

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 23 JUNE 2015

COMMENCING AT

7.00pm

GARRY HUNT
Chief Executive Officer
19 June 2015

www.joondalup.wa.gov.au

This document is available in alternate formats upon request

PUBLIC QUESTION TIME

Members of the public are
requested to lodge questions in
writing by 9.00am on

Monday 22 June 2015

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 Information230615.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 23 June 2015** commencing at **7.00pm**.

GARRY HUNT
Chief Executive Officer
19 June 2015

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

Disclosures of Financial Interest/Proximity 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	Cr Kerry Hollywood.
Item No./Subject	CJ087-06/15 – Draft <i>Burns Beach Masterplan</i> and Indicative Coastal Node Concept Design.
Nature of interest	Financial Interest.
Extent of Interest	Cr Hollywood lives opposite Third Avenue Park which is part of the <i>Burns Beach Masterplan</i> .

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	CJ102-06/15 – Tender 009/15 – Provisions of Chemical Weed Control in Natural Areas.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Two of the Directors of Natural Area Holdings Pty Ltd are known to Cr Chester.

Name/Position	Cr Mike Norman.
Item No./Subject	CJ102-06/15 – Tender 009/15 – Provisions of Chemical Weed Control in Natural Areas.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	A consultant and some staff at Natural Area Holdings Pty Ltd are known to Cr Norman.

3 PUBLIC QUESTION TIME

The following questions were taken on notice at the Council meeting held on 19 May 2015:

Ms D Cameron, Divisional Manager, Commercial Operations Good Samaritan Industries:

Re: Review to remove all charity donation bins from public land within the City of Joondalup.

Good Samaritan Industries is a landowner in the City of Joondalup, with a property located at 143 Grand Boulevard, Joondalup:

Q1 What consultation has been undertaken with the relevant charities to look at what impact the removal of charity bins from public land might have on the groups supported by each charity?

A1 The City has not undertaken consultation with any of the charities on the proposal to remove bins from public land. The City's conditions of approval provide that it can be rescinded at any time. Charities will still be able to work with private landholders to have bins placed on private land with appropriate approvals.

Q2 What evidence does Council have that removing charity bins from public land will actually address the underlying social issue of illegal littering?

A2 The removal of charity bins is not intended to address the underlying social issue of illegal littering generally. It is intended to remove the specific problem created by charity bins that in the course of inviting people to place items in them for recycling also draws the dumping of items around the bins, littering and vandal damage.

Q3 Has Council considered the option of regulating the placement of charity bins on public land as opposed to banning them?

A3 The City has had a process of regulating charity bins in place for several years. Only certain locations have been approved and the number of bins able to be placed at each site is capped.

Q4 Is Council prepared to meet with the relevant charities and work collaboratively with a view to determining a mutually beneficial outcome?

A4 The City has worked with the relevant charities for a number of years to try and achieve a good outcome for both parties. Despite this, charity bins on City controlled public property continue to be a problem for the community.

Dr M Apthorpe, Ocean Reef:

Re: CJ080-05/15 - Tender 014/15 Herbicide Application to Nominated Locations.

Q1 Why has the City of Joondalup continued to spray glyphosate, a herbicide designated as a 'probable carcinogen' on street verges, pathways and median strips?

A1 Herbicides are used to eliminate weeds to meet the community's expectations for functional and aesthetically appealing parks, public open spaces, streetscapes, sports surfaces and facilities. Glyphosate is one of the most effective herbicides for the control of weeds in the City's endeavour to achieve this outcome.

The City is committed to ensuring that pesticide use is justified, minimised and the lowest toxicity of pesticides are used to achieve the desired outcome in an effective and efficient manner.

Glyphosate is contained within numerous products widely available to the public and is classified as a Schedule 5 Poison (S5) under the *Poisons Act 1964* (slightly poisonous) and is registered safe for use in Australia.

Q2 Why does the City remove all warning signs to alert the public to the herbicide spraying, immediately after the spraying is finished?

A2 The City ensures that pesticides are applied in a safe and responsible manner, minimising potential harm to the community and the environment. Signage is displayed in accordance with the Department of Health guidelines and regulations.

In summary, prior to any application a minimum of four signs will be erected, notifying the public that work is taking place. The signs are to be situated in prominent positions from all accessible sides where work is being undertaken and be clearly visible to the public. The signs shall remain erected until the work has been completed and the chemical has dried.

Mrs M Macdonald, Mullaloo:

Re: Wolinski Park, Mullaloo and Blackboy Park, Mullaloo.

Q1 Why has the grass at both Wolinski Park and Blackboy Park been allowed to deteriorate and why has the lake located at Wolinski Park been fenced?

A1 Wolinski Park and Blackboy Park are classified as recreational local and district open space. To assist the City in managing its overall annual ground water allocation as determined by the Department of Water, local and district open space receive an irrigation schedule based on 40% evaporation replacement, whereas the City's sports parks and regional recreational open space receive an irrigation schedule based on 70% evaporation replacement. Therefore, local and district recreational open space will not have the same turf quality as found in the City's sports parks and regional recreational open space. Wolinski Park and Blackboy Park have been inspected and the turf quality at both locations was considered satisfactory.

The fencing was constructed at Wolinski Park for several reasons. Firstly to protect native wild fowl from harassment from dogs not contained on leashes and secondly to provide birds comparatively safe nesting areas. The fence was also installed to offer protection to the newly planted native wetland plant species that have recently been planted adjacent to the water body.

These native species have been planted to reduce nutrient build up and to oxygenate the water. Water low in oxygen contributes to algae blooms and the distinct possibility of water birds contracting avian botulism. This disease thrives in water with high nutrient and low dissolved oxygen levels. Avian botulism is a factor behind hundreds of bird deaths on the Swan Coastal Plain annually. The City has a responsibility to ensure the welfare of native fauna within its jurisdiction.

Q2 *Is the City aware that the use of herbicides to treat fleabane is not effective and that fleabane is resistant to such treatment?*

A2 The City is not aware of fleabane germinating within the City's boundaries showing any resistance to glyphosate treatment. Fleabane that has been treated with glyphosate has died.

The City is aware of publications and information on internet sites such as the Australian Glyphosate Sustainability Working Group, which has reported some glyphosate resistant fleabane occurring in certain situations in some states of Australia, however no glyphosate resistant fleabane has been identified in Western Australia to date.

Mrs M Zakrevsky, Mullaloo:

Re: *CJ080-05/15 - Tender 014/15 Herbicide Application to Nominated Locations.*

Q1 *With regards to my previous question relating to the spraying of median strips, why is this practice still continuing when herbicides penetrate the soil and adversely affect the roots of trees, ultimately leading to their deaths?*

A1 Medians, both paved and planted are treated with herbicide such as glyphosate to control grass and weed germinations and to maintain their aesthetic appearance throughout the City. Infrastructure and trees within City streetscapes are sprayed around (approximately 100 millimetres) so there is no need for whipper snipping or mowing up hard against them which may cause damage or loss.

Glyphosate is a contact systemic herbicide absorbed through plant foliage. Glyphosate is strongly bound to soil, and residues are generally immobile in soil, making it a low risk to adversely affect roots of nearby trees.

4 PUBLIC STATEMENT TIME

5 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence previously approved

Cr Brian Corr	26 May to 26 June 2015 inclusive;
Cr Liam Gobbert	23 June to 25 June 2015 inclusive;
Cr Liam Gobbert	24 July to 29 July 2015 inclusive;
Cr Mike Norman	22 July to 9 August 2015 inclusive.

REQUESTS FOR LEAVE OF ABSENCE – CR SAM THOMAS AND CR GEOFF AMPHLETT, JP - [104767]

Cr Sam Thomas has requested Leave of Absence from Council duties covering the period 4 July to 8 July 2015 inclusive.

Cr Geoff Amphlett, JP has requested Leave of Absence from Council duties covering the period 15 July to 20 July 2015 inclusive.

RECOMMENDATION

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

1	Cr Sam Thomas	4 July to 8 July 2015 inclusive;
2	Cr Geoff Amphlett, JP	15 July to 20 July 2015 inclusive.

6 CONFIRMATION OF MINUTES

MINUTES OF COUNCIL MEETING, 19 MAY 2015

RECOMMENDATION

That the Minutes of the Council Meeting held on 19 May 2015 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**CJ084-06/15 PROPOSAL FOR LEVYING DIFFERENTIAL RATES FOR THE 2015-16 FINANCIAL YEAR**

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	104673, 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 submissions in response to the City's advertised proposal for applying differential rates for the 2015-16 financial year.

EXECUTIVE SUMMARY

At its meeting held on 19 May 2015, (C24-05/15 refers) Council resolved to apply differential rates in the draft 2015-16 Budget, to advertise seeking public submissions in relation to the proposed differential rates and minimum payments and that a report be presented to Council to consider any submissions received before the adoption of the draft 2015-16 Budget.

The advertising period for submissions closed on Monday 15 June 2015. No submissions were received.

It is therefore recommended that Council APPLIES differential rates for rating in the 2015-16 financial year in accordance with section 6.33 of the Local Government Act 1995 and that the differential rates and minimum payments for the draft 2015-16 Budget be those as advertised.

BACKGROUND

The report considered by Council, at its meeting held on 19 May 2015 (C24-05/15 refers), sets out the reasons and basis of the proposed differential rates for the 2015-16 financial year.

Differential rating was introduced in 2008-09. The 2015-16 differential rates generate an overall increase of 3.9% for residential improved, commercial and industrial improved and vacant rates including the respective minimum payments.

DETAILS

In accordance with the provisions of section 6.36 of the *Local Government Act 1995* (the Act), the City advertised its intention to apply differential rating in the 2015-16 Financial Year and the differential rates it proposed to apply.

The City placed advertisements in *The West Australian* on Saturday 23 May 2015 and in subsequent editions of the local newspapers on 26 and 28 May, 2 and 4 June 2015; as well as on the City's public notice boards and website.

The period of advertising was for a minimum 21 days during which the City invited submissions in relation to the proposed differential rates. The closing day for public submissions was Monday 15 June 2015. No submissions were received.

Issues and options considered

The City is required under Section 6.36 of the Act to consider any submissions received in relation to the proposed differential rates. The Council may resolve to set the rates in the dollar for the draft 2015-16 Budget as advertised or may set alternative rates in the dollar after any submissions received have been considered.

Legislation / Strategic Community Plan / policy implications

Legislation

Section 6.33 of the *Local Government Act 1995* sets out the provisions in relation to differential rating and enables the City to apply separate rates in the dollar for different categories of property based on zoning, land use, whether they are improved or unimproved or any other characteristic or combination of characteristics prescribed.

Section 6.36 of the *Local Government Act 1995* requires that if the City intends to apply differential rating it must give local public notice of its intention to do so and invite submissions in relation to the proposed differential rates and minimum payments, within 21 days of the date of the notice. Before making a final resolution in relation to the setting of the rates in the dollar and the adoption of the budget the Council is required to consider any submissions received.

Strategic Community Plan

Key theme Financial Sustainability.

Objective Effective management.

Strategic initiative Not applicable.

Policy Not applicable.

Risk management considerations

There are no risk management issues for applying a differential rate provided the statutory provisions are complied with.

Financial / budget implications

The application of differential rating is apportioning the total rate revenue between different categories of property. There are no net budget implications from applying differential rating. The City could derive exactly the same total revenue by applying a general rate to all categories of property.

Regional significance

Not applicable.

Sustainability implications

Applying differential rating is important to ensure an equitable distribution of rates across all sectors of the community. Having a reasonable rate increase is considered prudent and in the best interests of the long term financial sustainability of the City of Joondalup.

Consultation

The proposed differential rates have been advertised and submissions invited in accordance with the requirements of section 6.36 of the Act. No submissions were received.

COMMENT

The proposal to apply differential rates has been considered by Council which resolved (C24-05/15 refers) to advertise and invite submissions on the proposal from the public. No submissions were received and it is recommended that the differential rates and minimum payments advertised be applied in the draft 2015-16 Budget.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council APPLIES differential rates for rating in the 2015-16 financial year in accordance with section 6.33 of the *Local Government Act 1995* and that the differential rates and minimum payments for the draft 2015-16 Budget be as follows:

	Cents in the \$	Minimum Payment
General Rate - GRV		\$
Residential Improved	5.1849	828
Residential Vacant	10.3698	846
Commercial Improved	6.3443	846
Commercial Vacant	10.3698	846
Industrial Improved	5.8035	846
Industrial Vacant	10.3698	846
General Rate - UV		
Residential	0.9432	828
Rural	0.9386	828

CJ085-06/15 DRAFT 2015-16 BUDGET

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	104673, 101515
ATTACHMENT	<p>Attachment 1 City of Joondalup draft 2014-15 Budget Executive Report</p> <p>Attachment 1a Statement of Comprehensive Income by Nature or Type – (grey)</p> <p>Attachment 1b Statement of Comprehensive Income by Program – (grey)</p> <p>Attachment 2 Statement of Cash Flows – (grey)</p> <p>Attachment 3 Rate Setting Statement – (grey)</p> <p>Attachment 4 Rating Information Statement – (grey)</p> <p>Attachment 5 Notes to and forming Part of the Budget – (blue)</p> <p>Attachment 6 Capital Expenditure – (yellow)</p> <p>Attachment 7 Vehicle and Plant Replacement Program – (pink)</p> <p>Attachment 8 Schedule of Fees and Charges – (white)</p> <p>Attachment 9 Business Unit Services Matrix – (white)</p>
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 draft 2015-16 Budget.

EXECUTIVE SUMMARY

The process of preparing the 2015-16 Budget commenced in late 2014. It has encompassed detailed budget analysis and preparation, executive review and Elected Member workshops.

The draft 2015-16 Budget has been developed within a strategic financial planning framework after due consideration of Council priorities and the resource allocation requirements of these priorities.

The process for the development of the draft 2015-16 Budget has incorporated alignment with both the *20 Year Strategic Financial Plan* to ensure it is achievable and sustainable and the City's *Strategic Community Plan, Joondalup 2022*, to ensure the City is delivering on the vision of "A global City: bold, creative and prosperous".

It is recommended that Council, BY AN ABSOLUTE MAJORITY ADOPTS the annual budget for the City of Joondalup for the year ending 30 June 2016, incorporating the following:

- 1 *Budget Statements.*
- 2 *Rates.*
- 3 *Emergency Services Levy.*
- 4 *Domestic Refuse Charges.*
- 5 *Private Swimming Pool Inspection Fees.*
- 6 *Early Payment Incentives.*
- 7 *Payment Options.*
- 8 *Late Payment Interest.*
- 9 *Emergency Services Levy Interest Charge.*
- 10 *Instalment and Payment Arrangement Administration Fees and Interest Charges.*
- 11 *Capital Works Program.*
- 12 *Transfers from Reserves.*
- 13 *Transfers to Reserves.*
- 14 *Fees and Charges.*
- 15 *Loan Borrowings.*
- 16 *Material Variances for Reporting Purposes.*

BACKGROUND

The 2015-16 budget process has been in progress since late 2014. The contents of the budget have been refined over this period after presentations, analysis and review by the Chief Executive Officer, executive and senior staff, followed by extensive workshops and consultation with Elected Members.

The draft 2015-16 Budget has been guided by a long term financial planning framework aimed at securing the financial sustainability of the City. This requires continuing commitment and the draft 2015-16 Budget represents another step in that commitment.

DETAILS

Development of the draft 2015-16 Budget

The overall rate increase for 2015-16, excluding vacant residential property is 3.9%. This will generate general rate revenue of \$91.5 million excluding Specified Area Rates. This represents the City's largest single source of funds and is essential for the City to deliver services and undertake planned works and projects.

The parameters for the preparation for the 2015-16 Budget were guided by the City's *20 Year Strategic Financial Plan* to ensure that the Budget is achievable and sustainable and included very tight targets to control operational expenditure growth. At the same time the plan identified a challenging number of key projects to be achieved in 2015-16 and most of these have been able to be accommodated. Alignment to the City's *Strategic Community Plan, Joondalup 2022*, has also been reviewed to ensure the City is delivering on the vision of "A global City: bold, creative and prosperous".

The budget process has been conducted over many months and has involved extensive analytical and review stages as summarised below:

- Assessment of financial capacity, sustainability, assets and reserves.
- Set budget parameters.
- Submission of operating and capital proposals.

- Initial assessment of proposals:
 - Operations
 - Capital
 - Community need
 - Plans and Strategies
 - Implementation of new efficiencies
 - Reference and alignment to the Strategic Community Plan
- Ongoing review of service delivery and confirmation of service standards.
- Critical Analysis of 2014-15 Annual Plan performance.
- Review proposals for capacity:
 - Rating
 - Alternative revenue streams
 - Resources to implement and deploy
- Determine potential reductions.
- Executive analysis.
- Strategic Financial Plan alignment and review.
- Elected Member Workshops (during February, March, April and May 2015).

The integrated planning framework is depicted in the following diagram:



Operating Budget

The City of Joondalup's 2015-16 Budget has continued to be strongly influenced by economic uncertainty and low growth prospects. The City has worked hard to maximise grant opportunities in an environment where the pool of available grants is shrinking and the indexation of Federal Assistance Grants remain frozen. At the same time the City's return on investments is projected to decline more than 13% on the back of record low interest rates.

Challenges the City has had to address in framing the draft 2015-16 Budget include:

- continued decline in interest rates reducing investment returns
- pressure on driving continued growth in fees and charges
- continued pressure on operating costs
- resourcing continued demand for services and facilities.

The City has reviewed all fees and charges to ensure they reflect legislative requirements, current policies and are set at appropriate levels for the services provided. The City is mindful of the impacts of fee increases on the community and in most cases the increases are modest. Parking fees are proposed to be increased for 2015-16 by 10c per hour for paid parking at the edge of the City Centre and 20c per hour for paid parking in the inner City Centre area.

The operating budget facilitates the provision of the resources required to enable the City to provide for the services, facilities and works that the community have identified in Joondalup 2022. There will be little or no capacity to undertake or implement unbudgeted or unplanned works or services during 2015-16.

Capital Budget

The 2015-16 capital expenditure program contains a number of significant projects and programs including:

- \$2 million to complete the Multi Storey Car Park between Reid Promenade and Boas Avenue (this is a \$17.9 million project over three years) currently under construction
- \$2.7 million to construct a new community facility at Bramston Park
- \$900,000 to continue the new hockey facility development at Warwick Open Space including a synthetic surface pitch (this is a \$7.0 million project over three years)
- \$2.2 million to construct a new car park next to the Marmion Angling and Aquatic Club
- \$600,000 to provide jetties at Ocean Reef Boat Harbour
- \$1.7 million to refurbish the Mullaloo Surf Life Saving Club (the City's net contribution is \$675,000)
- \$1.6 million for extensions to Warwick Leisure Centre (total commitment \$2.3 million over two years)
- \$3.6 million to advance the Ocean Reef Marina, Joondalup Performing Arts and Cultural Facility and other significant projects
- \$1.2 million to undertake streetscape and landscaping works on arterial and major roads and to initiate the Leafy City Program
- \$19.9 million for various road construction, drainage, streetlight works and other infrastructure including:
 - Blackspot projects at Oceanside Promenade, Joondalup Drive and Shenton Avenue
 - dualling of Ocean Reef Road from Marmion Avenue to Oceanside Promenade and Whitfords Avenue from Northshore Drive to Belrose Entrance and Ocean Reef Road Joondalup Drive Intersection
 - Joondalup City Centre and park lighting
 - road Preservation and resurfacing, local traffic treatments and blackspot projects, stormwater drainage, and other infrastructure
 - new footpaths, shared use paths, bicycle parking facilities and slab path replacements
 - parking facilities
- \$4.8 million in other building works and community facility upgrades

- \$3.2 million for parks equipment, playground equipment, shelters, barbecues and parks irrigation refurbishments in accordance with Landscape Masterplans or asset preservation plans.

(Attachment 1 refers)

Reserve Transfers

The City will transfer the following amounts to and from various reserve accounts during 2015-16:

- Transfer \$1 million to the Parking Facility Reserve being surplus funds generated from paid parking operations.
- Transfer \$3.3 million to the Tamala Park Land Sales Reserve representing expected equity distribution by the Tamala Park Regional Council from the sale of developed land.
- Transfer \$5.1 million to the Joondalup Performing Arts and Cultural Facility Reserve from the proceeds of sale of land owned by the City.
- Transfer \$619,292 to top up the Strategic Asset Management Reserve.
- Transfer \$125,000 to the Non Current Long Service Leave Liability Reserve to cover the increase in long service leave liabilities.
- Transfer \$168,000 to the Vehicle, Plant and Equipment Reserve being the surplus funds available after expenditure on the replacement of various vehicles, plant and equipment.
- Transfer \$1.4 million to various reserves being interest that is expected to be earned from the investment of reserve funds during 2015-16.
- Transfer \$284,368 to the Waste Management Reserve.
- Transfer \$3.1 million from the Parking Facility Reserve to fund the construction of the Multi Storey Car Park.
- Transfer \$8 million from the Strategic Asset Management Reserve to contribute to the Warwick Leisure Centre extension (\$1.6 million), contribute to the relocation of the Wanneroo Basketball Association to the HBF Arena Joondalup (\$2.2 million), fund City Centre Lighting (\$1.5 million), the continuation of the Cafes/Kiosks/Restaurants, Joondalup City Centre Office Development (\$439,070), commence design for Penistone Park Facility redevelopment (\$240,000), Timberlane Park Hall upgrade (\$785,643), Kingsley Clubrooms upgrade \$650,000) and upgrade of lifts in Joondalup Library and Civic Centre (\$468,030).
- Transfer \$1.7 million from the Marmion Car Park Reserve to fund the construction of a car park facility adjacent to the Marmion Angling and Aquatic Club.
- Transfer \$1.6 million from the Joondalup Performing Arts and Cultural Facility Reserve to progress the project.
- Transfer \$468,937 from the Ocean Reef Marina Reserve to partly fund the continuation of the Marina project.
- Transfer \$50,000 from the Public Art Reserve to fund the development of a public art project.
- Transfer \$283,000 from the Waste Management Reserve for the Better Bins Program.
- Transfer \$3.1 million from the Capital Works Carried Forward Reserve to provide for 2014-15 uncompleted works to be undertaken in 2015-16.

Loan Borrowings

The City is proposing new borrowings during the 2015-16 financial year of \$2.5 million. Of this \$1.8 million is for part funding a new community facility at Bramston Park and \$700,000 is for the State Emergency Service (SES) building refurbishment and upgrade. Loan repayments for the SES building will be met by the Department of Fire and Emergency Services.

Material Variances

The *Local Government Act 1995* (the Act) requires that each year a local government is to adopt a materiality level for the purpose of reporting variances in the monthly Statement of Financial Activity. At its meeting held on 19 October 2010 (CJ179-10/10 refers), Council resolved that in future a materiality level be determined as part of budget adoption each year if it was not proposed to make any changes.

The current level of variance which is considered material for the purposes of reporting under Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* is \$50,000 or 5% of the appropriate base, whichever is the higher. It is not proposed to make any changes to that level.

Rate and Refuse Charges Increases

Differential rating will again be applied for 2015-16 ensuring that the City is able to equitably spread rate increases across the community. The differential rates proposed for residential, commercial and industrial property, both improved and vacant, have been reviewed.

Differential rates have been proposed for residential improved, residential vacant, commercial improved, commercial vacant, industrial improved and industrial vacant. The proposed differential rates for commercial and industrial vacant land are twice the lowest differential rate as in previous years. As part of the review of the differentials the City has changed its differential for residential vacant land. Previously the differential for residential vacant property was 41% higher than the lowest differential rate. This has now been aligned to the same differential that applies to vacant commercial and industrial property, that is, twice the lowest differential rate.

The proposed differential rates provide for an overall rate increase of 3.9% excluding residential vacant property. The corresponding minimum payments are also proposed to be increased by 3.9% excluding residential vacant. The 2015-16 proposed rate increase recognises the need for long term financial sustainability. The proposed rate increase is less than the 4.0% projected in the City's current *20 Year Strategic Financial Plan*. With a 3.9% overall rate increase and based on an average gross rental value of \$22,776 the average residential improved rates levy (excluding refuse charge) within the City will be \$1,181.

There is no increase proposed for the City's domestic refuse charge which will remain at \$346, the same as in 2014-15. The City has achieved substantial savings in waste recycling costs which have been used to offset increases in other waste costs.

Issues and options considered

The process for the development of the draft 2015-16 Budget has involved:

- the identification of long term directions for financial management of income and expenditure following a rigorous analysis and consideration of Council's current financial position
- the establishment of financial parameters for the 2015-16 financial year including consideration of rating income, grants, fees and charges and other income, and likely demands on expenditure.

The City has, for a number of years, offered a variety of options for the payment of rates including those required under legislation. In 2013-14 the City offered AdvancePay, for the first time, as a further alternative option for the payment of rates. This means that following the payment of 2015-16 rates and charges, ratepayers can, if they wish, commence paying the following year's rates in advance in weekly, fortnightly or monthly payments, by direct debit, with no fees or interest charges for any payments received by the City prior to the due date in August 2016.

Legislation / Strategic Community Plan / policy implications

Legislation	The accompanying draft 2015-16 Budget has been prepared in accordance with the <i>Local Government Act 1995</i> , the <i>Local Government (Financial Management) Regulations 1996</i> and Australian Accounting Standards.
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Strategic Community Plan

Key theme	Financial Sustainability.
Objective	Effective management.
Strategic initiative	Not applicable.
Policy	Not applicable.

Risk management considerations

When setting the Annual Budget the City is exposed to financial risk over the long term if insufficient regard is given to both revenue and expenditure implications beyond the budget period. Alignment of the *20 Year Strategic Financial Plan* during the budget process has helped to mitigate the long term risks.

Financial / budget implications

These are detailed in the budget papers.

All amounts quoted in this report are exclusive of GST, unless otherwise stated.

Regional significance

Not applicable.

Sustainability implications

The Council has, as a key financial objective, the long term financial sustainability of the City of Joondalup in order to strengthen its capacity to achieve its key objectives as set out in the Strategic Community Plan.

Consultation

The City of Joondalup's 2015-16 Budget has been prepared against the backdrop of significant ongoing review and assessment of the City's strategic direction and financial position by the executive and Elected Members. Six budget workshops were undertaken in the preparation of the 2015-16 Budget.

The proposed differential rates for the 2015-16 year have been advertised for public comment for 21 days. As reported in the previous report in this agenda (CJ084-05/15 refers), no submissions were received.

COMMENT

The City of Joondalup's 2015-16 Budget has continued to be strongly influenced by economic uncertainty and low growth prospects. The City has worked hard to maximise grant opportunities in an environment where the pool of available grants is shrinking and the indexation of Federal Assistance Grants remain frozen. At the same time the City's return on investments is projected to decline more than 13% on the back of record low interest rates.

The overall rate increase for 2015-16, excluding vacant residential property is 3.9%. This will generate general rate revenue of \$91.5 million excluding Specified Area Rates. This represents the City's largest single source of funds and is essential for the City to deliver services and undertake planned works and projects. There is no increase in refuse charges in 2015-16.

The 2015-16 Budget has been very challenging but delivers on the community's expectations while reflecting the prudence and financial responsibility demanded by the economic conditions. It has been shaped by the City's *20 Year Strategic Financial Plan* to ensure that it is achievable and sustainable while maintaining alignment to the City's *Strategic Community Plan, Joondalup 2022*, to ensure the City is delivering on the vision of "A global City: bold, creative and prosperous".

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council BY AN ABSOLUTE MAJORITY:

- 1 ADOPTS the annual budget for the City of Joondalup for the year ending 30 June 2016 as per Attachments 1 - 9 to Report CJ085-06/15 comprising the following:**
 - 1.1 Executive Report (Attachment 1 refers – grey);**
 - 1.2 Statement of Comprehensive Income by Nature or Type (Attachment 1a refers – grey);**
 - 1.3 Statement of Comprehensive Income by Program (Attachment 1b refers – grey);**
 - 1.4 Statement of Cash Flows (Attachment 2 refers – grey);**
 - 1.5 Rate Setting Statement (Attachment 3 refers – grey);**
 - 1.6 Rating Information Statement (Attachment 4 refers – grey);**
 - 1.7 Notes to and Forming Part of the Budget (Attachment 5 refers – grey);**
 - 1.8 Capital Expenditure (Attachment 6 refers – yellow);**
 - 1.9 Vehicle and Plant Replacement Program (Attachment 7 refers – pink);**
 - 1.10 Schedule of Fees and Charges (Attachment 8 refers – white);**

1.11 Business Unit Services Matrix (Attachment 9 refers – white);**2 Rates:**

2.1 In accordance with the provisions of Sections 6.32, 6.33 and 6.35 of the *Local Government Act 1995* IMPOSES Differential Rates and Minimum Payments for the 2015-16 Financial Year in accordance with the following tables:

2.1.1 Gross Rental Valued Properties:

On each Residential, Commercial and Industrial Lot or other piece of rateable land as follows:

Category of Property	Gross Rental Value Rates (Cents in the dollar)	Minimum Payment (\$)
Residential Improved	5.1849	828
Residential Vacant	10.3698	846
Commercial Improved	6.3443	846
Commercial Vacant	10.3698	846
Industrial Improved	5.8035	846
Industrial Vacant	10.3698	846

2.1.2 Unimproved Valued Properties:

On each Residential and Rural Lot or other piece of rateable land as follows:

Category of Property	Unimproved Value Rates (Cents in the dollar)	Minimum Payment (\$)
Residential	0.9432	828
Rural	0.9386	828

2.2 In accordance with the provisions of Section 6.32 and Section 6.37 of the *Local Government Act 1995* IMPOSES Specified Area Rates for the 2015-16 Financial Year in accordance with the following tables:

Specified Area	Gross Rental Value Rates (Cents in the dollar)	Purpose
Harbour Rise (described in 2.2.1)	0.53069	Maintaining enhanced landscaping which will be applied during 2015-16.
Iluka (described in 2.2.2)	0.49046	Maintaining enhanced landscaping which will be applied during 2015-16.
Woodvale Waters (described in 2.2.3)	0.53238	Maintaining enhanced landscaping which will be applied during 2015-16.

2.2.1 Harbour Rise Specified Rate area comprises the area bounded by:

Going along Whitfords Avenue from the corner of Seychelles Lane and following the shared boundaries of Whitfords Avenue with Lots 29 Martinique Mews, Lots 470-478, 413-414, Lot 397, Lots 331-333, crossing Barbados Turn and continuing north with shared boundaries of Curacao Lane and Lots 337-334, 378, 377, 403, 402, 376-367, and Lot 28 Angove Drive;

North-east along the boundary of Lot 28 Angove Drive, across Mallorca Avenue and following the boundaries of Lot 251 and 250 where they meet Angove Drive;

Following the shared boundaries of Ewing Drive with Lots 250, 249, 409, 410, 247, 245-240, 411 & to strata Lots 1 and 2 (Lot 408) and then across Ewing Drive along the boundary that strata Lot 1 (Lot 201) Ewing Drive shares with Lot 650 Ewing Drive, and along the rear boundaries of strata Lot 1 (Lot 201) Ewing Drive and Lots 200-198 Marbella Drive;

Along the boundary that Lot 198 Marbella Drive shares with Lot 171 and 172 Waterford Drive, across Marbella Drive and continuing along the rear boundaries of strata Lots 1 and 2 (Lot 197) to strata Lots 1 and 2 (Lot 190) Algarve Way, along the boundary that Lot 184 Tobago Rise shares with Lot 181 Waterford Drive, across Tobago Rise and then along the boundary between Lot 1 Tobago Rise and Lots 182 and 183 Waterford Drive, continuing along the rear boundaries of Lots 75-66 The Corniche and Lots 142-149 The Corniche. Along the rear boundary of Lot 150 The Corniche until the boundary between Lot 204 and Lot 166 Lukin Road is reached. Along the boundary between Lots 204 and 166 Lukin Road, along the front boundaries of Lots 166-164 Lukin Road. Along the boundary of Lot 164 Lukin Road that is shared with Hepburn Ave and continuing along Hepburn Ave along the south-eastern boundaries of Leeward Park;

Continuing along the shared boundaries of Hepburn Avenue with Lot 170 Amalfi Drive, Lots 492-503 Seychelles Lane and Lot 29 Martinique Mews;

2.2.2 Iluka Specified Rate area comprises the area bounded by Shenton Avenue, Marmion Avenue and Burns Beach Road;

2.2.3 Woodvale Waters Specified Rate area comprises the area bounded by Timberlane Drive and Yellagonga Regional Park with street addresses of Grey-Smith Gardens, Phillips Fox Terrace, Buvelot Place, Wakelin Close, Conder Place, Streeton Parade, Withers Grove, Olsen Court, Heysen Crest, Fullwood Walk except for Lots 156 Streeton Parade and Lot 12240 Phillips-Fox Terrace;

3 Emergency Services Levy:

In accordance with the provisions of Sections 36B and 36L of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES the 2015-16 Emergency Services Levy Rates and Minimum and Maximum Payments on Residential, Vacant Land, Commercial, Industrial and Miscellaneous Lots as follows:

ESL CATEGORY	ESL Rate (Cents in \$)	Minimum and Maximum Payments ESL CHARGES BY PROPERTY USE			
		Residential and Vacant Land		Commercial, Industrial and Miscellaneous	
		Minimum	Maximum	Minimum	Maximum
1	1.23	\$68	\$360	\$68	\$204,000

4 Domestic Refuse Charges:

In accordance with the provisions of Section 67, Division 3, Part 6 of the *Waste Avoidance and Resource Recovery Act 2007*, IMPOSES the following domestic refuse charges for the 2015-16 financial year:

a	Per existing unit serviced	\$346
b	Each Additional Service	\$346
c	Collection from within the property boundary	\$56
d	New Refuse Service – Establishment and delivery of bin	\$66

5 Private Swimming Pool Inspection Fees:

In accordance with the *Building Act 2011* and Regulation 53 of the *Building Regulations 2012*, IMPOSES for the 2015-16 financial year, a Private Swimming Pool Inspection fee of \$34.43 for each property where a private swimming pool is located;

6 Early Payment Incentives:

6.1 In accordance with the provisions of Section 6.46 of the *Local Government Act 1995*, OFFERS early payment incentives for the payment of rates and charges being full payment of all current and arrears of rates including specified area rates, emergency services levy, domestic refuse charge and private swimming pool inspection fees within 28 days of the issue date on the annual rate notice, for eligibility to enter the early incentive prize draw;

6.2 The Major Prize will comprise the following:

6.2.1 Toyota Camry HV Atara SL 2.5L CVT;

6.3 The Chief Executive Officer is AUTHORISED to finalise the additional Naming Rights Prize Package Sponsors and Other Prize Sponsors to be determined in accordance with past practice;

7 Payment Options:

7.1 In accordance with the provisions of Section 6.45 of the *Local Government Act 1995*, OFFERS the following payment options for the payment of rates, (specified area rates (where applicable), emergency services levy, domestic refuse charge and private swimming pool inspection fees:

7.1.1 One Instalment:

7.1.1.1 Payment in full (including all arrears) within 28 days of the issue date of the annual rate notice to be eligible to enter the rates incentive scheme for prizes;

7.1.1.2 Payment in full within 35 days of the issue date of the annual rate notice and no entitlement to enter the rates incentive scheme for prizes;

7.1.2 Two Instalments:

7.1.2.1 The first instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of date of issue of the annual rate notice;

7.1.2.2 The second instalment of 50% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable 63 days after the due date of first instalment;

7.1.3 Four Instalments:

7.1.3.1 The first instalment of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, plus the total outstanding arrears payable within 35 days of date of issue of the annual rate notice;

7.1.3.2 The second, third and fourth instalments, each of 25% of the total current rates, specified area rates (where applicable), emergency services levy, domestic refuse charge, private swimming pool inspection fees and instalment charge, payable as follows:

- The second instalment 63 days after due date of first instalment;
- The third instalment 63 days after due date of second instalment;
- The fourth instalment 63 days after due date of third instalment;

7.2 The City offers AdvancePay as a further alternative option for the payment of rates whereby, following the payment of the 2015-16 rates and charges, ratepayers can, if they wish, commence paying the 2016-17 rates in advance in weekly, fortnightly or monthly payments, by direct debit, with no fees or interest charges for any payments received by the City prior to the due date in August 2016;

8 Late Payment Interest:

In accordance with the provisions of Section 6.13 and 6.51 of the *Local Government Act 1995*, IMPOSES interest on all current and arrears of rates, specified area rates (where applicable), current and arrears of domestic refuse charges, current and arrears of private swimming pool inspection fees at a rate of 11% per annum, calculated on a simple interest basis on arrears amounts which remain unpaid and current amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of the instalment as the case may be and continues until the instalment is fully paid. Excluded are deferred rates, instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

9 Emergency Services Levy Interest Charge:

In accordance with the provisions of Section 36S of the *Fire and Emergency Services Authority of Western Australia Act 1998*, IMPOSES interest on all current and arrears amounts of emergency services levy at the rate of 11% per annum, calculated on a simple interest basis on amounts which remain unpaid after 35 days from the issue date of the original rate notice, or the due date of an instalment and continues until the arrears is fully paid. Excluded are instalment current amounts not yet due under the two or four payment instalment option, registered pensioner portions and current government pensioner rebate amounts. Interest is calculated daily on the outstanding balance and is debited to the account monthly in arrears;

10 Instalment and Payment Arrangement Administration Fees and Interest Charges:

10.1 In accordance with the provisions of Section 6.45 of the *Local Government Act 1995*, for the 2015-16 financial year, IMPOSES the following administration fees and interest charges for payment of rates (including specified area rates), domestic refuse charge and private swimming pool inspection fees:

10.1.1 Two Instalment Option:

An administration fee of \$12 for instalment two, together with an interest charge of 5.5% per annum, calculated on a simple interest basis on 50% of the total current general rate and specified area rate (where applicable) calculated from the due date of the first instalment for 63 days until the due date of the second and final instalment;

10.1.2 Four Instalment Option:

An administration fee of \$12 for each of the second, third and fourth instalments, together with an interest charge of 5.5% per annum, calculated on a simple interest basis on:

- 75% of the total current general rate and specified area rate (where applicable) calculated from the due date of the first instalment for 63 days until the due date of the second instalment;
- 50% of the total current general rate and specified area rate (where applicable) calculated from the due date of the second instalment to the due date of the third instalment;
- 25% of the total current general rate and specified area rate (where applicable) calculated from the due date of the third instalment to the due date of the fourth instalment;

10.1.3 Special Payment Arrangements:

Special weekly, fortnightly, monthly or bi-monthly payment arrangements can be made with the City for those ratepayers who may be unable to pay in full or according to the instalment plans offered. An administration fee of \$34 if paid by Direct Debit (bank account only) or \$52 if paid by another method is charged on each special payment arrangement and penalty interest of 11% per annum, from and including the thirty sixth day from the issue of the rates notice, is applied to the outstanding balance until the account is paid in full;

10.2 In accordance with the provisions of Section 6.49 of the *Local Government Act 1995*, **AUTHORISES** the Chief Executive Officer to enter into special payment arrangements with ratepayers for the payment of general rates, specified area rates (where applicable), emergency services levy, domestic refuse charges and private swimming pool inspection fees during the 2015-16 financial year;

11 **ADOPTS** the *Five Year Capital Works Program* with the 2015-16 program incorporated into the 2015-16 Budget as set out in the budget papers in Attachment 6 (yellow attachment);

12 **AUTHORISES** as part of the 2015-16 Budget the following transfers from Reserves:

Reserve	Amount	Purpose
Waste Management	\$283,000	To purchase bins as part of the Better Bins Program.
Ocean Reef Marina	\$468,937	To fund the continuation of the Marina Project.
Joondalup Performing Arts and Cultural Facility	\$1,609,489	To fund the continuation of this project.
Parking Facility	\$3,059,304	To construct the Multi Storey Car park Project and for the acquisition of CCTV equipment for the City Centre.

Reserve	Amount	Purpose
Public Art	\$50,000	For a public art project.
Marmion Car Park Reserve	\$1,690,598	To fund the construction of a car park adjacent to the Marmion Angling and Aquatic Club.
Strategic Asset Management	\$8,019,299	To contribute to the Warwick Leisure Centre extension, contribute to the relocation of the Wanneroo Basketball Association to the HBF Arena Joondalup, fund City Centre Lighting, Craigie Leisure Centre Plant Room refurbishment, the continuation of the Cafes/Kiosks/Restaurants, Joondalup City Centre Office Development, commence design for Penistone Park Facility redevelopment, Timberlane Park Hall upgrade, Kingsley Clubrooms upgrade and upgrade of lifts in Joondalup Library and Civic Centre.
Capital Works Carried Forward	\$3,062,810	2014-15 uncompleted works to be undertaken in 2015-16.

- 13 AUTHORISES as part of the 2015-16 Budget the following transfers to Reserves:

Reserve	Amount	Purpose
Vehicle, Plant and Equipment	\$168,000	Surplus funds after completion of Vehicle and Plant replacement program in 2015-16.
Waste Management	\$284,368	Provision for future waste management requirements.
Tamala Park Land Sales	\$3,333,333	Equity distribution from Tamala Park Regional Council.
Joondalup Performing Arts and Cultural Facility	\$5,056,375	Proceeds of land sales to fund future works undertaken on this project.
Non-Current Long Service Leave Liability	\$125,000	Increase in cover for future long service leave liabilities.
Strategic Asset Management	\$619,293	Provision for future projects.
Parking Facility	\$1,043,499	Surplus paid parking funds to provide for completion of the multi storey car park, the repayment of the loan for parking and other future Joondalup City Centre works and services.
All reserves	\$1,389,421	Interest earned on the investment of reserve funds.

- 14 **ADOPTS** as part of the 2015-16 Budget, the Fees and Charges, as set out in Attachment 8 to Report CJ085-06/15 (white attachment) to the Budget, with those fees and charges being applicable from Monday, 6 July 2015 unless indicated otherwise in Attachment 8 to Report CJ085-06/15 (white attachment) to the Budget;
- 15 In accordance with the provisions of Section 6.20 of the *Local Government Act 1995* and as part of the 2015-16 Budget, **AUTHORISES** the following borrowings for the 2015-16 financial year, and where the borrowings are intended as only part funding, subject to the projects progressing to the point where loan funds are required:
- 15.1 \$729,000 for the State Emergency Services building refurbishment and upgrade works;
- 15.2 \$1,769,000 for the Bramston Park Facility project;
- 16 **ADOPTS** for the financial year ended 30 June 2016 a variance amount of \$50,000 or 5% of the appropriate base, whichever is the higher, to be a material variance for the purposes of reporting under Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*.

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1agn230615.pdf](#)

CJ086-06/15 DEVELOPMENT, CODE VARIATION AND SUBDIVISION APPLICATIONS – APRIL 2015

WARD	All		
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development		
FILE NUMBER	07032, 101515		
ATTACHMENTS	Attachment 1	Monthly Development Applications Determined – April 2015	
	Attachment 2	Monthly Subdivision Applications Processed – April 2015	
	Attachment 3	Monthly Building R-Code Applications Decision – April 2015	
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 April 2015 (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

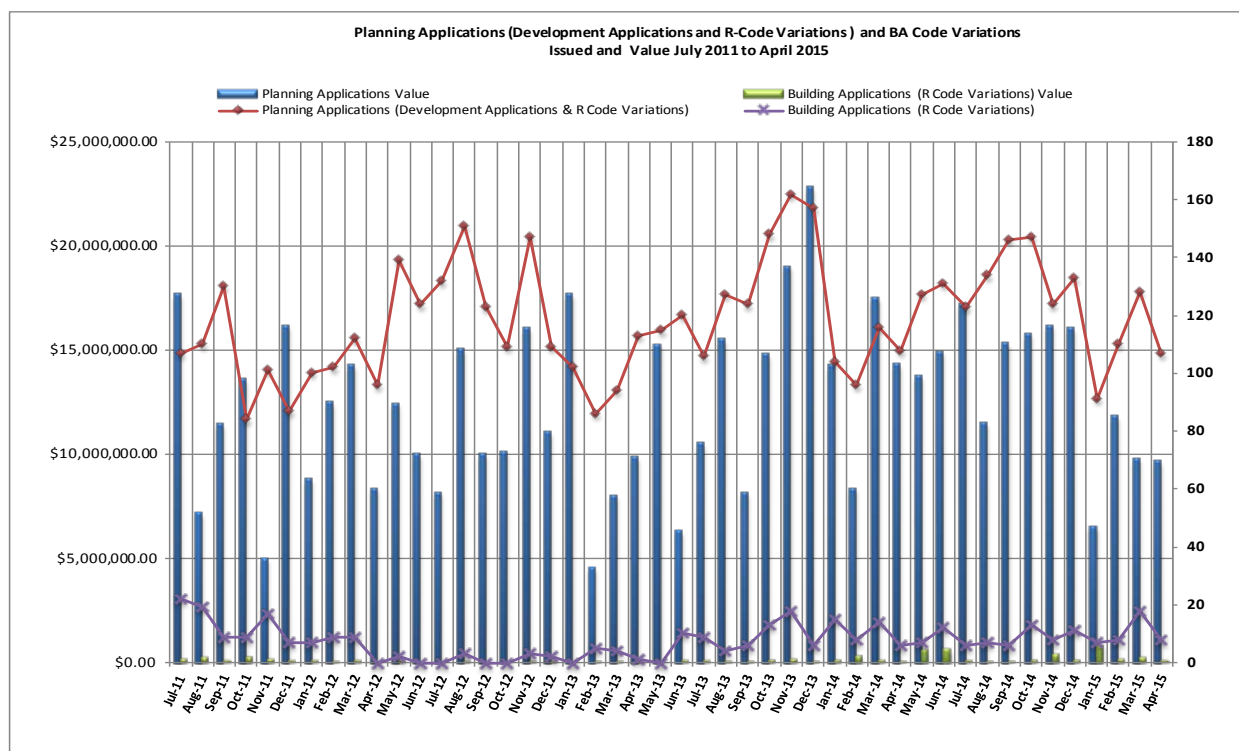
DPS2 requires that delegations be reviewed every two years, unless a greater or lesser period is specified by Council. At its meeting held on 21 October 2014 (CJ180-10/14 refers), Council considered and adopted the most recent Town Planning Delegations via its review of the Register of Delegation of Authority.

DETAILS

The number of applications determined under delegated authority during April 2015, is shown in the table below:

Applications determined under delegated authority – April 2015		
Type of Application	Number	Value (\$)
Planning applications (development applications and R-Codes applications)	107	\$ 9,612,019
Building applications (R-Codes applications)	8	\$85,558
TOTAL	115	\$ 9,697,577

The total number and value of planning and building R-Code applications determined between July 2011 and April 2015 is illustrated in the graph below:



The number of planning applications received during April was 125. (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 planning applications current at the end of April was 299. Of these, 73 were pending additional information from applicants, and 30 were being advertised for public comment.

In addition to the above, 260 building permits were issued during the month of April with an estimated construction value of \$33,295,778.

The number of subdivision and strata subdivision referrals processed under delegated authority during April 2015 is shown in the table below:

Subdivision referrals processed under delegated authority for April 2015		
Type of referral	Number	Potential additional new lots
Subdivision applications	7	5
Strata subdivision applications	2	4

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / policy implications

Legislation *City of Joondalup District Planning Scheme No. 2.*

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 115 applications were determined for the month of April with a total amount of \$45,855 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 107 planning applications determined during April 2015 consultation was undertaken for 19 of those applications. R-Codes applications for assessment against the applicable Design Principles, 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 nine subdivision applications processed during April 2015 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 CJ086-06/15 during April 2015;**
- 2 Subdivision applications described in Attachment 2 to Report CJ086-06/15 during April 2015;**
- 3 Building Residential Design Code applications described in Attachment 3 to Report CJ086-06/15 during April 2015.**

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf090615.pdf](#)

Disclosure of Financial Interest

Name/Position	Cr Kerry Hollywood.
Item No./Subject	CJ087-06/15 – Draft <i>Burns Beach Masterplan</i> and Indicative Coastal Node Concept Design.
Nature of interest	Financial Interest.
Extent of Interest	Cr Hollywood lives opposite Third Avenue Park which is part of the <i>Burns Beach Masterplan</i> .

CJ087-06/15 DRAFT BURNS BEACH MASTERPLAN AND INDICATIVE COASTAL NODE CONCEPT DESIGN

WARD	North
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBER	101571, 101515
ATTACHMENTS	Attachment 1 Draft <i>Burns Beach Masterplan</i> Attachment 2 Indicative Coastal Node concept design and staging plan Attachment 3 <i>Community Engagement Communication Plan</i>
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 endorsing the draft *Burns Beach Masterplan* and associated indicative coastal node concept design for the purposes of advertising.

EXECUTIVE SUMMARY

Previous planning for the Burns Beach area has generated a number of reports and studies, but there is no single document or overarching plan that ties them all together. There is also no single document that identifies opportunities for, or provides direction on, the future provision of community infrastructure and amenity.

The draft *Burns Beach Masterplan* has therefore been developed, following a review of all previous documents and studies relating to the area and feedback from key stakeholders in the area as to what they think the key issues or needs are that should be addressed in any future planning or delivery of facilities and services.

The masterplan document outlines the key issues that have emerged and recommends a suite of future actions intended to address the issues raised. Unfortunately, not all the concerns or issues raised by stakeholders will be able to be resolved via this masterplan or by the City in isolation. In the case of these issues, the City will negotiate and play an influencing or advocacy role (as appropriate) with the developer of the Burns Beach Estate and with relevant state government agencies in an attempt to see these issues addressed.

The masterplan also includes an indicative concept design highlighting possible future upgrade and development of the coastal node in Burns Beach. There is no current provision for funding of this upgrade and development in the City's *20 Year Strategic Financial Plan* or the City's *Five Year Capital Works Program* and therefore the timing of any detailed planning or works to implement the concept design is currently unknown.

It is recommended that Council supports the draft *Burns Beach Masterplan* for the purposes of advertising.

BACKGROUND

Burns Beach comprises approximately 290 hectares of land, of which 147.5 hectares is zoned 'Urban' and the remaining 144 hectares is reserved as "Parks and Recreation" under the *Metropolitan Region Planning Scheme* (MRS).

There are a number of documents which relate to and assist in the management of the Burns Beach area:

- The *Burns Beach Structure Plan* (2004): This structure plan articulates the intentions and objectives; and the nature and extent of the urban development for the Burns Beach Estate.
- The *Burns Beach Foreshore Management Plan* (2006) and the *Beach Management Plan*: The *Burns Beach Foreshore Management Plan* and the *Beach Management Plan* documents ensure the appropriate management and preservation of these areas, while promoting integrated and sustainable community use with the conservation of the coastline and associated natural features.
- The *Tamala Park Conservation Park Draft Establishment Plan* (2011): The proposed *Tamala Park Conservation Park Draft Establishment Plan* articulates a proposal for integrating sustainable community use with sustainable heritage and environmental conservation.

Each of these plans deals with a particular aspect of the Burns Beach area but does not deal with the area holistically. There is also no single document that identifies opportunities for the future provision of community infrastructure and amenity.

At its meeting held on 28 August 2007 (C54-08/07 refers), Council requested a report on:

"The Master Plan Project for Burns Beach focussing on the future enhancement of the provision of facilities within the foreshore catchment area including, but not limited to, the establishment of a surf club, redevelopment of Jack Kikeros Hall, provision of a restaurant, cafe facility, parking, groyne refurbishment, enhancement of Burns Beach foreshore park, a safe swimming beach and a snorkelling trail."

As a precursor to the preparation of the masterplan, at its meeting held on 17 April 2012 (CJ046-04/12 refers), Council endorsed a project vision and philosophy for the project as follows:

"Philosophy/Project Vision"

Through the development and implementation of the Burns Beach Masterplan:

- *Create a high amenity, coastal destination with sustainably managed community facilities and small scale commercial activities for residents and visitors.*

- *Guide the future development of Burns Beach in an integrated, sustainable and holistic manner.*
- *Complement and cooperate with the Burns Beach Foreshore Plan and Beach Management Plan.*
- *Provide and/or enhance recreational, leisure, service, commercial and retail facilities within identified activity nodes.*
- *Promote the community use of natural areas whilst promoting the enhancement, preservation and conservation of valuable natural resources.”*

Preparation of the draft masterplan has involved the following key tasks:

- Site inspections, literature review and review of demographics and trends.
- First phase consultation with key stakeholders to obtain an understanding of current issues and community and stakeholder needs and expectations.
- Identification of issues emerging from the preceding tasks, for input into the draft masterplan.
- Development of a draft master plan, which sets out the issues raised by stakeholders, contains a number of recommendations for the possible future enhancement and upgrade of the existing Burns Beach coastal node and other actions for the City to pursue in conjunction with state government agencies and the developer of the Burns Beach Estate.
- Onsite workshops and engagement of Elected Members in refining the draft masterplan and indicative concept design.

DETAILS

Through the literature review and initial stakeholder consultation process, a number of issues emerged. The issues can be grouped into the following broad themes:

- Access and connectivity.
- Public open space and associated facilities.
- Upgrade to and provision of community facilities.
- Development of commercial facilities.
- Traffic and transport.
- Parking.
- Tamala Conservation Park.
- Other environmental issues.
- Swimming and surfing.

The masterplan document outlines the key issues that have emerged and recommends a suite of future actions intended to address the issues raised. Unfortunately, not all the concerns or issues raised by stakeholders will be able to be resolved via this masterplan or by the City in isolation. In the case of these issues, the City will negotiate and play an influencing or advocacy role (as appropriate) with the developer of the Burns Beach Estate and with relevant state government agencies in an attempt to see these issues addressed.

The first key recommendation of the masterplan is to release the indicative coastal node concept design, together with the draft masterplan for public consultation, noting that:

- implementation of the indicative coastal node concept design is not a project that has yet been formally endorsed by Council
- there is currently no funding available for implementation of the indicative coastal node concept design in the City of Joondalup's *20 Year Strategic Financial Plan* or the City's *Five Year Capital Works Program*

- in future, if and when funding becomes available for implementation of the indicative coastal node concept design, the project would need to be delivered in a number of stages and over multiple financial years.

Issues and options considered

If Council decides to endorse the draft masterplan and indicative coastal node concept design for advertising, it should be noted that:

- there is no current provision for funding of the project in the *20 Year Strategic Financial Plan* or the *Five Year Capital Works Program*
- the concept (and therefore the costs) may change slightly as part of negotiations with a preferred proponent for the signature cafe/restaurant site
- costs may change with detailed design of the components and geotechnical studies
- some of the costs may be borne by the developer of the signature cafe/restaurant and by the existing cafe owner
- in future, if and when funding becomes available for implementation of the indicative coastal node concept design, the project would need to be delivered in a number of stages and over multiple financial years.

As part of consulting with the community on the draft masterplan and indicative coastal node concept design, the above should be made clear.

In considering this report, Council may either:

- endorse the draft masterplan and indicative coastal node concept design for the purposes of advertising
- endorse the draft masterplan and indicative coastal node concept design for the purposes of advertising, subject to certain modifications being made
- refer the draft masterplan and indicative coastal node concept design back to allow for additional work to be undertaken
or
- not endorse the draft masterplan and indicative coastal node concept design for the purposes of advertising.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Quality open spaces.

Strategic initiative Buildings and landscaping are suitable for the immediate environment and reflect community values.

Risk management considerations

If the masterplan for Burns Beach is not adopted, decisions relating to the upgrade and provision of landscaping and infrastructure could occur in an ad hoc and uncoordinated way.

If the masterplan is adopted, this could create expectations in the community that all recommendations, concept designs and associated outcomes would be implemented by the City or otherwise achieved in the near future. The community's expectations will need to be carefully managed in this regard.

Financial / budget implications

The financial implications of implementing all recommendations are not known at this stage. All developments or improvements planned and/or implemented after the adoption of the masterplan, including those instigated by the City, require independent financial feasibility studies, cash flow projections and/or the establishment of commercial venture models.

A preliminary estimate of the probable cost of implementing the indicative coastal node concept design, is in the region of \$5,330,000. In light of this, it is likely that any future implementation of the indicative coastal node concept design will need to occur across a number of different stages and across multiple financial years (Attachment 2 refers).

It is important to note that there is no budget allocated within the *20 Year Strategic Financial Plan* or the *Five Year Capital Works Program* for the implementation of the indicative coastal node concept design.

It is reasonable to expect however, that the successful respondent to the City's expression of interest process for the development of a signature café/restaurant on the site of the existing Jack Kikeros hall, could contribute towards the cost of the parking adjoining the proposed café/restaurant and potentially some of the other upgrades and enhancements that would afford direct benefit to a future café/restaurant. This will form the subject of negotiations with the successful proponent following adoption of the masterplan.

Regional significance

Given the size and level of interest in the Burns Beach coastal node, the future developments of this area will be of significant local and regional importance. The types of development envisaged in the indicative coastal node concept design would meet the needs of the local community and attract people living outside the region, including tourists. The proposed development components offer a unique coastal tourist attraction to the City of Joondalup and could add value to the City as a destination for weekend dining and recreation.

The *20 Year Strategic Community Plan* has the vision of Joondalup as 'a global City: bold, creative and prosperous' which includes becoming a 'destination city' as well as providing quality facilities to enhance cultural development and community spirit. The *Burns Beach Masterplan* project has the potential to contribute to this objective and the overall inspirational outcomes for the City over the next decade and beyond.

Sustainability implications

The masterplan aims to balance the social and economic needs of the community with the need to maintain and preserve the natural environment. The identification of the existing and future needs of residents and visitors to Burns Beach will ensure the planning for this precinct sustains the economic, environmental and social needs of its users.

Any development undertaken in the future as a result of this masterplan will incorporate environmentally sensitive design principles. Any proposal that will potentially lead to damage or removal of remnant vegetation in the foreshore reserve will need to be considered carefully to ensure the vegetation being removed is not of significance.

Consultation

Consultation for this project will be conducted in accordance with the City's approved *Community Consultation and Engagement Policy and Protocol*.

The development of the draft *Burns Beach Masterplan* has involved consultation with the key stakeholders and community groups in the Burns Beach area. Information sessions and workshops were held in late 2013 and early 2014 with the following key stakeholders:

- Jack Kikeros Hall user groups.
- Caravan park and cafe operators.
- Burns Beach Ratepayers, Residents and Community Recreation Association.
- Iluka Homeowners Association.
- Peet on behalf of Burns Beach Property Trust and Unit Holders Advisory Committee.
- Satterley Property Group.
- Surf Lifesaving Western Australia.
- Department of Planning.
- Department of Parks and Wildlife.
- Department of Education.

The issues raised in the initial stakeholder consultation are outlined in section 2.4 of the draft master plan.

If endorsed by Council, it is proposed that the draft *Burns Beach Masterplan* and indicative coastal node concept design be advertised for public comment for a period of 60 days, in the following manner:

- Letters to all owners and occupiers in the locality of Burns Beach.
- Letters to business operators and key community facility users in Burns Beach.
- Letters to relevant government agencies and the City of Wanneroo.
- A notice placed in the local newspaper.
- A notice on the City's website.
- Static display/TV display in the City's Administration Office and Customer Service Centres.

It is intended that community consultation tools will be developed in line with the *Community Engagement Communication Plan* (Attachment 3 refers) with advertising to occur as soon as practicable, should Council resolve to endorse the masterplan and indicative coastal node concept design for the purposes of advertising.

COMMENT

The *Burns Beach Masterplan* is intended to guide the future development of Burns Beach to ensure it reaches its full potential as a high amenity coastal destination.

Indicative Coastal Node concept design

The indicative coastal node concept design contained within the draft masterplan relocates the existing car park abutting the coast, providing for additional useable recreational space, barbeque facilities and shelters.

Flexibility is ensured such that the successful respondent to the City's expression of interest for the cafe/restaurant site can seamlessly integrate with the car park and adjoining recreational area, with the lack of parking within the immediate area identified as an issue during first phase consultation. Parking numbers for the cafe/restaurant and who bears the cost of such parking are subject to negotiations between a future proponent and the City. However, the car park is designed so that parking can be provided as an integrated part of any future cafe/restaurant or in the absence of such a facility.

Facilities provided for the community include:

- a total of 169 off-street and 38 on-street car parking bays
- additional barbeque facilities, shelters, turf terraces and seating
- additional walkable path linkages
- viewing platforms
- rehabilitation of existing dune vegetation
- an upgraded outdoor cafe area/ pedestrian interface to the existing Burns Beach Cafe.

The proposal is considered to accord with the project vision, through the creation of a high amenity foreshore recreational area by relocating the existing parking, provides and enhances opportunities for recreation and leisure, while providing an attractive setting for commercial and retail facilities.

Staging

There is currently no funding for implementation of the indicative coastal node concept design, allocated in the City's *20 Year Strategic Financial Plan* or the *Five Year Capital Works Program* and therefore the timing of commencement of any detailed planning or works to implement the concept design is currently unknown.

It is however considered that the coastal node concept design could be implemented in the following stages, and as indicated in Attachment 2:

Stage 1	Car park works to the south west of the site providing additional bays.
Stage 2	Car park works to the north east of the site corresponding with the proposed cafe/ restaurant site.
Stage 3	Redevelopment of the coastal foreshore and parkland.
Stage 4	Streetscape works (west).
Stage 5	Streetscape works and entry statement (east).
Stage 6	Coastal interface and pedestrian paths.

Consultation

At this stage of the process, Council is not being asked to endorse the draft masterplan or the indicative coastal node concept design as final documents. Council is also not being asked to commit funding for implementation or actioning of any of the recommendations. Instead, Council is being asked to consider endorsing the draft documents for the purposes of consultation with the community. Once consultation has concluded, a further report will be prepared for Council to consider the consultation outcomes and whether it wants to adopt the documents as final.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **ENDORSES** the draft *Burns Beach Masterplan* and associated indicative coastal node concept design as detailed in Attachments 1 and 2 to Report CJ087-06/15, for the purposes of advertising for a period of 60 days;
- 2 **NOTES** that detailed design or implementation of the indicative coastal node concept design is not a project that has yet been endorsed by Council;
- 3 **NOTES** that there is no current provision for funds for implementation of the indicative coastal node concept design in the City's *20 Year Strategic Financial Plan* or the City's *Five Year Capital Works Program* and therefore the timing of any detailed planning or works to implement the concept design is currently unknown;
- 4 **NOTES** that not all the concerns or issues raised by stakeholders will be able to be resolved via the masterplan or by the City in isolation. In the case of these issues, the City will negotiate and play an influencing or advocacy role (as appropriate) with the developer of the Burns Beach Estate and with relevant state government agencies in an attempt to see these issues addressed;
- 5 **NOTES** that a further report on consultation outcomes will be presented to Council on conclusion of the advertising period.

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf090615.pdf](#)

CJ088-06/15 PROPOSED CLASSROOM ADDITIONS TO ST MARKS ANGLICAN COMMUNITY SCHOOL AT LOT 181 (20) ST MARKS DRIVE, HILLARYS

WARD	South-West		
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development		
FILE NUMBER	06377, 101515		
ATTACHMENTS	Attachment 1	Location plan	
	Attachment 2	Development plans	
	Attachment 3	Building perspective	
	Attachment 4	Environmentally sustainable design checklist	
AUTHORITY / DISCRETION	Administrative - Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.		

PURPOSE

For Council to determine an application for three classroom additions to an existing 'educational establishment' at Lot 181 (20) St Marks Drive, Hillarys.

EXECUTIVE SUMMARY

An application for planning approval has been received for classroom additions to St Marks Anglican Community School at Lot 181 (20) St Marks Drive, Hillarys. The application includes three additional classrooms and a new common area.

The site is zoned 'Urban' under the *Metropolitan Region Scheme* and 'Private Clubs/Recreation' under the *City of Joondalup District Planning Scheme No. 2 (DPS2)*. Under DPS2 'educational establishment' is a Discretionary ("D") land use. The application has been assessed against the requirements of DPS2 and is considered to meet these with the exception of a 4.55 metre setback to the street boundary where DPS2 requires a set back of nine metres.

As the setback exceeds the DPS2 requirement by more than 1.5 metres, the application is required to be determined by Council.

It is considered however that the additions do not have an adverse impact on the streetscape, and overall the design of the development will complement the existing classrooms on site.

The application was referred to the Joondalup Design Reference Panel (JDRP) on 17 April 2015. While the panel made comments regarding improving the articulation of the addition as viewed from the street, it was considered impractical given the requirements of an operational classroom.

It is therefore recommended that the application be approved, subject to conditions.

BACKGROUND

Suburb/Location	Lot 181 (20) St Marks Drive, Hillarys.
Applicant	Oakley Architecture.
Owner	The Anglican Schools Commission Inc.
Zoning	DPS Private Clubs/Recreation.
	MRS Urban.
Site area	10.719 ha.
Structure plan	Draft <i>Whitford Activity Centre Structure Plan</i> .

The subject site is bounded by Whitfords Avenue to the north, residential properties to the west and south, and commercial development to the east, with vehicle access from Endeavour Road and St Marks Drive (Attachment 1 refers).

At its meeting held on 19 May 2015 (CJ066-05/15 refers), Council supported the draft *Whitford Activity Centre Structure Plan* (WACSP) for the purpose of public consultation. The subject site is located within the proposed Education and Civic District as identified in the WACSP.

The school was initially approved in 1985 with the most recent significant application at the site approved in 2011 for additions including a library, alterations to the existing performing arts centre, fire tanks and pump shed.

There are a total of 62 classrooms approved on site including eight recently approved temporary classrooms. This application will increase the total number of classrooms on site to 65.

DETAILS

The proposed classroom additions are to be located on the southern portion of the school site, and comprise the following:

- Two new classrooms and common area attached to an existing classroom block.
- An additional 'stand alone' classroom.

The perspective (Attachment 3 refers) depicts that the classrooms and common area visible from St Marks Drive is to tie in with the existing classrooms and structures.

The facade and fascia of the addition to the existing classrooms are characterised by a mix of brick work, blue painted cladding and colourbond roofing. Additionally, the southern facade of this classroom encompasses a red and sandstone banded face brick wall, with a round feature window.

The 'stand alone' classroom is to be finished in face brick with colourbond roofing to tie in with the existing covered walkway and classrooms.

The development meets the requirements of DPS2 with the exception of the new common area having a 3.66 metre eave setback and a 4.55 metre building setback in lieu of nine metres to the St Marks Drive boundary.

The applicant seeks to increase the number of classrooms on site to 65, with 163 car parking bays currently provided. The car parking standard under DPS2 for 'high school' requires two car parking bays to be provided per classroom, resulting in a total of 130 car parking bays being required to be provided on site, resulting in a surplus of 33 car parking bays.

Issues and options considered

Council is required to consider whether a reduced street setback of 4.55 metres to St Marks Drive is appropriate.

Council has discretion to:

- approve the application without conditions
- approve the application with conditions
- refuse the application
- or
- defer determination of the application if it is considered that additional information or a more detailed investigation of the proposal is required.

Legislation / Strategic Community Plan / policy implications

Legislation *City of Joondalup District Planning Scheme No. 2 (DPS2).*

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Quality built outcomes.

Strategic initiative Building and landscape is suitable for the immediate environment and reflect community values.

Policy *Environmentally Sustainable Design Policy.*

City of Joondalup District Planning Scheme No. 2 (DPS2)

Clause 3.9 of DPS2 sets out the objective for development within the 'Private Clubs and Recreation' zone:

3.9 The Private Clubs/ Recreation Zone

The objective of the Private Clubs/Recreation Zone is to accommodate uses such as private golf clubs, private educational, institutional and recreational activities.

Clause 4.5 of DPS2 gives Council discretion to consider the variations sought to the standards and requirements:

4.5 Variations to Site and Development Standards and Requirements

4.5.1 Except for development in respect of which the Residential Design Codes apply and the requirements set out in Clauses 3.7.3 and 3.11.5, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the Council may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit.

4.5.2 *In considering an application for planning approval under this clause, where, in the opinion of Council, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the Council shall:*

- (a) Consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 6.7.1; and*
- (b) Have regard to any expressed views prior to making its decision to grant the variation.*

4.5.3 *The power conferred by this clause may only be exercised if the Council is satisfied that:*

- (a) Approval of the proposed development would be appropriate having regard to the criteria set out in Clause 6.8; and*
- (b) The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

Clause 6.8 sets out the matters to be considered by Council when determining an application for planning approval.

6.8 Matters to be considered by Council

6.8.1 *The Council when considering an application for Planning Approval shall have due regard to the following:*

- (a) interests of orderly and proper planning and the preservation of the amenity of the relevant locality;*
- (b) any relevant submissions by the applicant;*
- (c) any Agreed Structure Plan prepared under the provisions of Part 9 of the Scheme;*
- (d) any planning policy of the Council adopted under the provisions of clause 8.11;*
- (e) any other matter which under the provisions of the Scheme the Council is required to have due regard;*
- (f) any policy of the Commission or its predecessors or successors or any planning policy adopted by the Government of the State of Western Australia;*
- (g) any relevant proposed new town planning scheme of the Council or amendment or proposed Metropolitan Region Scheme Amendment insofar as they can be regarded as seriously entertained planning proposals;*
- (h) the comments or wishes of any public or municipal authority received as part of the submission process;*
- (i) the comments or wishes of any objectors to or supporters of the application;*

- (j) *any previous decision made by the Council in circumstances which are sufficiently similar for the previous decision to be relevant as a precedent, provided that the Council shall not be bound by such precedent; and*
- (k) *any other matter which in the opinion of the Council is relevant.*

6.8.2 *In addition to the matters referred to in the preceding subclause of this clause, the Council when considering whether or not to approve a “D” or “A” use application shall have due regard to the following (whether or not by implication or otherwise they might have required consideration under the preceding subclauses of this clause):*

- (a) *the nature of the proposed use and its relationship to the use of other land within the locality;*
- (b) *the size, shape and character of the parcel of land to which the application relates and the nature and siting of any proposed building;*
- (c) *the nature of the roads giving access to the subject land;*
- (d) *the parking facilities available or proposed and the likely requirements for parking, arising from the proposed development;*
- (e) *any relevant submissions or objections received by the Council; and*
- (f) *such other matters as the Council considers relevant, whether of the same nature as the foregoing or otherwise.*

Environmentally Sustainable Design Policy

The *Environmentally Sustainable Design Policy* encourages the integration of environmentally sustainable design principles into the construction of all new developments.

The objective of this policy is:

“To encourage the integration of environmentally sustainable design principles into the siting, design and construction of both new and redeveloped residential, commercial and mixed-use buildings (excluding single and grouped dwellings, internal fit outs and minor extensions) in the City of Joondalup. Environmentally sustainable design considers the environmental impact of a building for the entire life of the asset.”

The applicant has completed the Environmentally Sustainable Design checklist. A copy of this is provided as Attachment 4.

Risk management considerations

The proponent has a right of review against the Council decision, or any conditions included therein, in accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005*.

Financial / budget implications

The applicant has paid fees of \$2,728 (excluding GST) in accordance with the Schedule of Fees and Charges, to cover all costs associated with assessing the application.

Regional significance

Not applicable.

Sustainability implications

The applicant has completed the City's Environmentally Sustainable Design Checklist to the extent that it is applicable to the development. The checklist is provided as Attachment 4.

Consultation

The proposal was not advertised as it is considered consistent with the intended use of the 'Private Clubs/Recreation' zone and will not result in any significant adverse impact on the amenity of adjoining properties.

COMMENTLand use

The land use 'educational establishment' is a discretionary ("D") land use under DPS2. As the application is for additions to the existing 'educational establishment' already approved on site, the classroom additions to the development are considered appropriate.

WACSP

Council has adopted the draft WACSP for the purposes of public consultation. However given that the draft document is in the early stages of consideration the application has not been assessed against the draft WACSP provisions. The proposed development located on the southern portion of the school will not be prejudicial to future development, including built form or subdivision that may be undertaken in accordance with the draft WACSP.

Building Set backs

Under DPS2 a minimum building setback of nine metres is required to the street boundary, with a minimum setback of 4.55 metres proposed to the new common area. The 'stand alone' classroom is set back in excess of nine metres.

The roof line of the new common area is set back 3.66 metres, with the walls of the development set back a minimum of 4.55 metres. Given that only a portion of the development is located within the nine metre street setback area (Attachment 5 refers), surrounding dwellings are not impacted, and that the facade ties in with the existing development on site, it is considered that the development maintains an attractive facade to the street.

Joondalup Design Reference Panel

The Joondalup Design Reference Panel (JDRP) met on 17 April 2015. The key points raised by the panel, as well as additional comments are provided below:

1 General discussion regarding lighting, windows and articulation to the streetscape.

The applicant advised that there are sizable windows located on the western and eastern sides of the building and that along with the use of solar tubes, there will be adequate natural light in the classrooms.

Additionally, the applicant detailed that the intent of the proposal was to provide additional classroom space that tied in with the existing development.

It was not considered necessary to request a redesign of the proposal.

2 General discussion on the location of air conditioning.

The applicant advised that the school generally uses evaporative air conditioning and that the units are approximately one metre high. The applicant stated that the units would not be seen from the street due to existing landscaping and their proposed location on the northern side of the development.

3 Parking requirements and setback.

The parking requirements and the set backs were not an issue for the JDRP and it was felt that the applicant had answered the brief.

Conclusion

The proposed development generally complies with the provisions of DPS2, with the exception of the street boundary setback. Given that the proposal ties in with the existing development and will not result in any adverse impact on amenity, the application is recommended for approval with conditions.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 EXERCISES discretion under clause 4.5.1 of the *City of Joondalup District Planning Scheme No. 2* and determines that the building setback of 4.55 metres in lieu of nine metres to the street boundary is appropriate in this instance;**
- 2 APPROVES under clause 6.9 of the *City of Joondalup District Planning Scheme No. 2* the application for planning approval, dated 18 March 2015 submitted by Oakley Architects on behalf of the owner, The Anglican Schools Commission Inc, for proposed classroom additions to an existing 'Educational Establishment' at Lot 181 (20) St Marks Drive, Hillarys, subject to the following conditions:**

- 2.1 This decision constitutes planning approval only and is valid for a period of two years from the date of the decision letter. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect;
- 2.2 This approval does not include the proposed building site entry off Whitfords Avenue as indicated on the location plan provided. A Construction Management Plan shall be submitted and approved by the City prior to the commencement of development. The management plan shall detail how it is proposed to manage:
 - 2.2.1 all forward works for the site;
 - 2.2.2 the delivery of materials and equipment to the site;
 - 2.2.3 the storage of materials and equipment on the site;
 - 2.2.4 the parking arrangements for the contractors and subcontractors;
 - 2.2.5 other matters likely to impact on the surrounding properties;
- 2.3 An on-site stormwater drainage system, with the capacity to contain a 1:100 year storm of 24-hour duration, is to be provided prior to the development first being occupied, and thereafter maintained to the satisfaction of the City. Plans showing the proposed stormwater drainage system are to be submitted to the City for approval prior to the commencement of development;
- 2.4 A full schedule of colours and materials for all exterior parts to the building is to be submitted and approved prior to the commencement of development. Development shall be in accordance with the approved schedule and all external materials and finishes shall be maintained to a high standard to the satisfaction of the City;
- 2.5 Any proposed external building plant, including air conditioning units, piping, ducting and water tanks, being located so as to minimise any visual and noise impact on surrounding landowners, and screened from view from the street, and where practicable from adjoining buildings, with details of the location of such plant being submitted for approval by the City prior to the commencement of development;
- 2.6 All external walls of the proposed building shall be of a clean finish, and shall at all times be maintained to a high standard, including being free of vandalism, to the satisfaction of the City;
- 2.7 The external surface of the additions, including roofing, shall be finished in materials and colours that have low reflective characteristics, to the satisfaction of the City. The external surfaces shall be treated to the satisfaction of the City if it is determined by the City that glare from the completed development has a significant adverse effect on the amenity of adjoining or nearby neighbours.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf090615.pdf](#)

CJ089-06/15 PROPOSED TWO STOREY 12 UNIT MULTIPLE DWELLING DEVELOPMENT AT LOT 45 (62) REVITALISE CIRCUIT, CRAIGIE

WARD	Central
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBER	104968, 101515
ATTACHMENT	Attachment 1 Location plan Attachment 2 Development plans Attachment 3 Building perspectives Attachment 4 Environmentally sustainable design checklist
AUTHORITY / DISCRETION	Administrative - Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.

PURPOSE

For Council to determine an application for a 'multiple dwelling' development at Lot 45 (62) Revitalise Circuit, Craigie.

EXECUTIVE SUMMARY

An application for planning approval has been received for a 12 unit 'multiple dwelling' development at Lot 45 (62) Revitalise Circuit, Craigie. The development consists of two storeys with at-grade car parking.

The site is zoned 'Urban' under the *Metropolitan Region Scheme* and 'Urban Development' under the *City of Joondalup District Planning Scheme No. 2* (DPS2). The application has been assessed against the requirements of the *Craigie High School Site Local Structure Plan* (the structure plan) and the Residential Design Codes of Western Australia (R-Codes). The site is zoned 'Residential' under the structure plan with a residential density coding of R40.

As the application proposes over 10 'multiple dwellings' the development is required to be determined by Council.

The proposed land use 'Multiple Dwelling' is a discretionary ("D") use under DPS2. While the development is generally consistent with the requirements of the structure plan and the R-Codes, approval is sought for a number of variations to both the structure plan and the deemed-to-comply provisions of the R-Codes in relation to building setbacks, awnings, plot ratio, open space, car parking, retaining and fill, outdoor living areas and store rooms.

The application was referred to the Joondalup Design Reference Panel (JDRP) on 17 April 2015. The panel was generally supportive of the overall development, with the applicant making only minor changes to the proposed development on the basis of feedback received.

The application was also advertised for a period of 21 days concluding on 20 May 2015. Three submissions were received being two no-objections and one objection. The objection received was on the basis of insufficient parking being provided to the development; however car parking to the site is considered to satisfy all applicable design principles of the R-Codes. An additional concern was also raised within one of the no-objections in relation to the potential increase in traffic to the adjoining laneway. Traffic to the laneway is not considered to be compromised in this instance given the location of the laneway to the development and the fact that the development accommodates 12 dwellings only.

While the development seeks Council's discretion, it is considered that the development adequately meets the objectives of the structure plan and the relevant objectives and design principles of the R-Codes. The overall design of the development is consistent with both the desired built form of the locality and the intent of the large opportunity site, in addition to providing for increased housing diversity within the area.

It is therefore recommended that the application be approved, subject to conditions.

BACKGROUND

Suburb/Location	Lot 45 (62) Revitalise Circuit, Craigie.
Applicant	Dale Alcock Homes Pty Ltd.
Owner	ABN Projects Pty Ltd.
Zoning	DPS Urban Development.
	MRS Urban.
Site area	1.2 ha.
Structure plan	<i>Craigie High School Site Local Structure Plan No. 13.</i>

The subject development is located within the recently subdivided residential estate, commonly known as "The Vive". The site is bound by Revitalise Circuit to the south, Spirit Lane to the west and public reserve to the northern, north-eastern and eastern boundaries (Attachment 1 refers).

The site has a vehicle access restriction along Revitalise Circuit, ensuring that access into the development is provided from Spirit Lane. The structure plan area consists of a number of dwellings which are currently under construction, with the site located within the second and final stage of the subdivision to be released.

DETAILS

The proposed development comprises 12 multiple dwellings consisting of:

- six two bedroom dwellings on the ground floor with private courtyard
- six two bedroom dwellings on the upper floor with private balcony
- living room, kitchen, ensuite, bathroom and external store to each dwelling
- twelve secure and covered residential car parking bays and three external visitor bays accessible from Spirit Lane.

The development has been assessed against the provisions of the structure plan and the deemed-to-comply provisions of the R-Codes and generally meets those requirements with the exception of the following:

Structure plan

- Nil building setbacks to the public reserve in lieu of 3.0 metre minimum setbacks.
- Building setback to Spirit Lane of 0.2 metres in lieu of a 1.5 metre minimum setback.
- 0.2 metre awning to the living room and bedroom 1 of Unit 4 and Unit 10 in lieu of a 0.4 metre awning.

R-Codes

- 0.8 Plot Ratio in lieu of the deemed-to-comply standard of 0.6 plot ratio.
- 28% open space in lieu of the deemed-to-comply standard of 45% open space.
- Minimum dimensions to balconies and courtyards of nil in lieu of the deemed-to-comply standard of 2.4 metres.
- 12 resident car bays in lieu of the deemed-to-comply standard of 15 resident car bays.
- Retaining and fill to a maximum of 1.18 metres to the south-eastern corner in lieu of the deemed-to-comply standard of 0.5 metres.
- Reduced sized store areas in lieu of the deemed-to-comply standard of 1.5 metre dimension and 4.0 square metre area.

The development plans and building perspectives are provided as Attachments 2 and 3.

Issues and options considered

Council is required to consider whether or not the proposed variations to the structure plan and deemed-to-comply provisions of the R-Codes are appropriate.

Council has discretion to:

- approve the application without conditions
- approve the application with conditions
- refuse the application
- or
- defer determination of the application if it is considered that additional information or a more detailed investigation of the proposal is required.

Legislation / Strategic Community Plan / policy implications

Legislation

*City of Joondalup District Planning Scheme No. 2.
Residential Design Codes of Western Australia.
Craigie High School Site Local Structure Plan.*

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

*Subdivision and Dwelling Development Adjoining Areas of Public Space Policy.
Environmentally Sustainable Design Policy.*

City of Joondalup District Planning Scheme No. 2 (DPS2)

Clause 4.5 of DPS2 gives Council discretion to consider the variations sought to the standards and requirements.

4.5 VARIATIONS TO SITE AND DEVELOPMENT STANDARDS AND REQUIREMENTS.

- 4.5.1 Except for development in respect of which the Residential Design Codes apply and the requirements set out in Clauses 3.7.3 and 3.11.5, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the Council may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit.*
- 4.5.2 In considering an application for planning approval under this clause, where, in the opinion of Council, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the Council shall:*
- (a) Consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 6.7.1; and*
 - (b) Have regard to any expressed views prior to making its decision to grant the variation.*
- 4.5.3 The power conferred by this clause may only be exercised if the Council is satisfied that:*
- (a) Approval of the proposed development would be appropriate having regard to the criteria set out in Clause 6.8; and*
 - (b) The non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

Clause 6.8 sets out the matters to be considered by Council when determining an application for planning approval.

6.8 MATTERS TO BE CONSIDERED BY COUNCIL

- 6.8.1 The Council when considering an application for Planning Approval shall have due regard to the following:*
- (a) interests of orderly and proper planning and the preservation of the amenity of the relevant locality;*
 - (b) any relevant submissions by the applicant;*
 - (c) any Agreed Structure Plan prepared under the provisions of Part 9 of the Scheme;*

- (d) *any planning policy of the Council adopted under the provisions of clause 8.11;*
- (e) *any other matter which under the provisions of the Scheme the Council is required to have due regard;*
- (f) *any policy of the Commission or its predecessors or successors or any planning policy adopted by the Government of the State of Western Australia;*
- (g) *any relevant proposed new town planning scheme of the Council or amendment or proposed Metropolitan Region Scheme Amendment insofar as they can be regarded as seriously entertained planning proposals;*
- (h) *the comments or wishes of any public or municipal authority received as part of the submission process;*
- (i) *the comments or wishes of any objectors to or supporters of the application;*
- (j) *any previous decision made by the Council in circumstances which are sufficiently similar for the previous decision to be relevant as a precedent, provided that the Council shall not be bound by such precedent; and*
- (k) *any other matter which in the opinion of the Council is relevant.*

Residential Design Codes of Western Australia (R-Codes)

The structure of the R-Codes allows for flexibility in approving development and stipulates deemed-to-comply provisions and associated design principles. The deemed-to-comply provisions are one way which development can meet the associated design principles. Where the deemed-to-comply provisions are not met the development is assessed against and required to meet the relevant design principles.

Clause 2.5 of the R-Codes allows for the exercise of discretion in respect to any aspect of a proposed development which departs from the deemed-to-comply provisions, except in relation to minimum or average site area. In exercising discretion under the R-Codes, Council shall have regard to the provisions of clause 2.5.2, as follows:

2.5 Exercise of judgement

2.5.2 *In making a determination on the suitability of a proposal, the decision-maker shall exercise its judgement, having regard to the following:*

- (a) *any relevant purpose, objectives and provisions of the scheme;*
- (b) *any relevant objectives and provisions of the R-Codes;*
- (c) *a provision of a local planning policy adopted by the decision-maker consistent with and pursuant to the R-Codes; and*
- (d) *orderly and proper planning.*

Craigie High School Site Local Structure Plan (the structure plan)

The structure plans provides for provisions, standards and requirements and has the same force and effect as if it were a provision, standard or requirement of DPS2. Part 4 of the structure plan sets out variations to the R-Codes that are deemed to constitute acceptable development (deemed-to-comply standards).

The objectives for the Residential Precinct are:

- *To provide for housing diversity through a variety of single and grouped housing lot sizes at densities indicated on the Structure Plan;*
- *To provide residential lots which the correct solar orientation to facilitate passive solar access and the construction of energy efficient dwellings;*
- *To provide smaller lots adjacent to public open space to derive benefit from proximity to informal recreation areas;*
- *To provide lots which overlook parkland areas and streets to maximise passive surveillance opportunities and promote attractive streetscapes;*
- *To maintain a high level of pedestrian connectivity, amenity and safety;*
- *Provide narrow front loaded lots to maximise housing affordability;*
- *Better enable two storey development to occur that without the constraints of the City of Joondalup Policy 3.19 "Height and Scale of Buildings Within a Residential Areas";*
- *Avoid over supply of laneway product to achieve housing diversity and therefore appeal to a wider market;*
- *Ensure built form activation and presentation to the streetscape and public open space;*
- *Ensure the retention of significant trees onsite' and*
- *Ensure private open space requirements do not compromise the opportunity for a variety of housing product and design, especially on smaller blocks and considering the provision of quality public open space amenity.*

Subdivision and Dwelling Development Adjoining Areas of Public Space Policy.

The *Subdivision and Dwelling Development Adjoining Areas of Public Space Policy* applies to all subdivisions and other dwelling developments adjoining areas of public space.

The objective of this policy is:

"To provide guidelines for the design of subdivisions and dwelling developments adjoining areas of public space to maximise the outlook onto and casual surveillance of these areas from adjoining properties and streets."

Clause 5.2.1 of the policy encourages dwellings to be designed so that areas of public space are overlooked by major openings and that outdoor living areas are located so as to maximise views. The policy also provides criteria for fencing to lots abutting public space. Clause 5.2.2 requires that fencing be a maximum height of 1.8 metres, visually permeable above 1.2 metres for a minimum of 50 per cent of the boundary length and allow for surveillance from an outdoor living area and/or major opening.

Environmentally Sustainable Design Policy.

The *Environmentally Sustainable Design Policy* encourages the integration of environmentally sustainable design principles into the construction of all new developments.

The objective of this policy is:

To encourage the integration of environmentally sustainable design principles into the siting, design and construction of both new and redeveloped residential, commercial and mixed-use buildings (excluding single and grouped dwellings, internal fit outs and minor extensions) in the City of Joondalup. Environmentally sustainable design considers the environmental impact of a building for the entire life of the asset.

The applicant has completed the Environmentally Sustainable Design checklist. A copy of the checklist is provided as Attachment 4.

Risk management considerations

The proponent has the right of review against Council's decision, including any conditions included therein, in accordance with the *State Administrative Tribunal Act 2004* and the *Planning and Development Act 2005*.

Financial / budget implications

The applicant has paid fees of \$6,489.54 (excluding GST) in accordance with the fees and charges schedule for the assessment of the application.

Regional significance

Not applicable.

Sustainability implications

The applicant has completed the City's *Environmentally Sustainable Design Checklist* to the extent that it is applicable to the development. The completed checklist is provided as Attachment 4.

Consultation

The application was advertised to 24 nearby land owners for a period of 21 days, from 29 April 2015 to 20 May 2015. A sign was also placed on the site outlining the nature of the proposed development.

A total of three submissions were received being two no-objections and one objection. The objection received raised concerns in relation to the amount of car parking provided and whether car parking issues are likely to arise due to the limited on-site parking. An additional comment was received from one of the no-objection submissions expressing concern about traffic use on Spirit Lane and the potential impact the development would have on the laneway.

The concerns raised are discussed further in the comments section of the report.

COMMENT

Land Use

The applicant seeks approval for 12 'multiple dwellings' at the subject site. Part 3 of the structure plan outlines that land use, zones, reserves and the residential density codes applicable within the structure plan area apply as if these were incorporated into the scheme. Under DPS2 'multiple dwelling' is a discretionary ("D") land use within the 'Residential' zone.

Given the size of the lot, proposed built form, proximity to the adjoining public open space and the fact that the site does not adjoin any residential properties, the land use 'multiple dwelling' is considered appropriate in this instance.

Structure Plan

Public Open Space Setbacks

Clause 4.4.1.1 (Front setbacks) of the structure plan requires that a three metre minimum dwelling front setback be provided to lots that abut public open space. In this instance the development proposes on the ground floor minimum setbacks of one metre and to the upper floor, minimum setbacks of nil. The setbacks however vary across the development and the applicant has incorporated a number of elements to the proposal to ensure that the built form which presents to both the public open space and the street is well articulated so as to meet the objectives of the 'Residential' zone.

The developments use of varying setbacks, materials, colours and its overall aesthetic ensure that there are no amenity impacts to nearby land owners while promoting passive surveillance opportunities through large openings with views across the public realm and enhancing the streetscape. Given this and the resultant high quality built form outcome, the setbacks are considered appropriate in ensuring activation to the streetscape and public open space.

Laneway Setbacks

Clause 4.4.1.3 of the structure plan requires that a 1.5 metre minimum dwelling setback be provided from the ground floor level to the laneway. In this instance a 0.2 metre setback is proposed from Spirit Lane. The general intent of a 1.5 metre setback is to ensure adequate vehicle sightlines are consistently applied throughout the laneway to allow for uninterrupted views for vehicles accessing their properties from rear garages.

The subject site is located at the end of Spirit Lane and does not propose any garages backing onto the laneway, nor does it adjoin any other residential lot or associated garages. As a result, there is not considered to be the need for a 1.5 metre setback to be maintained along this portion of the laneway. The facade fronting the laneway is well articulated through the use of varying colours, materials and a number of openings, with the reduced setback occupying approximately 50% of the overall Spirit Lane boundary. The facades treatment, in addition, ensures that any concerns pertaining to building bulk is ameliorated.

Eaves overhang

To ensure that development takes advantage of passive solar access and the construction of energy efficient dwellings, clause 4.2.1.4 of the structure plan requires that eaves to a minimum dimension of 0.4 metres are provided to all habitable rooms. The provision excludes south facing walls, garages and walls with no major openings. In this instance sufficient overhang is provided to all but two of the units, being Units 4 and 10. For these units, the north facing living rooms and the eastern facing bedrooms are provided with a 0.2 metre eave overhang.

The development has been well designed to reduce passive heat gain in summer, through the use of large balconies to screen the bulk of the building from the summer sun. Where balconies are not proposed, in the case of the small northern and eastern sides of Units 4 and 10, reduced awnings are proposed to minimise solar passive heat gain in these locations. Compliant 0.4 metre wide awnings were not proposed in this location due to the intent of the overall design aesthetic of the development, which does not include eaves elsewhere. It is noted that the living rooms to both of these units have sufficient depth to them to ensure that direct access to sunlight does not unnecessarily restrict the use of these rooms. The provisions of smaller eaves in these limited locations is considered appropriate given the high quality design of the development and that the majority of the building is adequately protected from the summer sun through the use of balconies.

R-Codes

Plot Ratio

For sites coded R40, Table 4 of the R-Codes sets a deemed-to-comply maximum plot ratio standard of 0.6. In this instance, approval is sought for a plot ratio of 0.8. Council is required to consider the development against the applicable design principle which requires that *“Development of the building is at a bulk and scale indicated in the local planning framework and is consistent with the existing or future desired built form of the locality.”*

The development consists of two storeys with two bedrooms and two bathrooms proposed per individual unit. It is recognised that the nearby residential lots on Spirit Lane have a residential density code of R40 and that the lots directly adjacent to the development on Revitalise Circuit are coded R30. While these lots are not subject to the provisions of Part 6 of the R-Codes as they are not multiple dwellings, it is noted that a number of applications have been received for these at a similar bulk and scale to the proposed development.

Placing this site within that context ensures that the development will not appear either overly dominant as viewed from the street and adjoining properties or inconsistent with the intended character of the structure plan locality. The development is restricted in terms of height and the adjoining developments are permitted to develop to a similar scale as the subject site.

Furthermore, the built form of the development presents a high design aesthetic and makes best use of the adjoining public reserve by providing for direct access onto the park from each ground floor unit.

Open Space

A reduction in the amount of required open space is sought with 30% open space proposed where the deemed-to-comply provision sets a minimum standard of 45%. The associated design principle requires that the development demonstrates that *“Open space respects existing or preferred neighbourhood character and responds to the features of the site.”*

The development maximises its accessibility and relationship with the adjoining public open space through the provision of an outdoor living area to each unit which directly front onto the space. In doing so, the development adequately responds to this as its main feature of the site. In addition, outdoor living areas are proposed which exceed the minimum area required, providing adequate opportunity for residents to use outdoor space.

The built form is considered to be consistent with the intended neighbourhood character, with the reduction in open space not resulting in any additional loss of amenity to adjoining residential properties.

Car Parking

A total of 15 car bays are provided to the overall development, being 12 residential bays or one bay per unit and three visitor bays. The R-Codes deemed-to-comply standard is 1.25 resident bays per dwelling, which for this development totals 15 resident bays, as well as three visitor bays. The resident bays provided are secured and covered, with the visitor bays located external to the secure residential bays.

Council must consider in accordance with the design principles if *“Adequate car parking has been provided on-site in accordance with the projected need related to:*

- *The type, number and size of the dwellings;*
- *The availability of on-street and other off-site parking; and*
- *The proximity of the proposed development in relation to public transport and other facilities.”*

During the consultation period, an objection was received in regard to the lack of car parking bays proposed to be provided. Clause 6.3.3 of the R-Codes requires that developments with a plot ratio area of between 75-110 square metres be provided with 1.25 bays per dwelling. It is noted that this number could be reduced to one bay per dwelling if the unit was to be reduced in size to be below 75 square metres or located within 250 metres of a high frequency bus route or 800 metres of a train station on a high frequency rail route.

The development is located within 300 metres of Camberwarra Drive and 500 metres of Eddystone Avenue and Marmion Avenue where public transport is available. Given the proximity to various bus routes it is considered that ample opportunity will be provided for residents to access additional transport options.

Additionally, the estate has been developed with the provision of on-street car parking embayments to assist in alleviating future congestion that may develop. Two bays are provided directly adjoining the development on Revitalise Circuit. A further three bays are provided on Flourish Way, being located 12 metres from the boundary of the development and additional street embayments are provided within walking distance to the development. While these are likely to be utilised by visitors to the estate, it is not unreasonable to assume the bays be used by visitors to the multiple dwelling development.

It is further noted that the units will be marketed to the public as containing two bedrooms with the provision of one parking bay. The applicant has also stated that bicycle parking will be provided to the development. Although not indicated on the plans, such parking could be achieved through a wall hung ‘steady rack’ or wall mounted bicycle storage under the stair wells of the development.

Retaining and fill

The structure plan area consists of a number of large variances in natural ground level, with the area developed accordingly. The subject site itself has a 3.5 metre level difference, with the highest point being in the north-western corner of the lot, and the lowest at the south-eastern corner where retaining and fill to a height of 1.18 metres is proposed.

The design principles of the R-Codes require that retaining and fill *“consider and responds to the natural features of the site, respect the natural ground levels at the boundary and retaining that result in land which can be effectively used to the benefit of the resident and that do not detrimentally affect adjoining properties.”*

As a result of the level difference, the development has been designed to bench in three different locations. In benching the development, the site adequately considers and responds to the natural features of the site. The benching also ensures impacts generally associated with high retaining walls are addressed without detriment to the amenity of both the intended streetscape and nearby properties. The levels will also allow for a larger, more useable outdoor living area for the dwellings to the ground floor.

Outdoor living areas

The R-Codes deemed-to-comply standard states that each unit be provided with at least one balcony or equivalent directly accessed from a habitable space with a minimum area of 10m² and a minimum dimension of 2.4 metres. Should the deemed-to-comply standard not be met, the associated design principle requires that *“Balconies or equivalent outdoor living areas capable of use in conjunction with a habitable room of each dwelling, and if possible, open to winter sun.”*

Courtyards and balconies have been provided to each unit, all of which exceed the minimum 10m² area required and meet the accessibility requirements. However the 2.4 metre minimum dimensions are not provided to a number of the units; though each of these outdoor living areas can be used in conjunction with habitable rooms whilst making the most of winter sun and fronting the adjoining public open space.

In addition, the ground floor units have been designed so as to be accessible to the adjoining public open space. Given this, the proposed outdoor living areas are considered appropriate.

Storage Areas

A store room has been provided to each unit, all of which are externally accessible. The stores do not meet the deemed-to-comply minimum dimension of 1.5 metres nor the minimum area of four square metres set by the R-Codes. The associated design principles states *“External location of storeroom, rubbish collection/bin areas, and clothes drying areas where these are:*

- *convenient for residents;*
- *rubbish collection areas which can be accessed by service vehicles;*
- *screened from view of the street; and*
- *able to be secured and managed.”*

Provision has been made for additional storage areas internal to the dwellings and each unit has the ability to securely manage individual stores. The storage areas provided are therefore considered to allow for ample storage space to the benefit of the resident. The stores are not visible from the street and separate bin storage and collection points have been provided.

Traffic

During the consultation period a concern was raised in relation to the development resulting in additional traffic along Spirit Lane. The development of the estate was undertaken with consideration to the proposed residential densities and the type of development which would likely result. In addition, the design of the development is such that it is not considered that residents and visitors will access the development at the western entrance to Spirit Lane, but rather utilise the southern entrance to Spirit Lane from Revitalise Circuit.

Joondalup Design Reference Panel (JDRP)

The JDRP met on 17 April 2015 to discuss the proposed development. The key points, as well as additional comments are provided below:

- 1 *The JDRP recommended that the applicant consider integrating the dwelling with the park by allowing direct access from outdoor living areas into the park.*

The applicant subsequently modified the plans by allowing for direct access from ground floor outdoor living areas into the park.

- 2 *The JDRP recommended that the car park be softened by adding landscaping.*

The car park to the development has been modified to incorporate additional landscaping within the car park and along Revitalise Circuit to enhance the sense of arrival to the development.

- 3 *The JDRP recommended that the western elevation of the development be reviewed in order to articulate it further.*

The applicant advised that the facade would be articulated through openings and a variance in the use of colours and materials as viewed from the street and adjoining properties.

Conclusion

The development has been considered against the development provisions and objectives of both the structure plan and the R-Codes. It is considered that the proposal sufficiently demonstrates it is able to meet the relevant objectives and design principles were required, ensuring a high built form outcome results. The development is consistent with the intended character of the area and will provide for additional housing diversity within the City of Joondalup.

The development is highly articulated, makes best use of its natural features and allows for future residents to derive benefit from the adjoining public open space with respect to recreational pursuits and passive surveillance.

It is therefore recommended that the application be approved, subject to conditions.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 DETERMINES that the design principles under clauses 6.1.1, 6.1.5, 6.3.1, 6.3.3, 6.3.6 and 6.4.6 of the *Residential Design Codes of Western Australia* have been met and the following are appropriate in this instance:
 - 1.1 Plot ratio of 0.8;
 - 1.2 Open space provision of 30%;
 - 1.3 Outdoor living areas to units 1-6 and 10 with a minimum dimension of nil to 2.0 metres;
 - 1.4 Car parking provision of 12 resident bays;
 - 1.5 Fill of 1.18 metres above natural ground level with a building setback of nil to the eastern boundary;
 - 1.6 Fill of 602 millimetres above natural ground level with a building setback of nil to the northern boundary;
 - 1.7 Enclosed storage areas to units 5, 6, 9, 11 and 12 with a minimum dimension of 1.3 metres to 1.4 metres;
 - 1.8 Enclosed storage areas to units 1-12 with an internal area of 2.86 metres to 3.8 metres;
- 2 EXERCISES discretion under clause 4.5.1 of the *City of Joondalup District Planning Scheme No. 2* and determines that the following variations to the *Craigie High School Site Local Structure Plan* are appropriate in this instance:
 - 2.1 Nil building setbacks to the public open space;
 - 2.2 0.2 metre building setback from the ground floor to the laneway;
 - 2.3 0.2 metre eaves overhang to unit 4 and 10;
- 3 APPROVES under clause 6.9 of the *City of Joondalup District Planning Scheme No. 2* the application for planning approval, dated 20 February 2015, submitted by Dale Alcock Homes Pty Ltd on behalf of the owners, ABN Projects Pty Ltd for 12 Multiple Dwellings at Lot 45 (62) Revitalise Circuit, Craigie subject to the following conditions:
 - 3.1 This decision constitutes planning approval only and is valid for two years from the date of the decision letter. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect;
 - 3.2 A *Construction Management Plan* being submitted and approved by the City prior to the commencement of development. The management plan shall detail how it is proposed to manage:
 - 3.2.1 all forward works for the site;
 - 3.2.2 the delivery of materials and equipment to the site;
 - 3.2.3 the storage of materials and equipment on the site;
 - 3.2.4 the parking arrangements for the contractors and subcontractors;
 - 3.2.5 other matters likely to impact on the surrounding properties;

- 3.3 An on-site stormwater drainage system, with the capacity to contain a 1:100 year storm of 24-hour duration, is to be provided prior to the development first being occupied, and thereafter maintained to the satisfaction of the City. Plans showing the proposed stormwater drainage system are to be submitted to the City for approval prior to the commencement of development;
- 3.4 A refuse management plan indicating the method of rubbish collection is to be submitted to the City prior to the commencement of development, and approved by the City prior to the development first being occupied;
- 3.5 A full schedule of colours and materials for all exterior parts to the building is to be submitted and approved prior to the commencement of development. Development shall be in accordance with the approved schedule;
- 3.6 All external walls and retaining walls of the proposed building shall be of a clean finish, and shall at all times be maintained to a high standard, including being free of vandalism, to the satisfaction of the City;
- 3.7 All development shall be contained within the property boundaries;
- 3.8 All fencing as indicated on the approved plans shall be visually permeable (as defined by the Residential Design Codes) above 1.2 metres from natural ground level, as measured prior to this approval;
- 3.9 Detailed landscaping plans shall be submitted to the City for approval prior to the commencement of construction. These landscaping plans are to indicate the proposed landscaping treatment(s) of the subject site and the adjoining road verge(s), and shall:
 - 3.9.1 Be drawn at an appropriate scale of either 1:100, 1:200 or 1:500;
 - 3.9.2 Provide all details relating to paving, treatment of verges and tree planting in the car park;
 - 3.9.3 Show spot levels and/or contours of the site;
 - 3.9.4 Indicate any natural vegetation to be retained and the proposed manner in which this will be managed;
 - 3.9.5 Be based on water sensitive urban design principles to the satisfaction of the City;
 - 3.9.6 Be based on Designing out Crime principles to the satisfaction of the City;
 - 3.9.7 Show all irrigation design details;
 - 3.9.8 Allow for clear sightlines at the vehicle access point;
- 3.10 Landscaping and reticulation shall be established in accordance with the approved landscaping plans, Australian Standards and best trade practice prior to the development first being occupied and thereafter maintained to the satisfaction of the City;
- 3.11 Prior to occupation of the dwellings, each dwelling shall be provided with an adequate area for clothes drying facilities that is screened from view from the street(s) to the satisfaction of the City;

- 3.12 Any roof mounted or freestanding plant or equipment such as air conditioning units, satellite dishes or radio masts to be located and screened so as not to be visible from beyond the boundaries of the development site, prior to the occupation of the building(s) to the satisfaction of the City;
- 3.13 The car parking bays, driveways and access points shown on the approved plans are to be designed, constructed, drained and marked in accordance with the Australian Standard for Off-street Car Parking (AS/NZS2890.1 2004), Off-street Parking for People with Disabilities (AS/NZS2890.6 2009) and Off-street Commercial Vehicle Facilities (AS2890.2:2002), prior to the occupation of the development. These bays are to be thereafter maintained to the satisfaction of the City;
- 3.14 All visitor bays shall be marked and permanently set aside as such;
- 3.15 Bicycle parking shall be provided in accordance with the deemed-to-comply provisions of clause 6.3.3 of the Residential Design Codes of Western Australia prior to the development first being occupied. Bicycle parking facilities shall meet the Australian Standard for Offstreet Carparking – Bicycles (AS2890.3-1993 as amended). Details of bicycle parking area(s) shall be provided to the City for approval prior to the commencement of development;
- 3.16 Lighting shall be installed along all driveways and pedestrian pathways and in all common service areas prior to the development first being occupied, to the satisfaction of the City. A lighting plan shall be submitted to the City for approval prior to the commencement of construction;
- 3.17 The external surface of the development including roofing, shall be finished in materials and colours that have low reflective characteristics, to the satisfaction of the City. The external surfaces shall be treated to the satisfaction of the City if it is determined by the City that glare from the completed development has a significant adverse effect on the amenity of adjoining or nearby neighbours;
- 3.18 The western screening to Units 1 and 6 and the southern screening to Units 7 and 12 shall be visually permeable to allow for passive surveillance over Spirit Lane and Revitalise Circuit.

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf090615.pdf](#)

CJ090-06/15 REQUEST FOR CLOSURE OF 0.1M PEDESTRIAN ACCESSWAY ADJOINING LOT 1 (113) GRAND BOULEVARD, JOONDALUP

WARD	North
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBER	47996, 101515
ATTACHMENT	Attachment 1 Location and PAW Closure Plan
AUTHORITY / DISCRETION	Administrative - Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.

PURPOSE

For Council to consider the proposed closure of a portion of a 0.1 metre wide pedestrian accessway (PAW) adjacent to Lot 1 (113) Grand Boulevard, Joondalup, to facilitate access to the land from Grand Boulevard.

EXECUTIVE SUMMARY

A request has been received to close a 9.7 metre length of the PAW at Lot 1 (113) Grand Boulevard, Joondalup.

Currently, a 0.1 metre PAW spanning the front property boundary is in place to restrict vehicular access. The applicant is seeking approval to close this PAW to facilitate vehicular access to the site in order to commence development of an 18 storey mixed use development approved by the Metro North-West Joint Development Assessment Panel (JDAP) at its meeting held on 5 February 2015 (DAP/14/00657 refers). This development comprises 190 residential apartments, four ground floor commercial tenancies and ancillary facilities, with a total estimated value of \$40 million. The development also included a vehicle crossover that would provide access to the Grand Boulevard service lane.

Advertising of the proposal was undertaken for 35 days and three comments of no objection were received from service authorities, although Telstra has advised that a current service will need to be relocated at the applicant's expense. A comment of no objection was also received from the Department of Planning.

The request for Lot 1 to access the service road adjoining Grand Boulevard is in accordance with the development approval issued for the site and it is recommended that Council supports the proposed closure of a 9.7 metre portion of the 0.1 metre PAW.

BACKGROUND

Suburb/Location	113 Grand Boulevard, Joondalup.
Applicant	Hillam Architects.
Owner	Edge Holdings Number 5.
Zoning:	DPS Centre.
	MRS Central City Area.
Site area	Lot 1 – 0.2 hectares.
Structure plan	<i>Joondalup City Centre Development Plan and Manual.</i> <i>Draft Joondalup City Centre Structure Plan.</i>

Currently, an access restriction exists along Grand Boulevard preventing access from the subject site (Lot 1) to Grand Boulevard. An access easement exists across the adjoining Lot 2 (115) Grand Boulevard in order to provide access for Lot 1 to Reid Promenade. However, the wording of the easement has previously been deemed to be inadequate and does not ensure unrestricted access for the owners of Lot 1.

Closure of portion of the 0.1 metre PAW was considered by Council in 2007 as a previous developer sought certainty that access to the site could be ensured from Grand Boulevard prior to lodging a development application for the site. Council supported the proposed closure, however, it was never finalised and the 0.1 metre PAW still exists.

The JDAP considered and approved an application for an 18-storey mixed use development on the subject site at its meeting held on 5 February 2015. The approval included access to Grand Boulevard, subject to Condition 2 of the approval which states:

“A portion of the pedestrian access way across the front property boundary shall be closed to allow for vehicular access from Grand Boulevard. This closure shall be finalised prior to the commencement of the development.”

Should the 0.1m PAW closure be approved, the future construction of a crossover to provide the required access to Lot 1 would involve the loss of two street trees and modification of the verge infrastructure. This was addressed via Condition 6 of the JDAP approval which requires the applicant to bear all costs associated with:

- compensation to the City for the loss of amenity value through the removal of two trees on Grand Boulevard eastern verge, as indicated on the approved plans, in accordance with the City's published fees and charges
- the removal of the two trees on Grand Boulevard verge, by the City of Joondalup, as indicated on the approved plans
- reinstatement of the verge crossover, by the developer, to the approved City standard
- protection, during construction, of the trees to remain on the Grand Boulevard verge, by the developer, in accordance with Australian Standard AS 4970-2009.

DETAILS

A request has been received to close a 9.7 metre portion of the 0.1 metre wide PAW adjacent to Lot 1 (113) Grand Boulevard to enable future access to and from Grand Boulevard. This is to enable access to the recently approved 18-storey mixed use development.

Issues and options considered

Council has the following options when considering this request:

- support the proposed closure of a 9.7 metre portion of the 0.1 metre wide PAW adjacent to Lot 1 Grand Boulevard
or
- not support the proposed closure of a 9.7 metre portion of the 0.1 metre wide PAW adjacent to Lot 1 Grand Boulevard.

In the event that Council does not support closure of portion of the 0.1 metre wide PAW, the development of the site in accordance with the JDAP approval would not be possible.

Legislation / Strategic Community Plan / policy implications

Legislation *Land Administration Act 1997.*

Strategic Community Plan

Key theme Quality Urban Environment.

Objective City Centre development.

Strategic initiative Promote and support bold and iconic private building developments within strategic City Centre land locations.

Policy *Closure of Pedestrian Accessways Policy.*

Legislation – Statutory Provisions

Land Administration Act 1997

PAWs are created as a result of the subdivision of land under the *Planning and Development Act 2005* (formerly the *Town Planning and Development Act 1928*). A request can be made to the local government to close a PAW under the *Land Administration Act 1997* which then entails the referral the various service authorities and consultation of the potentially affected property owners.

Upon the closure of public advertising, the proposal is presented to Council for its further consideration, together with details of any submissions received. If Council resolves to progress the closure request, all relevant documentation is forwarded to the Department of Lands with a request to formally close the PAW. In the event that the 0.1 metre PAW is closed and included as road reserve, the area of the PAW must be dedicated as a road under the *Land Administration Act 1997*. This is requested through a resolution of Council.

Closure of Pedestrian Accessways Policy

The City's *Closure of Pedestrian Accessways Policy* guides the closure of pedestrian PAWs that occur between residential properties. The subject 0.1 metre PAW is used as a legal instrument to prevent vehicular access from Grand Boulevard as opposed to facilitating pedestrian movement within the City, and therefore the policy is not relevant in this instance.

Risk management considerations

As the issue of the partial removal of the access restriction has been assessed in detail during the consideration of the development application for the site, there is not considered to be any risks associated with the proposal.

Financial / budget implications

The applicant has paid \$1,390 in accordance with the Schedule of Fees and Charges for the assessment of the application. An additional charge of \$380 will be payable by the applicant to cover the cost of placing a notice in the relevant newspaper to advertise the proposal.

Any services located within the PAW or within the adjacent crossover that would need to be relocated will be subject of negotiations between the service agency and the applicant.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The proposed 0.1 metre wide PAW closure was advertised for public comment for a period of 35 days closing on 21 May 2015. Consultation included:

- written notification to one adjoining landowner
- written notification to relevant service authorities
- a notice in the *Joondalup Weekender*
- a notice and plan on the City's website
- a plan available at the City's Administration Building.

Four comments of no objection were received, being three from service authorities and one from the Department of Planning. However, Telstra did state that they have infrastructure within the road reserve which will have to be relocated. They also stated that all costs associated with this relocation must be borne by the applicant.

COMMENT

The existing 0.1 metre wide PAW acts to prevent access from Lot 1 to Grand Boulevard. Through the development application process for an 18-storey mixed use development, it has been determined that access to Grand Boulevard is suitable, and conditions were included on the approval to account for the modification of the verge and removal of the street trees.

The applicant is now seeking to close the PAW in order to facilitate the progress of the development approval for the mixed use building. No issues were raised during the consultation process that would prevent progressing the closure process, and it is recommended that the closure of a 9.7 metre portion of the 0.1 metre wide PAW be supported.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 REQUESTS the Department of Lands close a 9.7 metre portion of the 0.1 metre wide pedestrian accessway adjacent to Lot 1 (113) Grand Boulevard, Joondalup, and include that portion in the adjoining road reserve, as shown at Attachment 1 to Report CJ090-06/15;
- 2 in the event that the closure of a 9.7 metre portion of the 0.1 metre wide pedestrian accessway adjacent to Lot 1 (113) Grand Boulevard, Joondalup, is finalised:
 - 2.1 REQUESTS the Minister for Lands to dedicate the subject portion of land shown at Attachment 1 to Report CJ090-06/15 as road;
 - 2.2 INDEMNIFIES the Minister for Lands against any claims for compensation in respect to all costs and expenses reasonably incurred by the Minister in considering and granting the request in accordance with the requirements of section 56(4) of the *Land Administration Act 1997*.

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf090615.pdf](#)

CJ091-06/15 PROPOSED LAND SALES OFFICE, VIEWING TOWER AND SIGNAGE AT LOT 1 (113) GRAND BOULEVARD, JOONDALUP

WARD	North
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBER	47996, 101515
ATTACHMENT	Attachment 1 Location plan Attachment 2 Development plans Attachment 3 Indicative photos of development
AUTHORITY / DISCRETION	Administrative - Council administers legislation and applies the legislative regime to factual situations and circumstances that affect the rights of people. Examples include town planning applications, building licences and other decisions that may be appealable to the State Administrative Tribunal.

PURPOSE

For Council to determine an application for a land sales office, viewing tower and signage at Lot 1 (113) Grand Boulevard, Joondalup.

EXECUTIVE SUMMARY

An application has been received for a land sales office, viewing tower and associated signage to Lot 1 (113) Grand Boulevard, Joondalup.

The applicant is seeking approval for a period of no more than 18 months to facilitate the necessary pre-sales required to commence development of an 18 storey mixed use development approved by the Metro North-West Joint Development Assessment Panel (JDAP) at its meeting held on 5 February 2015 (DAP/14/00657 refers). This development comprises 190 residential apartments, four ground floor commercial tenancies and ancillary facilities, with a total estimated value of \$40 million.

The site is zoned 'Central City Area' under the *Metropolitan Region Scheme* (MRS) and 'Centre' under the City's *District Planning Scheme No. 2* (DPS2), and is covered by the *Joondalup City Centre Development Plan and Manual* (JCCDPM). Under the JCCDPM the site is located within the 'Centre Business' district. In addition to the requirements of the JCCDPM, regard is also required to be given to the draft *Joondalup City Centre Structure Plan* (JCCSP). Under the draft JCCSP, the site is subject to the provision of the 'Central Core' district.

The development does not satisfy a number of requirements of the JCCDPM and draft JCCSP, including building height, design, setbacks and car parking. In addition, the hoarding signs and banner mesh proposed does not satisfy the standard sign requirements of the City's *Signs Policy*.

Notwithstanding that the development does not meet these requirements it is considered that given the nature of the land use, to facilitate sales of an approved mixed-use development, and that approval is only being sought for a period of 18 months, that the building design and signage is appropriate in this instance. In relation to car parking, a 0.1 metre pedestrian accessway (PAW) currently restricts legal vehicle access into the site from Grand Boulevard, and therefore limits the ability to provide on-site car parking. Given the amount of public car parking available in the locality and within the broader City Centre, it is considered acceptable that car parking not be provided on-site for the land sales office.

The proposal has not been advertised as it is not considered to result in any adverse effect on the surrounding locality.

It is recommended that Council approve the application, subject to conditions.

BACKGROUND

Suburb/Location	Lot 1 (113) Grand Boulevard, Joondalup.
Applicant	Sean van der Poel (Hillam Architects).
Owner	Edge Holding Pty Ltd.
Zoning	DPS Centre.
	MRS Central City Area.
Site area	2,000m ² .
Structure plan	<i>Joondalup City Centre Development Plan and Manual (JCCDPM).</i> <i>Draft Joondalup City Centre Structure Plan (JCCSP).</i>

The site is located on the eastern side of Grand Boulevard between Reid Promenade and Shenton Avenue, with Central Walk at the rear (Attachment 1 refers).

At its meeting held on 5 February 2015 the JDAP approved a development application for an 18 storey mixed-use development (DAP/14/00657 refers) on the site. This development comprises 190 residential apartments, four commercial tenancies and ancillary facilities. The land sales office, viewing tower and signage are required to support the marketing of this development.

The application has not been referred to the Joondalup Design Reference Panel as it is only for temporary development to facilitate the ultimate development of the site. It is noted that the mixed-use development was referred to the panel as part of the assessment of that application.

Pedestrian accessway along Grand Boulevard

A 0.1 metre PAW is currently located along the Grand Boulevard frontage, restricting legal vehicle access into the site. As a separate report on this Agenda (CJ090-06/15 refers), Council is to consider the closure of a portion of this PAW to accommodate the vehicle access identified on the recently approved development application. Until such time as the process for the closure of the PAW has been finalised, no vehicle access or parking is able to be provided. As the applicant is seeking to construct the development prior to the finalisation of this process no car parking has been proposed on-site.

DETAILS

The proposed development comprises:

- a land sales office, with a pergola and deck at a nil setback to the Grand Boulevard boundary
- an 18 metre high or six storey equivalent scaffold viewing tower located behind the land sales office and central to the site
- two hoarding signs either side of the land sales office, set back 3.3 metres from the Grand Boulevard boundary, being a total of 5.11 metres in height, with the signage component six metres wide by three metres in height
- two flagpoles being five metres in height
- a 1.8 metre high chain link fencing with banner mesh for a portion of the Grand Boulevard frontage, and for the total length of the boundary to Central Walk to provide for site security. Banner mesh will be attached to this fence, and while specific details have not been provided it is likely to include logos of the builder and architect.

The development plans and indicative photos of the viewing tower and hoarding signs are provided as Attachments 2 and 3.

The applicant is seeking approval for the development for a period of up to 18 months. The office will be open on selected weeknights and Saturdays and Sundays, with two employees on-site at any given time.

The development has been assessed against the requirements of the JCCDPM, with regard also given to the requirements of the draft JCCSP. Given the nature of the development, it does not satisfy a number of requirements:

JCCDPM

- The building not creating an urban wall to the Grand Boulevard frontage.
- The viewing tower projecting 1.9 metres through the building height recession plane.
- Glazing to the land sales office occupying 25% of the area of the facade, and 33% of the width.
- No car parking provided on-site in lieu of three bays.

Draft JCCSP

- The land sales office being single storey in height in lieu of a minimum of five storeys.
- The buildings not providing nil setbacks to the side boundaries.
- Building height being less than five metres.
- Glazing to the land sales office occupying 25% of the area of the facade, and 33% of the width.
- No car parking provided on-site in lieu of three bays.

Signage

The hoarding signs do not satisfy the requirements of the City's *Signs Policy*, being:

- Six metres wide in lieu of three metres.
- Three metres in height in lieu of 2.5 metres.
- The supports/clearance of the signs being 2.1 metres in lieu of 1.2 metres.
- Two hoarding signs proposed in lieu of one.

Furthermore, the signage that is proposed as part of the banner mesh is not considered to fit within a category of sign under the policy, and therefore is to be assessed solely on the objectives of the policy and signage objectives under DPS2.

It is noted that the flagpoles comply with the *Signs Policy*.

Issues and options considered

Council is required to consider if the proposed development is appropriate or not, notwithstanding the discretion sought to the JCCDPM.

Council has the discretion to:

- approve the application without conditions
- approve the application with conditions
- refuse the application
- or
- defer determination of the application if it is considered that additional information or a more detailed investigation of the proposal is required.

Legislation / Strategic Community Plan / policy implications

Legislation *City of Joondalup District Planning Scheme No.2.*

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 *Signs Policy.*

City of Joondalup District Planning Scheme No.2 (DPS2)

Clause 4.5 of DPS2 allows for certain standards and requirements of the scheme to be varied by Council.

4.5 VARIATIONS TO SITE AND DEVELOPMENT STANDARDS AND REQUIREMENTS

4.5.1 Except for development in respect of which the Residential Planning Codes apply and the requirements set out in Clauses 3.7.3 and 3.11.5, if a development is the subject of an application for planning approval and does not comply with a standard or requirement prescribed under the Scheme, the Council may, notwithstanding that non-compliance, approve the application unconditionally or subject to such conditions as the Council thinks fit.

4.5.2 In considering an application for planning approval under this clause, where, in the opinion of Council, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the Council shall:

- (a) *consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 6.7.1; and*
- (b) *have regard to any expressed views prior to making its decision to grant the variation.*

4.5.3 *The power conferred by this clause may only be exercised if the Council is satisfied that:*

- (a) *approval of the proposed development would be appropriate having regard to the criteria set out in Clause 6.8; and*
- (b) *the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality.*

Clause 4.8 of DPS2 sets out the requirements for the provision of car parking.

4.8 CAR PARKING STANDARDS

- 4.8.1 *The design of off-street parking areas including parking for disabled shall be in accordance with Australian Standards AS 2890.1 or AS 2890.2 as amended from time to time. Car parking areas shall be constructed and maintained to the satisfaction of the Council.*
- 4.8.2 *The number of on-site car parking bays to be provided for specified development shall be in accordance with Table 2. Where development is not specified in Table 2 the Council shall determine the parking standard. The Council may also determine that a general car parking standard shall apply irrespective of the development proposed in cases where it considers this to be appropriate.*

Clause 6.8 sets out the matters to be considered by Council when determining an application for planning approval.

6.8 MATTERS TO BE CONSIDERED BY COUNCIL

- 6.8.1 *The Council when considering an application for Planning Approval shall have due regard to the following:*
 - (a) *interests of orderly and proper planning and the preservation of the amenity of the relevant locality;*
 - (b) *any relevant submissions by the applicant;*
 - (c) *any Agreed Structure Plan prepared under the provisions of Part 9 of the Scheme;*
 - (d) *any planning policy of the Council adopted under the provisions of clause 8.11;*
 - (e) *any other matter which under the provisions of the Scheme the Council is required to have due regard;*

- (f) *any policy of the Commission or its predecessors or successors or any planning policy adopted by the Government of the State of Western Australia;*
- (g) *any relevant proposed new town planning scheme of the Council or amendment or proposed Metropolitan Region Scheme Amendment insofar as they can be regarded as seriously entertained planning proposals;*
- (h) *the comments or wishes of any public or municipal authority received as part of the submission process;*
- (i) *the comments or wishes of any objectors to or supporters of the application;*
- (j) *any previous decision made by the Council in circumstances which are sufficiently similar for the previous decision to be relevant as a precedent, provided that the Council shall not be bound by such precedent; and*
- (k) *any other matter which in the opinion of the Council is relevant.*

Clause 5.1.1 of DPS2 sets out the objectives applicable for the control of advertisements.

5.1 CONTROL OF ADVERTISEMENTS

5.1.1 Objectives

The objectives of the provisions for the control of advertisements are:

- (a) *to ensure that the visual quality and character of particular localities and transport corridors are not eroded;*
- (b) *to achieve advertising signs that are not misleading or dangerous to vehicular or pedestrian traffic;*
- (c) *to minimize the total area and impact of outdoor advertising commensurate with the realistic needs of commerce for such advertising;*
- (d) *to prohibit outdoor advertising which is considered to be superfluous or unnecessary by virtue of their colours, height, prominence, visual impact, size, relevance to the premises on which they are located, number and content;*
- (e) *to reduce and minimise clutter; and*
- (f) *to promote a high standard of design and presentation in outdoor advertising.*

Signs Policy

The objectives of the policy are:

- *To provide guidance on the design and placement of signs located within the City of Joondalup.*
- *To protect the quality of the streetscape and the amenity of adjoining and nearby residents by minimising the visual impact of signs.*
- *To encourage signs that are well-designed and well-positioned and appropriate to their location, which enhance the visual quality, amenity and safety of the City of Joondalup.*
- *To facilitate a reasonable degree of signage to support business activities within the City of Joondalup.*
- *To complement the provisions for signs as specified in the City of Joondalup's Signs Local Law 1999.*

Risk management considerations

The proponent has a right of review against Council's decision, or any conditions included therein, in accordance with the *State Administrative Tribunal Act 2004* and *Planning and Development Act 2005*.

Financial / budget implications

The applicant has paid fees of \$384 (excluding GST) in accordance with the fees and charges schedule for the assessment of the application.

Regional significance

Not applicable.

Sustainability implications

Given the nature of the development there are not considered to be any sustainability implications. The applicant has not completed the City's Environmentally Sustainable Design Checklist.

Consultation

The proposal was not advertised as it is considered consistent with the intended development of the site, and will not result in any significant adverse impact on the amenity of adjoining properties.

COMMENT

The applicant seeks approval for a temporary land sales office, viewing tower and signage to facilitate the promotion and sale of the mixed-use development approved by the JDAP at its meeting held on 5 February 2015 (DAP/14/00657 refers).

As outlined above the development does not meet a number of requirements of the JCCDPM and draft JCCSP. Notwithstanding this, given the nature and purpose of the development to facilitate the promotion and sales of an approved mixed use development on the site, it is considered to be appropriate in this instance, and will not detract from the amenity of the City Centre. The viewing tower, while being constructed from scaffolding, will be no different to the appearance of the site during construction, with a condition requiring that the structure be sufficiently screened as viewed from the street and surrounding properties. In addition the tower has been set back from the street and adjoining properties to minimise the impact of this component of the development.

Car parking

In regard to car parking, a 0.1 metre pedestrian accessway currently prevents legal vehicle access into the site, and therefore the applicant is unable to provide the three on-site car bays required under the JCCDPM and draft JCCSP. Council is required to determine whether the development not proposing any on-site car parking is appropriate. The options available to Council are:

- determine that no on-site car parking is appropriate
- determine that no on-site car parking is not appropriate
- or
- determine that a cash-in-lieu payment of \$34,323 per bay is required for the shortfall of car parking being \$102,969 for the three bay shortfall.

The site is well serviced by public car parking, including on-street car parking immediately in front of the development, and public transport. Furthermore, the development is only intended to operate on weekends and selected weeknights, generally being outside the higher demand periods for public car parking. It is therefore considered that no car parking being provided on-site will have no adverse impact on the locality and is appropriate in this instance. As the development is temporary in nature it is also not considered appropriate to require cash-in-lieu for the shortfall in car parking.

Signage

The two hoarding signs proposed either side of the land sales office on Grand Boulevard are considered to meet the objectives of DPS2 and the City's *Signs Policy*. The signage is considered to be of a high standard for the form of sign, and being set back 3.3 metres from the Grand Boulevard boundary is not considered to dominate the street. The support poles for the signage will be screened by the banner mesh fence. The banner mesh fence is located along the Grand Boulevard frontage and Central Walk. It is intended to assist in screening the site from the street and be more visually appealing than a chain link or other similar fence that could alternatively be used. A condition of approval is recommended ensuring that the development (including signage) is maintained to a high quality, including being free from vandalism.

Approval period

Approval is being sought for a period of up to 18 months. A condition of approval is recommended to limit the approval to be valid for 18 months from the date of the decision letter. Should the applicant seek to have the development remain on-site beyond this period a new development application would be required to be lodged.

It is recommended that the application be approved, subject to conditions.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **EXERCISES** discretion under clause 4.5.1 and 4.8 of the *City of Joondalup District Planning Scheme No. 2* and determines that the following variations to the *Joondalup City Centre Development Plan and Manual* are appropriate in this instance:
 - 1.1 the building not creating an urban wall to the Grand Boulevard frontage;
 - 1.2 the viewing tower projecting 1.9 metres through the building height recession plane;
 - 1.3 glazing to the land sales office occupying 25% of the area of the facade, and 33% of the width;
 - 1.4 no car parking provided on-site;
- 2 **DETERMINES** that the objectives of the *Signs Policy* have been met and the proposed signage is appropriate in this instance;
- 3 **APPROVES** under clause 6.9 of the *City of Joondalup District Planning Scheme No. 2* the application for planning approval dated 21 May 2015 submitted by Sean van der Poel (Hillam Architect), on behalf of the land owners, Edge Holdings No. 5, for a proposed land sales office, 18 metre high viewing tower and signage at Lot 1 (113) Grand Boulevard, Joondalup, subject to the following conditions:
 - 3.1 This approval is valid for a period of 18 months from the date of the decision letter;
 - 3.2 Detailed landscaping plans shall be submitted to the City for approval prior to the commencement of construction. These landscaping plans are to indicate the proposed landscaping treatment(s) of the subject site, and shall:
 - 3.2.1 Be drawn at an appropriate scale of either 1:100, 1:200 or 1:500;
 - 3.2.2 Show spot levels and/or contours of the site;
 - 3.2.3 Be based on water sensitive urban design principles to the satisfaction of the City;
 - 3.2.4 Show all irrigation design details;
 - 3.3 Landscaping and reticulation shall be established in accordance with the approved landscaping plans, Australian Standards and best trade practice prior to the development first being occupied and thereafter maintained to the satisfaction of the City;
 - 3.4 All stormwater shall be contained on-site and disposed of in a manner acceptable to the City;

- 3.5 All development shall be maintained to a high standard, including being free of vandalism, to the satisfaction of the City;
- 3.6 The sign must not include fluorescent, reflective or retro reflective colours;
- 3.7 A safety and security management plan shall be submitted prior to the commencement of development outlining how access to the viewing tower and afterhours access to the site will be managed/restricted;
- 3.8 The viewing tower shall be finished in materials to assist in reducing the visual impact of the structure as viewed from the street and surrounding properties and thereafter maintained to the satisfaction of the City. Modified plans shall be provided to the City prior to the commencement of development.

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf090615.pdf](#)

**CJ092-06/15 WESTERN AUSTRALIAN LOCAL GOVERNMENT
ASSOCIATION 2015 ANNUAL GENERAL MEETING**

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	00033, 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 nominating its voting delegates for the 2015 Annual General Meeting of the Western Australian Local Government Association (WALGA) to be held on Wednesday 5 August 2015.

EXECUTIVE SUMMARY

The Annual General Meeting of the WALGA is traditionally held during the WA Local Government Convention. The majority of local governments in the State have representatives attending.

Crs Amphlett and Hamilton-Prime were nominated as the City's voting delegates in 2014, with Crs Chester and Corr as their proxy delegates.

BACKGROUND

The 2015 WALGA Annual General Meeting will be held on Wednesday 5 August 2015.

DETAILSVoting Delegates

In order to participate in the voting on matters received at the Annual General Meeting, each member Council must register its voting delegates by 9 July 2015. Pursuant to the WALGA Constitution, all member Councils are entitled to be represented by two voting delegates. Voting delegates may be either Elected Members or serving officers. Proxy voting is available where the Council's appointed representatives are unable to attend.

The current City of Joondalup members of the WALGA North Metropolitan Zone are:

Members

Cr Geoff Amphlett, JP.
Cr Russ Fishwick, JP.
Cr Philippa Taylor.
Cr Sam Thomas.

Deputies

Cr Kerry Hollywood (first alternative member).
Cr John Chester (second alternative member).
Cr Christine Hamilton-Prime (third alternative member).
Cr Mike Norman (fourth alternative member).

Crs Amphlett and Thomas are the City's delegate and deputy delegate respectively, to the WALGA State Council.

Mayor Troy Pickard is the WALGA State President.

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / policy implications

Legislation

Not applicable.

Strategic Community Plan

Key theme

Governance and Leadership.

Objective

Strong leadership.

Strategic initiative

Advocate and influence political direction to achieve local and regional development.

Policy

Not applicable.

Risk management considerations

If the City of Joondalup does not submit its voting members, it will not be able to vote on the matters to be debated as part of the Annual General Meeting of the WALGA.

Financial / budget implications

Not applicable.

Regional significance

Matters considered at the 2015 WALGA Annual General Meeting relate to local government as an industry.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The North Metropolitan Zone Committee of the WALGA, consisting of the Cities of Joondalup, Stirling and Wanneroo, is the main link the City has in considering matters relating to WALGA activities.

It is considered prudent to designate two voting delegates for the 2015 Annual General Meeting of the WALGA to ensure the City is represented and is able to vote on matters affecting the City and the broader local government sector.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION**That Council NOMINATES:**

- 1 Two voting delegates for the 2015 Annual General Meeting of the Western Australian Local Government Association to be held on Wednesday 5 August 2015;**
- 2 Two proxy voting delegates for the 2015 Annual General Meeting of the Western Australian Local Government Association to be held on Wednesday 5 August 2015 in the event that Council's appointed representatives are unable to attend.**

CJ093-06/15 STATUS OF PETITIONS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	05386, 101515
ATTACHMENTS	Attachment 1 Status of Petitions – 21 October 2014 to 18 November 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 October 2014 to 18 November 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 October 2014 to 18 November 2014, forming Attachment 1 to Report CJ093-06/15;
- 2 that a report in relation to the petition requesting that Council improve the facilities available for visitors at Granadilla Park, Duncraig was presented to Council at its meeting held on 31 March 2015 (CJ045-03/15 refers);
- 3 that a report in relation to the petition requesting that Council reconsider its previous decision to prohibit dogs from Craigie Open Space (CJ169-09/14 refers) and to now allow dogs on a leash to utilise this area while still conserving the wildlife was presented to Council at its meeting held on 31 March 2015 (CJ044-03/15 refers);
- 4 that a report in relation to the petition requesting that Council make an adjustment to the City's *Parking Local Law 2013* to allow City of Joondalup residential parking permit vehicles exempt from parking time restrictions in the street adjacent to the premises so issued was presented to Council at its meeting held on 31 March 2015 (CJ036-03/15 refers).

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8brf090615.pdf](#)

CJ094-06/15 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 5 May 2015 to 12 May 2015.
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 5 May 2015 to 12 May 2015 (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 5 May 2015 to 12 May 2015 executed by means of affixing the Common Seal, as detailed in Attachment 1 to Report CJ094-06/15.

BACKGROUND

During the period 5 May 2015 to 12 May 2015, five documents were executed by affixing the Common Seal. A summary is provided below:

Type	Number
Lease Agreement.	1
Removal of Section 70A Notification.	1
Car Parking and Access Agreement.	1
Licence Agreement.	1
Funding Agreement.	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 5 May 2015 to 12 May 2015, executed by means of affixing the Common Seal, as detailed in Attachment 1 to Report CJ094-06/15.

Appendix 9 refers

To access this attachment on electronic document, click here: [Attach9brf090615.pdf](#)

CJ095-06/15 2015 ANNUAL REVIEW OF DELEGATIONS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	07032, 101515
ATTACHMENTS	Attachment 1 Schedule of proposed amendments Attachment 2 Revised Register of Delegation of Authority
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 undertake a formal review of its delegations within the Register of Delegation of Authority.

EXECUTIVE SUMMARY

Sections 5.18 and 5.46 of the *Local Government Act 1995* (the Act) require that at least once every financial year, delegations are to be reviewed by the delegator. The Council last reviewed its delegations on 24 June 2014 (CJ091-06/14 refers).

A schedule of proposed amendments to the Register of Delegation of Authority is submitted as Attachment 1 to this Report. The Register of Delegation of Authority incorporating the proposed amendments is submitted as Attachment 2 to Report CJ095-06/15.

It is therefore recommended that Council:

- 1 *ENDORSES the review of its delegations in accordance with sections 5.18 and 5.46 of the Local Government Act 1995;*
- 2 *in accordance with section 127 of the Building Act 2011 DELEGATES to the Senior Building Surveyor (position numbers 00148 and 00153) the power to grant and issue occupancy permits, issue building orders and notices and perform associated functions of a permit authority pursuant to the Building Act 2011;*
- 3 *BY AN ABSOLUTE MAJORITY and in accordance with sections 5.16 and 5.42 of the Local Government Act 1995 DELEGATES the local government functions as listed in the amended Register of Delegations of Authority forming Attachment 2 to Report CJ095-06/15.*

BACKGROUND

In accordance with sections 5.16 and 5.42 of the Act, a local government can delegate certain functions to a committee of Council, or the Chief Executive Officer. A variety of other legislation also permits the delegations of functions to the Chief Executive Officer, as well as other officers.

Sections 5.18 and 5.46 of the Act require that at least once every financial year, delegations are to be reviewed by the delegator. The Council last reviewed its delegations on 24 June 2014 (CJ091-06/14 refers) and therefore, a formal review by Council is required.

At its meeting held on 24 June 2014 (CJ091-06/14 refers), Council undertook a comprehensive review of the Register of Delegation of Authority, incorporating the following measures:

- A revised layout for each instrument of delegation.
- Improvements to the wording and referencing of individual delegations.
- New and increased scope of individual delegations.

The 2015 review has focussed on assessing the suitability and relevance of delegations after 12 months of their operation since the comprehensive review in 2014.

DETAILS

The 2015 annual review of the Register of Delegation of Authority was undertaken to determine:

- the appropriateness of the existing delegations and whether to amend or delete any delegations
- the need for any additional delegations
- administrative corrections.

A schedule of proposed amendments (Attachment 1 refers) lists those amendments that have been identified as requiring Council approval. The proposed amendments reflect:

- administrative changes to correctly reference legislation
- the inclusion of additional officers to improve workflow processes and service delivery
- increasing the value of a tender which the Chief Executive Officer may accept
- the separation of an existing amendment into two parts, creating a new amendment to provide greater financial management controls.

Issues and options considered

Council can either:

- accept the proposed amendments
- vary the proposed amendments
- or
- reject the proposed amendments

and adopt the revised Register of Delegation of Authority accordingly.

Legislation / Strategic Community Plan / policy implications

Legislation Section 5.16 – 5.18 and 5.42 – 5.46 of the *Local Government Act 1995* regulate the ability of a local government to delegate the exercise of its powers or the discharge of its duties under the Act.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

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

Policy Not applicable.

Risk management considerations

Council is required to review its delegations at least once every financial year. Failure to complete the review would result in non-compliance with its statutory responsibilities under the *Local Government Act 1995*.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Local governments utilise levels of delegated authority to undertake day-to-day statutory functions, thereby allowing Council to focus on policy development, representation, strategic planning and community leadership, with the organisation focussing on the day-to-day operations of the City. The use of delegated authority means the large volume of routine work of a local government can be effectively managed and acted on promptly, which in turn facilitates efficient service delivery to the community.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council:

- 1 **ENDORSES** the review of its delegations in accordance with sections 5.18 and 5.46 of the *Local Government Act 1995*;
- 2 in accordance with section 127 of the *Building Act 2011* **DELEGATES** to the Senior Building Surveyor (position numbers 00148 and 00153) the power to grant and issue occupancy permits, issue building orders and notices and perform associated functions of a permit authority pursuant to the *Building Act 2011*;
- 3 **BY AN ABSOLUTE MAJORITY** and in accordance with sections 5.16 and 5.42 of the *Local Government Act 1995* **DELEGATES** the local government functions as listed in the amended Register of Delegations of Authority forming Attachment 2 to Report CJ095-06/15.

Appendix 10 refers

To access this attachment on electronic document, click here: [Attach10brf090615.pdf](#)

CJ096-06/15 CORPORATE BUSINESS PLAN REVIEW – 2015-16 to 2019-20

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	52605, 101515
ATTACHMENTS	Attachment 1 <i>Corporate Business Plan 2015-16 to 2019-20</i> Attachment 2 Amendment Explanations Table
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 *Corporate Business Plan 2015-16 to 2019-20* as shown in Attachment 1 to Report CJ096-06/15.

EXECUTIVE SUMMARY

In accordance with the *Local Government (Administration) Regulations 1996*, the City is required to review its *Corporate Business Plan* annually and submit any modifications to Council for adoption.

The *Corporate Business Plan* demonstrates how objectives within the City's *Strategic Community Plan 2012-2022* are translated into a five year delivery program. The plan has previously been reviewed and adopted in October each year, however, in the development of the *Annual Plan 2014-15*, the timeframes for review were adjusted in alignment with the annual budget process in June as resolved by Council at its meeting held on 19 August 2014 (CJ137-08/14 refers). This is the first review of the plan following this decision.

Proposed timeline changes and project amendments within the current *Corporate Business Plan* have been highlighted within Attachment 1 and explained within Attachment 2 for Council's consideration.

It is therefore recommended that Council, BY AN ABSOLUTE MAJORITY ADOPTS the Corporate Business Plan 2015-16 to 2019-20, as shown in Attachment 1 to Report CJ096-06/15, subject to the incorporation of the financial and capital summaries within the 20 Year Strategic Financial Plan 2015-16 to 2035-36 and Five Year Capital Works Program as an Appendix to the plan.

BACKGROUND

At its meeting held on 23 October 2012 (CJ210-10/12 refers), Council adopted the City's first *Corporate Business Plan* in accordance with the *Local Government (Administration) Regulations 1996*. The regulations were amended in August 2011, requiring all local governments to prepare a *Strategic Community Plan* and *Corporate Business Plan* by 30 June 2013. The regulations also require local governments to review their *Corporate Business Plan* annually, with any modifications to be considered and adopted by Council by an absolute majority decision.

In the *Annual Plan 2014-15*, an adjustment was made to the current review schedule for the *Corporate Business Plan* from October (when the plan was first adopted in 2012), to June in alignment with the annual budget process. This would enable the *Corporate Business Plan* to better inform the *Annual Plan* and achieve a higher level of integration with other informing strategies, including the *20 Year Strategic Financial Plan*, *Asset Management Strategy*, *Capital Works Program* and others.

This Report demonstrates the outcome of the review process for 2014-15 undertaken in accordance with the legislative requirements.

DETAILS

The 2014-15 review of the *Corporate Business Plan* considers the following:

- Identification of completed projects and activities.
- Timeline adjustments and carry forwards considered in the development of the 2015-16 Budget.
- Duplications or changes to the nature of projects (such as projects shifting from the development phase to the implementation phase).
- Insertion of new high profile projects.

Over the past three years, the City has completed and/or progressed a large number of significant projects, which is reflected in the number of items suggested for removal in 2015-16. Many projects are also shifting from the development to the implementation stage as major plans have been reviewed and adopted in recent years.

This was also the first year the City received feedback from the Department of Local Government and Communities (DLGC) on its level of compliance with the *Integrated Planning and Reporting Framework* for consideration.

The DLGC was generally impressed with the standard and level of compliance set by the City, but suggested the incorporation of costings within City's *Corporate Business Plan*. It is suggested that to meet this requirement, expenditure summaries from the first five years of the *20 Year Strategic Financial Plan* and *Five Year Capital Works Program* are attached as an Appendix to the *Corporate Business Plan 2015-16 to 2019-20*, to illustrate the overall cost to the City in implementing its five year delivery program. It is anticipated that the *20 Year Strategic Financial Plan*, (which contains the five year financial summary), will be presented to Council in Q1 of 2015-16 and incorporated into the *Corporate Business Plan* following its adoption by Council. The *Five Year Capital Works Program* is adopted as part of the 2015-16 Budget.

Reading the Proposed Changes

To effectively highlight proposed changes within the *Corporate Business Plan*, the following colour-coding has been applied within Attachments 1 and 2 to Report CJ096-06/15:

Colour	Meaning of Colour
Yellow	Continuation of an ongoing project or service.
Green	Changes to existing projects listed in the current <i>Corporate Business Plan</i> .
Blue	Suggested deletion of a project if it is considered a duplication/the project was completed in 2014-15/has been replaced or absorbed by an alternative project.
Pink	Insertion of new high profile projects.

It should be noted that Attachment 2 ("Amendment Explanations Table") only lists major changes to the *Corporate Business Plan*, such as timeline adjustments, carry forwards, project insertions and deletions. Minor administrative changes highlighted in yellow that seek to improve existing wording or illustrate ongoing projects, are not referenced in Attachment 2.

Issues and options considered

Council may choose to:

- adopt the *Corporate Business Plan 2015-16 to 2019-20*, as shown in Attachment 1 to Report CJ096-06/15
- adopt the *Corporate Business Plan 2015-16 to 2019-20*, as shown in Attachment 1 to Report CJ096-06/15, subject to further amendments
or
- not adopt the *Corporate Business Plan 2015-16 to 2019-20*.

Legislation / Strategic Community Plan / policy implications

Legislation *Local Government Act 1995.*
Local Government (Administration) 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.

Policy Not applicable.

Risk management considerations

It is a legislative requirement for the City to review its *Corporate Business Plan* annually and submit any modifications to Council for adoption by an absolute majority. A failure to achieve this in a timely manner could result in a circumstance of non-compliance.

Financial / budget implications

The annual review of the *Corporate Business Plan* provides an opportunity for the City to reassess forecasted timeframes in accordance with resourcing strategies to ensure the sustainable delivery of projects.

In order to demonstrate a higher level of integration, it is suggested that the *Corporate Business Plan 2015-16 to 2019-20* includes as an Appendix the financial summaries of the first five years of the *20 Year Strategic Financial Plan* and *Five Year Capital Works Program*.

Regional significance

Many of the projects in the *Corporate Business Plan* have regional significance and highlight the importance of regional planning and cooperation in managing and responding to future challenges within the north metropolitan region.

Sustainability implications

The *Corporate Business Plan* demonstrates the operational capacity of the City to achieve its aspirational outcomes and objectives over the medium term. Project planning and prioritisation within the plan is based on the City's ambition to deliver services sustainably and affordably.

Consultation

There is no community consultation component required in the review of the *Corporate Business Plan*, however, a public notice is required by legislation following the adoption of any changes to the plan by Council.

COMMENT

The City's *Corporate Business Plan* has provided a useful tool for discussing and adjusting whole-of-organisation project timeframes over a medium-term horizon, enabling the identification of priorities and upcoming capacity issues.

While its benefits are acknowledged, there are opportunities to further improve the application and integration of the *Corporate Business Plan* from the perspective of the City, Council and community. These opportunities may be considered in more depth through a review process in 2015-16.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council, BY AN ABSOLUTE MAJORITY ADOPTS the *Corporate Business Plan 2015-16 to 2019-20*, as shown in Attachment 1 to Report CJ096-06/15, subject to the incorporation of the financial and capital summaries within the *20 Year Strategic Financial Plan 2015-16 to 2035-36* and *Five Year Capital Works Program* as an Appendix to the plan.

Appendix 11 refers

To access this attachment on electronic document, click here: [Attach11brf090615.pdf](#)

CJ097-06/15 JINAN SISTER CITY RELATIONSHIP

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	52469, 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 endorse a delegation to visit Jinan to celebrate the 10 Year Anniversary of the Sister City Relationship between the City of Joondalup and the Jinan Municipal People's Government, and for the delegation to visit Shanghai for two days en route to Jinan to introduce the City's Investment Attraction Prospectus to the Australian Trade Commission Shanghai Office in order to advance economic development opportunities.

EXECUTIVE SUMMARY

The City of Joondalup has received an invitation from Mayor Yang from the Jinan Municipal People's Government inviting the City to participate in celebrations to commemorate the 10 Year Anniversary of the Sister City Relationship and for the Mayor to lead a delegation to Jinan in 2015.

It is proposed to send a delegation to Jinan in September 2015 led by the Mayor and the Chief Executive Officer to represent the City and lead the delegation in accordance with normal protocols. It is also proposed that the City pay all costs including airfare, accommodation and incidentals associated with the delegation for the Mayor, Chief Executive Officer and his designated representative(s), and a cultural advisor/interpreter. The delegation is proposed for a period of three days with two days travel time included.

There is also an opportunity for the delegation to attend Shanghai en-route to Jinan to meet with representatives from the Shanghai office of the Australian Trade Commission in order to promote and distribute the City's new Investment Attraction Prospectus, 'Joondalup has the Edge'.

It is therefore recommended that Council APPROVES the City sending a delegation to Jinan from 1 - 4 September 2015 to celebrate the 10 year anniversary of the Sister City Relationship and that the delegation visits Shanghai from 26 – 30 August 2015 to distribute and promote the City's new Investment Attraction Prospectus, 'Joondalup has the Edge'.

BACKGROUND

The City of Joondalup has a Sister City Relationship with the Jinan Municipal People's Government. The Sister City Relationship began in 2000. The signing of a Memorandum of Understanding which was endorsed by Council at its meeting held on 25 July 2000 (CJ183-07/00 refers) marked the commencement of the Sister City Relationship. In 2004, the two Cities signed an official protocol agreement formalising the Sister City Relations between the two Cities (CJ007-02/04 refers).

At its meeting held on 1 November 2005 (CJ224-11/05 refers), Council endorsed a long term Relationship Plan to assist in guiding the growth and continuity of the Jinan-Joondalup Sister City Relationship.

The plan highlighted four key focus areas for the relationship:

- 1 Relationship Management.
- 2 Social-Cultural Exchange.
- 3 Environmental Exchange.
- 4 Economic Exchange.

The Sister City Relationship has included a number of inbound and outbound delegations. Most recently, the City received a delegation from the Jinan Municipal People's Government from 27 – 29 March 2015. The delegation included the Director and Deputy Director from the General Office of the Jinan Municipal People's Government. The delegation was accompanied by the Principal and acrobats from the Jinan Art School who were invited by the City to perform at the Joondalup Festival held on 28 March 2015.

The delegation visited Woodvale Secondary College to discuss the current Sister School Relationship between Woodvale and Jinan No. 9 School, as well as meeting with St Mark's Anglican School to discuss a future Sister School Relationship between St Mark's and a middle school in Jinan. The delegation also met with representatives from West Coast Institute to discuss student exchanges and was taken on a bus tour of the City to highlight key areas of interest, including the Ocean Reef Marina and Hillarys Boat Harbour.

The City has received an invitation from the Jinan Municipal People's Government to send a delegation to Jinan to celebrate the 10 year anniversary of the Sister City Relationship as well as advance social, cultural, environmental and economic exchange opportunities.

DETAILS

The Jinan Municipal People's Government has invited the City to send a delegation to Jinan in early September 2015 in order to celebrate the achievements of the Sister City Relationship as well as discuss opportunities for further exchanges for the mutual benefit of both cities.

Sending a delegation to Jinan presents an opportunity for delegation members to meet the new Mayor of Jinan, Mayor Yang in order to discuss future prospects for the Sister City Relationship particularly in relation to economic development, innovation, health, tourism and education.

It is proposed to send a delegation to Jinan between 1 and 4 September 2015 and the Jinan Foreign Affairs Office has confirmed that the proposed dates are the most suitable for receiving a delegation from Joondalup.

In order to take full advantage of the City's new Investment Attraction Prospectus, '*Joondalup has the Edge*', the City is currently having the document translated into Mandarin in order to distribute it to the Chinese market. In light of this, it is considered advantageous for the delegation to visit Shanghai en route to Jinan from 26 – 30 August 2015 in order to meet with representatives from the Australian Trade Commission Shanghai office to introduce the document to key officials, and discuss mechanisms for distributing the prospectus to maximise potential investment attraction opportunities. The City recently met with the State Director of the Australian Trade Commission, Michael Carter in order to discuss opportunities to work with the Commission to advance investment attraction prospects for the City in key overseas locations including China.

It is proposed that the Mayor and the Chief Executive Officer represent the City and lead the delegation in accordance with normal protocols. It is also proposed that the City pay all costs including airfare, accommodation and incidentals associated with the delegation for the Mayor and Chief Executive Officer and the Chief Executive Officer's designated representative(s). It is further proposed that the City covers the travel and accommodation costs associated with a cultural advisor/interpreter to assist with logistics and provide assistance at key meetings and presentations with the Jinan Municipal People's Government.

The visit also presents an opportunity for other Elected Members to participate in the delegation, however, costs will need to be met from the annual conference and training allowances provided to Elected Members.

It is further proposed that invitations are issued to the following organisations to participate in the delegation on the basis that these organisations have been involved in previous outbound delegations and/or play a critical role in the ongoing Sister City Relationship and the achievement of a number of core areas in the relationship plan:

- Edith Cowan University.
- West Coast Institute.
- WA Police Academy.
- Joondalup Health Campus.
- Joondalup Resort.
- Australian Trade Commission (Western Australian Office).
- Woodvale Senior High School.
- St Mark's Anglican School.
- Lend Lease.
- Representatives from Joondalup businesses with a global focus.

All costs associated with participating stakeholders will be borne by the stakeholders or their respective organisations.

The delegation will provide the City with an opportunity to celebrate the 10 year anniversary of the Sister City Relationship given the signing of the official protocol in 2004 formalising the relationship, as well as to highlight the many achievements of the relationship and discuss and progress future opportunities for the Sister City Relationship particularly in relation to economic development, innovation, education, tourism and health exchanges.

Issues and options considered

Council may choose to either:

- support the delegation and approve the attendance and invitation of the delegates as outlined in Report CJ097-06/15
- support the delegation and alter the composition of the attendees and invitees or
- not support the delegation and advise the Mayor of Jinan of its decision.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Economic Prosperity and Growth.

Objective This item has a general connection to all objectives.

Policy *Elected Members' Entitlements Policy.*

Risk management considerations

There are two key risks associated with this Report:

- Should Council decide not to support the proposed delegation there may be a negative impact on the goodwill that has been developed with the Jinan Municipal People's Government given that an invitation has been extended by the Mayor of Jinan to the City.
- Costs associated with the delegation may be viewed negatively by the community.

Financial / budget implications

\$20,000 has been allocated in the 2015-16 Budget for the Sister City Relationship. The costs associated with the proposed outbound delegation are anticipated to be approximately \$27,000. It should be noted that costs are estimates only at this stage.

Account no.	532.A5302.3346.5003.
Budget Item	Jinan Sister City Relationship.
Budget amount	\$ 20,000
Amount spent to date	\$ 0
Proposed cost	\$ 20,000
Balance	\$ 0

Account no.	210.A2101.3229.0000.
Budget Item	Chief Executive Officer Conference and Travel.
Budget amount	\$ 30,000
Amount spent to date	\$ 0
Proposed cost	\$ 7,000
Balance	\$ 13,000

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

The Sister City Relationship between the City of Joondalup and the Jinan Municipal People's Government has been developed with the intent of achieving positive social/cultural, economic, and environmental exchange opportunities.

Consultation

Not applicable.

COMMENT

The Sister City Relationship between the City of Joondalup and the Jinan Municipal People's Government commenced in 2000 with the signing of a Memorandum of Understanding by Council at its meeting held on 25 July 2000 (CJ183-07/00 refers). The relationship was formalised in 2004 with the signing of an official protocol. Since this time, the City has led four delegations to Jinan (2001, 2004, 2007 and 2010) to progress the *Joondalup-Jinan Relationship Plan 2006 – 2016*.

The Sister City Relationship has been highly successful. The following achievements have been delivered supporting the Relationship Plan:

- The delivery of a three-month police training program with twenty officers from the Jinan Police Bureau receiving training at the WA Police Academy in Joondalup in criminal investigation, governance and security management.
- The development of a long term Relationship Plan.
- The delivery of a six-month public servant training program delivered in Joondalup for 18 senior officers from Jinan.
- A number of business initiatives including China-Link.
- The formation of a Sister School Relationship between Woodvale Senior High School and Jinan Number 9 School and discussions on the formation of a new Sister School Relationship with St Mark's Anglican School.
- West Coast Institute has a Sino-Australian Agreement of Co-operation with Jinan Vocational College for Hospitality and Tourism courses and has students enrolled in its Diploma of Hospitality and Tourism under an auspicing agreement. A West Coast Institute lecturer visits Jinan Vocational College each year to deliver specific components of the course. Students from Jinan Vocational College attend the West Coast Institute campus to enhance their studies.
- The development of the Sister City Garden Project – with the successful construction of the Joondalup Garden in Jinan and the incorporation of a Jinan Garden in Joondalup into the Performing Arts and Cultural Facility design.
- Performances by the Jinan Acrobatic Troupe at the Joondalup Festival in 2009.
- Performances by the Jinan Art School Acrobats at the Joondalup Festival in March 2015.
- A number of inbound and outbound delegations providing opportunities for delegates to further opportunities for cultural/social, economic, and environmental exchanges.

The proposed delegation to Jinan will provide the opportunity for the City and the Jinan Municipal People's Government to celebrate the 10 Year Anniversary of the Sister City Relationship and profile the achievements of the relationship.

The proposed delegation will also provide the City with a timely opportunity to distribute and promote the new Investment Attraction Prospectus, '*Joondalup has the Edge*' to the Chinese market both in Jinan and in Shanghai.

In addition, there are significant advantages from such delegations in terms of improving relationships with the Jinan Municipal People's Government in order to build on existing, and advance new, opportunities in terms of education exchanges as well as health, tourism, and economic prospects. Edith Cowan University has a new Vice-Chancellor and West Coast Institute has a new Managing Director who have not had the opportunity to be involved in a formal delegation to Jinan and the proposed delegation provides an opportunity for both of these key agencies to formalise and advance relationships with Jinan.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 **ACCEPTS** the invitation from the Jinan Municipal People's Government to send a delegation to Jinan to celebrate the 10 Year Anniversary of the Sister City Relationship between the City of Joondalup and the Jinan Municipal People's Government and discuss opportunities for social, economic development, innovation, health, tourism and education exchanges;
- 2 **APPROVES** the attendance of the delegation at Shanghai for two full days en route to Jinan in order to promote and distribute the Investment Attraction Prospectus '*Joondalup has the Edge*' to the Australian Trade Commission;
- 3 **APPROVES** the travel period from 26 August to 4 September 2015;
- 4 **ENDORSES** a formal delegation comprising the Mayor and the Chief Executive Officer and his designated representative(s) to represent the City and to lead the delegation;
- 5 **APPROVES** the associated costs for airfares, accommodation, and incidental expenses for the Mayor, Chief Executive Officer, the Chief Executive Officer's designated representative(s), and a cultural advisor/interpreter estimated at \$27,000 (exclusive of GST) being charged to Budget Items Jinan Sister City Relationship and Chief Executive Officer Conference and Travel;
- 6 **ENDORSES** the following stakeholders being invited to be a part of the official delegation:
 - 6.1 Edith Cowan University;
 - 6.2 West Coast Institute;
 - 6.3 WA Police Academy;
 - 6.4 Joondalup Health Campus;
 - 6.5 Joondalup Resort;
 - 6.6 Australian Trade Commission (Western Australian Office);
 - 6.7 Woodvale Senior High School;
 - 6.8 St Mark's Anglican School;
 - 6.9 Lend Lease;
 - 6.10 Representatives from Joondalup businesses with a global focus;

- 7 **NOTES** that all costs associated with stakeholder attendance will be borne by the stakeholders or their organisations;
- 8 **APPROVES** an invitation being extended to Elected Members wishing to participate in the formal Delegation with all expenses being charged to individual Elected Member Conference and Travel Allowance Budgets in accordance with the *Elected Members' Entitlements Policy*.

CJ098-06/15 MINUTES OF EXTERNAL COMMITTEES

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	03149, 00033, 101515
ATTACHMENT	Attachment 1 Minutes of the Mindarie Regional Council meeting - 23 April 2015 Attachment 2 Minutes of the Western Australian Local Government Association State Council meeting – 8 May 2015
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the minutes of various bodies on which the City has current representation.

EXECUTIVE SUMMARY

The following minutes are provided:

- Minutes of the Mindarie Regional Council meeting held on 23 April 2015;
- Minutes of the Western Australian Local Government Association (WALGA) State Council meeting held on 8 May 2015.

DETAILS

The following information details those matters that were discussed at these external meetings and may be of interest to the City of Joondalup.

Mindarie Regional Council Meeting held on 23 April 2015

A meeting of the Mindarie Regional Council was held on 23 April 2015.

The City's representatives on the Mindarie Regional Council are Crs Fishwick, JP and Hollywood.

For the information of Council, the following matters of interest to the City of Joondalup were resolved at the Mindarie Regional Council meeting:

9.3 Request from the City of Wanneroo to assist in the management of Green Waste:

It was resolved by the Mindarie Regional Council as follows:

"That the Council:

- 1 supports the concept of providing services to individual or a number of member councils on the basis that the cost of the service provision will be funded by the member councils that benefit from the services provided; and*
- 2 advise the Cities of Wanneroo, Joondalup and Stirling that it will work with them in finding solutions for their green waste streams."*

9.4 Resource Recovery Facility "No Glass" Campaign:

It was resolved by the Mindarie Regional Council as follows:

"A. That the Council:

- 1 Approves the implementation of the "No Glass" campaign as detailed in this report; and*
- 2 Endorses the expenditure of the \$200,000 allocated to this project in the 2014/15 Budget.*

B. That the Council:

- 1. Approves a further allocation of \$200,000 in the 2015/16 Budget to ensure the continuation of the campaign in the 2015/16 financial year; and*
- 2. Continues to work with, and lodge funding applications to, the Waste Authority on the campaign."*

14.1 Biovision request to amend financing of the Resource Recovery Facility:

It was resolved by the Mindarie Regional Council as follows:

"A. That the Council:

- 1. Provide its consent under Section 21.5 of the Resource Recovery Facility Agreement for BioVision 2020 (Pty) Ltd to enter into a bridging loan arrangement with ANZ Banking Group Ltd, with a maturity date of 31 December 2018, subject to:*
 - a. BioVision 2020 (Pty) Ltd formalising the request to enter into the bridging loan arrangement in writing to the Mindarie Regional Council;*
 - b. The principal of the loan not exceeding \$4.5 million;*

- c. *BioVision 2020 (Pty) Ltd providing written confirmation to the Mindarie Regional Council that there will be no financial impact on the Mindarie Regional Council as a result of BioVision 2020 (Pty) Ltd entering into, or drawing down on, this bridging loan arrangement with the ANZ Banking Group Ltd; and*
 - d. *Any request to draw down on the facility being dealt with as 'emergency funding' under Section 21.5(c) of the Resource Recovery Facility Agreement.*
 - 2. *Request that BioVision 2020 (Pty) Ltd provide the Mindarie Regional Council notice of the new \$4.5 million bridging loan arrangement, along with a copy of the facility agreement as required under Section 21.5(d) of the Resource Recovery Facility Agreement.*
 - B. *That the Council Delegate the authority to provide consent for any draw down against the \$4.5 million bridging loan arrangement, as required under Sections 21.5(a) and 21.5(c) of the Resource Recovery Facility Agreement, to the Chief Executive Officer."*

14.2 Provision of CEO Services to the Western Metropolitan Regional Council

It was resolved by the Mindarie Regional Council as follows:

"That the Council:

- 1 *Acknowledges the resolution of the Council of the WMRC supporting the secondment of MRC's Director Corporate Services, Mr Gunther Hoppe as indicated in the Details section of this report.*
- 2 *Advice the WMRC that the MRC supports its resolution and approves the secondment of Mr Hoppe to the WMRC to take up the part time role as its Acting Chief Executive Officer based on the following conditions:*
 - a *The secondment will be for a period of twelve (12) months and payment will be made by the WMRC to Mr Hoppe in accordance with the table included in the Financial Implications section of this report;*
 - b *The position will be part time for two (2) days per week (790.4 hours per year). The days/hours will be flexible to work in with the needs of both the WMRC and the MRC;*
 - c *Additional days/hours over and above those detailed in 2.b. above will be paid at the rate of \$90.90 per hour; and*
 - d *All other rights and obligations for this position (secondment) will be the subject of an employment contract negotiated between the WMRC and Mr Hoppe."*

WALGA State Council meeting held on 8 May 2015

A meeting of the WALGA State Council was held on 8 May 2015.

The City's representatives on the WALGA State Council are Mayor Pickard and Cr Thomas.

For the information of Council, the following matters of interest to the City of Joondalup were resolved at the WALGA State Council meeting:

5.1 Local Government and Coastal Land Use Planning Discussion Paper (05-028-03-0015 VJ)

It was resolved by the WALGA State Council as follows:

"That State Council endorse the following actions to be undertaken, as outlined within the Local Government and Coastal Land Use Planning Discussion Paper:

- 1 *The Association to work with the State Government specifically to:*
 - a *Organise a workshop with the Department of Planning to promote guidelines and detail next steps for Local Governments aligning with the State Planning Policy 2.6; and*
 - b *Develop a coordinated approach to land use planning, given the potential exposure of the WAPC in respect of injurious affection claims and how region planning schemes guide local planning schemes.*
- 2 *The Association President to consider establishing a Policy Forum on coastal planning and adaptation, to allow the Association and coastal Local Governments to identify, consider and respond to commonly shared issues relating to coastal planning, coastal adaptation, decision making and legal implications.*
- 3 *The Association continue to investigate the plausibility of rewording the Planning and Development Act 2005 and advocate to the Minister for Planning to include section 74 (protection from liability) from the private members Bill Climate Change (Coastal Planning and Protection) Readiness Bill 2012 into the Planning and Development Act 2005.*
- 4 *The Association to liaise with research agencies such as Western Australia Marine Science Institute (WAMSI) to distribute research findings that relate to local decision-making and legal liability to the Local Government sector.*
- 5 *The Association to seek additional legal advice including:*
 - a *any liability implications for Local Government amending planning schemes to align with SPP2.6;*
 - b *confirmation of Local Government's obligation or otherwise to undertake works to protect private property; and*
 - c *provide an updated list of case law examples from across Australia."*

5.2 Model Local Planning Policy for Water Wise Entry Statements (05-036-04-0003 OT)

It was resolved by the WALGA State Council as follows:

"That the Model Local Planning Policy for Water Wise Entry Statements be endorsed for use by Local Governments:

- 1 To establish and maintain a consistent process for managing the handover of water wise entry statements from developers to Local Government.*
- 2 To ensure new entry statements are designed and constructed in a way which can easily be retrofitted as a water wise and low maintenance design.*
- 3 To protect the Local Government from inheriting assets of little functional community value and high maintenance costs."*

5.3 State Emergency Management Committee State Risk Project (05-024-03-0028 JH)

It was resolved by the WALGA State Council as follows:

"That State Council:

- 1 Endorse the State Emergency Management Committee development of the State Risk Framework.*
- 2 To ensure smooth implementation of the State Risk Project–Local seeks the following:*
 - a Development of a clear implementation plan and timeline for the State Risk Project-Local*
 - b Establishment of Partnership with WALGA to develop the State Risk Project Local to ensure engagement and participation of Local Government*
 - c Provision of funding to develop a common reporting system for Local Government to ensure alignment and integration with the State Risk Project."*

5.4 Submission to WARR Act Review Discussion Paper (05-062-03-0001 MB)

It was resolved by the WALGA State Council as follows:

- "1 That State Council endorse the interim WALGA Submission to the Department of Environment Regulation WARR Act Review Discussion Paper.*
- 2 That the Association continue to liaise with the DER to ensure that there is an adequate timeline for consultation on any proposed legislative changes.*
- 3 That the Association continues to advocate for the application of the Waste Hierarchy and sustainability principles to waste management decision making."*

5.5 Planning for Waste Management Project (04-001-02-0045 RNB)

It was resolved by the WALGA State Council as follows:

“That State Council:

- 1 *note the progress of the Planning for Waste Management project to better incorporate waste management considerations into planning decisions; and*
- 2 *endorse the model provision for Local Government Planning Strategies, model Local Planning Policy, waste management planning conditions and the guidelines which will assist the sector in considering this issue within the planning process.”*

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Strong leadership.

Strategic initiative Seek out City representation on key external and strategic bodies.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the minutes of the:

- 1 Mindarie Regional Council meeting held on 23 April 2015 forming Attachment 1 to Report CJ098-06/15;**
- 2 Western Australian Local Government Association State Council meeting held on 8 May 2015 forming Attachment 2 to Report CJ098-06/15.**

To access this attachment on electronic document, click here: [External Minutes 090615.pdf](#)

CJ099-06/15 LIST OF PAYMENTS DURING THE MONTH OF APRIL 2015

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 April 2015
	Attachment 2	Chief Executive Officer's Delegated Trust Payment List for the month of April 2015
	Attachment 3	Municipal and Trust Fund Vouchers for the month of April 2015
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 April 2015.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of April 2015 totalling \$12,651,875.81.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for April 2015 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 CJ099-06/15, totalling \$12,651,875.81.

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 April 2015. 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 100907 – 101188 & EF046987 - EF047676. Net of cancelled payments.	\$8,379,133.00
	Vouchers 1432A – 1436A & 1440A – 1444A.	\$4,245,297.81
Trust Account	Trust Cheques & EFT Payments. 206743 - 206758 & TEF000187– TEF000226. Net of cancelled payments.	\$27,445.00
Total		\$12,651,875.81

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 2014-15 Annual Budget as adopted by Council at its meeting held on 24 June 2014 (CJ080-06/14 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 April 2015 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 CJ099-06/15, totalling \$12,651,875.81.

Appendix 12 refers

To access this attachment on electronic document, click here: [Attach12brf090615.pdf](#)

CJ100-06/15 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 30 APRIL 2015

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	07882, 101515
ATTACHMENTS	Attachment 1 Financial Activity Statement for the period ended 30 April 2015
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 30 April 2015.

EXECUTIVE SUMMARY

At its meeting held on 17 February 2015 (CJ027-02/15 refers), Council adopted the Mid Year Budget Review for the 2014-15 Financial Year. The figures in this report are compared to the Revised Budget.

The April 2015 Financial Activity Statement Report shows an overall favourable variance from operations and capital, after adjusting for non-cash items, of \$14,287,175 for the period when compared to the Revised Budget. This variance does not represent an end of year projection. It represents the year to date position to 30 April 2015. There are a number of factors influencing the favourable variance but it is predominantly due to the timing of revenue and expenditure compared to the revised budget estimate. The notes in Appendix 3 to Attachment 1 identify and provide commentary on the individual key material revenue and expenditure variances to date.

The variance can be summarised as follows:

The operating surplus is \$7,460,225 higher than budget, made up of higher operating revenue \$2,564,716 and lower operating expenditure of \$4,895,509.

Operating revenue is higher than budget on Profit on Asset Disposals \$1,648,864, Fees and Charges \$131,689, Rates \$401,933, Interest earnings \$132,831, Contributions, Reimbursements and Donations \$108,491, Grants & Subsidies \$76,233, Other Revenue \$62,404 and Specified Area Rates \$2,272.

Operating Expenditure is lower than budget on Materials and Contracts \$3,364,308, Employee Costs \$1,073,145, Utilities \$207,791, Depreciation and Amortisation \$263,344 and Interest expenses \$15,248. These are partly offset by higher than budget expenditure on Loss on Asset disposals \$19,215 and Insurance \$9,112.

The Capital Deficit is \$8,984,350 lower than budget primarily owing to lower than budgeted expenditure on Capital Works \$7,875,025, Capital Projects \$1,227,881 and Vehicle and Plant Replacements \$693,337 partly offset by lower than budgeted revenue for Capital Grants and Subsidies \$812,777.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 30 April 2015 forming Attachment 1 to Report CJ100-06/15.

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 30 April 2015 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 funds for an additional purpose except where the expenditure is authorised in advance by an absolute majority of Council.

Financial / budget implications

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Expenditure 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 revised 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 expenditure included in the Financial Activity Statement are incurred in accordance with the provisions of the 2014-15 revised 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 30 April 2015 forming Attachment 1 to Report CJ100-06/15.

Appendix 13 refers

To access this attachment on electronic document, click here: [Attach13brf090615.pdf](#)

CJ101-06/15 TENDER 007/15 - PROVISION OF CLEANING SERVICES FOR CITY BUILDINGS

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services	
FILE NUMBER	104845, 101515	
ATTACHMENTS	Attachment 1	Schedule of Items
	Attachment 2	Summary of Tender Submissions
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to accept the tender submitted by Quayclean Australia Pty Ltd for the provision of cleaning services for City buildings.

EXECUTIVE SUMMARY

Tenders were advertised on Saturday 21 February 2015 through statewide public notice for the provision of cleaning services for City buildings for a period of three years. Tenders closed on 11 March 2015. A submission was received from the following:

- Quayclean Australia Pty Ltd.
- Mission Impossible Cleaning.
- Charles Service Company.
- DMC Cleaning.
- All Clean Property Services.
- Office Cleaning Experts Pty Ltd T/as OCE Corporate.
- Quad Services Pty Ltd.
- TJS Services (WA) Pty Ltd.
- Multiclean WA Pty Ltd.
- GWC Total Management Pty Ltd.
- Cleandustrial Services Pty Ltd.
- Advanced Cleaning.
- Presidential Facility Services Pty Ltd.
- CMC Property Services (Conforming).
- CMC Property Services (Alternative).
- Academy Services (WA) Pty Ltd.
- Gecko Evolution Property Services Pty Ltd.
- Value Clean.
- A Cleaner World.

The submission from Quayclean Australia Pty Ltd represents best value to the City. The company demonstrated a thorough understanding and appreciation of the City's requirements. It has experience in providing similar services for local governments and private organisations including the Cities of Fremantle, Gosnells, Vincent and Canning in Western Australia and the Cities of Monash, Moonee Valley, Casey, Geelong and Banyule in the eastern states. Quayclean Australia Pty Ltd is a well established company with sufficient resources and personnel to provide the services for the City.

It is therefore recommended that Council ACCEPTS the tender submitted by Quayclean Australia Pty Ltd for the provision of cleaning services for City buildings for a period of three years for requirements as specified in Tender 007/15 for the fixed lump sum of \$399,655 (GST Exclusive) and schedule of additional rates for year one of the Contract, and with annual price variations subject to the percentage change in the Perth CPI (All Groups) Index.

BACKGROUND

The City has a requirement to engage a contractor to provide cleaning services to 30 of the City's buildings.

The City currently has a contract for these services with Charles Service Company which expires on 31 July 2015. This contract is for the cleaning of 28 buildings. The scope of the existing contract in 2014 and the new contract has been expanded to include facilities previously cleaned by City staff. Additional buildings have been included in the new tender as a result of a reduction in the number of City staff.

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

DETAILS

Tenders were advertised on Saturday 21 February 2015 through statewide public notice for the provision of cleaning services for City buildings for a period of three years. The tender period was for two weeks and tenders closed on 11 March 2015.

Tender Submissions

Submissions were received from the following:

- Quayclean Australia Pty Ltd.
- Mission Impossible Cleaning.
- Charles Service Company.
- DMC Cleaning.
- All Clean Property Services.
- Office Cleaning Experts Pty Ltd T/as OCE Corporate.
- Quad Services Pty Ltd.
- TJS Services (WA) Pty Ltd.
- Multiclean WA Pty Ltd.
- GWC Total Management Pty Ltd.
- Cleandustrial Services Pty Ltd.

- Advanced Cleaning.
- Presidential Facility Services Pty Ltd.
- CMC Property Services (Conforming).
- CMC Property Services (Alternative).
- Academy Services (WA) Pty Ltd.
- Gecko Evolution Property Services Pty Ltd.
- Value Clean.
- A Cleaner World.

The schedule of items as listed in the tender is provided in Attachment 1.

A summary of the tender submissions including the location of each tenderer is provided in Attachment 2.

Evaluation Panel

The Evaluation Panel comprised three members:

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

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

Compliance Assessment

The following offers received were assessed as fully compliant:

- Quayclean Australia Pty Ltd.
- Mission Impossible Cleaning.
- Charles Service Company.
- DMC Cleaning.
- All Clean Property Services.
- Office Cleaning Experts Pty Ltd T/as OCE Corporate.
- Quad Services Pty Ltd.
- TJS Services (WA) Pty Ltd.
- Multiclean WA Pty Ltd.
- GWC Total Management Pty Ltd.
- Cleandustrial Services Pty Ltd.
- Advanced Cleaning.
- Presidential Facility Services Pty Ltd.
- CMC Property Services (Conforming).
- Academy Services (WA) Pty Ltd.
- Gecko Evolution Property Services Pty Ltd.
- Value Clean.
- A Cleaner World.

The following offer was assessed as non compliant:

- CMC Property Services (Alternative).

The alternative offer from CMC Property Services proposed amendments to the frequency of cleaning tasks not in accordance with the specification. This offer did not meet the City's scope of requirements and was not considered further.

Qualitative Assessment

The Comprehensive Weighting method of tender evaluation (includes weighting to each selection criterion and price) was selected to evaluate the Offers for this requirement.

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

Qualitative and Price Criteria		Weighting
1	Price	60%
2	Demonstrated experience in providing similar services	18%
3	Capacity	10%
4	Demonstrated understanding of the required tasks	10%
5	Social and economic effects on the local community	2%

Gecko Evolution Property Services Pty Ltd scored 1.76% in the qualitative assessment. The company did not demonstrate experience in providing services of a similar scale and nature to the City's requirements. It did not demonstrate any capacity to perform the work with its response lacking information on equipment, staff, additional resources and safety. It did not demonstrate adequate understanding of the requirements. The response provided no work methodology or procedures.

Presidential Facility Services Pty Ltd scored 13.01% in the qualitative assessment. The company demonstrated experience performing cleaning services for a variety of office buildings, two leisure centres, a school, factory and Homeswest homes. Its response to capacity did not address its number of staff, equipment, after-hours contact or the ability to provide additional resources. The company did not adequately address its understanding of the requirements providing a general response not specific to the City's contract.

Value Clean scored 14.54% in the qualitative assessment. It demonstrated limited understanding of the requirements, with no specific response addressing this criterion. It has the capacity to perform the services. The company demonstrated experience providing cleaning services with elements of similarity to the City's contract to five schools, 11 hospitality clients and nine IGA supermarkets.

A Cleaner World scored 16.3% in the qualitative assessment. It did not demonstrate its capacity to perform the services. The response did not address its number of staff, an organisational chart, or the ability to provide additional resources. The company demonstrated a limited understanding of the requirements. It has experience providing cleaning services to the Esplanade Hotel, Moolanda Child Care Centre, Pullman on the Park Hotel and Dousta Galla Aged Services.

Mission Impossible Cleaning scored 19.19% in the qualitative assessment. It demonstrated some understanding of the requirements, however it did not indicate the size of the team allocated and a subsequent review of pricing per site raised concerns with prices for some locations being very low and others excessive for the size of facility. The company demonstrated its capacity in terms of staff and management structure; however the response did not address equipment, the ability to provide additional resources and personnel, safety procedures or its safety record. Mission Impossible Cleaning has experience in performing a variety of cleaning with clients including the Cities of Perth and Vincent.

Academy Services (WA) Pty Ltd scored 20.39% in the qualitative assessment. The company has the capacity to provide the services. It has provided cleaning services to Penrith City Council, CSIRO, St Marks School and the Department of Infrastructure and Transport. The company demonstrated a good understanding of the requirements.

DMC Cleaning scored 22.11% in the qualitative assessment. It has the capacity to provide the services, but did not indicate its total number of staff or safety record. The organisation has experience performing similar services to state government clients and the Shire of Kalamunda, Town of Victoria Park and City of Gosnells. It demonstrated a good appreciation of the requirements.

All Clean Property Service scored 22.5% in the qualitative assessment. The company demonstrated experience providing similar services to the City of Swan (2007-12), CSBP and the Australian Marine Complex. It also demonstrated an understanding of the requirements and the capacity to perform the required services.

CMC Property Services scored 22.96% in the qualitative assessment. The company demonstrated a good understanding of the requirements. It has substantial experience in providing similar services to seven local governments in the eastern states and the City of Fremantle. The company has the capacity to perform the work; however it was unclear what resources were available in Perth, how many staff it has in total and no safety record was provided.

GWC Total Management Pty Ltd scored 23.42% in the qualitative assessment. The company demonstrated experience providing services to the City of Perth, Department of Education, Bunbury courthouse and TAFE campuses. It demonstrated some understanding of the requirements. It has the capacity to provide the services, however its response did not supply a safety policy or procedures.

Advanced Cleaning scored 23.72% in the qualitative assessment. It demonstrated a good understanding of the requirements. It is a national company with the capacity to perform the services however it has only 13 staff located in WA. The company demonstrated experience performing similar services for the Gold Coast City Council, Town of Bassendean and Shire of Toodyay.

Multiclean WA Pty Ltd scored 23.82% in the qualitative assessment. It demonstrated a good understanding of the requirements. The company has the capacity to provide the services, however its response did not provide an organisational chart and details of the equipment used on a regular basis. It has considerable experience in providing similar services to the Cities of South Perth, Swan, Busselton and Mandurah.

TJS Services (WA) Pty Ltd scored 24.43% in the qualitative assessment. It demonstrated considerable experience providing cleaning services to a variety of clients in WA and the eastern states. These include IKEA, City of Melville and St Brigids College and the City of Moonee Valley, City of Yarra, Parks Shire Council, Town of Townsville and others. The company has the capacity to perform the work, however it was not indicated how many staff are based in Perth. It demonstrated a good understanding of the requirements.

Quad Services Pty Ltd scored 25.71% in the qualitative assessment. The company demonstrated a comprehensive understanding of the requirements. It demonstrated experience performing cleaning services to Commonwealth Law Courts, Thornlie Shopping Centre, St Patrick's Community Support Centre and Queanbeyan City Council. It is a large national company with the capacity to meet the City's requirements.

OCE Corporate scored 26.22% in the qualitative assessment. It demonstrated a good understanding of the requirements. It has the capacity to perform the services and nominated a team of 12 to service the City's contract. It currently provides similar services to the City of Subiaco, Town of Claremont and the City of Wanneroo and has in the past for the Cities of Mandurah and Fremantle.

Quayclean Australia Pty Ltd scored 26.67% in the qualitative assessment. It demonstrated substantial experience providing similar cleaning services in WA to VenuesWest and the Cities of Fremantle, Gosnells, Vincent and Canning and in the eastern states to the Cities of Monash, Moonee Valley, Casey, Geelong and Banyule. The company has the capacity to perform the services and demonstrated a comprehensive understanding of the requirements.

Cleandustrial Services Pty Ltd scored 26.87% in the qualitative assessment. It demonstrated a thorough understanding of the requirements. The company currently provides similar services to the Cities of Rockingham, Nedlands and Armadale. It has the capacity to provide the services to the City.

Charles Service Company scored 29.97% in the qualitative assessment. The company demonstrated substantial experience performing similar services for the City of Fremantle, Towns of Kwinana, Victoria Park and Cottesloe. It is also the City's current contractor. It fully demonstrated its capacity to perform the services. As the incumbent contractor it has good understanding of the tasks required.

Price Assessment

The panel carried out a comparison of the lump sum prices and consumables percentage mark-up rates offered by each tenderer in order to assess value for money to the City.

The rates are fixed for the first year of the contract, but are subject to a price variation in years two and three of the contract to a maximum of the CPI for the preceding year. For estimation purposes, a 3% CPI increase was applied to the rates in years two and three.

Tenderer	Year 1	Year 2	Year 3	Total	Price Weighted Score
Mission Impossible Cleaning	\$259,206	\$369,993	\$381,093	\$1,110,302	60%
Quayclean Australia Pty Ltd	\$399,655	\$411,645	\$423,994	\$1,235,294	53.93%
DMC Cleaning	\$423,975	\$436,695	\$449,795	\$1,310,465	50.84%
All Clean Property Services	\$431,387	\$444,329	\$457,658	\$1,333,373	49.96%
Charles Service Company	\$493,664	\$508,474	\$523,728	\$1,525,865	43.66%
Gecko Cleaning	\$500,900	\$515,927	\$531,405	\$1,548,233	43.03%
OCE Corporate	\$510,689	\$526,009	\$541,790	\$1,578,488	42.2%
TJS Services (WA) Pty Ltd	\$526,809	\$542,614	\$558,892	\$1,628,315	40.91%
Quad Services Pty Ltd	\$530,577	\$546,494	\$562,889	\$1,649,789	40.38%
Presidential Facility Services Pty Ltd	\$538,200	\$554,346	\$570,976	\$1,663,522	40.05%
Multiclean WA Pty Ltd	\$595,440	\$613,303	\$631,702	\$1,840,444	36.2%
GWC Total Management Pty Ltd	\$610,066	\$628,368	\$647,219	\$1,885,654	35.33%
Advanced Cleaning	\$659,971	\$679,771	\$700,164	\$2,039,906	32.66%

Tenderer	Year 1	Year 2	Year 3	Total	Price Weighted Score
Cleandustrial Services Pty Ltd	\$715,465	\$736,929	\$759,037	\$2,211,431	30.12%
CMC Property Services (Conforming)	\$725,465	\$747,229	\$769,645	\$2,242,339	29.71%
Academy Services (WA) Pty Ltd	\$788,518	\$812,174	\$836,539	\$2,437,231	27.33%
Value Clean	\$911,414	\$938,757	\$966,920	\$2,817,091	23.65%
A Cleaner World	\$1,079,349	\$1,111,729	\$1,145,081	\$3,336,159	19.97%

During 2013-14, the City incurred \$442,913 for cleaning services for 21 City Buildings.

Evaluation Summary

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

Tenderer	Qualitative Weighted Score	Price Weighted Score	Total Weighted Percentage Score	Ranking	Estimated Contract Price
Quayclean Australia Pty Ltd	26.67	53.93	80.6	1	\$1,235,294
Mission Impossible Cleaning	18.81	60	79.2	2	\$1,110,302
Charles Service Company	29.97	43.66	73.6	3	\$1,525,865
DMC Cleaning	22.11	50.84	72.9	4	\$1,310,465
All Clean Property Services	22.5	49.96	72.5	5	\$1,333,374
OCE Corporate	26.22	42.2	68.4	6	\$1,578,488
Quad Services Pty Ltd	25.71	40.38	66.1	7	\$1,649,789
TJS Services (WA) Pty Ltd	24.43	40.91	65.3	8	\$1,628,315
Multiclean WA Pty Ltd	23.82	36.2	60.0	9	\$1,840,444
GWC Total Management Pty Ltd	23.42	35.33	58.7	10	\$1,885,654
Cleandustrial Services Pty Ltd	26.87	30.12	57.0	11	\$2,211,431
Advanced Cleaning	23.72	32.66	56.4	12	\$2,039,906
Presidential Facility Services Pty Ltd	13.01	40.05	53.1	13	\$1,663,522
CMC Property Services (Conforming)	22.96	29.71	52.7	14	\$2,242,339
Academy Services (WA) Pty Ltd	20.39	27.33	47.7	15	\$2,437,231
Gecko Evolution Property Services Pty Ltd	1.76	43.03	44.8	16	\$1,548,233
Value Clean	14.54	23.65	38.2	17	\$2,817,091
A Cleaner World	16.3	19.97	36.3	18	\$3,336,159

Based on the evaluation result, the panel concluded that the tender that provides best value to the City is that of Quayclean Australia Pty Ltd and is therefore recommended.

While Mission Impossible Services submitted a lower price, an assessment of the prices against each facility raised concerns regarding its understanding of the scope of service, with prices for some locations being very low and others excessive for the size of facility.

Issues and options considered

The City has a requirement for the provision of cleaning services for City buildings. The City does not have the internal resources to supply the required services and as such requires an appropriate external service provider.

Legislation / Strategic Community Plan / policy implications

Legislation	A statewide public tender was advertised, opened and evaluated in accordance with Clauses 11(1) and 18(4) of Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i> , where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than \$100,000.
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Strategic Community Plan

Key theme	Community Wellbeing.
Objective	Quality facilities.
Strategic initiative	Not applicable.
Policy	Not applicable.

Risk management considerations

Should the contract not proceed, the risk to the City will be high as the City will not be able to maintain the cleanliness of its community facilities.

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

Financial / budget implications

Current financial year impact

Account no.	642 A6402 3359 6340.
Budget Item	Cleaning Services.
Budget amount	\$ 546,676
Amount spent to date	\$ 454,960
Proposed cost	\$ 0
Balance	\$ 91,716

The cost of scheduled cleaning in 2015-16 will be \$366,350 with a contract commencement date of 1 August 2015.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submissions in accordance with the qualitative criteria in a fair and equitable manner and concluded that the offer representing best value to the City is that as submitted by Quayclean Australia Pty Ltd.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by Quayclean Australia Pty Ltd for the provision of cleaning services for City buildings for a period of three years for requirements as specified in Tender 007/15 for the fixed lump sum of \$399,655 (GST Exclusive) and schedule of additional rates for year one of the Contract, and with annual price variations subject to the percentage change in the Perth CPI (All Groups) Index.

Appendix 14 refers

To access this attachment on electronic document, click here: [Attach14brf090615.pdf](#)

Disclosures of interest affecting impartiality

Name/Position	Cr John Chester.
Item No./Subject	CJ102-06/15 – Tender 009/15 – Provisions of Chemical Weed Control in Natural Areas.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	Two of the Directors of Natural Area Holdings Pty Ltd are known to Cr Chester.

Name/Position	Cr Mike Norman.
Item No./Subject	CJ102-06/15 – Tender 009/15 – Provisions of Chemical Weed Control in Natural Areas.
Nature of interest	Interest that may affect impartiality.
Extent of Interest	A consultant and some staff at Natural Area Holdings Pty Ltd are known to Cr Norman.

CJ102-06/15 TENDER 009/15 - PROVISION OF CHEMICAL WEED CONTROL IN NATURAL AREAS

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	104862, 101515
ATTACHMENTS	Attachment 1 Schedule of Items Attachment 2 Summary of Tender Submissions
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to accept the tender submitted by Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services for the provision of chemical weed control in natural areas (Zones 1 and 2 combined).

EXECUTIVE SUMMARY

Tenders were advertised on 11 March 2015 through statewide public notice for the provision of chemical weed control in natural areas. Tenders closed on 26 March 2015. A submission was received from each of the following:

- Astron Environmental Services Pty Ltd.
- Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services.
- The Trustee for GHEMS TRUST trading as GHEMS Holdings.
- Lodge, John Derick trading as Landcare Weed Control.

The submission from Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services represents best value to the City. The company demonstrated a thorough understanding of the City's requirements. It has extensive experience in providing chemical weed control for local governments including the Cities of Melville, Wanneroo and Stirling. It has in the past successfully completed similar works for the City. Natural Area Consulting Management Services is a well established company, with significant industry experience and the capacity to complete the works for the City for both Zones 1 and 2.

It is therefore recommended that Council ACCEPTS the tender submitted by Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services for the provision of chemical weed control in natural areas (Zones 1 and 2 combined) as specified in Tender 009/15 for a period of three years at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

BACKGROUND

The City has a requirement to engage an experienced contractor for the provision of chemical weed control in natural areas. The City has approximately 500 hectares of natural areas which require pro-active maintenance and careful management.

The contractor will be required to apply specified chemicals for the control of weeds in nominated locations of natural areas throughout the City of Joondalup. All works shall be undertaken by contractor with experience in bush regeneration and having the appropriate resources, specific understanding and a demonstrated minimum of three years experience in natural areas management.

The City has the option to consider engaging a single contractor or two contractors to provide chemical weed control to the following two geographical zones:

- Zone 1 – North – reserves north of Whitfords Avenue.
- Zone 2 – South – reserves south of Whitfords Avenue.

The City currently has a panel contract for chemical weed control in natural areas with Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services and The Trustee for GHEMS TRUST trading as GHEMS Holdings which expired on 10 May 2015.

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

DETAILS

The tender for the provision of chemical weed control in natural areas was advertised through statewide public notice on 11 March 2015. The tender period was for two weeks and tenders closed on 26 March 2015.

Tender Submissions

A submission was received from each of the following:

- Astron Environmental Services Pty Ltd.
- Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services.
- The Trustee for GHEMS TRUST trading as GHEMS Holdings.
- Lodge, John Derick trading as Landcare Weed Control.

The schedule of items listed in the tender is provided in Attachment 1.

A summary of the tender submissions including the location of each tenderer is provided in Attachment 2.

Evaluation Panel

The evaluation panel was composed of three members being:

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

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

Evaluation Method and Weighting

The comprehensive weighting method of tender evaluation (includes weighting to each selection criterion and price) was selected to evaluate the offers for this requirement.

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

Qualitative and Price Criteria		Weighting
1	Price	60%
2	Demonstrated experience in providing similar services	20%
3	Demonstrated understanding of the required tasks	10%
4	Capacity	8%
5	Social and economic effects on the local community	2%

Compliance Assessment

All submissions received were assessed as compliant and remained for further consideration.

Qualitative Assessment

Astron Environmental Services Pty Ltd scored 20.5% in the qualitative assessment. The company has experience in providing a wide range of environmental management services for various clients. It is currently undertaking natural area weed control for the City of Nedlands but on a smaller scale. Other examples of works were provided and these were mainly for weed inspection and control in northern WA for various mining companies. Astron

Environmental Services Pty Ltd did not fully demonstrate its capacity and understanding of the City's requirements. Its allocation of resources for the service required was deemed to be inadequate. It indicated it has the capacity to provide additional personnel, depending on other project commitments from July to October.

Landcare Weed Control scored 23.4% in the qualitative assessment. It demonstrated experience in providing similar services to state and local governments including the Department of Planning, Town of Bassendean and the City of Wanneroo. It demonstrated a sound understanding of the required tasks. However, it did not fully demonstrate the capacity required to carry out the works. Its structure of business and the number of employees were not supplied. The plant and equipment it proposed to use for this project is inadequate for the scale of works required by the City.

GHEMS Holdings scored 28.3% in the qualitative assessment. It has the capacity and experience required to provide the services. It has been providing similar services for private organisations, state and local governments. Examples of works included weed control and revegetation for the City of Wanneroo, Public Transport Authority and John Holland. It has also carried out similar works for the City. It demonstrated a thorough understanding of the required tasks.

Natural Area Consulting Management Services scored 34.6% in the qualitative assessment. The company demonstrated a thorough understanding of the City's requirements. It has extensive experience in providing chemical weed control for various local governments including the Cities of Melville, Wanneroo and Stirling. It has in the past successfully completed similar works for the City and is the City's current contractor for chemical weed control in natural areas. Natural Area Consulting Management Services is well established with industry experience and the capacity to complete the works for the City for both Zones 1 and 2.

Price Assessment

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

To provide a comparison of the rates offered by each tenderer, the estimated quantities for the most commonly used items were identified and used in the calculation. Any future requirements will be based on demand and subject to change in accordance with the operational needs of the City.

The rates are fixed for the first year of the contract, but are subject to a price variation in years two and three of the contract to a maximum of the CPI for the preceding year. For estimation purposes, a 3% CPI increase was applied to the rates in years two and three.

Tenderer	* Option	Year 1	Year 2	Year 3	Total	Price Weighted Score
Astron Environmental Services Pty Ltd	(a)	\$86,652	\$89,252	\$91,929	\$267,833	60.0%
	(b)	\$86,652	\$89,252	\$91,929	\$267,833	
Natural Area Consulting Management Services	(a)	\$135,721	\$139,793	\$143,986	\$419,500	39.2%
	(b)	\$129,754	\$133,647	\$137,656	\$401,056	
	(c)	\$267,204	\$275,220	\$283,477	\$825,901	
GHEMS Holdings	(a)	\$150,146	\$154,650	\$159,289	\$464,085	34.6%
	(b)	\$150,146	\$154,650	\$159,289	\$464,085	

Tenderer	* Option	Year 1	Year 2	Year 3	Total	Price Weighted Score
Landcare Weed Control	(a)	\$158,710	\$163,472	\$168,376	\$490,557	32.8%
	(b)	\$158,710	\$163,472	\$168,376	\$490,557	

* Option: (a) zone 1 only, (b) zone 2 only and (c) zones 1 and 2 combined.

Natural Area Consulting Management Services submitted rates for options (a), (b) and (c). All other tenderers submitted rates for options (a) and (b) only. The price Natural Area Consulting Management Services submitted for (c) is slightly more than the total of their (a) and (b) option due to increased travel costs associated with covering both zones.

During 2013-14, the City incurred \$264,355 for chemical weed control.

Evaluation Summary

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

Tenderer	Qualitative Weighted Score	Price Weighted Score	Total Weighted Percentage Score	Ranking	Estimated Contract Price	Option
Astron Environmental Services Pty Ltd	20.5%	60.0%	80.5%	1	\$267,833	(a)
					\$267,833	(b)
Natural Area Consulting Management Services	34.6%	39.2%	73.8%	2	\$419,500	(a)
					\$401,056	(b)
					\$825,901	(c)
GHEMS Holdings	28.3%	34.6%	62.9%	3	\$464,085	(a)
					\$464,085	(b)
Landcare Weed Control	23.4%	32.8%	56.2%	4	\$490,557	(a)
					\$490,557	(b)

Based on the evaluation result the panel concluded that the tender from Natural Area Consulting Management Services for option (c) provides best value to the City and is therefore recommended.

While Astron Environmental Services Pty Ltd scored 80.5% and was ranked first in the overall assessment, it did not fully demonstrate its capacity and understanding of the City's requirements. Its allocation of resources to service this project was inadequate for the scale of works required by the City.

On an hourly rate basis it is more expensive for three of the four application rates, but less expensive for one item. Given the timeframes to undertake spraying which clearly requires multiple teams, its one nominated team is insufficient to undertake the works. Other suppliers have multiple teams available to complete the works.

Issues and options considered

The City has a requirement for the provision of chemical weed control in natural areas. The City does not have the internal resources to provide the required services and requires the appropriate external contractor to undertake the works.

Legislation / Strategic Community Plan / policy implications

Legislation	A statewide public tender was advertised, opened and evaluated in accordance with clauses 11(1) and 18(4) of Part 4 of the <i>Local Government (Functions and General) Regulations 1996</i> , where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than \$100,000.
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Strategic Community Plan

Key theme	The Natural Environment.
Objective	Environmental resilience.
Strategic initiative	Identify and respond to environmental risks and vulnerabilities.
Policy	Not applicable.

Risk management considerations

Should the contract not proceed, the risk to the City will be high as the increase in weeds and the likelihood of wildfires will compromise biodiversity in the City's natural areas.

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

The City will further apply a contract management regime to minimise risk to the City including regular sampling of the herbicide mix to determine compliance with specifications.

Financial / budget implications

Account no.	Various accounts.
Budget Item	Chemical weed control in natural areas.
Budget amount	\$ 238,500.
Amount spent to date	\$ 157,938.
Proposed cost	\$ 22,267
Balance	\$ 58,295

All amounts quoted in this report are exclusive of GST.

Regional significance

Not Applicable.

Sustainability implications

The provision of chemical weed control in natural areas will support the protection of the City's natural assets and aid in promoting biodiversity. It will also reduce the risk of bushland wildfires occurring in the natural areas.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submission in accordance with the City's evaluation process and concluded that the offer submitted by Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services represents best value to the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by Natural Area Holdings Pty Ltd trading as Natural Area Consulting Management Services for the provision of chemical weed control in natural areas (Zones 1 and 2 combined) as specified in Tender 009/15 for a period of three years at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth CPI (All Groups).

Appendix 15 refers

To access this attachment on electronic document, click here: [Attach15brf090615.pdf](#)

**CJ103-06/15 TENDER 012/15 - EXTENSION AND
REFURBISHMENT OF ILUKA SPORTS COMPLEX**

WARD	North
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	104882, 101515
ATTACHMENT	Attachment 1 Summary of Tender Submissions
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to accept the tender submitted by The Trustee for Devereux Family Trust (Devco Builders) for the extension and refurbishment of Iluka Sports Complex.

EXECUTIVE SUMMARY

Tenders were advertised on 21 March 2015 through statewide public notice for the extension and refurbishment of Iluka Sports Complex. Tenders closed on 9 April 2015. A submission was received from each of the following:

- The Trustee for Devereux Family Trust (Devco Builders).
- Hickey Constructions Pty Ltd.
- Safeway Building and Renovations Pty Ltd.
- A Corp Construction Pty Ltd.
- LKS Constructions (WA) Pty Ltd.
- Adrina Project Management Pty Ltd.
- ZD Constructions 93 Pty Ltd.
- R E Asset Logistics Pty Ltd.

The submission from The Trustee for Devereux Family Trust (Devco Builders) represents best value to the City. It demonstrated a thorough understanding of the City's requirements. It has been in the building industry for many years and has successfully completed similar projects for various local governments, including the Cities of Bayswater, Swan, Belmont and Joondalup. Devco Builders has significant industry experience and the capacity required to complete the works for the City.

It is therefore recommended that Council ACCEPTS the tender submitted by The Trustee for Devereux Family Trust (Devco Builders) for the extension and refurbishment of Iluka Sports Complex as specified in Tender 012/15 for the fixed lump sum of \$403,118 (GST Exclusive) with practical completion of works within five months from issue of the letter of acceptance.

BACKGROUND

The City has a requirement to engage an appropriately qualified and experienced contractor to undertake the works for extension and refurbishment of Iluka Sports Complex.

The works shall include, but not be limited to the following:

- Two store rooms for the hockey and soccer clubs.
- Shell for commercial kitchen (equipment will be provided by Joondalup Sports Club).
- Cool room, dry store and freezer for commercial kitchen.
- Tidy up / clean up change rooms, umpire and shower areas.
- Bin washdown area.
- Store room.
- New shade structure (external works).

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

DETAILS

The tender for the extension and refurbishment of Iluka Sports Complex was advertised through statewide public notice on 21 March 2015. The tender period was for two weeks and tenders closed on 9 April 2015.

Tender Submissions

A submission was received from each of the following:

- The Trustee for Devereux Family Trust (Devco Builders).
- Hickey Constructions Pty Ltd.
- Safeway Building and Renovations Pty Ltd.
- A Corp Construction Pty Ltd.
- LKS Constructions (WA) Pty Ltd.
- Adrina Project Management Pty Ltd.
- ZD Constructions 93 Pty Ltd.
- R E Asset Logistics Pty Ltd.

A summary of the tender submissions including the location of each tenderer is provided in Attachment 1.

Evaluation Panel

The evaluation panel comprised three members:

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

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

Evaluation Method and Weighting

The qualitative weighting method of tender evaluation was selected to evaluate the offers for this requirement. Prior to assessment of individual submissions a determination was made, based on the selection criteria, of what would be an acceptable qualitative score that would indicate the ability of the tenderer to satisfactorily deliver the services. The predetermined minimum acceptable qualitative score was set at 65%.

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

Qualitative Criteria		Weighting
1	Demonstrated Experience in Completing Similar Projects	40%
2	Demonstrated understanding of the required tasks	30%
3	Capacity	25%
4	Social and economic effects on the local community	5%

Compliance Assessment

The following submissions were assessed as compliant:

- The Trustee for Devereux Family Trust (Devco Builders).
- Hickey Constructions Pty Ltd.
- Safeway Building and Renovations Pty Ltd.
- A Corp Construction Pty Ltd.
- LKS Constructions (WA) Pty Ltd.
- Adrina Project Management Pty Ltd.
- R E Asset Logistics Pty Ltd.

The submission from ZD Constructions 93 Pty Ltd was assessed as partially compliant. ZD Constructions did not address some of the selection criteria. The submission was included for further assessment on the basis that clarifications could be sought from ZD Constructions, if shortlisted for consideration.

Qualitative Assessment

R E Asset Logistics Pty Ltd scored 18.0% in the qualitative assessment. The company demonstrated limited experience and capacity required to undertake the works. Its submission did not include details of key personnel and examples of works. It did not address the ability to provide additional personnel and resources if required, specialised equipment that will be used and after-hours contacts for emergency requirements. In addition, it did not submit a response to demonstrate its understanding of the required tasks.

ZD Constructions 93 Pty Ltd scored 23.0% in the qualitative assessment. The company demonstrated limited understanding of the required tasks and the capacity required to provide the services. It did not address the ability to provide additional personnel and resources if required, its business structure, the number of full time employees, specialised equipment that will be used, safety and after-hours contacts for emergency requirements. However, it demonstrated some experience in completing similar projects. Examples of works were provided and these included the refurbishments of an animal care facility, operations centre and scouts hall for the City of South Perth.

Adrina Project Management Pty Ltd scored 38.1% in the qualitative assessment. The company has experience in completing alteration works but on a smaller scale for the City of Stirling and the Mindarie Regional Council. Examples of works included mainly construction of commercial (IGA supermarket, showroom and warehouse) and residential buildings for private organisations and owners. It demonstrated limited understanding of the City's requirements and insufficient capacity to carry out the works. It did not address the ability to provide additional personnel and resources if required, specialised equipment that will be used and after-hours contacts for emergency requirements. While its submission included a Gantt chart, the proposed construction methodology was not provided.

LKS Constructions (WA) Pty Ltd scored 56.5% in the qualitative assessment. The company demonstrated a sound understanding of the required tasks. It has experience in completing refurbishment projects for local governments including the City of Perth and the Town of Claremont. However, it did not fully demonstrate the company has the capacity required to provide the services. It did not address the ability to provide additional personnel and resources if required, its business structure and specialised equipment that will be used.

A Corp Construction Pty Ltd scored 58.4% in the qualitative assessment. The company has experience in undertaking design/construction works for the Shire of Boddington (administration building) and the City of Kalgoorlie Boulder (equestrian centre). It demonstrated an understanding of the required tasks. However, it did not address the ability to provide additional personnel and resources if required and after-hours contacts for emergency requirements. It did not fully demonstrate the company has the capacity required to carry out the works.

Safeway Building and Renovations Pty Ltd scored 59.0% in the qualitative assessment. The company demonstrated a sound understanding of the required tasks and has sufficient capacity to undertake the works. It has experience in completing building refurbishment works for state and local governments including the Rottnest Island Authority and the City of Swan. Examples of works included mainly roof replacement projects.

Hickey Constructions Pty Ltd scored 60.5% in the qualitative assessment. The company demonstrated experience in completing similar projects. It has recently completed building refurbishment works for the Cities of Bayswater and Wanneroo. It demonstrated a thorough understanding of the City's requirements. However, it demonstrated limited capacity to carry out the works. It did not address the ability to provide additional personnel and resources if required, specialised equipment that will be used, safety statistics and after-hours contacts for emergency requirements.

Devco Builders scored 81.7% in the qualitative assessment. It has been in the building industry for many years and has successfully completed similar projects for various local governments, including the Cities of Bayswater, Swan, Belmont and Joondalup. It demonstrated a thorough understanding of the City's requirements. Devco Builders has significant industry experience and the capacity required to complete the works for the City.

Given the minimum acceptable qualitative score of 65%, Devco Builders qualified for stage two of the assessment.

Price Assessment

The panel carried out a comparison of the lump sum prices offered by the shortlisted tenderer and other tenderers in order to assess value for money to the City.

Tenderer	Lump Sum Price (ex GST)
Devco Builders	\$403,118

Evaluation Summary

Tenderer	Fixed Lump Sum	Weighted Percentage Score
Devco Builders	\$403,118	81.7%
Hickey Constructions Pty Ltd	* \$450,875	60.5%
Safeway Building and Renovations Pty Ltd	* \$466,500	59.0%
A Corp Construction Pty Ltd	* \$629,910	58.4%
LKS Constructions (WA) Pty Ltd	* \$574,800	56.5%
Adrina Project Management Pty Ltd	* \$421,601	38.1%
ZD Constructions 93 Pty Ltd	* \$430,044	23.0%
R E Asset Logistics Pty Ltd	* \$489,810	18.0%

* Failed to meet the acceptable score.

Although the other tenders did not meet an acceptable score, the lump sum price of Devco Builders was the lowest price tendered and is within the budget.

Based on the evaluation result the panel concluded that the tender from Devco Builders provides best value to the City and is therefore recommended.

Issues and options considered

The City has a requirement for the extension and refurbishment of Iluka Sports Complex. The City does not have the internal resources to provide the required services and requires the appropriate external contractor to undertake the works.

Legislation / Strategic Community Plan / policy implications

Legislation

A statewide public tender was advertised, opened and evaluated in accordance with clauses 11(1) and 18(4) of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be, more, or worth more, than \$100,000.

Strategic Community Plan

Key theme

Community Wellbeing.

Objective

Quality facilities.

Strategic initiative

Support a long-term approach to significant facility upgrades and improvements.

Policy Not applicable.

Risk management considerations

Should the contract not proceed, the risk to the City will be moderate as the sporting club will finance the fit-out of the new kitchen.

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

Financial / budget implications

Account no.	CW-001453.
Budget Item	Extension and refurbishment of Iluka Sports Complex.
Budget amount	\$ 460,000.
Amount spent to date	\$ 25,433.
Proposed cost	\$ 403,118.
Balance	\$ 31,449.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Environmental

The facility refurbishment project is planned to reduce the impact of the carbon footprint and consider environmental sustainability design features where possible within the project budget.

Social

The project has included consultation with existing user groups to ensure that feedback received represents their needs. Furthermore, any refurbishment works will consider access and inclusion principles and will aim to enhance the amenity of the public space.

Economic

One of the main principles of the City's *Master Planning Framework* is the development of 'shared' and 'multipurpose' facilities to avoid their duplication, and to reduce the ongoing maintenance and future capital expenditure requirements.

Consultation

Consultation was undertaken with existing user groups of the Iluka Sports Complex during the site and needs analysis stage of the project. In addition, the City also consulted with users during the concept design stage of the project.

COMMENT

The evaluation panel carried out the evaluation of the submission in accordance with the City's evaluation process and concluded that the offer submitted by The Trustee for Devereux Family Trust (Devco Builders) represents best value to the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by The Trustee for Devereux Family Trust (Devco Builders) for the extension and refurbishment of Iluka Sports Complex as specified in Tender 012/15 for the fixed lump sum of \$403,118 (GST Exclusive) with practical completion of works within five months from issue of the letter of acceptance.

Appendix 16 refers

To access this attachment on electronic document, click here: [Attach16brf090615.pdf](#)

CJ104-06/15 USE OF PUBLIC LAND FOR THE PLACEMENT OF CHARITY CLOTHING BINS

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	103858, 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 determine whether land owned or under the care and control of the local government (public land) should be used for the placement and operation of charity clothing bins by registered charities.

EXECUTIVE SUMMARY

The City has in place administrative arrangements for the establishment and operation of approved sites for charity clothing collection bins in car parks adjoining reserves, sports clubs and other community facilities. The arrangements are operated under the authority of the Chief Executive Officer. At its meeting held on 31 March 2015 (C12-03/15 refers) Council requested that a report be prepared to ban the placement of charity bins on public land within the City of Joondalup.

The issues associated with the current established bin locations and the bins approved to be at those locations have been reviewed. Complaints in relation to these locations have centred on excessive litter and dumping of items other than clothing including electrical equipment and furniture. The locations at Windermere Park and Littorina Park have been the main cause of these complaints.

A number of options have been examined and after consideration, recognising the objective of the report request made at the Council meeting held on 31 March 2015 (C12-03/15 refers), it is therefore recommended that Council:

- 1 *RESOLVES that permits will no longer be issued for charity clothing bins under Part 3 of the Local Government and Public Property Local Law 2014;*
- 2 *REQUESTS the Chief Executive Officer to notify the affected charities of its decision and that:*
 - 2.1 *Charity bins that do not have current permits are to be removed,*
 - 2.2 *In the case of charity bins that do have a current permit, the charity bin is to be removed when the current permit expires.*

BACKGROUND

As a result of charity clothing bins being located on land under the control of the City without prior approval, administrative arrangements were put in place in December 2012 and a number of sites identified as suitable for the placement of charity clothing bins, under certain conditions.

Development approval was obtained for these locations, including a maximum of six permitted bins at any location. Approval to place bins originally provided for a bi-annual renewal however under the new *Local Government and Public Property Local Law 2014* renewal will be annual and can be withdrawn without notice at any time at the discretion of the City.

Thirteen sites were initially approved and in July 2014 a further six sites were investigated and Development approvals obtained. Sites are recorded on the Charity Clothing Bin Register. The following table lists the current approved sites and the number of bins at each site.

Locations	Suburb	Good Samaritans	ParaQuad Industries/Spine & Limb Foundation	Anglicare	Total
Beldon Park	Beldon		3	1	4
Connolly Community Centre	Connolly	2		1	3
Craigie Leisure Centre	Craigie	2	3	1	6
Christchurch Park	Currambine		2		2
Percy Doyle Reserve	Duncraig	2	2		4
Emerald Park	Edgewater	2	1		3
Blackall Park	Greenwood		2		2
Calectasia Hall	Greenwood	2	2	2	6
Heathridge Park	Heathridge	2	1		3
Littorina Park	Heathridge	2	2	1	5
Prince Regent Park	Heathridge	1	2		3
James Cook Park	Hillarys	2	2		4
Windermere Park	Joondalup	2	3	1	6
Dampier Park	Kallaroo	2	3		5
Community Facility Moolanda Boulevard	Kingsley	2	2	2	6
Falkland Park	Kinross	2	2		4
MacNaughton Park	Kinross		2		2
Lexcen Park	Ocean Reef		2		2
Chichester Park	Woodvale	3	2	1	6
		28	38	10	76

Under the initial approval process, when the previous *Local Government and Public Property Local Law 1999* was in place, all permits were valid for a period of two years. Under the new *Local Government and Public Property Local Law 2014*, permits are only valid for one year. In the case of the original 13 sites the permits originally issued have expired but the bins have been allowed to remain. In the case of the six additional sites being Beldon Park, Christchurch Park, Blackall Park, Prince Regent Park, MacNaughton Park and Lexcen Park there are current permits in place, valid until August 2016.

At its meeting held on 31 March 2015 (C12-03/15 refers) it was resolved:

“That the Council requests the Chief Executive Officer prepare a report to ban the placement of charity clothing bins on public land within the City of Joondalup.”

DETAILS

Of the current approved sites, Windermere Park and Littorina Park have proven to be a problem. They have been subject to excessive litter and the dumping of items other than clothing. These include electrical equipment, furniture, toys such as bicycles and games which mostly will not fit in the bins and are left lying around them. A total of 18 reports have been received by the City of this litter and dumping since the bins were installed. The charities have done their best to clean these locations up when reported by members of the public and the City or when they see the problem on their regular collection runs, however the members of the community that frequent these sites continue to misuse the collection site designated for clothing only.

The other 17 locations have been well serviced and are not subject to the same level of misuse with a total of four reports of litter. There have been instances of graffiti reported on bins and it has been removed quickly and bins maintained in good condition.

Attempts by the City to identify litter offenders have resulted in one prosecution but in other instances no one can be identified.

There are significant numbers of bins on private land, typically in the car parks of shopping centres or suburban retail or business centres. Operators of these locations are expected to apply for a development approval to locate the bins that they agree, with the charity, could be placed on their land. Approval would normally be given by the City, up to a maximum of six bins, provided the placement of the bins was not dangerous or adversely impacts on the amenity or parking availability of the location. Standard conditions also stipulate that the area be kept clean and free of litter. Where bins have been placed on private land without a development approval, the City will respond to complaints from the public or the owners to either have the bins approved or removed.

Issues and options considered

There are three options available when considering bins on public land.

The first option is to continue to apply the City's current approach to bins, but with Windermere Park and Littorina Park being de-listed as approved sites, because they are being misused on a consistent basis. The level of complaints received by the City in relation to bins at the other locations suggests that there are no significant issues at these sites.

This option is not recommended.

The second option is to continue to apply the City's existing administrative arrangements on bins but reduce the number of bins permitted at any location. This is likely to be counterproductive as the volume of material being disposed of at these sites is unlikely to reduce and if the volume is greater than the available bins can handle this will most likely result in the material simply being dumped at the site.

This option is not recommended.

The third option is for Council to resolve that permits no longer be issued for charity clothing bins under Part 3 of the *Local Government and Public Property Local Law 2014*.

The permits for the original 13 sites have expired and these bins could be required to be removed. In the case of the six additional sites being Beldon Park, Christchurch Park, Blackall Park, Prince Regent Park, MacNaughton Park and Lexcen Park there are current permits in place, valid until August 2016. It would be difficult to cancel these permits now without specific instances of non compliance with the conditions to support this action. They could be left to continue under their current approval with the respective charity organisations being advised that when the current permits expire they will not be renewed.

This option is recommended.

Legislation / Strategic Community Plan / policy implications

Legislation	<i>Local Government and Public Property Local Law 2014.</i>
Strategic Community Plan	
Key theme	Quality Urban Environment.
Objective	Quality open spaces.
Strategic initiative	Apply a strategic approach to the planning and development of public open spaces.
Policy	Not applicable.

Should Council resolve to ban charity bins on public land, the existing operators would be advised of Council's decision and be required to remove the bins. Since the City has previously granted a permit for the bins to be located on public land, the existing operators would have recourse to object to the withdrawal of the permit. Any objection would need to be dealt with by Council. If still not satisfied the objector may appeal to the State Administrative Tribunal.

Risk management considerations

It is possible that the charities who have responsibly managed their bin operations since 2012 will feel aggrieved that the approved locations currently in use are to be withdrawn. It is also possible that some members of the community will be unhappy that they have to go to a different collection point from the one they are used to. However, the City would still be granting approval to other landowners for the placement of bins where this was considered appropriate.

The City has waste management objectives which include diverting recyclable materials from landfill. Some residents may, if charity bins become less accessible, put materials into green top waste bins rather than source alternatively located charity bins on private land.

Financial / budget implications

Not applicable as the charities do not pay a fee for allowing the bins to be placed on City land.

Regional significance

Not applicable.

Sustainability implications

Used clothing bins do assist residents to dispose of unwanted clothing items. Charities do depend on the donated clothing provided through the use of the bins which provide an economical and convenient collection method. Clothing bins are also useful in diverting fabrics from landfill. This report does not propose to ban bins from the whole of the City of Joondalup. It is considered that the existing mechanism of granting planning permission to private landowners to place bins on their property is sufficient to serve the recycling needs of both the charities and the community.

Consultation

No consultation has been undertaken with the charitable organisations. Under the existing administrative arrangements approval was originally valid for two years (new *Local Government and Public Property Local Law 2014* provides for one year) or until such time as the City determines that the site is no longer suitable for the purpose of placing clothing bins or the City rescinds the approval requiring the bins to be removed permanently. It is at the City's sole discretion to maintain or remove any approved site.

COMMENT

The majority of locations where bins are on public land are well managed by the charities. There are two particular locations where, despite continued liaison between the City and the charities the bins are regularly misused with excessive litter and the dumping of items other than clothing. These include electrical equipment, furniture, toys such as bicycles and games which mostly will not fit in the bins and are left lying around them. There is a cost to the City in dealing with complaints and a cost to the charity to clean up what is effectively illegal dumping. While it is appropriate for the City to support charitable organisations in their activities, it is not appropriate for it to provide the means for the illegal dumping of rubbish.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 RESOLVES that permits will no longer be issued for charity clothing bins under Part 3 of the *Local Government and Public Property Local Law 2014*;**
- 2 REQUESTS the Chief Executive Officer to notify the affected charities of its decision that:**
 - 2.1 charity bins that do not have current permits are to be removed;**
 - 2.2 in the case of charity bins that do have a current permit, the charity bin is to be removed when the current permit expires.**

CJ105-06/15 CITY OF JOONDALUP RANGER AND COMMUNITY PATROL SERVICES

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services	
FILE NUMBER	16808, 101515	
ATTACHMENT	Attachment 1	Key Performance Indicators
	Attachment 2	Local Government Community Patrol Service Comparison
	Attachment 3	Community Patrol Option Comparison
	Attachment 4	Local Government Community Safety Work Pattern Comparison
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to consider a 24 hour per day, seven day a week Ranger Community Patrol Service to deliver improved Ranger and Community Patrol services to the community.

EXECUTIVE SUMMARY

The current City Watch Service provides a discretionary service as the 'eyes and ears' of the City assisting other City officers, including Rangers to be kept informed of what needs to be done to ensure a high level of local amenity and is delivered 24 hours, seven days a week. It also provides a limited enforcement role in relation to suburban parking as directed. The original contract for the service has expired and there is a short term contract in place that expires in September 2015.

Rangers provide a statutory function to the City, enforcing Acts, Regulations and local laws. They investigate complaints, inspect premises and properties for compliance and carry out responsible animal management and other compliance matters including bush fire management. The service is delivered in-house 6.00am to 8.00pm Monday to Sunday.

In considering the future of the City Watch Service a number of service models have been considered including discontinuing the current service, continue with the current service (with or without changes), provide a night shift only City Watch Service and expand Rangers to replace City Watch as a 24 hour per day, seven day a week Ranger Community Patrol service.

An expansion of the Ranger Service to a 24 hour a day, seven day a week combined Ranger and Community Patrol Service is the recommended model.

It is therefore recommended that Council:

- 1 *ADOPTS Option 4b as presented in Attachment 3 to Report CJ105-06/15, to provide a 24 hour a day, seven day a week Combined Ranger and Community Patrol Service as the model to replace the current City Watch service with an increased focus on enforcement and suburban parking and including separation and outsourcing of alarm responses, a revised risk based approach to facility checks and the discontinuation of the party and holiday alert services;*
- 2 *REQUESTS the Chief Executive Officer to implement the transition from the current City Watch model to the Option 4b model as presented in Attachment 3 to Report CJ105-06/15.*

BACKGROUND

The current City Watch Patrol Service was reviewed extensively in 2007 and has been provided by Wilsons Security. The contract entered into in April 2010 has expired and a temporary, short term contract to September 2015 is currently in place to allow for the consideration and implementation of a new service model.

The performance of City Watch under the previous contract (first four years) was undertaken in 2014.

Key Performance Indicators

Contract performance is monitored by compliance with Key Performance Indicators and regular contract meetings. Over the period of the current contract, Wilsons Security has met the KPI requirements of the contract.

There are nine Key Performance Indicators (KPIs). These are measured monthly over the contract year from 1 April to 31 March.

KPI 1	To have full coverage of all shifts for the Community Patrol Service 98% of the time.
KPI 2	Number of kilometres travelled per day.
KPI 3	Respond to 75% of incident calls in 15 minutes.
KPI 4	Reports are delivered in the required format and within stipulated timeframes.
KPI 5	Provide a minimum of five reports per day per zone per shift on maintenance and graffiti issues.
KPI 6	Undertake 100% of all requests for additional patrols, holiday alerts, party alerts, visits to special areas of interest and identified hot spots.
KPI 7	Achieve a 75% satisfaction and acceptance rating from Service recipients responding to follow up customer surveys conducted by the City.
KPI 8	Undertake a minimum of one check of each City building between 8.00pm and 6.00am.
KPI 9	Respond to 75% of City building alarms within 15 minutes.

KPIs have been met in accordance with contract specifications. The table below provides a summary of targets met over the first four years of the contract.

	KPI 1	KPI 2	KPI 3	KPI 4	KPI 5	KPI 6	KPI 7	KPI 8	KPI 9
1 Apr 13 – 31 Mar 14	✓	✓	✓	✓	X	✓	✓	✓	✓
1 Apr 12 – 31 Mar 13	✓	✓	✓	✓	X	✓	✓	✓	✓
1 Apr 11 – 31 Mar 12	✓	✓	✓	✓	✓	✓	✓	✓	✓
1 Apr 10 – 31 Mar 11	✓	✓	✓	✓	✓	✓	✓	✓	✓

Performance against all KPIs is consistent with the only two periods of non compliance being against KPI 5, for the level of maintenance reports completed per month which were slightly less than required.

Charts graphing the KPI results (Attachment 1 refers) further demonstrate performance achieved.

In addition to activity measured against key performance indicators, City Watch provide additional services including:

- holiday alerts
- party alerts
- targeted patrols
- authorised Officer activity
- non-compliant bulk refuse issues
- liaison with Police
- new resident welcome packs
- visible deterrent.

The following table summarises the level of activity for some of the additional services provided:

Additional Services Annual Summary 2010 - 2014				
Period	Holiday Alerts	Party Alerts	Targeted Patrols	Total
Apr 10 – Mar 11	219	354	346	919
Apr 11 – Mar 12	259	415	333	1007
Apr 12 – Mar 13	271	315	341	927
Apr 13 – Mar 14	286	274	278	838

DETAILS

Issues and options considered

There are a number of issues to be considered in relation to the future of a Community Patrol service:

Response to Anti-Social/Noise Incidents

There has been an expectation by some residents that a City Watch Officer can attend noisy parties and stop the noise or attend anti-social or criminal incidents and stop the act. There is no legal ability to provide a service with this type of intervention.

City Watch Patrol Officers are trained and licensed Security Officers (under the *Security Related Activities (Control) Act 1996*). This does not empower them to physically restrain a person or enter private premises. Similarly, authorisation of Rangers to enforce state legislation and local laws do not empower rangers to make arrests, restrain people or enter private premises (except in very limited circumstances). Rangers do have a higher level of training in terms of investigation and prosecution but are limited to the provisions of *Local Government Act 1995*, local laws and State legislation such as the *Dog Act 1976*, *Cat Act 2011* and *Bush Fires Act 1954*.

Police Officers are empowered under state legislation, the *Police Act* and *Criminal Code*, and have wide ranging powers to address anti-social and criminal incidents. They are the appropriate service to respond to uncontrolled incidents of this kind.

City Watch Officers can attend such incidents but their response must be cautious and measured taking into account the prevailing circumstances. Where there is a clear level of anti-social or criminal activity the officer should not intervene but make observations and report these to police in a timely manner to enable an effective response. This assists the police to direct resources to where they are most needed but the public perception is that the officer sat in his car and did not provide any response.

The City has been trialling the double up of officers and having two in a vehicle to provide an added level of safety and security associated with dealing with anti-social issues on weekends in the City Centre. The trial has concluded and a report on the outcomes is being prepared for a future meeting of Council.

Attention to Private Property Incidents

City Watch as a community based Patrol Service can only respond to incidents on public property or property under the control of the City.

As they represent the City, they can attend public property and request people to leave and under the authority of the City can issue parking infringements as directed.

However in dealing with private property such as schools, shopping centres, or commercial premises, City Watch Officers are not able to respond other than providing a drive-by service and report any suspicious or criminal behaviour observed, to police. Should any alarm or suspicious behaviour on residential or commercial premises be observed by a City Watch Officer while on patrol, contact will be made to the relevant security company to ensure the alarm or suspicious behaviour is investigated.

Alarms on business and private premises are the responsibility of the property owner and it is the responsibility of the property owner to engage a security service to respond.

Alarms

Of the services currently provided by City Watch, alarms have been identified as a significant issue with alarm and access issues increasing from 30% of the services response activity in 2010-11 to more than 40% in 2013-14. The majority of these alarms are not as a result of any criminal activity. In consulting with stakeholders it has become apparent that there are a number of non-security related reasons for these false alarms such as users not locking or arming buildings or staff not accessing facilities correctly. Processes are being reviewed and it is expected that this will contribute to a reduction in the number of alarms over time. One option for improvement is penalty fees to users for failing to properly secure the premises after a booking.

Attending alarms is not a complex task but can be very disruptive to delivering the other types of community patrol services. A key consideration is whether better value could be achieved by a dedicated outsourced alarm response service leaving City Watch to attend to community patrol services.

After Hours Contact

Another matter for consideration is how many after hours calls are received, that require a response. Rangers received approximately 28,000 calls in 2013-14, with only 12.2% coming from the after-hours service (that is, after the City's switchboard is closed and they are diverted to the call centre) and only 9.9% of the after-hours calls or 1.2% of the total calls were received between 10:00pm and 6:00am. The demand for Ranger Services is low after 8.00pm weekdays. 36.6% of the after-hours calls were on weekends between 8.30am and 5.00pm when Rangers are rostered on.

In the Option Comparison at Attachment 3 after hours responses would be provided by the Security Patrol Service for Options 1, 3 and 4b and by rangers for option 4a. There would be no response under Option 2.

Facility Checks

Facility checks have historically been undertaken almost every day for every facility. This is demanding in terms of time and does not reflect the differing risk levels associated with different facilities.

Facilities have been reviewed and a new regime for undertaking facility checks is currently underway. Facilities have been categorised in terms of patrol requirements based on type/usage and a risk based assessment of the need for monitoring. Category 1 facilities such as the Administration building will continue to be checked on a daily basis, category 2 buildings such as child care centres will be checked twice a week and category 3 buildings such as toilet blocks, on request only. This change in process is designed to save time so available resources can focus on responses to requests and proactive issues. This has been implemented with the current City Watch Service and will be monitored on an ongoing basis.

In the Option Comparison at Attachment 3 facility check responses would be provided by the Security Patrol Service for options 1, 3 and 4b and by rangers for option 4a. These would be on a risk based approach. There would be no response under option 2.

School and Suburban Parking

The City has 47 primary schools and 14 senior schools listed in the community directory. Each term, the City's Ranger Services provides information on safe school parking to schools to assist in the safe movement of pupils to and from school. Parking at schools is a recurrent problem. The City provides scheduled patrols during each term in an attempt to visit as many schools as possible to help with school parking education and enforcement.

The City also provides targeted patrols which are requested by concerned parents, local residents or P&C members to address dangerous parking behaviour by parents. The City received 712 requests for special school parking patrols during 2013- 2014.

Both scheduled and targeted patrols are provided by rangers as part of their general duty roster. It is common for more urgent issues such as dog attacks or dogs wandering dangerously to impact adversely on the ability for rangers to provide adequate school parking patrols.

In the Option Comparison at Attachment 3 school and suburban parking would be attended by rangers for options 1, 2, 3 and 4a and by the Security Patrol Service for option 4b.

Party Alert and Holiday Alert

As a proportion of the services delivered to the community, party and holiday alerts are relatively minor, with an average of 23 party alerts per month between January 2013 and December 2014 and 23 holiday alerts per month in the same period. While well regarded by the users of the service it does consume officer time and vehicle resources. A consideration is to discontinue the party and holiday alert services.

In the Option Comparison at Attachment 3 party and holiday alerts would be undertaken by the Security Patrol Service for Options 1 and 3 and would be discontinued under Options 2, 4a and 4b.

Community Safety and Crime Prevention Plan 2014 – 2018

Council has adopted a new *Community Safety and Crime Prevention Plan 2014 – 2018* (the plan). The provision of Ranger and Community patrol services is a key element for delivering the plan. This report relates directly to Strategies 2, 3 and 4 below under the City Safety Services banner of the plan:

Objective	Strategies	Key Patrol and Enforcement Services	Measures
Deliver services for patrolling and reporting suspicious behaviours and enforcing relevant laws.	1. Coordinate the City Watch community patrol service and ensure agreed response targets are met.	<ul style="list-style-type: none"> • General City Watch. Patrols. • Party Alert Service. • Holiday Alert Service. • General Ranger. Patrols. • Beach Ranger. Patrols. 	Maintain or improve community satisfaction ratings for City Watch patrol services.
	2. Provide opportunities to review and enhance the City Watch service, including the maintenance of effective relationships between the WA Police and City Watch to inform patrol and response activities.		Contractor performance managed to meet obligations.
	3. Provide a Ranger service to patrol and enforce activities in alignment with relevant laws.		Maintain or improve community satisfaction ratings for Ranger services.
	4. Conduct a review of service delivery hours for Rangers to assist the WA Police in enforcing minor matters.		Ranger services delivery hours review conducted by December 2014.

Comparison to other local governments

To compare the range of services provided by the current City Watch service and to consider if the City is receiving value for money, a survey was conducted with nine other local governments who provide community patrol services, namely the Cities of Bayswater, Belmont, Canning, Cockburn, Melville, Rockingham, Stirling, Swan and Wanneroo.

The survey compared the services provided, the cost per hour to provide the service and the cost per resident per annum (Attachment 2 refers). Also a more detailed comparison of the structure of the service provided by the Cities of Stirling and Wanneroo has been undertaken (Attachment 4 refers).

City Watch, in comparison to other externally contracted services, is providing a more all encompassing service that is marginally higher in terms of cost per hour but provides greater value for money in terms of cost per resident. The services are broader and provide a higher level of customer service to residents.

In comparing the current City Watch service with services provided by other local governments, both in-house and outsourced, the level of services provided by City Watch is greater and provides better value per resident than any other service with the exception of the City of Wanneroo. It should be noted that the Wanneroo Service is only provided 9.00pm to 6.30am Sunday to Thursday and 8.00pm to 6.30am on Fridays and Saturdays utilising existing Ranger vehicles and as such is not a comparative service.

Bearing in mind the above issues the following options have been considered:

Option 1 – Continue Existing Service (with or without changes)

The current City Watch Community Patrol Service has scored, 71.1%, 71.0% and 69.3%, respectively in the 2012, 2013 and 2014 annual Customer Satisfaction Monitor. These scores may suggest support for a continuing service focussed on community safety.

Continuing the existing service would also contribute to achieving the objectives and strategies of the *Community Safety and Crime Prevention Plan 2014 – 2018*.

In the review of the existing service, however, there are clearly a number of issues as identified above. It is suggested that these issues could be best addressed by an alternative service model proposed below. If this option is supported, however, it is suggested that changes be made to the service including separating alarm responses, discontinuing party and holiday alerts and facility checks be determined on a risk based model.

There would be no net savings from this model with alarm response (callouts only not unsecured buildings) being provided under a separate outsourced service funded by savings from reduced City Watch coverage.

This option is not recommended.

Option 2 – Discontinue Current Service

It is open for the City to consider whether it wishes to continue to provide the community safety based services provided by the City Watch service, which are, essentially discretionary services. There is no legislative requirement for these types of services to be delivered by local government.

As referred to in Option 1 above the current City Watch service has scored, 71.1%, 71.0% and 69.3%, respectively in the 2012, 2013 and 2014 annual Customer Satisfaction Monitor which may suggest support for a continuing service focussed on community safety.

Discontinuing the service would have significant impacts for the City achieving key elements of the *Community Safety and Crime Prevention Plan 2014 – 2018* and could be perceived as the City not considering community safety as a high priority.

Savings based on the current City Watch contract would amount to \$1,423,938 after allowing for an alternative outsourced alarm response service (callouts only, not unsecured buildings) estimated at \$168,074.

This option is not recommended.

Option 3 – Night Shift Only City Watch Service

An alternative to either discontinuing the service completely or continuing largely as it is would be to reduce the City Watch service to a night time only operation. At the moment ranger Services operate with daytime coverage seven days a week. The City Watch service also operates during the day although at a reduced level. The service could be changed to cover the night time only, providing the same community patrol services as currently provided between 6.00pm and 6.00am.

City Watch currently receive approximately 4,400 requests, 66.1% of which are between 6.00pm and 6.00am. Between rangers and City Watch there would still be a 24 hour a day, seven day a week service.

There would be a need to address responses to alarms and building security as considered in the issues above because a significant number occur during daytime and are currently attended to by City Watch.

The loss of a City Watch service during day-time hours would also adversely affect daytime responses to maintenance reports, and targeted patrol requests. Rangers would not have the capacity to pick these up during daytime. The visibility of the service would also be affected with vehicles not seen during daylight hours.

Savings based on the current City Watch contract would result from the reduction in daytime coverage which would be partly offset by the need to address alarms and building security issues. Potential savings amount to \$590,065.

This option is not recommended.

Option 4 – Replace City Watch with a 24 Hour a Day, Seven Day a Week Ranger Community Patrol Service

The fourth option is to bring the City Watch service in-house and provide a City based 24 hour a day, seven day a week Ranger Community Patrol Service with all staff employed directly by the City.

The most often cited issue with the current outsourced delivery model is the lack of authorised powers of City Watch officers. While the current City Watch officers have some authority for issuing parking infringements it is controlled to ensure they can maintain their status as Security Officers and not become classified as Local Enforcement Officers - Ranger. Also, while issuing infringements for such things as parking can be managed with City Watch officers, it requires the higher level of knowledge and understanding that trained Rangers have to administer the more complex provisions of the City's various local laws and the provisions of *Local Government Act 1995* and State legislation such as the *Dog Act 1976*, *Cat Act 2011* and *Bush Fires Act 1954*.

There are two sub-options for how this might be achieved.

Option 4a –24 a Day, Seven Day a Week Full Ranger Service

Under this option City Watch officers would be replaced by fully trained and authorised Rangers employed directly by the City.

The Rangers would effectively pick up the full range of services currently provided by the City Watch service including alarms, building security, anti-social and noise incidents (public property only) and customer requests for assistance.

It is suggested that a further 14 rangers would be required in addition to the existing 10 rangers. This would provide not only the additional Rangers required for night time shifts but additional day time Rangers to replace the existing day time component of the City Watch service. It is suggested that potentially only an additional three vehicles may be required as currently overnight most of the existing vehicles are not in use.

Potential establishment and annual costs are as follows:

Item	Cost
Establishment Costs (vehicles, equipment and the like)	\$205,163
Annual Operating Costs	*\$1,790,736
Total First Year Cost	\$1,995,899
Total Ongoing Cost	\$1,790,736
Current City Watch Contract	\$1,592,012
Net Saving/(Cost) First Year	(\$403,887)
Net Saving/(Cost) Ongoing	(\$198,724)

* Note: These costs are indicative based on a roster to provide a similar level of coverage as the current City Watch service and rangers combined. Costs could change depending on final roster and coverage.

These costs are also based on extending ranger staff to a standard 24 hour a day, seven day a week work pattern which will require a renegotiation of the normal working hours specified in the Workplace Agreement. This would be a significant and lengthy process and represents a real constraint for this option. If the normal working hours could not be renegotiated then significant additional costs in the form of overtime and penalty labour rates to achieve 24 hour a day, seven day a week coverage would be incurred.

Renegotiating the Workplace Agreement would be a significant and lengthy process with significant risks. The current workplace agreement is due to expire on 30 June 2016. It is proposed that the issue of ranger hours and the use of contract staff can be reconsidered during negotiations on the next workplace agreement.

This option is not recommended.

Option 4b: - 24 Hour a Day, Seven Day a Week Combined Ranger and Community Patrol Service.

This option is to replace the City Watch service with a 24 hour a day, seven day a week Community Patrol service by engaging City direct employees on fixed term contracts (contract staff) for a period of approximately two years. This will allow time for the issue of Ranger hours to be considered during negotiations on the next agreement which will occur in 2016.

The contract staff would be titled Patrol Officers and have enforcement as a prominent aspect of their position description. The Patrol Officers would be authorised to carry out the full range of City enforcement activities but would not be required to carry out complex investigations such as dog attacks which would remain with fully qualified Rangers.

The Patrol Service will be more focussed on enforcement in preference to just patrolling and reporting. Patrols would be provided as needed in areas to be targeted for anti-social or nuisance behaviour and locations displaying consistent non-compliance with local laws (Parking and Local Government and Public Property offences) to complement the services to be provided by Rangers. Patrol Officers would proactively address any offences observed in the course of their patrols.

The Patrol Service would also include a focus on suburban parking with a component dedicated to parking issues surrounding schools, train stations and other suburban parking areas such as locations with timed parking limits.

There is also scope within the proposal to accommodate putting two officers in a single vehicle at those times such as weekends when anti-social behaviour issues are more prevalent and an added level of safety and security is required. This is currently under trial with the existing service.

A clear distinction between the proposed service involving contracted staff compared to the current service provided by a contractor is that they would be under direct City supervision. The benefits of direct engagement in terms of setting performance and customer service expectations is that the contract staff would receive levels of training commensurate with City expectations, with daily personal coaching and supervision like all other directly employed staff. This would increase commitment in maintaining good standards.

The proposed Patrol Service would operate 24 hours a day, seven days a week with day, afternoon and night shift components. Officers would rotate through shifts over a designated cycle with provision to provide relief for leave.

The service hours are proposed to be lower (320 hours of operation) than the current level of staffing provided by City Watch (531 hours of operation). This reflects the separation and outsourcing of alarm responses, a revised risk based approach to facility checks and the discontinuation of the party and holiday alert services.

Potential establishment and annual costs are as follows:

Item	Cost
Establishment Costs (vehicles, equipment and the like)	\$228,664
Annual Operating Costs	\$1,158,084
Total First Year Cost	\$1,386,748
Total Ongoing Cost	\$1,158,084
Current City Watch Contract	\$1,592,012
Net Saving/(Cost) First Year	\$205,264
Net Saving/(Cost) Ongoing	\$433,928

This option is recommended.

A full comparison of the services provided under each option and summary of the costs is at Attachment 3.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Community Wellbeing.
Objective Community safety.

Strategic initiative Build a community that works in partnership with government and non-government organisations to achieve real and long lasting improvements in safety and wellbeing.

Policy Not applicable.

Risk management considerations

The City Watch service is a discretionary service and not a legislative requirement so there are no legislative risks associated with not providing the service.

City Watch scores consistently around 70% satisfaction in the annual Customer Satisfaction Surveys. There is a risk that members of the community may regard any reduction in the service negatively. Correspondingly there are also those who do not believe the service provides good value for money and may regard its continuation in any form negatively.

The City has made a strong commitment to community safety and crime prevention in the recently adopted *Community Safety and Crime Prevention Plan 2014 – 2018* and it would be difficult to meet the objectives of that plan without either a Community Patrol Service of some form or an expanded Ranger Service.

Financial / budget implications

The 2014-2015 Budget for City Watch is \$1,592,012. Option 2 to discontinue the service represents the largest saving to the City of \$1,423,938. Option 4a is the most expensive with an ongoing cost of \$1,790,736, and is \$403,887 more expensive than the existing service in the first year and \$198,724 more expensive per year in subsequent years.

The annualised cost of delivering the recommended Option 4b, a Ranger Service with City employed Patrol Officers is \$1,158,084 (including a contracted alarm service) a saving of \$433,928 compared to the 2014-15 budget. There would be once off establishment costs of \$228,664.

The following table provides a financial comparison of all options. This table is also included in Attachment 3 that compares the services provided under each option.

Financial Comparison of Options (\$,000)						
		Option 1	Option 2	Option 3	Option 4a	Option 4b
	Current Service	Continue Existing Service (with or without changes)	Discontinue Current Service	Night Shift Only City Watch Service	Twenty Four Hour a Day, Seven Day a Week Full Ranger Service	Twenty Four Hour a Day, Seven Day a Week Combined Ranger and Community Patrol Service.
Establishment Costs (vehicles, equipment and the like).					\$205	\$229
Annual Operating Costs.					*\$1,791	*\$1,158
Total First Year Cost.	\$1,592	\$1,592	\$168	\$1,002	\$1,996	\$1,387
Total Ongoing Cost	\$1,592	\$1,592	\$168	\$1,002	\$1,791	\$1,158
Current City Watch Contract.	\$1,592	\$1,592	\$1,592	\$1,592	\$1,592	\$1,592
Net Saving/(Cost) First Year.	N/A	N/A	\$1,424	\$590	(\$404)	\$205
Net Saving/(Cost) Ongoing.	N/A	N/A	\$1,424	\$590	(\$199)	\$434

* Annual operating costs for Options 4a and 4b include the estimated cost of \$168,000 for a contracted alarm response service as per Option 2.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The City has sought information from a number of other local governments in terms of what kinds of service they provide and how it is delivered.

Elected Members have also had an opportunity to provide feedback on the types of service options and the levels of service.

COMMENT

The City's current provider of community patrol services is the largest provider of its kind in Western Australia. It provides community patrol services to numerous local governments which usually badge the vehicles and service as their service. It also provides enforcement services to the Public Transport Authority.

The City Watch service is a well established and well developed service that provides high level customer service to the residents of the City of Joondalup and has benefited from ongoing development over the past 17 years. It is recognised that there are constraints to the service that can be delivered and in particular the response could be improved by having officers who are authorised to undertake a broader range of enforcement activity than has been the case. This has been addressed in the recommended option.

The types of service that are undertaken have been extensively reviewed. Alarms and facility checks have been resource intensive and the recommended option proposes a new approach to address this. Separating alarm response to a separate dedicated service and only responding to call outs along with a review of the issues that give rise to the current level of alarm requests will reduce attendance requirements and better focus the community patrol service. Facility checks will be more focussed on those that are a risk rather than a blanket same service to every facility

Some services such as party and holiday alerts are proposed to cease again to allow a greater focus on core community safety and security.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 ADOPTS Option 4b as presented in Attachment 3 to Report CJ105-06/15, to provide a 24 hour a day, seven day a week Combined Ranger and Community Patrol Service as the model to replace the current City Watch service with an increased focus on enforcement and suburban parking and including separation and outsourcing of alarm responses, a revised risk based approach to facility checks and the discontinuation of the party and holiday alert services;**
- 2 REQUESTS the Chief Executive Officer to implement the transition from the current City Watch model to the Option 4b model as presented in Attachment 3 to Report CJ105-06/15.**

Appendix 17 refers

To access this attachment on electronic document, click here: [Attach17brf090615.pdf](#)

REPORT – ART COLLECTION AND ADVISORY COMMITTEE – 4 JUNE 2015

CJ106-06/15 REVIEW OF POTENTIAL INSIDE-OUT BILLBOARD SITES WITHIN THE CITY OF JOONDALUP

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	35613, 101515
ATTACHMENT	Attachment 1 Proposed billboard sites
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 possible sites identified within the City of Joondalup for a new billboard site as part of the City of Joondalup Inside-Out Billboard project.

EXECUTIVE SUMMARY

This report provides information on possible sites within the City of Joondalup for consideration as potential sites for a new billboard as part of the Inside-Out Billboard project in addition to the existing site on the west side of the library building in the city centre.

Thirteen potential sites have been presented to Council within the City Centre including a mixture of freestanding, wall-based and rooftop billboard structures at these sites. This report provides one new site for consideration and lists previous sites for reconsideration. Visual representations of proposed billboard sites are provided in Attachment 1.

In order to establish a second Inside-Out Billboard in 2015, it is recommended Council selects a site listed in this report or provides direction by suggesting potential sites for evaluation.

It is therefore recommended that Council:

- 1 APPROVES the City of Joondalup Police Station and Courts, 9 Reid Promenade as the preferred site for evaluation as the site of the second City of Joondalup Inside-Out Billboard, subject to approval from the land owners;*
- 2 NOTES an amount of \$30,000 has been listed as a Capital Project within the 2015-16 draft budget to establish an additional City of Joondalup Inside-Out Billboard.*

BACKGROUND

In March 2014, the City installed a standard commercial sized six metre wide and three metre high billboard on the west facing side of the Joondalup Library in order to display contemporary pieces of artwork commissioned by exhibiting artists from the annual Community Art Exhibition and Community Invitation Art Awards.

The inaugural artwork was produced by artist Helen Smith, the second was by Chloe Tupper and the most recent and currently installed artwork is by Christophe Canato.

At its meeting held on 6 October 2014 (CJ202-10/14 refers) Council was presented with a report assessing the feasibility of seven new billboard sites for the Inside-Out Billboard project. At the meeting Council requested a further report considering the suitability of a billboard site at the Central Park pump house located at the northern entrance to Central Park West Parking Station number eight.

The report considered by Council at its meeting held on 17 February 2015 (CJ025-02/15 refers) presented details of previous sites and information about Central Park West Parking Station number eight. This site was not approved and Council requested a further report on other potential sites.

Previous sites considered by ACAC include the following:

- Central Walk and Boas Avenue (site of the Joondalup Civic Centre commercial office development).
- Reid Promenade (opposite Medicare).
- Unit 13/115 Central Walk (roof of Paddy Malone's).
- City of Joondalup Administration building (roof).
- The land between Teakle Court and Central Park West Parking Station number 8, site of the proposed Joondalup Performing Arts and Cultural Facility.
- The intersection of Kendrew Crescent and Grand Boulevard (opposite the entrance to Edith Cowan University).
- 9 Reid Promenade, City of Joondalup Police Station and Courts (lawn, roof and east facing wall).
- Corner of Shenton Avenue and Grand Boulevard.
- 140 Grand Boulevard, above Westpac, overlooking the intersection of Boas Avenue and Grand Boulevard.
- Lakeside Joondalup Shopping City buildings, overlooking the intersection of Boas Avenue and Grand Boulevard.
- 151 Grand Boulevard, the Grand Boulevard Tavern.
- The Pump Station at Central Park West Parking Station number 8.

DETAILS

In assessing the suitability for billboard sites the issues considered include:

- visibility within the designated public space
- potential to impact on sight lines of vehicle traffic
- potential to distract drivers at busy intersections
- potential to obstruct or alter the flow of pedestrian traffic
- proximity to the first billboard on the City of Joondalup Library in the City Centre

- the type of billboard structure suitable for the site (wall-based, freestanding, rooftop)
- the amount of site preparation and works required to install the billboard structure
- land ownership - whether the land is owned by the City of Joondalup or is private property requiring negotiation with lease holders.

In assessing billboard structures and displays the following issues were considered:

- New billboard structures need to utilise the same mounting system to rope banners into place in order to be able to rotate the existing banners between each site.
- Banners in reasonable condition can be stored and reinstalled however their lifespan is not likely to extend beyond two six month periods before the surface cracks and fades.

A summary of quotes below provide an indication of the cost of installing a billboard in the listed sites. The costs may change if engineering drawings and site preparation or management are required.

Visual representations of proposed billboard sites are shown on Attachment 1.

Overview of billboard structure quotes

Based on the preferred supplier, the providers of the first Inside-Out Billboard, the below figures indicate the cost to establish a new billboard:

- Freestanding illuminated billboard - \$16,500.
- Rooftop illuminated billboard - \$22,500.
- Wall-based illuminated billboard - \$27,500.

Issues and options considered

Previously considered sites are within the City of Joondalup City Centre and are a mix of freestanding (ground), wall-based and rooftop billboard structures,

In considering new billboard sites it is to be noted that wall-based and rooftop structures are less vulnerable to graffiti and vandalism. However, there are limited options for such structures due to a small number of multi-storey buildings within Joondalup and these sites require negotiation with the owners.

Freestanding billboard sites are vulnerable to graffiti and vandalism however, the sites suggested are situated in high foot and vehicular traffic areas. The canvas banners can be graffiti coated and if damaged beyond repair can be reprinted.

The feasibility of each site has been considered and issues identified. The recommended sites are straight forward in terms of site preparation and infrastructure install.

The type of lighting installed will also have an impact on costs. The two types of lighting - external and internal are very different in visual effect, and internal lighting is premium in quality and price.

The external type of floodlighting attracts insects that stick to the lamps and can fall and gather below the billboard and cause hot spots that flare on the surface of the billboard. The internal (light box) type of lighting is the preferred as it is uniform and washes the entire surface of the banner. The first billboard on the side of the library is lit with internal lighting.

Based upon previous discussions by the ACAC, the following sites are resubmitted for further consideration by the Committee. However, given these sites have been suggested previously and not supported, the ACAC may want to give consideration to alternative sites.

Proposed site: The land between Teakle Court and Central Park West Parking Station number 8, site of the proposed Joondalup Performing Arts and Cultural Facility.

- The site is owned by the City of Joondalup.
- One billboard could be installed on the corner of Teakle Court and Grand Boulevard facing south-west.

Proposed site: The City of Joondalup Police Station and Courts, 9 Reid Promenade

- This site is owned by Department of Lands and negotiation would be required to install billboards.
- One freestanding billboard could be installed on the lawn facing south-east towards Grand Boulevard.
- One billboard may be installed on a structurally suitable and sound part of the roof.
- One wall-based billboard could be installed on a suitable wall, for example the east wall facing Grand Boulevard.

Proposed site: 140 Grand Boulevard, above Westpac overlooking the intersection of Boas Avenue facing south-east.

- This site is privately owned and negotiation would be required to install billboards.
- One roof mounted billboard could be installed on a structurally suitable part of the roof on top of the building overlooking the intersection of Grand Boulevard and Boas Avenue.

Proposed site: Lakeside Joondalup Shopping City buildings, Corner of Grand Boulevard and Boas Avenue.

- This site is owned by Lend Lease and negotiation would be required to install billboards.
- One freestanding billboard could be installed on the roof facing east over the intersection of Grand Boulevard and Boas Ave.
- One wall-based billboard could be installed on the wall facing east over Grand Boulevard.

Legislation / Strategic Community Plan / policy implications

Legislation

As the construction and installation of the 'Inside Out Billboard' will be undertaken by the City, it would therefore be regarded as a 'public work' and no planning approval would be required. Section 6(3) of the *Planning and Development Act 2005* requires the responsible authority to be consulted with at the time the public work is being formulated.

The structure would be classified as a class 10b within the Building Code of Australia and would require a building permit as required by the *Building Act 2011*. The structure may also require a Structural Engineer Certificate.

Strategic Community Plan

Key theme	Community Wellbeing.
Objective	Cultural development.
Strategic initiative	Invest in publically accessible visual art that will present a culturally-enriched environment.
Policy	<i>The City's Art and Memorabilia Collections Policy.</i>

Risk management considerations

All works considered would need to meet stringent public safety criteria.

Financial / budget implications

The financial implications are variable and will be determined by the choice of site and billboard type approved. Further final/detailed quotes would be required.

The actual capital cost in 2013-14 for the installation of the Inside-Out Billboard located at the library was \$30,361 including the initial cost of manufacturing the billboard structure, printing of the banner display, signage and the associated road management costs for the installation of the structure.

The annual cost to operate the Inside-Out Billboard located at the library is \$15,200. This includes two commission fees for artists, the banner printing, changeover costs and contingency for road traffic management.

The annual cost to operate a second billboard displaying the existing billboard banners would be approximately \$8,600. This is less as the total would not include the commission fees for artists creating new artworks.

If the ACAC recommends proceeding with additional Inside-Out Billboard sites, funds will need to be allocated within the *Five Year Capital Works Program* for the design, manufacture and installation of a billboard at approved sites. Funds will also need to be allocated to the annual operational budget for each additional site.

All amounts quoted in this report are exclusive of GST.

Regional significance

The City's Art Collection, including its public art, archives and memorabilia, plays an important part in shaping and developing a sense of community.

The on-going provision of an accessible and high calibre art collection is integral to the cultural development and vibrancy of the City of Joondalup region and to best practice standards for the development of the visual arts in local government.

Sustainability implications

The installation of public artworks has positive social sustainability implications. Public artworks physically enrich a locality and provide a catalyst for public discussion about current social, economic and environmental issues. Public artworks strengthen the public realm by creating points of interest, animating spaces and providing beauty, character and colour to places. A new public artwork will build upon the relevance of the City's public spaces for the local community and increase the value of the City's cultural resources.

Consultation

At its meeting held on 20 November 2012 (CJ248-11/12 refers), Council agreed that no community consultation is required for the Inside-Out Billboard project. However, engagement would need to be undertaken with the relevant land owners and statutory authorities where appropriate.

COMMENT

In order to establish a second Inside-Out Billboard in 2015, it is recommended Council selects a site listed in this report or provides direction by suggesting potential sites for evaluation.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The Committee recommendation to Council for this report (as detailed below) was resolved by the Art Collection and Advisory Committee at its meeting held on 4 June 2015.

The original recommendation as presented by City officers to the Committee is as follows:

That Council:

- 1 *GIVES consideration to a preferred site for evaluation as the site of the second City of Joondalup Inside-Out Billboard;*
- 2 *NOTES an amount of \$30,000 has been listed as a Capital Project within the 2015-16 draft budget to establish an additional City of Joondalup Inside-Out Billboard.*

The Committee's subsequent recommendation to the Council is as follows (changes highlighted):

That Council:

- 1 *APPROVES the City of Joondalup Police Station and Courts, 9 Reid Promenade as the preferred site for evaluation as the site of the second City of Joondalup Inside-Out Billboard, subject to approval from the land owners;*
- 2 *NOTES an amount of \$30,000 has been listed as a Capital Project within the 2015-16 draft budget to establish an additional City of Joondalup Inside-Out Billboard.*

RECOMMENDATION**That Council:**

- 1 APPROVES the City of Joondalup Police Station and Courts, 9 Reid Promenade as the preferred site for evaluation as the site of the second City of Joondalup Inside-Out Billboard, subject to approval from the land owners;**
- 2 NOTES an amount of \$30,000 has been listed as a Capital Project within the 2015-16 draft budget to establish an additional City of Joondalup Inside-Out Billboard.**

Appendix 19 refers

To access this attachment on electronic document, click here: [Attach19agn230615.pdf](#)

REPORT OF THE CHIEF EXECUTIVE OFFICER

CJ107-06/15 TRI-CITIES ALLIANCE REGIONAL PRESENTATION TO FEDERAL PARLIAMENTARIANS – AUGUST 2015

WARD	All
RESPONSIBLE DIRECTOR	Mr Garry Hunt Chief Executive Officer
FILE NUMBER	104207, 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 approve the participation of the Mayor and the Chief Executive Officer (CEO) in the proposed federal lobbying Tri-Cities delegation to Canberra in August 2015. The visit is being organised in conjunction with the Cities of Stirling and Wanneroo in order to present a united north metropolitan regional front.

EXECUTIVE SUMMARY

The Cities of Joondalup, Stirling and Wanneroo successfully launched Tri-Cities Alliance in late 2014 to actively promote the northern corridor of Perth to the State and Federal governments.

The Mayor and CEO propose to once again join a Tri-Cities federal lobbying delegation to Canberra comprising the Mayors and Chief Executive Officers of the Cities of Joondalup, Wanneroo and Stirling in August 2015.

The purpose of the delegation is to present a regional message to relevant Federal Government and Opposition Ministers and members of the Diplomatic Corps on short, long and medium term priorities for the northern corridor of Perth through a series of meetings with local Members of Parliament, Ministers, Ministerial and Departmental staff.

It is therefore recommended that Council APPROVES the participation of the Mayor and the Chief Executive Officer in the Federal lobbying delegation to Canberra from 18 August to 21 August 2015.

DETAILS

The City is one of three local governments responsible for governing one of the fastest growing regions in Australia – the North West Corridor of the Perth metropolitan area. With a current population of just over 300,000, it is expected that the North West metropolitan region will be home for over 500,000 residents by 2031.

The Cities of Joondalup, Stirling and Wanneroo successfully launched Tri-Cities Alliance in late 2014 to actively promote the northern corridor of Perth to the State and Federal governments.

The opportunity to once again participate in this joint lobbying delegation to Canberra presents a valuable prospect for the City to actively build upon relationships with federal government representatives and help foster economically beneficial outcomes for the community.

A series of joint and individual meetings will be arranged whereby joint meetings will be used to deliver strong regional messages and individual meetings will be held by each City in instances where a specific issue needs to be highlighted and addressed.

In addition, preliminary work has been undertaken in organising and hosting three separate functions for Federal Government and Opposition Ministers and Members of the Diplomatic Corps while in Canberra, where opportunities, projects and priorities for Federal funding and partnerships will be addressed to ensure that the Northern corridor of Perth, one of the fastest growing regions of Australia, has the required infrastructure and services to provide its rapidly growing population with a sustainable and vibrant place for communities to live and work.

The proposed visit to Canberra will provide an opportunity for the City to further build and strengthen relationships with key stakeholders from the federal government and the Opposition. The purpose of a joint delegation with the Cities of Stirling and Wanneroo is to present a strong and united front to the relevant parties on short, long and medium term priorities for the northern corridor of Perth.

Issues and options considered

Council has the option to:

- approve the request
or
- decline the request.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Effective representation.

Strategic initiative Not applicable.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

The cost for accommodation and transport for the period 18 August to 21 August 2015 for both attendees is estimated to be \$5,000 per person and will be funded within the current budget allocations.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Not applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council APPROVES the participation of the Mayor and the Chief Executive Officer in the Federal lobbying delegation to Canberra from 18 August to 21 August 2015.

11 URGENT BUSINESS**12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN****NOTICE OF MOTION – MAYOR TROY PICKARD – AMENDMENT TO DISTRICT PLANNING SCHEME NO. 2 TO INCLUDE THE USE CLASS ‘STORAGE’ – [09011]**

In accordance with Clause 4.6 of the *Meeting Procedures Local Law 2013*, Mayor Troy Pickard has given notice of his intention to move the following Motion at the Council meeting to be held on Tuesday, 23 June 2015:

“That Council REQUESTS the Chief Executive Officer prepare a report on the initiation of an amendment to District Planning Scheme No. 2 to include the use class ‘storage’ to replace the uses classes ‘storage yard’ and ‘salvage yard’.”

Reason for Motion

Currently the City of Joondalup’s *District Planning Scheme No. 2* (DPS2) does not include a land use which applies to excessive storage activities on ‘Residential’ zoned land. The two storage related land uses that are in DPS2, being ‘storage yard’ and ‘salvage yard’, apply only to storage that relates to a business. As a result, the City is currently unable to use DPS2 to undertake compliance action against residential land owners who undertake excessive storage activities on their property when it is not associated with a business.

Amending DPS2 to include a land use and definition for ‘storage’ would allow the City to more effectively require excessive storage to be removed from residential properties. This would assist in allowing excessive storage to be pursued as an offence under the planning scheme which can incur more significant penalties than those under the *Local Government Act 1995*.

This approach is consistent with the draft *Planning and Development (Local Planning Schemes) Regulations 2015*, which includes ‘storage’ as a separate land use. While this change will also be captured in the City’s draft *Local Planning Scheme No. 3* (LPS3), a stand-alone scheme amendment to include ‘storage’ in DPS2 will take less time than waiting for the new LPS3. This is because LPS3 will require approval from the Western Australian Planning Commission to advertise, which could take upward of six months to obtain, and an advertising of up to three months, while such a scheme amendment would not require approval to advertise and only has an advertising period of 42 days.

Officer’s Recommendation

A report can be prepared.

13 ANNOUNCEMENTS OF NOTICES OF MOTION FOR THE NEXT MEETING

14 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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Please submit this form at the meeting or:

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- **email** to council.questions@joondalup.wa.gov.au

Please note that:

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

