 2012) and then the Seacrest Park Community Sporting Facility for eight hours per week.

The Northern Districts Bridge Club is a not-for-profit group with more than 50% of members residing within the City of Joondalup, however, is not exclusive to those persons 55 years and older. Previously, the group has utilised City facilities at 100% subsidy, however with the revised policy they are classified as an “Other Not-for-Profit Community Group”, and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for “Other Not-for-Profit Community Groups”. This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for eight hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Weight Watchers Federation (Padbury-Woodvale Group)

Facility hired	Classification within Policy	Extent of subsidy	Average number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Fleur Freame Meeting Room	Other Not-For-Profit Community Groups – All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	2.0	N/A	\$634.40

The Weight Watchers Federation (Padbury-Woodvale Group) has previously hired the Dining Room in the Whitford Senior Citizens Centre but relocated to the Fleur Freame Meeting Room in 2013, which they hire for two hours per week.

The Club has indicated it is a not-for-profit organisation through their affiliation with the Weight Watchers Federation of WA (Inc) and more than 50% if its members are City of Joondalup residents, but it is not exclusively for persons 55 years and over. Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an "Other Not-for-Profit Community Group" and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for one and a half hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Mah-jong Club

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Ellersdale Park Clubroom	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	4.1	N/A	\$2,485.40

The Mah-jong Club is a group that meet in the Ellersdale Clubroom in Warwick to practice and play the game of Mah-jong. The group mainly comprises seniors, though the club is not exclusively for persons 55 years and older. The club has more than 50% of its members as City of Joondalup residents and is consistent with a not-for-profit club, although it is not incorporated.

Previously they have received 100% subsidy, however given that they are not exclusive for seniors they are classified as an "Other Not-for-Profit Community Group" and would be entitled to a 50% subsidy on a continuous basis.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

In 2013, this group requested additional subsidy to 100% for four hours per week. Council did not approve their request for additional subsidy however did approve a fee waiver.

Groups requesting further subsidisation for the first time in 2014

The following groups have a requested a further subsidy, in accordance with the policy, for the first time in 2014.

Easybeat Walkers

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Padbury Hall	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	3.0	N/A	\$2,590.09

The Easybeat walkers are a not-for-profit, incorporated, social fitness group that meets on a weekly basis at Padbury Hall for exercise sessions. The group has more than 50% of its members as City of Joondalup residents.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-for-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

Burns Beach Social Group

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Jack Kikeros Community Hall	Other Not-for-Profit Community Groups - All other groups defined as not-for-profit community groups as per this policy.	50% (continually)	0.9	N/A	\$316.32

The Burns Beach Social Group has advised that they are a not-for-profit group comprising residents (predominantly pensioners) of the Burns Beach Caravan Park that gather socially on a regular basis, however are not an incorporated body.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-for-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the City considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

Grandparents Rearing Grandchildren

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
Kingsley Memorial Clubrooms	None	None	0.6	N/A	\$767.05

The Grandparents Rearing Grandchildren group is an incorporated, not for profit group which meets on a monthly basis at the Kingsley Memorial Clubrooms (since 2002) as a support service to grandparents who have assumed responsibility for the rearing of their grandchildren.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with the revised policy, as the group does not have 50% of their members residing in the City of Joondalup they are not eligible for a subsidy. The group has 49 members with 23 (47%) residing in the City of Joondalup.

The group has requested the City give consideration to waiving the fees associated with their monthly booking.

It is suggested that, while the group is not currently eligible for a subsidy, they are very close to meeting the 50% City of Joondalup resident criteria, and as membership fluctuates they may be eligible in the future. Therefore it is suggested that Council give consideration to approving a 100% fee waiver up to 0.56 hours per week (29 hours per year) for their 2014 bookings.

Kinross Playgroup

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy	Potential additional cost
McNaughton Park Clubrooms	None	None	13.8	N/A	\$19,044.00

The Kinross Playgroup is a not-for-profit group (affiliated through Playgroup WA) which meets several times a week at the McNaughton Park Clubroom in Kinross.

Previously the group has been regarded as a playgroup that is run on a voluntary basis by parents and caregivers which provide a range of play activities and therefore received a 100% subsidy for up to 50 hours per week. In accordance with revised policy, as the group does not have 50% of their members residing in the City of Joondalup they are not eligible for a subsidy. The group has 99 members with 46 (46%) residing in the City of Joondalup.

The group has requested the City give consideration to waiving the fees associated with their monthly booking.

The group operates from the McNaughton Park Clubroom in Kinross, which is less than one kilometre from the City's northern boundary, and therefore it is understandable that the group will attract participants from the neighbouring local government. Therefore it is suggested that Council give consideration to approving a 100% fee waiver up to 14 hours per week for their 2014 bookings.

Wallabies Badminton Club

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy per week	Potential additional cost
Heathridge Leisure Centre	Adult Recreational or Sporting Group	50% Continually	7.0	N/A	\$2,520.00

The Wallabies Badminton Club hires the courts at Heathridge Leisure Centre in Heathridge for approximately seven hours per week. The group has advised that they are a not-for-profit group with more than 50% of members residing within the City of Joondalup. They have 30 members of which 83% are over the age of 55.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-For-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

Sorrento Sandgropers Badminton Club

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy per week	Potential additional cost
Duncraig Leisure Centre	Adult Recreational or Sporting Group	50% Continually	6.1	N/A	\$2,212.00

The Sorrento Sandgropers Badminton Club hires the courts at Duncraig Leisure Centre in Duncraig for approximately six hours per week. The group has advised that they are a not-for-profit group with more than 50% of members residing within the City of Joondalup. They have 28 members of which 89% are over the age of 55.

Previously they have been regarded as a group that provide recreational, sporting activities and/or targeted services exclusively for people aged 55 years of age and over and therefore received 100% subsidy for up to 10 hours per week. In accordance with revised policy as the group is not exclusively for people aged 55 years and above they would be classified as an "Other Not-For-Profit Community Group" and receive a continuous 50% subsidy.

The group has requested it continue to receive 100% subsidy. It is recommended that rather than reclassify the group into a category that affords them 100% subsidisation, that the Council considers waiving the fees above the level of subsidisation granted under the policy for "Other Not-for-Profit Community Groups". This will allow other similar groups to be judged appropriately.

Greenwood Tennis Club - Juniors

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy per week	Potential additional cost
Warwick Open Space Tennis Courts	Junior Recreational or Sporting Group	100% up to 10 hours per week	108	98 hrs /wk	\$4,069.98

The Greenwood Tennis Club is a not for profit group with both senior and junior members. The group books the Warwick Open Space Tennis Courts and has a lease on the tennis clubroom section of the Warwick Sports Centre.

The junior section of the club has 65 members and books the courts on a 12 month basis. They have previously been regarded as a junior sporting and recreational group and therefore received a 100% subsidy on their bookings. Under the revised policy, the group would not be entitled to a subsidy as only 20% of its junior members reside within the City of Joondalup.

The group has written to the City requesting they receive a waiver of the fees associated with their junior bookings in 2014.

It is noted that this group is based in the south eastern corner of the City and therefore it is understandable that the group will attract participants from the neighbouring local governments. In addition, the hire of tennis courts is different to the hire of a park in that a typical junior sporting club can have a lot more participants on a park compared to one tennis court. Consequently, the total hours of court hire for a junior tennis club is going to be comparatively higher than other clubs whose sport is conducted on a park.

Therefore it is suggested that Council give consideration to approving a 100% fee waiver up to 108 hours per week to the Greenwood Tennis Club (Juniors) for their 2014 bookings.

Ocean Ridge Tennis Club - Juniors

Facility Hired	Classification within Policy	Extent of subsidy	Average Number of hours booked per week	Number of hours exceeding subsidy per week	Potential additional cost
Heathridge Park Tennis Courts	Junior Recreational or Sporting Group	100% up to 10 hours per week	30	20 hrs /wk	\$879.46

The Ocean Ridge Tennis Club is a not for profit group with both senior and junior members, and more than 50% of members residing in the City of Joondalup. The group books the Heathridge Park Tennis Courts and has a lease on the tennis clubroom section of the Guy Daniel Clubroom.

The junior section of the club has 41 members and books the courts on a 12 month basis. They have previously been regarded as a junior sporting and recreational group and therefore received a 100% subsidy on their bookings. Under the revised policy, the group would be entitled to a maximum of 10 hours per week of 100% subsidised hire as they have less than 100 junior members.

The group has written to the City requesting the 10 hours per week of 100% subsidised use is extended to 30 hours per week to cover all of their bookings for the 2014 year.

It is noted that the hire of tennis courts is different to the hire of a park in that a typical junior sporting club can have a lot more participants on a park compared to one tennis court. Consequently, the total hours of court hire for a junior tennis club is going to be comparatively higher than other clubs whose sport is conducted on a park. Therefore, it is suggested that Council give consideration to extending the subsidised hours of hire for Ocean Ridge Tennis Club (Juniors) to 30 hours per week.

Issues and options considered

The Council may:

- approve each of the requests for additional subsidies on a case by case basis
- approve in part each of the requests on a case by case
or
- decline the request for additional subsidies on a case by case basis.

Legislation / Strategic Community Plan / policy implications

Legislation Section 6.12 of the *Local Government Act 1995*.

Strategic Community Plan

Key theme Financial Sustainability.

Objective Financial diversity.

Strategic initiative Identify opportunities for new income streams that are financially sound and equitable.

Policy *Facility Hire Subsidy Policy.***Risk management considerations**

The following risks may happen pending the consideration of the additional requests for subsidised use of City facilities:

- The user groups may not have the financial capacity to meet the costs proposed by the City for the additional use above the group's allocated subsidy.
- The City compromises its strategic initiative in examining alternative revenue streams.
- Incorrectly classifying the groups may set a precedent and cause complications in classifying other groups when determining subsidies.

Financial/budget implications

The cost to the City across all levels of subsidised use of City facilities is approximately \$1.4 million dollars. If the City was to extend the subsidies and waive the fees proposed for additional usage of City facilities for these groups, the City will lose approximately \$76,530.92 in income for 2014.

Regional significance

Requests for subsidised use only apply to users of City facilities that have a minimum of 50% members being resident to the City of Joondalup.

Sustainability implications

The *Property Management Framework* aims to support the equitable, efficient and effective management of City-owned and managed properties. The framework recognises the value and community benefit of activities organised and provided for by community groups, by subsidising such groups where appropriate. The framework also aims to protect and enhance the City's property assets for the benefit of the community and for future generations.

Consultation

Not applicable.

COMMENT

The intent of the recently adopted *Facility Hire Subsidy Policy* was not about generating additional income but to achieve more equitable and greater use of City facilities. It is important that the classification of groups within the policy for levels of subsidisation remains consistent, however, if a group requires further consideration relating to fees, it is open to Council to waive these fees.

One of the objectives of the *Property Management Framework* was to stop groups booking facilities on a just-in-case situation. Such bookings then prevent other groups/individuals from gaining access to those facilities.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1** **AGREES** to extend the 100% subsidised use to the Lions Club of Whitfords subject to the club demonstrating that 50% of its active members/participants reside within the City of Joondalup for the use of the Gibson Park Community Facility and other associated City facilities to a maximum 25 hours per week;
- 2** **DOES NOT AGREE** to the request for additional subsidies as per the *Facility Hire Subsidy Policy* for the following groups:
 - 2.1 Burns Beach Coffee Group – Jack Kikeros Community Hall;
 - 2.2 Burns Beach Ladies Walking Group – Jack Kikeros Community Hall;
 - 2.3 Greenwood Weight Watchers Club – Greenwood/Warwick Community Care Centre;
 - 2.4 Hillarys Weight Watchers Club – Guy Daniel Clubroom;
 - 2.5 Hindu Swayamsevak Sangh Australia – Dorchester Hall;
 - 2.6 Kallaroo Embroidery Club – Flinders Park Community Centre;
 - 2.7 Thread Magic – Ellersdale Park Clubroom;
 - 2.8 Northern Districts Bridge Club – Seacrest Park Community Sporting Facility;
 - 2.9 Weight Watchers Federation Padbury-Woodvale Group – Fleur Freame Meeting Room;
 - 2.10 Mah-Jong Club – Ellersdale Park Clubroom;
 - 2.11 Easybeat Walkers – Padbury Hall;
 - 2.12 Burns Beach Social Group – Jack Kikeros Hall;
 - 2.13 Wallabies Badminton Club – Heathridge Leisure Centre;
 - 2.14 Sorrento Sandgropers Badminton Club – Duncraig Leisure Centre;
- 3** **AGREES** to waive the fees for the following groups for the following facilities for 2014 that is over and above the level of subsidisation contained within the *Facility Hire Subsidy Policy*:

Group	Facility	Level of Subsidy under Policy	Fees Waived - average hours per week
Burns Beach Coffee Group	Jack Kikeros Community Hall	50%	Maximum of 1.9 hours per week
Burns Beach Ladies Walking group	Jack Kikeros Community Hall	50%	Maximum of 2.5 hours per week
Greenwood Weight Watchers Club	Greenwood/Warwick Community Care Centre	50%	Maximum of 1.9 hours per week
Hillarys Weight Watchers Club	Guy Daniel Clubroom	50%	Maximum of 2.8 hours per week
Hindu Swayamsevak Sangh Australia	Dorchester Hall	50%	Maximum of 2.9 hours per week

Group	Facility	Level of Subsidy under Policy	Fees Waived - average hours per week
Kallaroo Embroidery Group	Flinders Park Community Centre	50%	Maximum of 3.8 hours per week
Thread Magic	Ellersdale Park Clubroom	50%	Maximum of 1.2 hours per week
Northern Districts Bridge Club	Seacrest Park Community Sporting Facility	50%	Maximum of 7.8 hours per week
Weight Watchers Federation Padbury-Woodvale Group	Fleur Freame Meeting Room	50%	Maximum of 2.0 hours per week
Mah-jong Club	Ellersdale Park Clubrooms	50%	Maximum of 4.1 hours per week
Easybeat Walkers	Padbury Hall	50%	Maximum of 3.0 hours per week
Burns Beach Social Group	Jack Kikeros Hall	50%	Maximum of 0.9 hours per week
Wallabies Badminton Club	Heathridge Leisure Centre	50%	Maximum of 7.0 hours per week
Sorrento Sandgropers Badminton Club	Duncraig Leisure Centre	50%	Maximum of 6.1 hours per week

- 4 **AGREES** to waive the fees for the Grandparents Rearing Grandchildren group to a maximum of 0.9 hours average per week;
- 5 **AGREES** to waive the fees for the Kinross Playgroup group to a maximum of 14 hours average per week;
- 6 **AGREES** to waive the fees for the Greenwood Tennis Club (Juniors) group to a maximum of 108 hours average per week;
- 7 **AGREES** to extend the 100% subsidised use to the Ocean Ridge Tennis Club (Juniors) for the use of the Heathridge Park Tennis Courts and other associated City facilities to a maximum 30 hours per week;
- 8 **NOTES** that the *Facility Hire Subsidy Policy* states that requests for additional subsidies apply for one year/season and a new application must be made in each following year/season.

**CJ042-03/14 CENTRAL PARK BUSHLAND MANAGEMENT PLAN
2014-2019**

WARD	North
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBER	05998, 101515
ATTACHMENTS	Attachment 1 Central Park Bushland Management Plan 2014-2019
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to review and endorse the *Central Park Bushland Management Plan 2014-2019*.

EXECUTIVE SUMMARY

The City of Joondalup is responsible for the management of 108 individual areas of remnant bushland. Conservation activities are undertaken by City staff, contractors and bushland friends' group volunteers to enhance and protect the biodiversity values within these areas in order to reduce environmental threats.

Environmental threats have the capacity to degrade and lessen environmental values and include weeds, plant pathogens, fire, non-native fauna species and human impacts such as four wheel drive access and informal pathways. In order to provide strategic ongoing management of the City's natural areas and protect native vegetation and ecosystems, management plans are being developed for the City's natural areas.

Central Park has been listed for protection within Schedule 5 of the City's *District Planning Scheme No. 2 (DPS2)* in recognition of the environmental values of the bushland contained within the park. It is not a Bush Forever site which speaks more about its small size, rather than the richness of its biodiversity.

The *Central Park Bushland Management Plan 2014-2019* has been developed to provide direction for the management of the park over the next five years. The plan describes the potential environmental impacts, risks and threats that are likely to affect the biodiversity values of the area. The plan proposes management strategies to be implemented over the life of the plan in order to minimise potential impacts.

It is therefore recommended that Council:

- 1 *ENDORSES the Central Park Bushland Management Plan 2014-2019 forming Attachment 1 to Report CJ042-03/14;*
- 2 *SUPPORTS the City approaching the West Coast Institute of Training to discuss progressing a formal 'Friends of Central Park Bushland' arrangement with the students and teaching staff.*

BACKGROUND

The City is developing management plans for its natural areas according to the individual priority ranking of the reserve as established as part of the City's participation in the Perth Biodiversity Project. Management plans are being developed for the majority of the City's natural areas and will vary in detail depending on whether the area is classified as:

- major conservation or coastal area
- high priority area
- medium priority area
- generic wetlands area.

A schedule has been established for the development and implementation of Natural Area Management Plans on an ongoing basis. In order to provide a holistic and coordinated approach to the management of key environmental threats across the City, pathogen, weed and fire management plans will also be developed.

The *Central Park Bushland Management Plan 2014-2019* was developed and circulated in a green paper to Elected Members on 10 May 2013, with comments to be provided by 27 May 2013. The plan has been revised to incorporate some of the comments received.

DETAILS

Central Park bushland occupies an area of 5.6 hectares and is situated adjacent to the south of the City's main Administration Building and Civic Centre. The bushland is not a registered Bush Forever Reserve but is listed for protection on Schedule 5 of DPS2, because of its biodiversity values.

The bushland contained within Central Park has been assessed in the main as being in "good condition". The assessment was undertaken following the bush fires that occurred in 2011. Had the assessment been undertaken today, it is expected that the bushland would be assessed as being in "very good condition". This is due to the bushland's natural recovery, and the extensive weed control programs that have been undertaken, focusing on grasses, broadleaf weeds and Cape Tulip as the main targets for weed removal.

The *Central Park Bushland Management Plan 2014-2019* (Attachment 1 refers) recommends that bushland management strategies focus on the following key management areas:

- weed control
- fire
- introduced fauna
- plant diseases and pathogens
- parkland.

The aims of the *Central Park Bushland Management Plan 2014-2019* are to:

- establish a baseline description of the environment to guide future environmental planning and recommend management actions
- outline key environmental threats and management strategies to minimise impact and protect conservation and recreation values
- outline management actions to address key threats including monitoring and reporting.

The key environmental threats to the bushland in Central Park have been identified as being:

- introduced weeds
- fire
- introduced fauna
- plant diseases and pathogens.

The proposed management actions will substantially reduce these threats and with continued active management Central Park bushland will provide enhanced environmental values.

A list of environmental weeds was compiled during the site assessment of Central Park bushland in March and April 2012. As the survey was undertaken during the warmer months of April and May some species of winter and spring active weeds are unlikely to have been presenting. A further weed mapping exercise was conducted between July and October 2013 to capture this data.

While the plan includes recommendations to install artificial nesting hollows, it should be stated that this action has been completed.

Issues and options considered

Council may choose to:

- endorse the *Central Park Bushland Management Plan 2014-2019* as presented
- endorse the *Central Park Bushland Management Plan 2014-2019* with modifications or
- not endorse the *Central Park Bushland Management Plan 2014-2019*.

Option one is recommended.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme The Natural Environment.

Objective Environmental resilience.

Strategic initiative

- Identify and respond to environmental risks and vulnerabilities.
- Demonstrate current best practice in environmental management.

Policy

The objectives of the *Central Park Bushland Management Plan 2014-2019* are consistent with the City's *Sustainability Policy*.

Risk management considerations

A coordinated and planned approach is required to address issues in natural areas and provide strategies for ongoing long term management. If management plans are not developed to guide conservation efforts within the City's natural areas, there is a risk that the overall condition of native vegetation within the City would degrade and an important amenity will be lost.

The *Central Park Bushland Management Plan 2014-2019* includes a number of management actions to protect the biodiversity values of the conservation area. If the management plan is not endorsed, there are risks associated with the long term protection of the native vegetation and ecosystems that exist with the area.

The adoption and implementation of the *Central Park Management Plan 2014-2019* will help retain and improve upon the biodiversity values of the bushland. If the plan is not adopted, it is considered that without sound strategic planning, the bushland may degrade. This in turn can add to the risk of bush fires and a considerable loss of amenity for the Joondalup City Centre.

Financial/Budget implications

The *Central Park Bushland Management Plan 2014-2019* was developed using internal and external resources. The implementation of the plan will be phased to enable delivery of management actions to remain within the current budget allocation and will be subject to the City's annual budget approval process.

Regional significance

Not applicable.

Sustainability Implications

Environmental threats have the potential to degrade natural areas and reduce biodiversity values. The development and implementation of the *Central Park Bushland Management Plan 2014-2019* will ensure that measures are taken to address threats within the natural area and provide strategies for ongoing long term management which will result in protection of Central Park's natural environment.

Consultation

The City has a close working relationship with the Land and Conservation Department at the West Coast Institute of Training which shares a boundary on the southern side of the bushland in Central Park. The bushland is used extensively by the students for study activities and the City's natural areas staff have been invited on occasion to present to students. The *Central Park Bushland Management Plan 2014-2019* was submitted to the Institute for comment and they were fully supportive of the plan's intent and recommendations.

Central Park does not have a bushland friends group. Historically, students undertaking land care training at the West Coast Institute of Training have undertaken voluntary work in Central Park bushland, in an informal friends group arrangement. Recently the City has been in discussion with West Coast Institute of Training, with the intention of forming a friends group.

This report does not suggest following a full public consultation process for the following reasons:

- The *Central Park Bushland Management Plan 2014-2019* does not include recommendations that suggest changes to the structure, or the usage of the park. Other than a reduction in weed growth no discernible changes will be noticed by park users, and public consultation would be of no benefit.
- The bushland section of Central Park encompassed by the plan is only adjacent to three private residences. Central Park is comparatively isolated from residential areas.

COMMENT

The *Central Park Bushland Management Plan 2014-2019* will inform and prioritise maintenance activities and Capital Works Programs over the coming five year period. The plan will also increase opportunities for the City to apply for grant funding and will guide employees and future friends groups or other volunteer activities operating within the bushland. The plan is acknowledged as a crucial step on the path to managing this important remnant bushland to a standard deserving of its location and biodiversity value.

The plan will be monitored to track the progress of the implementation of the strategies contained and a review of the plan will be undertaken after five years.

While Central Park does not have a bushland friends group, students undertaking land care training at the West Coast Institute of Training have undertaken voluntary work in the bushland in an informal friends group arrangement. The City has approached the West Coast Institute of Training to progress formalising a 'Friends of Central Park Bushland' arrangement following endorsement of the plan.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1** **ENDORSES** the *Central Park Bushland Management Plan 2014-2019* forming Attachment 1 to Report CJ042-03/14;

- 2** **SUPPORTS** the City approaching the West Coast Institute of Training to discuss progressing a formal 'Friends of Central Park Bushland' arrangement with the students and teaching staff.

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8agn180314.pdf](#)

REPORTS – AUDIT COMMITTEE – 10 MARCH 2014

CJ043-03/14 2013 COMPLIANCE AUDIT RETURN

WARD	All
RESPONSIBLE DIRECTOR	Mr Garry Hunt Office of the CEO
FILE NUMBER	09492, 50068, 101515
ATTACHMENT	Attachment 1 2013 Compliance Audit Return
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to adopt the City's 2013 Compliance Audit Return (the return) prior to it being submitted to the Department of Local Government and Communities (DLGC).

EXECUTIVE SUMMARY

The DLGC Compliance Audit Return for the period 1 January 2013 to 31 December 2013 has been completed and is required to be adopted by Council before being submitted to the DLGC by 31 March 2014.

It is therefore recommended that Council:

- 1 ADOPTS the completed 2013 Local Government Compliance Audit Return for the period 1 January 2013 to 31 December 2013 forming Attachment 1 to Report CJ043-03/14;*
- 2 in accordance with Regulation 15 of the Local Government (Audit) Regulations 1996, SUBMITS the completed Compliance Audit Return as detailed in Part 1 above, to the Department of Local Government and Communities.*

BACKGROUND

The 2013 return was made available to local governments by the DLGC on its website for online completion.

The structure of the return is the same as the previous year and focuses on areas of compliance considered high risk. This incorporates all the statutory requirements prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* prescribe the requirements for local governments when carrying out the compliance audit, reporting to the Audit Committee and Council, and certification and submission of the Return to the Department.

DETAILS

The 2013 return contains the compliance categories of:

- commercial enterprises by local governments
- delegation of power / duty
- disclosure of interest
- disposal of property
- elections
- finance
- local government employees
- official conduct
- tenders for providing goods and services.

The 2013 return reveals a high level of compliance with legislation by the City, however it should be noted that the response to question 15 under Tenders for Providing Goods and Services in relation to a purchasing policy is “No”. The City’s answer to this in previous years was “Yes” as there were detailed protocols in place for the supply of goods and services. It has become clear that this does not fulfil the requirements of Regulation 11A of having a current purchasing policy. The City is in the process of developing a purchasing policy for adoption by Council.

Legislation / Strategic Community Plan / policy implications

Legislation Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996*.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

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

Risk management considerations

The risk associated with the Council failing to adopt the return would result in non-compliance with the legislative requirements of the *Local Government (Audit) Regulations 1996*.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The responses to the questions in the return were provided by the relevant Managers to their Director for their review and approval before being forwarded to the Internal Auditor for entry on the DLGC website.

The 2013 return reveals a high level of compliance with legislation by the City. However one area of non compliance in relation to a purchasing policy is being addressed.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The Committee recommendation to the Council for this report (as detailed below) was resolved by the Audit Committee at its meeting held on 10 March 2014.

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

RECOMMENDATION**That Council:**

- 1 ADOPTS the 2013 Local Government Compliance Audit Return for the period 1 January 2013 to 31 December 2013 forming Attachment 1 to Report CJ043-03/14;**
- 2 in accordance with Regulation 15 of the *Local Government (Audit) Regulations 1996*, SUBMITS the completed Compliance Audit Return as detailed in Part 1 above to the Department of Local Government and Communities.**

Appendix 9 refers

To access this attachment on electronic document, click here: [Attach9agn180314.pdf](#)

CJ044-03/14 CORPORATE RISK REGISTER

WARD	All
RESPONSIBLE DIRECTOR	Mr Garry Hunt Office of the CEO
FILE NUMBER	49586, 101515
ATTACHMENTS	Attachment 1 Corporate Risk Register
AUTHORITY / DISCRETION	Executive – The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to adopt the City's *Corporate Risk Register*.

EXECUTIVE SUMMARY

The City has in place a *Risk Management Framework* which was presented to the Audit Committee on 12 August 2013 and endorsed by Council at its meeting held on 24 September 2013 (CJ190-09/13 refers). It is a requirement of the framework that the City develops a *Corporate Risk Register*. The register has been developed to capture risks at a strategic level, with risks at an operational level being captured in Business Unit Risk Registers.

It is therefore recommended that Council:

- 1 *ENDORSES the Corporate Risk Register forming Attachment 1 to Report CJ044-03/14;*
- 2 *NOTES that the Chief Executive Officer will submit an annual report on the Corporate Risk Register to the Audit Committee.*

BACKGROUND

The City has had in place a *Risk Management Framework* since January 2009 which has resulted in the production of risk registers for every business unit. The updated framework requires the development of a *Corporate Risk Register* for the City.

DETAILS

The register is intended to capture risks at a strategic level that may impact on the operation of major systems and the delivery of major projects. The main risks for the City have been identified and can be assigned within the following categories:

- 1 Human Safety and Wellbeing.
- 2 Legislative and Compliance.
- 3 Environmental.
- 4 Strategic and Governance Position.
- 5 Service Delivery and Business Continuity.
- 6 Financial and Economic.
- 7 Human Resources.
- 8 Asset Management and Infrastructure.
- 9 Major Commercial City Projects.

The register was developed as recommended by *AS/NZS ISO 31000:2009 – Risk Management – Principles and Guidelines* including the process for the assessments of all risks. Risk assessments were undertaken using the Risk Level Matrix and Assessment Criteria contained in the City's *Risk Management Framework*.

The development of the register included the following:

- Executive Leadership Team Business Planning Session.
- Consultation with the City's Directors and Managers.
- Review of the City's Strategic Community Plan.
- Review of Business Unit Risk Registers.
- Review of corporate risk registers for other local governments.

The register details:

- the corporate risks within each risk category
- control methods that are currently in place
- the residual risk assessment including the overall risk level
- any further control actions required
- the lead risk owners
- the target date for the implementation of the control action.

All further control actions, their implementation date and the risk owner will be captured and monitored. The *Corporate Risk Register* will be reviewed by the Chief Executive Officer on a quarterly basis and reported to the Audit Committee every two years. The *Corporate Risk Register* is included as Attachment 1.

Legislation / Strategic Community Plan / policy implications

Legislation *Local Government (Audit) Regulations 1996.*

Strategic Community Plan

Key theme Governance and Leadership

Objective Corporate capacity.

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

Policy *Risk Management Policy.*

Risk management considerations

The *Corporate Risk Register* is an important element of risk management and will improve the City's ability to identify, assess and treat risks that threaten major systems and the delivery of the *Corporate Business Plan* and the *Strategic Community Plan*.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The on-going review of the City's risk management profile is intended to raise the profile of risk, improve the City's approach to risk and embed risk management across all its systems and processes. The *Corporate Risk Register* will assist the City in capturing and recording risks that threaten the major systems and the delivery of major projects. Ownership will be assigned and further actions recorded and reported.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The Committee recommendation to the Council for this report (as detailed below) was resolved by the Audit Committee at its meeting held on 10 March 2014.

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

RECOMMENDATION

That Council:

- 1 ENDORSES the Corporate Risk Register forming Attachment 1 to Report CJ044-03/14;**
- 2 NOTES that the Chief Executive Officer will submit an annual report on the Corporate Risk Register to the Audit Committee.**

Appendix 10 refers

To access this attachment on electronic document, click here: [Attach10agn180314.pdf](#)

11 REPORT OF THE CHIEF EXECUTIVE OFFICER**CJ045-03/14 REQUEST FOR ANNUAL LEAVE - CHIEF EXECUTIVE OFFICER**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	98394, 98394B, 101515
ATTACHMENTS	Nil.
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider the request for annual leave submitted by the Chief Executive Officer.

EXECUTIVE SUMMARY

The Chief Executive Officer (CEO) has requested annual leave for the period Tuesday 22 April 2014 to Thursday 24 April 2014 inclusive.

BACKGROUND

The CEO commenced his employment with the City of Joondalup on 31 January 2005.

DETAILS

The CEO has requested leave from duties for the period Tuesday 22 April 2014 to Thursday 24 April 2014 inclusive for annual leave. The CEO has delegated authority to appoint an Acting CEO for periods where he is absent from work while on leave, where such periods are for less than 35 days.

Issues and options considered

During the employment of the CEO there will be periods of time where he will be absent from the City of Joondalup on annual leave.

The CEO, in accordance with his employment contract, is entitled to 25 days leave per annum.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

Strategic initiative Maintain a highly skilled and effective workforce.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial/budget implications

Provision included in the Budget for 2013-14.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The CEO has an entitlement in accordance with his employment contract for periods of annual leave. The dates requested are conducive to the operations of the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council APPROVES the request from the Chief Executive Officer for annual leave for the period Tuesday 22 April 2014 to Thursday 24 April 2014 inclusive.

12 URGENT BUSINESS**13 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****NOTICE OF MOTION – MAYOR TROY PICKARD – [103782]**

In accordance with Clause 4.6 of the City of Joondalup *Meeting Procedures Local Law 2013*, Mayor Pickard has given notice of his intention to move the following Motion at the Council meeting to be held on 18 March 2014:

That Council REQUESTS the Chief Executive Officer to prepare reports on:

- 1 the implications, including potential positioning opportunities for the City Centre, of all on-street and off-street parking operated or managed by the City being “free” on Saturdays and Sundays in the Joondalup City Centre;***
- 2 options to modify the existing security patrol contract so that peak period patrol cars have two officers in at least one vehicle to improve their ability to address anti-social behaviour, surveillance and reporting to the Western Australian Police Service;***
- 3 options and alternative mechanisms to review and analyse levels of expenditure of City services and activities with the objective of improving efficiency (cost reduction) of the City’s operations and services;***
- 4 the Water Corporation’s regulatory environment in respect of water restrictions and allocations with the potential for the City to upgrade select dry parks to irrigated parks;***
- 5 a review of the City’s kerb side (wheelie bins) and verge side (bulk rubbish) collection systems to improve operational efficiency (cost reduction) and increase waste diversion from landfill;***
- 6 the City’s after hours call centre’s effectiveness and efficiency relative to the City’s management of its City Watch and Ranger services and review of potential alternate telephonic structures;***
- 7 incorporating into the City of Joondalup’s Annual Report Elected Members’ Attendance, the attendance of Elected Members at Civic Dinners, Receptions and Events and Budget Workshops.***

REASON FOR MOTIONS

The Joondalup Trading Precinct was established in October 2010, enabling outlets within the City Centre to, amongst other benefits, trade on Sundays. This created a unique point of difference for the Joondalup CBD relative to other metropolitan centres and stimulated significant economic activity. Since then, the government has introduced deregulated trading hours, with the Joondalup City Centre now competing with all other metropolitan centres for retail activity. On the weekends, the current City Centre paid parking regime is applied in the morning on Saturdays and not on Sundays. This is not in line with current trading hours and causes confusion for visitors. Given current revenue derived from Saturday paid parking comprises only 3.4% of total parking revenue (less than \$64,000), it is suggested that the City investigate the removal of the paid parking regime on Saturdays, creating an opportunity for the Joondalup City Centre to once again differentiate itself from other metropolitan centres and create positive marketing campaigns for free parking all weekend in conjunction with the business community to stimulate further economic activity within the City of Joondalup.

Since 1997, the City of Joondalup's City Watch patrols have successfully provided the community with a permanent physical presence and useful deterrent to activities such as anti-social behaviour, graffiti and vandalism. However, City Watch is unable to investigate disturbances in-person involving multiple individuals due to the risk of personal harm for City Watch officers. There is a growing trend for such disturbances in parks and public places, requiring a need to review the composition of patrol structures. It is suggested that during peak periods such as Thursday, Friday and Saturday nights, two officers are present in at least one patrol car, enabling disturbances to be inspected in-person providing an improved level of deterrent as well and ensuring greater intelligence is collected for an appropriate response, if required, by the Police Service. It is suggested that two options could be explored, either including an extra officer/s during peak demand periods based on the current understanding of incident types (at an additional cost) or including an extra officer/s during peak demand periods based on the current understanding of incident types by rescheduling existing operations (at no additional cost).

In the context of a tightening fiscal environment within state and federal governments, further pressures will be placed upon the City of Joondalup when framing future budgets. It is suggested that an independent and comprehensive audit of the City of Joondalup's services and activities be established to review the efficiencies of the City's operations. It is anticipated that the appointment of an appropriately qualified organisation, with potential oversight from the Strategic Financial Management Committee, could review the underlying cost structure of the City's administrative, service and activity delivery models. Such a review could explore, among other initiatives, mechanisms to improve the City's operational efficiency and potentially reduce the operational budget without unduly impacting on the service and activity delivery to residents.

When considering the *City Water Plan 2012-15* at its meeting on 10 December 2013, Council noted a 12.5% reduction in groundwater consumption since the baseline year of 2010-11, in part from the successful implementation of the City's *Parks Redevelopment Program* and the adoption of hydro zoning techniques. The successful implementation of strategies to reduce the City's groundwater consumption has created an opportunity to review the City of Joondalup's Dry Park program, potentially irrigating more of the City's parklands to facilitate improved amenity for the local community. The City of Joondalup has a long-standing formal Council position that prevents any new parks from being irrigated, historically guided by the Water Corporation who regulates the amount of groundwater local governments are permitted to draw. It is suggested that in light of the successful

reduction in groundwater consumption, the City's reduced groundwater usage could create an opportunity for more parklands within the City of Joondalup to be irrigated, with improved usability and amenity for the local community.

In 2007 the City of Joondalup introduced a second collection bin for all households. The yellow top bin created an opportunity for households to actively engage in recycling. It also presented an opportunity for the City to improve its recycling rates and reduce the amount of household rubbish being sent to landfill. Over recent years the number of residents requesting increased yellow top bin collection frequency has increased, indicating that households have embraced the initiative and are actively seeking ways to further increase recycling and reduce landfill. The Waste Authority is currently providing capital grants to local government authorities to improve the effectiveness of their kerbside collection systems. Given the significant cost impost of waste collection systems to the ratepayer, this presents an opportunity for the City of Joondalup to review both the frequency of the kerbside collection system and the size of the bin, with an objective of reducing its cost and improving rates of waste diversion from landfill. Additionally, it has been nearly a decade since the City reviewed its verge side collection system, otherwise known as bulk rubbish collection. It is suggested that the verge side collection system also be reviewed and community input sought on the most efficient and effective mechanism to remove green waste and unwanted household items with a potential of improving recycling and reducing its cost and impact on the streetscape.

The City of Joondalup currently engages an external service provider to manage after hour calls for City Watch and Rangers. The City and Elected Members have received complaints over the years from local residents in relation to the call centre about, among others, the length of time taken to accept a call, a lack of understanding of City of Joondalup's practices and lack of confidence in the call centre's management of the issue. It is suggested that the performance of the City's external service provider be reviewed to determine, based on a range of indicators, their effectiveness in managing this important service. The review would incorporate a comparison of other systems used by local governments and their operation, costs and structure, including but not limited to the delivery of an after-hours call centre in-house and the consolidation of all City telephonic services into one business unit.

In August 2007 the City of Joondalup Council formally resolved to include in its Annual Report details of Elected Member attendance at meetings during the financial year. This initiative has provided increased transparency for the Joondalup community and increased accountability for Elected Members and is appreciated by the local community. In 2013 the *Salary and Allowances Tribunal* determined the remuneration for Elected Members, increasing the meeting fee and allowances paid to Councillors and Mayors, heightening the level of responsibility and commitment of Elected Members to their community and local government authority. It is expected that Elected Members not only attend relevant meetings and represent the interests of the electors of the district, but also actively participate in civic events organised and hosted by the City of Joondalup, while recognising that it is not practical for individuals to attend every event or function. It is suggested that the City of Joondalup Annual Report Elected Member Attendance be enhanced to also include the attendance of the Mayor and Councillors at civic events and Budget workshops. Civic receptions and dinners play an important role in recognising the contributions of individuals and groups within the City, as well as civic events that showcase the City to internal and external stakeholders and groups. Budget workshops, while not formal meetings of the Council, perform a crucial role in ensuring an Elected Member has a complete and comprehensive understanding of the City's budget and whose importance is reinforced in the difficult financial environment currently faced by all spheres of government. It is considered good practice to report to the community the attendance of Elected Members at civic receptions, dinners and events and Budget

workshops, in the process enhancing the transparency and accountability of Elected Members.

OFFICER'S COMMENT

Seven reports can be prepared for the various matters listed in the Notice of Motion.

14 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

15 CLOSURE



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

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

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

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

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

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



**QUESTION TO BE ASKED AT
BRIEFING SESSION/COUNCIL MEETING**

TITLE <i>(Mr/Mrs/Ms/Dr)</i>	FIRST NAME	SURNAME	ADDRESS

QUESTIONS

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Please submit this form at the meeting or:

- **post** to The Chief Executive Officer, City of Joondalup, P O Box 21, Joondalup WA 6919
- **email** to council.questions@joondalup.wa.gov.au

Please note that:

- Questions asked at a **Briefing Session** must relate to matters contained on the draft agenda.
- Questions asked at a **Council meeting** can relate to matters that affect the operations of the City of Joondalup.
- Questions asked at a **Special Meeting of the Council** must relate to the purpose for which the meeting has been called



**STATEMENT TO BE MADE AT
BRIEFING SESSION/COUNCIL MEETING**

TITLE <i>(Mr/Mrs/Ms/Dr)</i>	FIRST NAME	SURNAME	ADDRESS

STATEMENT

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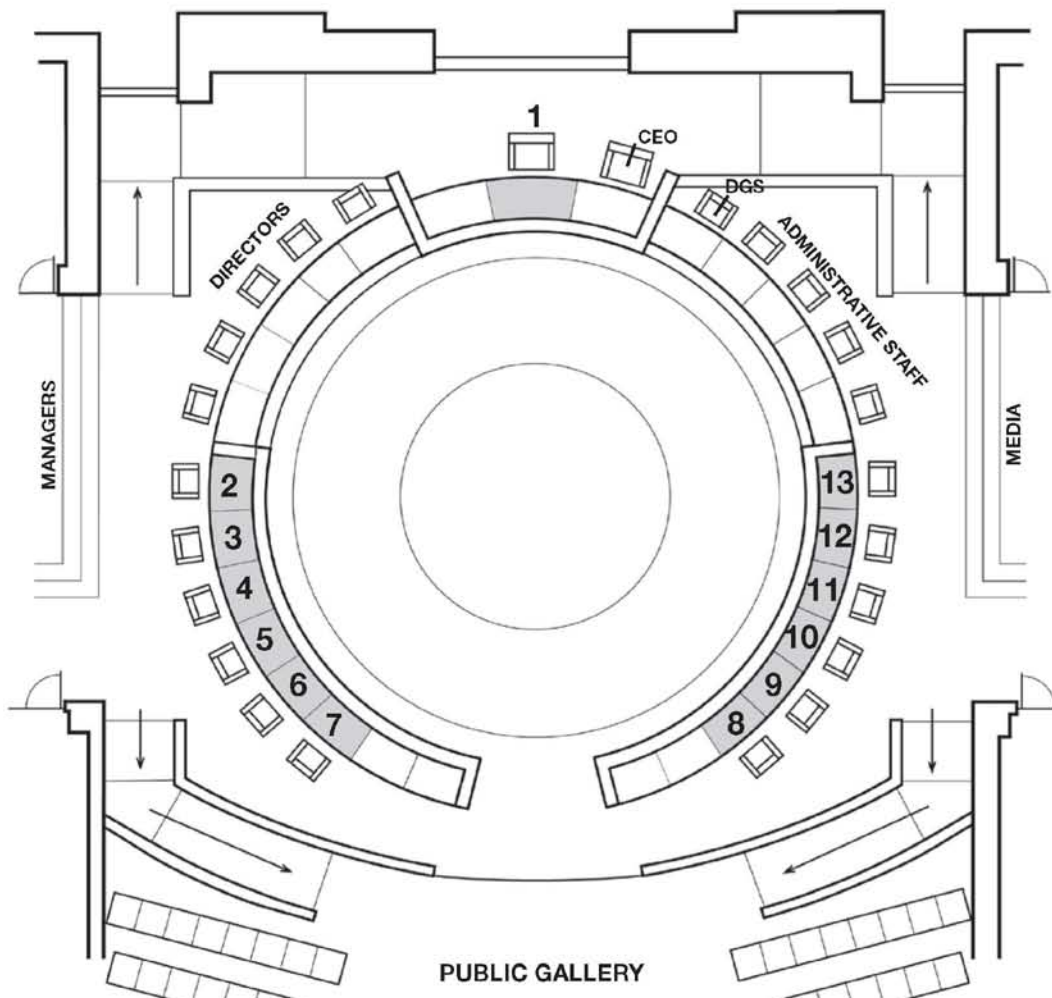
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Council Chambers – Seating Diagram



Mayor

1 His Worship the Mayor, Troy Pickard (Term expires 10/17)

North Ward

- 2 Cr Kerry Hollywood (Term expires 10/17)
- 3 Cr Tom McLean, JP (Term expires 10/15)

North-Central Ward

- 4 Cr Philippa Taylor (Term expires 10/17)
- 5 Cr Sam Thomas (Term expires 10/15)

Central Ward

- 6 Cr Liam Gobbert (Term expires 10/17)
- 7 Cr Geoff Amphlett, JP (Term expires 10/15)

South-West Ward

- 8 Cr Christine Hamilton-Prime (Term expires 10/17)
- 9 Cr Mike Norman (Term expires 10/15)

South-East Ward

- 10 Cr John Chester (Term expires 10/17)
- 11 Cr Brian Corr (Term expires 10/15)

South Ward

- 12 Cr Russ Fishwick, JP (Term expires 10/17)
- 13 Cr Teresa Ritchie, JP (Term expires 10/15)

