

agenda

Briefing Session

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

ON TUESDAY 12 MARCH 2019

COMMENCING AT 6.30pm

GARRY HUNT
Chief Executive Officer
8 March 2019

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 close of business on Monday 11 March 2019

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

QUESTIONS TO

council.questions@joondalup.wa.gov.au

PO Box 21 Joondalup WA 6919

www.joondalup.wa.gov.au

BRIEFING SESSIONS

The following procedures for the conduct of Briefing Sessions were adopted at the Council meeting held on 19 November 2013:

INTRODUCTION

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

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

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

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

PURPOSE OF BRIEFING SESSIONS

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

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

PROCEDURES FOR BRIEFING SESSIONS

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

- 1 Briefing Sessions will be open to the public except for matters of a confidential nature. The guide in determining those matters of a confidential nature shall be in accordance with the *Local Government Act 1995*.
- 2 Dates and times for Briefing Sessions will be set well in advance where practicable, and appropriate notice given to the public.
- 3 The Chief Executive Officer will ensure timely written notice and an agenda for each Briefing Session will be provided to all Elected Members, members of the public and external advisors (where appropriate).
- 4 The Mayor is to be the Presiding Member at Briefing Sessions. If the Mayor is unable or unwilling to assume the role of Presiding Member, then the Deputy Mayor may preside at the Briefing Session. If the Deputy Mayor is unable or unwilling, those Elected Members present may select one from amongst themselves to preside at the Briefing Session.

- 5 There is to be no debate among Elected Members on any matters raised during the Briefing Session.
- 6 Relevant employees of the City will be available to make a presentation or respond to questions on matters listed on the agenda for the Briefing Session.
- 7 All Elected Members will be given a fair and equal opportunity to participate in the Briefing Session.
- 8 The Presiding Member will ensure that time is made available to allow for all matters of relevance to be covered.
- 9 Elected Members, employees and relevant consultants shall disclose their interests on any matters listed for the Briefing Session. When disclosing an interest the following is suggested:
 - (a) Interests are to be disclosed in accordance with the provisions of the *Local Government Act 1995*, the *Local Government (Rules of Conduct) Regulations 2007* and the City's *Code of Conduct*.
 - (b) Elected Members disclosing a financial interest will not participate in that part of the session relating to the matter to which their interest applies and shall depart the room.
 - (c) Employees with a financial interest in a matter may also consider it appropriate to depart the room when the matter is being considered, however there is no legislative requirement to do so.
- 10 A record shall be kept of all Briefing Sessions. As no decisions are made at a Briefing Session, the record need only be a general record of the items covered but shall record any disclosure of interests as declared by individuals. A copy of the record is to be forwarded to all Elected Members.
- 11 Elected Members have the opportunity to request the Chief Executive Officer to prepare a report on a matter they feel is appropriate to be raised and which is to be presented at a future Briefing Session.

PROCEDURES FOR PUBLIC QUESTION TIME

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

Questions asked verbally

- 1 Members of the public are invited to ask questions at Briefing Sessions.
- 2 Questions asked at a Briefing Session must relate to a matter contained on the agenda.
- 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. Public question time is declared closed following the expiration of the allocated 15 minute time period, or earlier if there are no further questions. The Presiding Member may extend public question time in intervals of 10 minutes, but the total time allocated for public question time is not to exceed 35 minutes in total.
- 8 Questions are to be directed to the Presiding Member and shall be asked politely, in good faith, and are not to be framed in such a way as to reflect adversely or to be defamatory on a particular Elected Member or City employee. The Presiding Member shall decide to:
 - accept or reject any question and his/her decision is final
 - nominate an Elected Member 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 Briefing Session.
- 9 Where an Elected Member is of the opinion that a member of the public is:
 - asking a question at a Briefing Session that is not relevant to a matter listed on the agenda
 - or
 - making a statement during public question time,they may bring it to the attention of the Presiding Member who will make a ruling.
- 10 Questions and any responses will be summarised and included in the agenda of the next Briefing Session.
- 11 It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act 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.

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

- 1 Only City of Joondalup residents and/or ratepayers may submit questions to the City in writing.
- 2 Questions must relate to a matter contained on the agenda.
- 3 The City will accept a maximum of five 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 the close of business on the working day immediately prior to the scheduled Briefing Session will be responded to, where possible, at the Briefing Session. These questions, and their responses, will be distributed to Elected Members and made available to the public in written form at the meeting.
- 5 The Presiding Member shall decide to accept or reject any written question and 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 the Briefing Session 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 Briefing Session.
- 8 A person who submits written questions may also ask questions at a Briefing Session and questions asked verbally may be different to those submitted in writing.
- 9 Questions and any response will be summarised and included in the agenda of the next Briefing Session.
- 10 It is not intended that question time should be used as a means to obtain information that would not be made available if it was sought from the City's records under Section 5.94 of the *Local Government Act 1995* or the *Freedom of Information Act 1992* (FOI Act 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.

Written questions should be sent via email to council.questions@joondalup.wa.gov.au

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 at Briefing Sessions were adopted at the Council meeting held on 19 November 2013:

- 1 Members of the public are invited to make statements at Briefing Sessions.
- 2 Statements made at a Briefing Session must relate to a matter contained on the agenda.

- 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 if there are no further statements.
- 7 Statements are to be directed to the Presiding Member and are to be made politely in good faith and are not to be framed in such a way as to reflect adversely or be defamatory on a particular Elected Member or City employee.
- 8 Where an Elected Member is of the opinion that a member of the public is making a statement at a Briefing Session, that is not relevant to a matter listed on the agenda, they may bring it to the attention of the Presiding Member who will make a ruling.
- 9 A member of the public attending a Briefing Session 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 notes of the Briefing Session.

PROCEDURES FOR DEPUTATIONS

- 1 Prior to the agenda of a Briefing Session being discussed by Elected Members, members of the public will be provided an opportunity to make a deputation at the Briefing Session.
- 2 Members of the public wishing to make a deputation at a Briefing Session may make a written request to the Chief Executive Officer by 4.00pm on the working day immediately prior to the scheduled Briefing Session.
- 3 Deputation requests are to be approved by the Presiding Member and must relate to matters listed on the agenda of the Briefing Session.
- 4 Other requirements for deputations are to be in accordance with clause 5.10 of the *City of Joondalup Meeting Procedures Local Law 2013* in respect of deputations to a committee.

To request an opportunity to make a Deputation Complete the [Deputation Request Form](#).

RECORDING OF THE PROCEEDINGS OF THE BRIEFING SESSION

Proceedings of the Briefing Session shall be electronically recorded for administrative purposes only, except for matters of a confidential nature. The guide in determining those matters of a confidential nature shall be in accordance with the *Local Government Act 1995*.

CIVIC CENTRE EMERGENCY PROCEDURES

The City of Joondalup values the health and safety of all visitors to City of Joondalup facilities. The following emergency procedures are in place to help make evacuation of the City of Joondalup Civic Centre safe and easy.

Alarms

The City of Joondalup emergency system has two alarm tones:

- Alert Tone (Beep... Beep... Beep)
- Evacuation Tone (Whoop...Whoop...Whoop)

On hearing the Alert Tone (Beep... Beep... Beep):

- DO NOT EVACUATE ON THIS TONE.
- Remain where you are.
- All designated Fire Wardens will respond and assess the immediate area for danger.
- Always follow instructions from the designated Fire Wardens.

On hearing the Evacuation Tone (Whoop...Whoop...Whoop):

- Evacuate the building immediately as directed by a Fire Warden or via the nearest safe exit.
- Do not use lifts.
- Remain calm and proceed to the designated Assembly Area (refer to site plan below).
- People with impaired mobility (those who cannot use the stairs unaided) should report to a Fire Warden who will arrange for their safe evacuation.
- Do not re-enter the building until authorised to do so by Emergency Services.



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LATE ITEMS / ADDITIONAL INFORMATION

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

[\(AdditionalInformation190312\)](#)

CITY OF JOONDALUP – BRIEFING SESSION

To be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday 12 March 2019** commencing at **6.30pm**.

ORDER OF BUSINESS

OPEN AND WELCOME

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

DEPUTATIONS

PUBLIC QUESTION TIME

The following questions were submitted to the Briefing Session held on 12 February 2019:

Dr T Green, Padbury:

Re: Item 8 - Minutes of the Annual General Meeting of Electors held on 4 December 2018.

Q1 *How can the City justify using ratepayers' money for the City's staff to be members of the Western Australian Local Government Association (WALGA)?*

A1 The Chief Executive Officer advised the information was not correct. The City is a member of WALGA, who advocates and provides services to both the City and Council; not the staff of the organisation.

PUBLIC STATEMENT TIME

The following statements were made at the Briefing Session held on 12 February 2019:

Mr R Robinson, Padbury representing Grace Church:

Re: Item 20 - Request for Additional Subsidies and Waiver of Fees for Annual Hire Groups.

Mr Robinson commented that Grace Church was not eligible to receive a waiver of fees due to the fact that 50% of its members did not reside within the City of Joondalup. In an effort to encourage new members, the church has held various activities in the community.

Mr Robinson advised the church has a savings fund with a view to purchasing a property for its use within the Padbury / City of Joondalup boundaries, however if a waiver of funds was not available, the church may have to consider moving to a more affordable area such as Wangara. The church group wish to remain within the City of Joondalup boundaries and sought a waiver of fees to help achieve such an outcome.

Mrs I Guy, Ocean Reef:

Re: Item 20 - Request for Additional Subsidies and Waiver of Fees for Annual Hire Groups.

Mrs Guy, as the newly elected president of the Whitfords Senior Citizens Club in Hillarys, provided an overview of the activities run by the club and advised that in October 2018 Council approved increased hours of use for the club's activities.

Mrs Guy advised the club was looking to use the main hall and kitchen area on a few occasions during the year whereby the club could organise social and quiz nights, as well as dances for senior citizens who were looking to make new friends and socialise.

Mrs Guy stated the club was wanting to utilise two rooms previously leased to Lifeline that have remained vacant since October last year with a view to accommodating six members as the office space currently used was not sufficient. The club has been advised by the City's administration that it is required to make application to the City for 2019.

Dr D Green, Padbury:

Re: Item 20 - Request for Additional Subsidies and Waiver of Fees for Annual Hire Groups.

Dr Green wished to lend his support to the Grace Church for their request for a funding subsidy. Dr Green stated that Grace Church has consistently made a significant difference to Padbury and has held two events at Forrest Park that were fantastically attended. Dr Green advised that the Grace Church has brought the local community together and that he would be sorry to see them go.

APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence previously approved

Cr Nige Jones	19 to 24 March 2019 inclusive;
Cr Mike Norman	29 March to 5 April 2019 inclusive;
Cr Nige Jones	5 to 10 May 2019 inclusive.

REPORTS

ITEM 1 **DEVELOPMENT AND SUBDIVISION APPLICATIONS – JANUARY 2019**

WARD	All
RESPONSIBLE DIRECTOR	Ms Dale Page Planning and Community Development
FILE NUMBER	07032, 101515
ATTACHMENTS	Attachment 1 Monthly Development Applications Determined – January 2019 Attachment 2 Monthly Subdivision Applications Processed – January 2019
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the number and nature of applications considered under delegated authority during January 2019.

EXECUTIVE SUMMARY

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

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

This report identifies the development applications determined by the administration under delegated authority powers during January 2019 (Attachment 1 refers), as well as the subdivision application referrals processed by the City during January 2019 (Attachment 2 refers).

BACKGROUND

Clause 82 of Schedule 2 (deemed provisions for local planning schemes) of the Regulations enables Council to delegate powers under a local planning scheme to the CEO, and for the CEO to then delegate powers to individual employees.

At its meeting held on 21 August 2018 (CJ133-08/18 refers), Council considered and adopted the most recent Town Planning Delegations.

DETAILS

Subdivision referrals

The number of subdivision and strata subdivision referrals processed under delegated authority during January 2019 is shown in the table below:

Type of subdivision referral	Number of referrals	Potential additional new lots
Subdivision applications	5	3
Strata subdivision applications	10	17
TOTAL	15	20

Of the 15 subdivision referrals 10 were to subdivide in housing opportunity areas, with the potential for 15 additional lots.

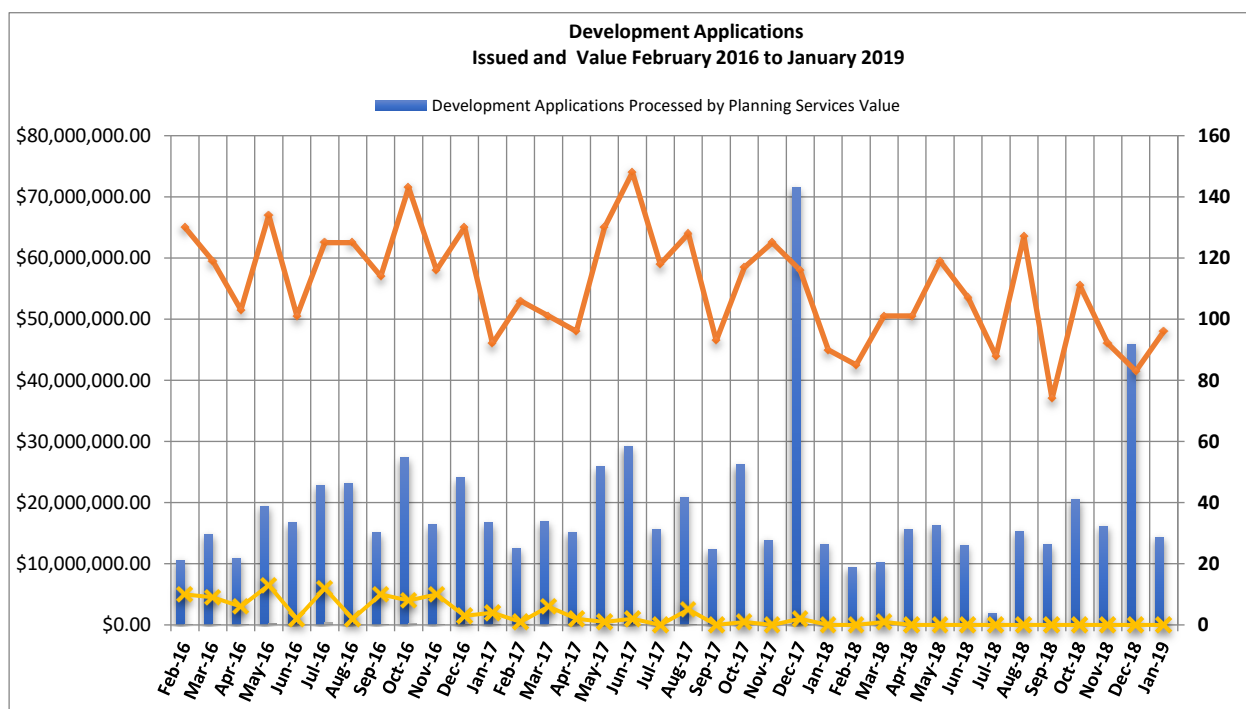
Development applications

The number of development applications determined under delegated authority during January 2019 is shown in the table below:

	Number	Value (\$)
Development applications processed by Planning Services	96	\$ 14,365,479
TOTAL	96	\$ 14,365,479

Of the 96 development applications, 13 were for new dwelling developments in housing opportunity areas, proposing a total of 23 additional dwellings.

The total number and value of development applications determined between February 2016 and January 2019 is illustrated in the graph below:



The number of development applications received during January 2019 was 86.

The number of development applications current at the end of January was 297. Of these, 15 were pending further information from applicants and 12 were being advertised for public comment.

In addition to the above, 186 building permits were issued during the month of January with an estimated construction value of \$54,040,737.

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / policy implications

Legislation	<i>City of Joondalup Local Planning Scheme No. 3. Planning and Development (Local Planning Schemes) Regulations 2015.</i>
Strategic Community Plan	
Key theme	Quality Urban Environment.
Objective	Quality built outcomes.
Strategic initiative	Buildings and landscaping is suitable for the immediate environment and reflect community values.
Policy	Not applicable. All decisions made under delegated authority have due regard to any of the City's policies that apply to the particular development.

Clause 82 of Schedule 2 of the Regulations permits the local government to delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties. Development applications were determined in accordance with the delegations made under Clause 82 of Schedule 2 of the Regulations.

All subdivision applications were assessed in accordance with relevant legislation and policies, and a recommendation made on the applications to 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 96 development applications were determined for the month of January with a total amount of \$52,195.23 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 LPS3 and the Regulations.

COMMENT

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

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

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

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

- 1 development applications described in Attachment 1 to this Report during January 2019;**
- 2 subdivision applications described in Attachment 2 to this Report during January 2019.**

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1brf190312.pdf](#)

ITEM 2 EXECUTION OF DOCUMENTS

WARD	All
RESPONSIBLE DIRECTOR	Mr Garry Hunt Office of the CEO
FILE NUMBER	15876, 101515
ATTACHMENT	Attachment 1 Documents executed by affixing the Common Seal during the period 5 February 2019 to 26 February 2019.
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 February 2019 to 26 February 2019.

EXECUTIVE SUMMARY

The City enters into various agreements by affixing the Common Seal. The *Local Government Act 1995* states that the City is a body corporate with perpetual succession and a Common Seal. 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 executed by means of affixing the Common Seal for the period 5 February 2019 to 26 February 2019, as detailed in Attachment 1 to this Report.

BACKGROUND

For the period 5 February 2019 to 26 February 2019, five documents were executed by affixing the Common Seal. A summary is provided below:

Type	Number
Section 70 Notification	2
Withdrawal of Caveat	1
Licence	2

DETAILS

Issues and options considered

Not applicable.

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

Key theme	Governance and Leadership.
Objective	Corporate capacity.
Strategic initiative	Demonstrate accountability through robust reporting.
Policy	Not applicable.

Risk management considerations

Not applicable.

Financial / budget implicationsCurrent financial year impact

Not applicable.

Future financial year impact

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 executed by means of affixing the Common Seal for the period 5 February 2019 to 26 February 2019, as detailed in Attachment 1 to this Report.

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf190312.pdf](#)

ITEM 3 LOCAL GOVERNMENT ACT 1995 REVIEW – PHASE 2 SUBMISSION

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	103278, 101515
ATTACHMENTS	Attachment 1 DLGSC Discussion Papers Attachment 2 City of Joondalup Draft Submission (Please note: Attachment 1 is only available electronically)
AUTHORITY / DISCRETION	Advocacy - Council advocates on its own behalf or on behalf of its community to another level of government / body / agency.

PURPOSE

For Council to endorse the City's phase 2 submission to the Department of Local Government, Sport and Cultural Industries (the Department) in response to its *Local Government Act 1995* (the Act) discussion papers.

EXECUTIVE SUMMARY

In September 2018 the Minister for Local Government announced phase 2 of the consultation process on the Local Government Act Review and called on Western Australians to help shape the future of local government in their community by having a say on the reform of the Act. The Department suggests the review aims to empower local governments to better deliver quality governance and services to Western Australian communities now and into the future.

The Department has prepared a series of discussion papers and online surveys for public comment. The discussion papers are focussed on the State Government's vision for local governments to be agile, smart and inclusive. Phase 2 of the review is focused on the following key topic areas within three themes:

- Agile
 - Beneficial enterprises.
 - Financial management.
 - Rates, fees and charges.
- Smart
 - Administrative efficiencies / local laws.
 - Council meetings.
 - Interventions (Council Conduct and Governance).
- Inclusive
 - Community engagement.
 - Integrated planning and reporting.
 - Complaints management.
 - Local government elections.

The City has developed a submission in relation to the Department's released discussion papers around Phase 2 of the Act Review (Attachment 2 refers). The responses to the discussion papers are, in the main, based on the City's comprehensive submissions to the Metropolitan Local Government Review Panel of December 2011; May 2012; April 2013, and other previously endorsed positions. The Western Australian Local Government Association has also called for submission that will be progressed through WALGA State Council.

It is therefore recommended that Council:

- 1 *ENDORSES the City of Joondalup submission, provided as Attachment 2 to this Report, in response to the Department of Local Government; Sport and Cultural Industries' invitation to comment on its Phase 2 discussion papers on the review of the Local Government Act 1995;*
- 2 *NOTES the City's submission in part 1 above will be used to respond to the Western Australian Local Government Association's request for feedback on phase 2 of the Local Government Act Review.*

BACKGROUND

In 2017 the State Government announced a review of the Act which is the first significant reform of local government conducted in more than two decades. The objective of the review, conducted in phases, is for Western Australia to have a new, modern Act that empowers local governments to better deliver for their communities. In November 2017 the Department released a discussion paper that is structured around phase 1 of the review of the Act. Phase 1 focused on:

- making information available online
- meeting public expectations for accountability
- meeting public expectations of ethics, standards and performance
- building capacity through reducing red tape.

At its meeting held on 20 February 2018 (CJ012-02/18 refers), Council endorsed the City's submission to the phase 1 consultation process. In August 2018 the Minister for Local Government, the Hon. David Templeman MLA announced the outcomes and positions of the phase 1 review consultation process and identified various changes would now proceed to the drafting of an Amendment Bill.

In September 2018 the Minister for Local Government further announced phase 2 of the consultation process and called on Western Australians to help shape the future of local government in their community by having a say on the reform of the Act, which aims to empower local governments to better deliver quality governance and services to Western Australian communities now and into the future.

The Department has prepared a series of discussion papers (Attachment 1 refers) and online surveys for public comment. The discussion papers are focussed on the State Government's vision for local governments to be agile, smart and inclusive. Phase 2 of the review is focused on the following key topic areas within three themes:

- Agile
 - Beneficial enterprises.
 - Financial management.
 - Rates, fees and charges.

- Smart
 - Administrative efficiencies / local laws.
 - Council meetings.
 - Interventions (Council Conduct and Governance).
- Inclusive
 - Community engagement.
 - Integrated planning and reporting.
 - Complaints management.
 - Local government elections.

DETAILS

The City supports the proposed framework of undertaking the review in two phases being modernising local government (phase 1) and services to the community (phase 2). Further, the City supports the review's principles and vision.

The City provides the comments and recommendations within its submission in relation to the Department's released discussion papers around phase 2 of the Act review. However, the various phase 2 discussion papers and fact sheets provided by the Department have not provided definitive options in terms of changes or indeed what specific drafting will be made in the legislation; but rather a series of closed questions, in survey form, with limited opportunity to provide context or justification around ideas for change.

In view of this, the City's response aims to be brief in its approach; is focused on the ideas presented in the discussion papers; and whether the City supports such ideas, but more importantly coupled with justification to its stated positions. The City's phase 2 submission is based on the ideas presented in the 10 key topic areas, as detailed below:

- Part 1 - Agile
 - Beneficial enterprises.
 - Financial management.
 - Rates, fees and charges.
- Part 2 -Smart
 - Administrative efficiencies / local laws.
 - Council meetings.
 - Interventions (Council Conduct and Governance).
- Part 3 - Inclusive
 - Community engagement.
 - Integrated planning and reporting.
 - Complaints management.
 - Local government elections.

Issues and options considered

Council may choose to either:

- endorse the City's submission
- endorse the City's submission with further amendments
or
- not endorse the City's submission.

Legislation / Strategic Community Plan / policy implications

Legislation

Local Government Act 1995 and associated Regulations.

Strategic Community Plan

Key theme	Governance and Leadership.
Objective	Strong leadership.
Strategic initiative	Participate in State and Federal policy development processes affecting local government.
Policy	Not applicable.

Risk management considerations

Providing a response to the Department's discussion papers enables the City to contribute to the review and potential amendments to the *Local Government Act 1995* and therefore, the future purpose and role of local government.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The City's submission is, in the main, based on the City's comprehensive submissions to the Metropolitan Local Government Review Panel of December 2011; May 2012; April 2013; previously endorsed positions to a range of discussion papers and industry feedback requests.

The Western Australian Local Government Association (WALGA) has also requested feedback to the WALGA State Council, through the various WALGA Zone meetings, on phase 2 of the Act review and the City's submission will be used as a basis to respond to WALGA's request for feedback.

COMMENT

The City has been an active and cooperative participant in all legislative and reform reviews, surveys and analysis of the local government sector, including the WA Local Government Association *Systemic Sustainability Study* in 2006 and the Ministerial-initiated voluntary Local Government reform initiative in 2009, and Metropolitan Local Government Reform Process 2011-2013.

Through the phase 1 and phase 2 consultation processes, the Minister and the Department have stated the review attempts to modernise the Act to empower local governments to better deliver for their communities, as well as to remove red tape and overly burdensome bureaucracy. Local governments, due to their existence as being a product of statute, are bureaucratic in nature and are required to comply with numerous reporting and oversight regimes.

However, some of the suggestions being made in the discussion paper in both phase 1, and now again in phase 2, are by their very nature contributing to red tape as opposed to reducing it. This includes requiring additional policies to be made; additional administrative / governance requirements to be implemented; or additional levels of oversight to be had.

Overall, the Act should remain principle-based in which local governments have the flexibility and ability to operate in, with good governance principles and standards in mind. Considering the capacity of different local governments, a size and scale compliance regime should be introduced based on possible banding methodology, similarly used by the Salaries and Allowance Tribunal for allowance and salaries for local governments.

The City recognises that its response to the discussion papers is but one element of the consultation to be undertaken and will consider further discussion papers and information distributed by the Minister of the Department on issues that have been identified over the last eight years including advocacy positions agreed by the sector. This will include a request for local governments to submit additional items for consideration in the Act review process as well as providing more definitive positions once they become clearer.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 ENDORSES the City of Joondalup submission, provided as Attachment 2 to this Report, in response to the Department of Local Government; Sport and Cultural Industries' invitation to comment on its Phase 2 discussion papers on the review of the *Local Government Act 1995*;**
- 2 NOTES the City's submission in part 1 above will be used to respond to the Western Australian Local Government Association's request for feedback on phase 2 of the Local Government Act Review.**

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf190312.pdf](#)

ITEM 4 STATUS OF PETITIONS

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	05386, 101515
ATTACHMENT	Attachment 1 Status of Petitions – 16 August 2016 to 19 February 2019
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the status of outstanding petitions.

BACKGROUND

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

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

DETAILS

Issues and options considered

Attachment 1 provides a list of all outstanding petitions, which were received during the period 16 August 2016 to 19 February 2019, 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 16 August 2016 to 19 February 2019, forming Attachment 1 to this Report;
- 2** in relation to the petition requesting Council create a working group to review and develop appropriate signage guidelines and policy to allow small business to have a say on signage and place-making within the City of Joondalup, *Local Planning Scheme No. 3* was gazetted on 23 October 2018. A review of the *Signs Policy* can now commence and the petition will be considered as part of that review;

- 3** in relation to the petition requesting that Council to introduce the following to drive growth and success in the Performing Arts and Cultural Sector, thereby making opportunities available to our families and businesses:
- 3.1** establish a formal subcommittee of Council to manage and deliver all performing arts and cultural growth / events in the City with 80% of members drawn from this City's community;
 - 3.2** establish safe, secure and accessible equipment storage for groups along with a dedicated, City supplied, equipment library to supply (free of charge) key equipment;
 - 3.3** the City of Joondalup to have a professional Performing Arts and Cultural team that will:
 - 3.3.1** act as the production and support for all suburbs with activities being centralised;
 - 3.3.2** support all groups with fundraising applications, professional PR and memberships;
 - 3.3.3** facilitate access to all current facilities in the City of Joondalup such as school theatres, churches, parks or empty business units for all groups and activities;
 - 3.3.4** raise cross-cultural understanding and accessibility for families / disadvantaged groups;
 - 3.4** source a Performing Arts and Cultural Facility that is fully funded by grants and donations,
- a separate report on the status of the Joondalup Performing Arts and Cultural Facility project will be submitted to Council following consideration of this matter by the Major Projects and Finance Committee at its meeting held on 11 March 2019;
- 4** in relation to the petition requesting a skate park facility be built at Chichester Park, Woodvale, the City is currently investigating suitable locations in parallel to the development of an overall skate strategy for the City of Joondalup, it is anticipated that a draft strategy report will be tabled at a future Council meeting outlining priorities for future BMX locations and provision. A skate park at Chichester Park will be considered in the context of the overall strategy;
- 5** in relation to the petition requesting that Council changes the designation of Central Park (which currently prohibits dogs whether on or off the lead) to allow for dogs on leads to be allowed to enter the park within the active areas and along its pathways, a report was presented to Council at its meeting held on 19 February 2019 (CJ018-02/19 refers);

- 6** in relation to the petition requesting the installation of a BMX dirt track at Kallaroo Park, it is anticipated that a draft strategy report will be tabled at a future Council meeting outlining priorities for future BMX locations and provision. A BMX track at Kallaroo Park will be considered in the context of the overall strategy;
- 7** in relation to the petition requesting that Council abandon its plans to install a footpath along Charonia Road, Mullaloo, it is anticipated that a report will be presented to Council at its meeting to be held on 25 June 2019.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf190312.pdf](#)

ITEM 5 MINUTES OF EXTERNAL COMMITTEES

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	03149, 41196, 101515
ATTACHMENTS	Attachment 1 Minutes of Mindarie Regional Council Meeting held on 7 February 2019. Attachment 2 Minutes of Tamala Park Regional Council Meeting held on 21 February 2019. (Please note: These minutes are only available electronically).
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 Mindarie Regional Council Meeting held on 7 February 2019.
- Minutes of the Tamala Park Regional Council Meeting held on 21 February 2019.

DETAILS

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

Mindarie Regional Council Meeting – 7 February 2019.

A meeting of the Mindarie Regional Council was held on 7 February 2019.

At the time of this meeting Cr Mike Norman and Cr Nige Jones were Council's representatives at the Mindarie Regional Council meeting. At its meeting held on 11 December 2018 (CJ234-12/18 refers), Council appointed Cr Jones as deputy member to act on behalf of Cr Russ Fishwick, JP to represent the City at any meetings of the Mindarie Regional Council held between 1 February and 20 February 2019 as Cr Fishwick was on leave of absence during that timeframe.

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

9.3 Mid Year Budget Review – 2018-19

It was resolved by the Mindarie Regional Council as follows:

“That Council:

- 1 *Approve by Absolute Majority the forecast surplus position estimated to be \$3,452,365 at 30 June 2019, which includes the following:*
 - *A net estimated increase in total revenue of \$4,087,306;*
 - *A net estimated increase in total other charges of approximately \$441,131;*
 - *A net estimated increase in expenditures of \$2,770,484;*
 - *A net estimated increase in the profit on sale of assets of \$6,116;*
 - *Capex expenses re-allocated as contained in the report;*
 - *A net estimated decrease in capital expenditures of \$265,799.”*

Tamala Park Regional Council Meeting – 21 February 2019.

A meeting of the Tamala Park Regional Council was held on 21 February 2019.

At the time of this meeting Cr Nige Jones was Council’s representatives at the Tamala Park Regional Council meeting. At its meeting held on 19 February 2019 (C06-02/19 refers) and in the absence of member Cr John Chester and the two deputy members being Cr Sophie Dwyer and Cr Christine Hamilton-Prime, Council appointed Cr Philippa Taylor to act as a member and represent the City at this meeting of the Tamala Park Regional Council.

9.6 Tamala Park Regional Council Budget FYE 2019 – Mid Year Review

It was resolved by the Tamala Park Regional Council as follows:

“That the Council ADOPTS the Budget Review with the variations for the period 1 July 2018 to 30 June 2019 as detailed in the Budget analysis Worksheet attached to Appendix 9.6, subject to Proceeds Sales of Lots being adjusted in accordance with the lot repricing approved by Council under Item 9.10 – Proposed Repricing of Lots.”

9.7 Local Government Compliance Audit for year ended 31 December 2018

It was resolved by the Tamala Park Regional Council as follows:

“That the Compliance Audit Return for the Tamala Park Regional Council for the year ended 31 December 2018 be ADOPTED, RECORDED in the minutes, CERTIFIED and SUBMITTED to the Director General of the Department of Local Government, Sport and Cultural Industries, in accordance with the Local Government Act and Regulations.”

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 7 February 2019 forming Attachment 1 to this Report;**
- 2 Tamala Park Council meeting held on 21 February 2019 forming Attachment 2 to this Report.**

To access this attachment on electronic document, click here: [ExternalMinutes190312.pdf](#)

ITEM 6 LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2019

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	09882, 101515
ATTACHMENTS	Attachment 1 Chief Executive Officer's Delegated Municipal Payment List for the month of January 2019 Attachment 2 Chief Executive Officer's Delegated Trust Payment List for the month of January 2019 Attachment 3 Municipal and Trust Fund Vouchers for the month of January 2019
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the list of accounts paid under the Chief Executive Officer's delegated authority during the month of January 2019.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of January 2019, totalling \$13,368,519.32.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for January 2019 paid under delegated authority in accordance with regulation 13(1) of the Local Government (Financial Management) Regulations 1996 forming Attachments 1, 2 and 3 to this Report, totalling \$13,368,519.32.

BACKGROUND

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

DETAILS

The table below summarises the payments drawn on the funds during the month of January 2019. Lists detailing the payments made are appended as Attachments 1 and 2 to this Report.

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

FUNDS	DETAILS	AMOUNT
Municipal Account	Municipal Cheques & EFT Payments 107758 - 107851 & EF075364 - EF075943 Net of cancelled payments.	\$ 8,003,252.08
	Vouchers 2437A – 2454A	\$ 5,356,375.61
Trust Account	Trust Cheques & EFT Payments 207334 - 207336 & TEF001650 – TEF001659 Net of cancelled payments.	\$ 8,891.63
	Total	\$ 13,368,519.32

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 *2018-19 Annual Budget* as adopted by Council at its meeting held on 26 June 2018 (CJ114-06/18 refers) and subsequently revised or has been authorised in advance by the Mayor or by resolution of Council as applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Chief Executive Officer's list of accounts for January 2019 paid under Delegated Authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* forming Attachments 1, 2 and 3 to this Report, totalling \$13,368,519.32.

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf190312.pdf](#)

ITEM 7 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2019

WARD	All
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services
FILE NUMBER	07882,101515
ATTACHMENTS	Attachment 1 Financial Activity Statement Attachment 2 Investment Summary Attachment 3 Supporting Commentary
AUTHORITY/ DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For Council to note the Financial Activity Statement for the period ended 31 January 2019.

EXECUTIVE SUMMARY

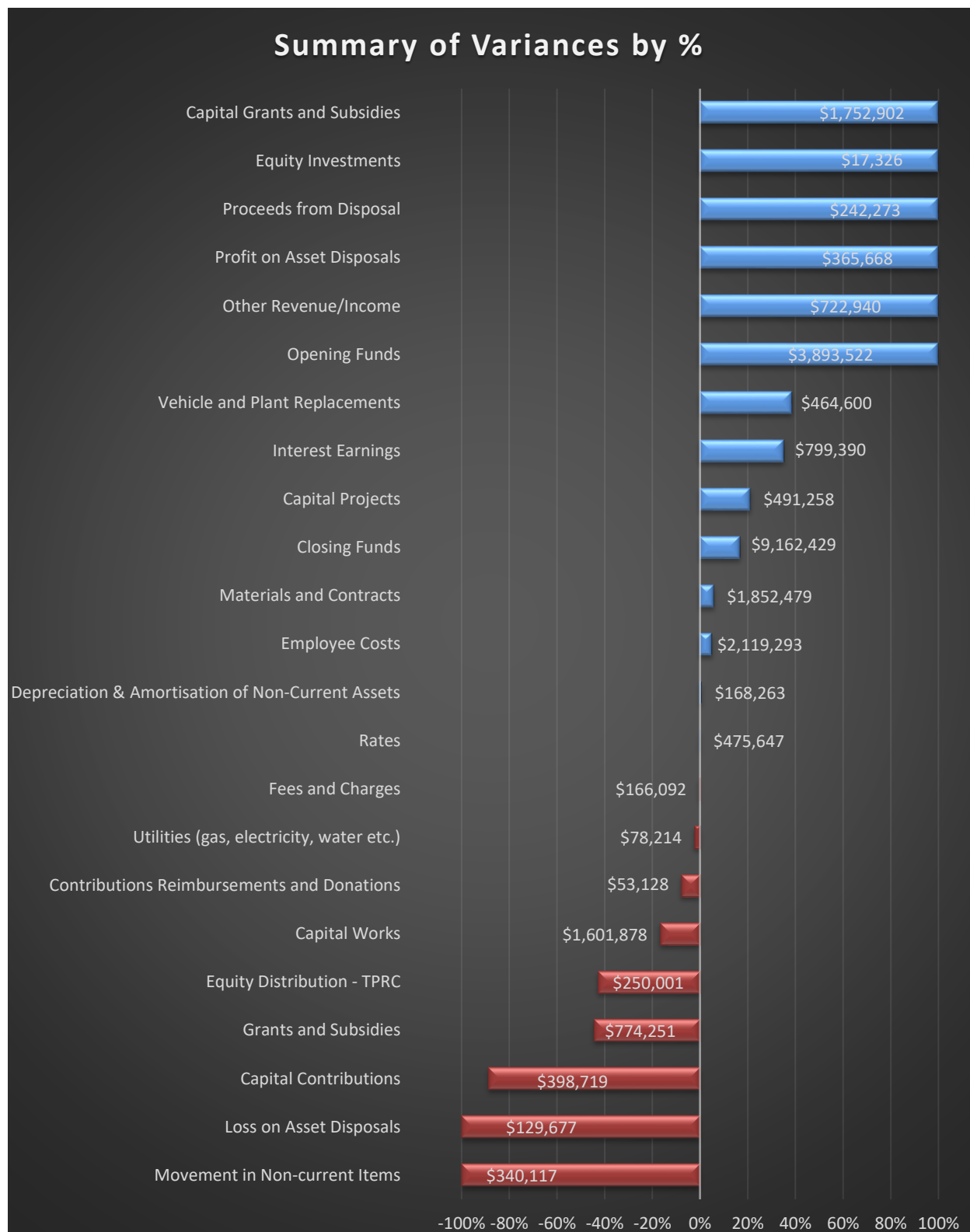
At its meeting held on 26 June 2018 (CJ114-06/18 refers), Council adopted the Annual Budget for the 2018-19 financial year. The figures in this report are compared to the adopted budget.

The January 2019 Financial Activity Statement Report shows an overall favourable variance from operations and capital, after adjusting for non-cash items, of \$9,162,429 for the period when compared to the adopted budget.

It should be noted that this variance does not represent a projection of the end of year position or that these funds are surplus to requirements. It represents the year to date position to 31 January 2019 and results from a number of factors identified in the report, including the opening funds position following finalisation of the 2017-18 annual financial statements.

There are a number of factors influencing the favourable variance, but it is predominantly due to additional surplus brought forward from the previous year and the timing of revenue and expenditure compared to the budget estimate. The notes in Attachment 3 identify and provide commentary on the individual key material revenue and expenditure variances to date.

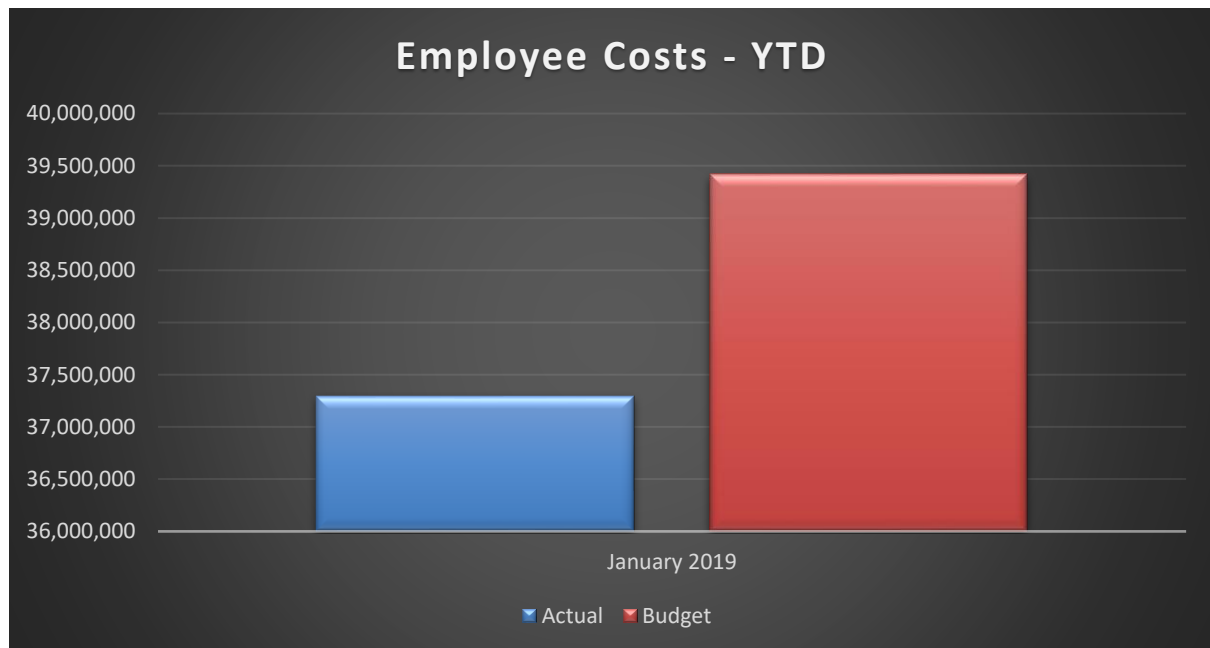
The key elements of the variance are summarised below:



The significant variances for January were:

Employee Costs

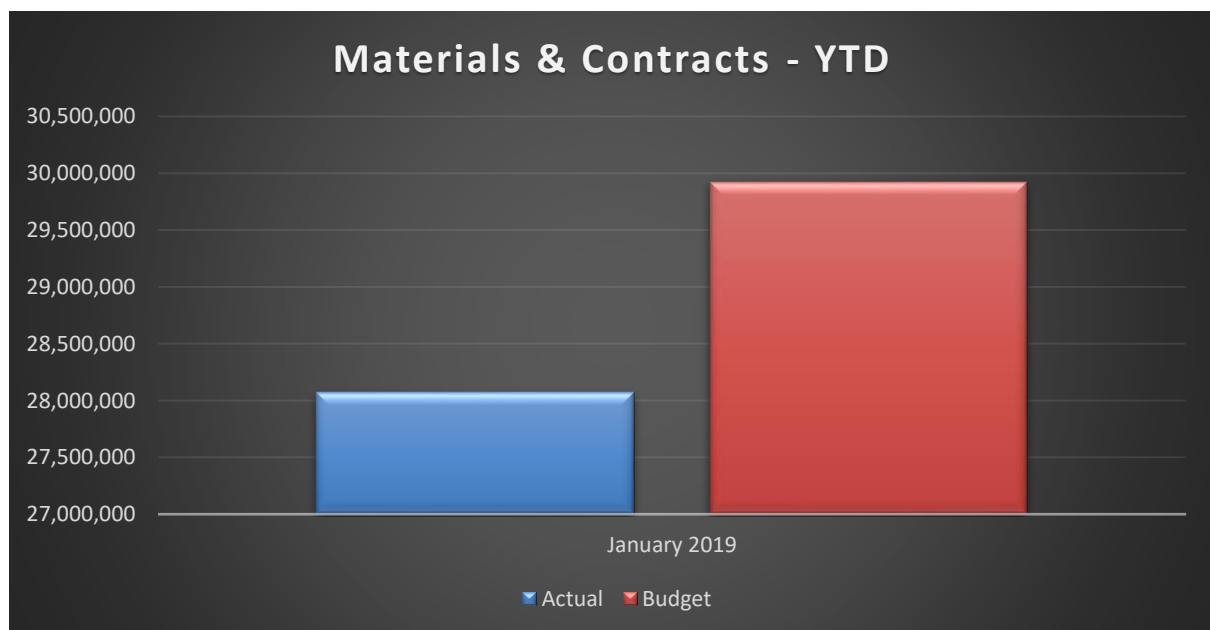
\$2,119,293



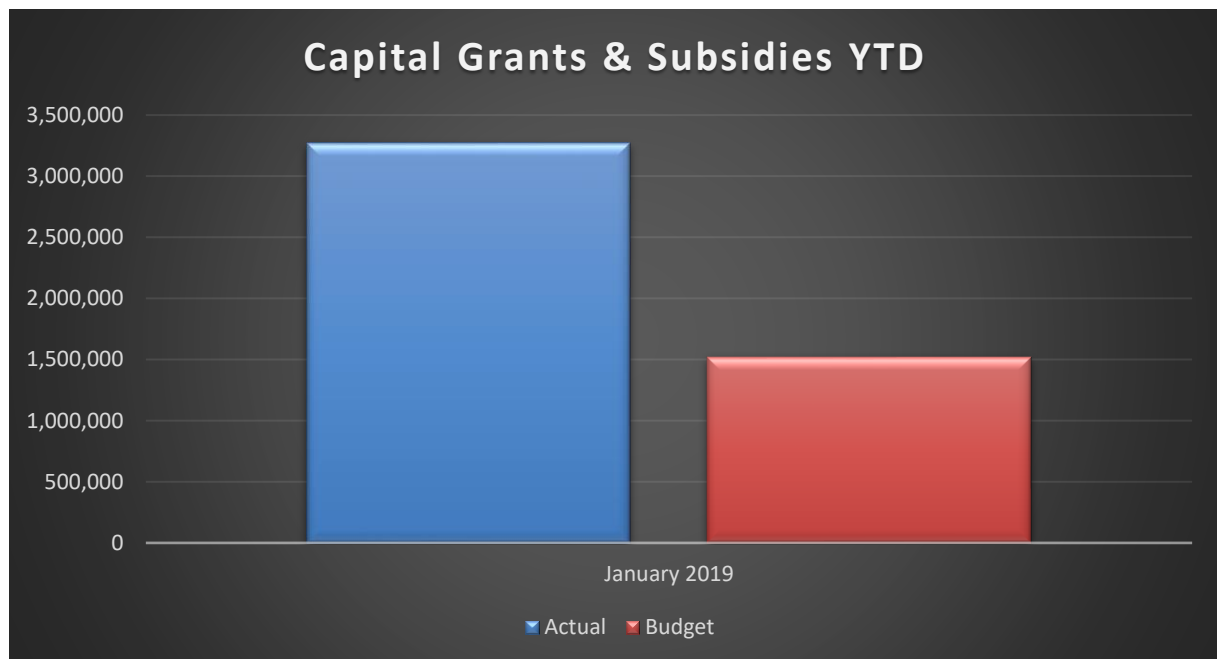
Employee Costs expenditure is \$2,119,293 below budget. Favourable variances arose for Salaries and Wages across a number of areas including Parks \$410,650, Planning Approvals \$249,570, CEO Administration \$191,055 and Engineering Maintenance \$167,725 mainly due to vacant positions.

Materials & Contracts

\$1,852,479



Materials and Contracts expenditure is \$1,852,479 below budget. This is spread across a number of different areas including favourable timing variances for External Service Expenses \$860,358, Administration \$427,900 and Public Relations, Advertising & Promotions \$257,477.

Capital Grants & Subsidies**\$1,752,902**

Capital Grants and Subsidies revenue is \$1,752,902 above budget. This is spread across a number of different areas including favourable variances for Street Lighting Program \$747,529, Major Roads Construction \$773,023 and Road Preservation / Resurfacing Program \$230,230.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 January 2019 forming Attachment 1 to this Report.

BACKGROUND

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

DETAILS**Issues and options considered**

The Financial Activity Statement for the period ended 31 January 2019 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* 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

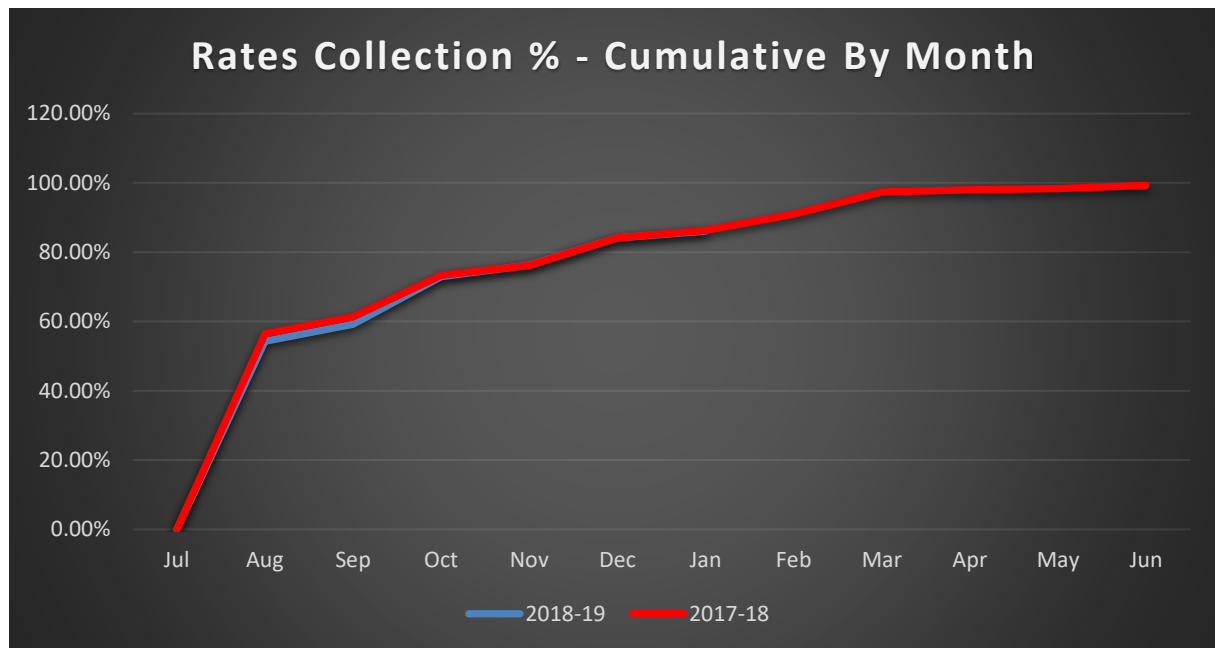
Expenditure has been incurred in accordance with adopted budget parameters, which have been structured on financial viability and sustainability principles.

Consultation

In accordance with section 6.2 of the *Local Government Act 1995*, the annual budget was prepared having regard to the Strategic Financial Plan, prepared under Section 5.56 of the *Local Government Act 1995*.

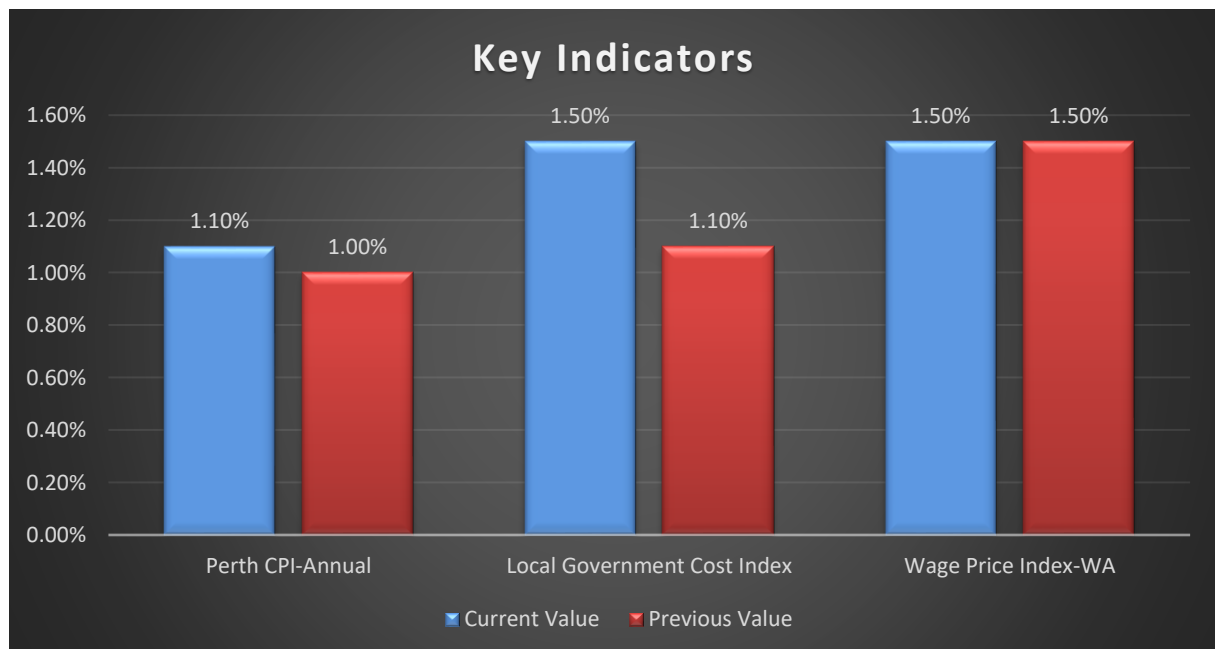
KEY INDICATORS

Rates Collection



Rates collections as a percentage of rates issued (debtors) continues on par with the prior year at the end of January. This trend is expected to continue to the end of the financial year.

Economic Indicators



Increase in the Perth CPI during the December quarter demonstrates the WA economy continues to emerge from its downturn further indicating future cost pressures in the general economy if this persists. The rise in the Local Government Cost Index appears to indicate that some of the cost pressures have impacted local government already. Wage inflation remains above CPI, although significantly lower than in the past, and has remained steady in WA contrasting a national increase of 0.3% for the same period.

COMMENT

All expenditure included in the Financial Activity Statement is incurred in accordance with the provisions of the 2018-19 adopted budget or has been authorised in advance by Council where applicable.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council NOTES the Financial Activity Statement for the period ended 31 January 2019 forming Attachment 1 to this Report.

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf190312.pdf](#)

It is therefore recommended that Council:

- 1 *NOTES the results of the community engagement process as detailed in Attachment 1 to this Report;*
- 2 *LISTS FOR CONSIDERATION an amount of \$120,000 in 2020-21 of the City's Five Year Capital Works Program to progress the installation of a toilet facility within Shepherds Bush Park, Kingsley.*

BACKGROUND

At its meeting held on 18 September 2018 (C85-09/18 refers), a Notice of Motion was raised and subsequently resolved by Council as follows:

“That Council requests the Chief Executive Officer to prepare a report on the feasibility of installing a low cost, low maintenance toilet facility at Shepherds Bush Park, Kingsley.”

The Notice of Motion was raised as a result of the increased popularity of Shepherds Bush Park following the installation of a bike skills track, play space, picnicking equipment and BMX Pump and Jump track by the City throughout the 2016-17 and 2017-18 financial periods.

In response to the request, a report was presented to Council at its meeting held on 20 November 2018 (CJ206-11/18 refers). The report noted that Shepherds Bush Park was currently classified as a District Recreation Park and due to its popularity, large catchment area and strategic location adjacent the highly utilised Robertson Road cycleway, the park's features were deemed appropriate for the consideration of a toilet facility.

The results of a utilisation review were also presented to Council, whereby patronage levels at Shepherds Bush Park were compared to another recently developed park containing toilet facilities (namely Delamere Park in Currambine). The results supported the view that a sufficient demand exists to consider the installation of a toilet facility at Shepherds Bush Park, as it is on average three to four times more popular than Delamere Park with regard to overall park attendance numbers, regardless of the time of day in which the review was conducted.

At its meeting held on 20 November 2018 (CJ206-11/18 refers), Council subsequently resolved the following:

- “1 *NOTES that recent investigations undertaken by the City into the utilisation of Shepherds Bush Park have identified that a sufficient demand exists to consider the installation of a toilet facility within the park;*
- 2 *NOTES that preliminary cost estimates to install a toilet facility at Shepherds Bush Park range from \$80,000 to \$120,000 depending on the design option that is pursued;*
- 3 *APPROVES the commencement of a community engagement process to seek feedback from local residents and park users on the proposed installation of a public toilet facility within Shepherds Bush Park;*
- 4 *APPROVES the community engagement period to extend beyond the December 2018 Council meeting by no longer than 10 days, in accordance with the City's Community Engagement Policy.”*

Following Council's decision, the City commenced a community engagement process to determine the level of support for the installation of a toilet facility within Shepherds Bush Park. The report presents the results of this process to Council for its consideration.

DETAILS

Community Engagement Process

The community was invited to provide feedback from 22 November to 19 December 2018. The City engaged directly with a total of 429 stakeholders as follows:

- Local residents and landowners within a 350 metre radius of Shepherds Bush Park (321).
- Friends of Shepherds Bush.
- Kingsley and Greenwood Residents Association Inc.
- Community Engagement Network Members living within the suburb of Kingsley (98).
- Local Parliamentarians (eight).

Additional stakeholders, including park visitors and general community members were also invited to participate in the engagement process through the following promotional mechanisms:

- The installation of on-site signage.
- City of Joondalup website.
- Social media posts on the City's Twitter and Facebook accounts on 23 November 2018.
- Article in the *Joondalup Voice* section of the *Joondalup Weekender* on 29 November 2018.

Response Rate

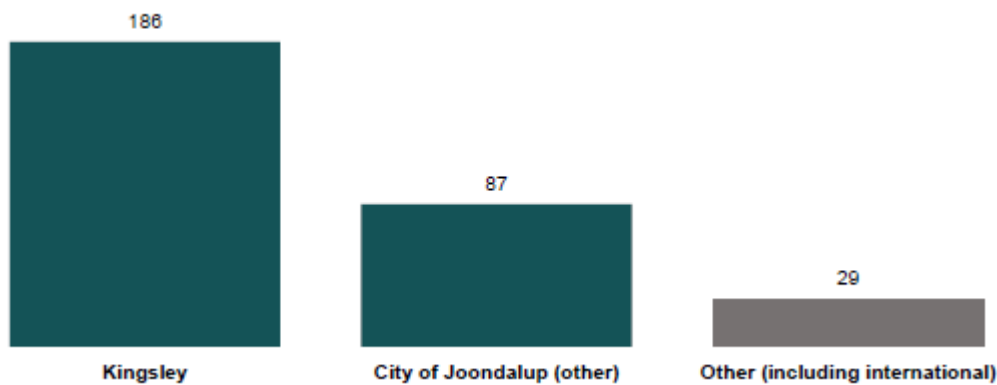
The City collected a total of 302 valid responses throughout the 28-day advertised engagement period. Responses that were considered valid include all those which contained contact details enabling identification and were submitted within the advertised engagement period. Where multiple comment forms were received from the same respondent, they were combined into one response.

Of the 302 respondents, 300 completed the comment form online and an additional two respondents provided written feedback via email. Of the 321 residents and landowners within a 350 metre radius of Shepherds Bush Park, 43 submitted feedback. Feedback was also received from 13 Community Engagement Network members residing in Kingsley, indicating an overall response rate of 13.1%.

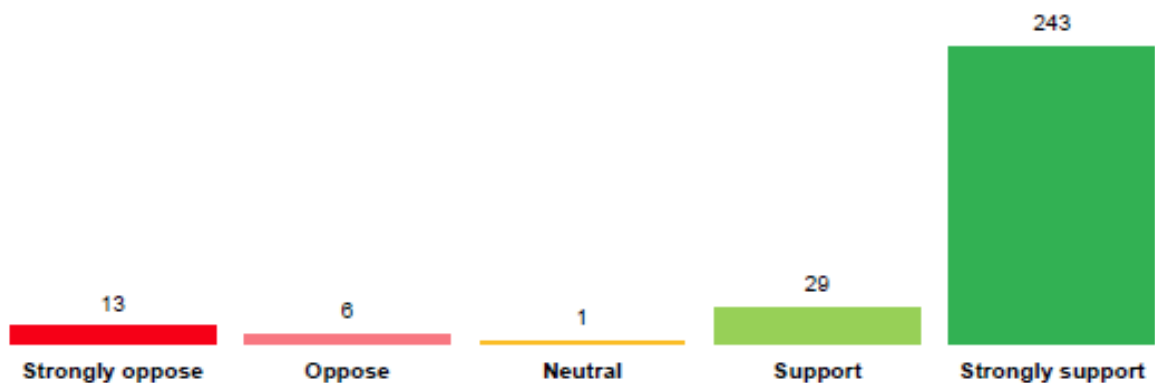
Following general advertising mechanisms, a further 247 community members also provided feedback.

Demographics

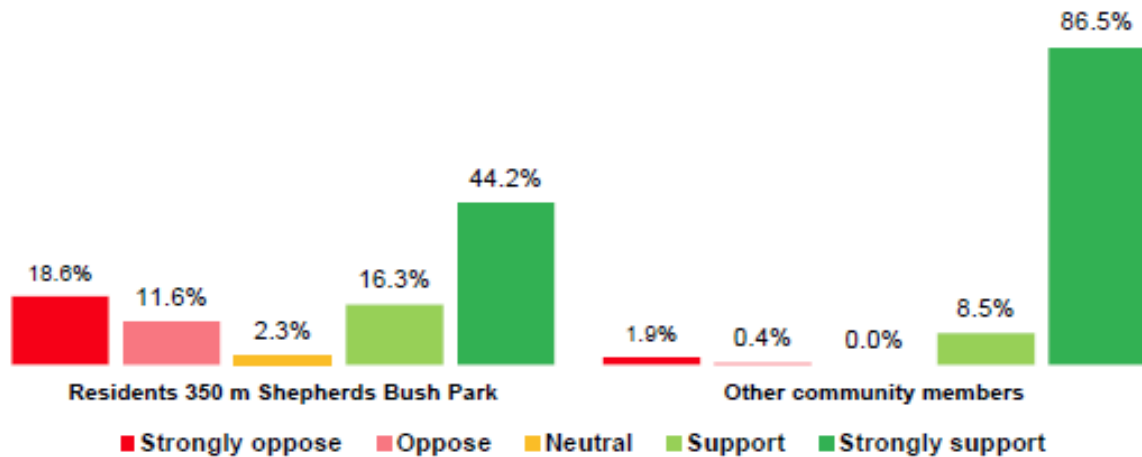
The majority of respondents were residents of the suburb of Kingsley (61.9%), with large numbers of the respondents also residing within the suburbs of Greenwood (10.3%) and Woodvale (6.6%), as shown in the chart below.

Responses received by suburb:**Survey Outcomes**

Respondents were asked to indicate whether they support or oppose the proposal to install a toilet facility at Shepherds Bush Park on a five point scale from “strongly oppose” to “strongly support”. The majority of respondents (272) indicated they “support” or “strongly support” the proposal (90.1%), while 19 respondents indicated they “oppose” or “strongly oppose” it (6.3%).



Further analysis was also conducted to compare the level of support indicated by local residents and landowners within a 350 metre radius of Shepherds Bush Park with the level of support indicated by all other community members. Respondents who do not reside within 350 metres of Shepherds Bush Park indicated stronger support, with 95.0% indicating they either “support” (22) or “strongly support” (224) the proposal, while the majority (60.5%) of respondents living within a 300 metre radius of the park also supported or strongly supported the proposal. Just over one-quarter of respondents living within a 350 metre radius of Shepherds Bush Park indicated they either “oppose” (three) or strongly oppose” (eight) the proposal, while only 6.6% of other community members indicated they “oppose” (five) or “strongly oppose” (eight) the proposal. This data is shown in the chart below.



Respondents were asked if they had any comments about the proposal to install a toilet facility at Shepherds Bush Park, Kingsley, of which a total of 213 respondents responded. A significant number of comments (72) were supportive of the proposal due to the park attracting a high volume of visitors, most of whom were children.

More than 20% of respondents who provided a comment highlighted that having a toilet within the park would increase accessibility to park users and allow for longer visits, while also reducing incidences of toileting within the bushland area.

A number of respondents also commented about the negative impacts a new toilet facility may have on the residents living in houses adjacent to the park (13), noting that such a facility could lead to a rise in anti-social behaviour and crime, such as vandalism, drug use and loitering (38).

Issues and options considered

Council may choose to:

- support listing the installation of a toilet facility in Shepherds Bush Park in the City's *Five Year Capital Works Program*
or
- not support the installation of a toilet facility in Shepherds Bush Park.

Due to the significant support demonstrated through the community engagement process, it is recommended that a project is listed for consideration in the City's *Five-Year Capital Works Program* in 2020-21 to install a modest toilet facility within Shepherds Bush Park.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Active democracy.

Strategic initiative Optimise opportunities for the community to access and participate in decision-making processes.

Policy *Community Consultation and Engagement Policy.*

Risk management considerations

No applicable.

Financial / budget implications

To install a modest toilet facility at Shepherds Bush Park, including universal access toilet options, septic tank installation, connecting path network, auto-locking door system and power connection. Preliminary cost estimates indicate potential expenditure between \$80,000 and \$120,000, depending on the final design option pursued.

There are currently no budgeted funds within the forward *Capital Works Program* or *20 Year Strategic Financial Plan* for the installation of a toilet facility at Shepherds Bush Park.

The estimated costs to fund the ongoing operations of a toilet facility within the park are approximately \$11,500 per annum, which includes depreciation, electricity, water and cleaning costs based on current expenditure for the Delamere Park toilet facility.

Regional significance

The unique features and infrastructure contained within Shepherds Bush Park have proven to consistently attract visitors from beyond the local suburban catchment area, providing a high-quality asset for both local and regional users.

As a destination park with strong cycling connectivity and picnicking infrastructure, the site currently encourages long-stay usage.

Sustainability implications

Environmental

The proposed toilet location in Shepherds Bush Park is adjacent to the Shepherds Bush Conservation Reserve, a high value conservation bushland area within the City of Joondalup. A design for the facility and waste water system is yet to be undertaken. A connection to sewer is estimated to be in excess of \$100,000 which is cost prohibitive however, consideration will be given to eco-design options that will mitigate any potential impacts on the adjacent conservation reserve.

The construction of the toilet facility would also seek to reduce the tendency for young persons and children to utilise the bushland reserve area for ablution purposes due to the lack of a dedicated toilet facility within the park, as occurs frequently at present.

Social

The lack of a dedicated toilet facility within Shepherds Bush Park adversely affects young children and older persons who are required to walk 1.4km to Barridale Park in the south and back in order to utilise an ablution facility, which is considered to be a significant distance for less able persons to manage.

The bike skills track installed within the park is also targeted towards young children who require a nearby and accessible toilet option, given the long-stay use that is encouraged at the site.

Consultation

This report presents the outcome of a recent community engagement process, in which a significant majority of respondents either supported or strongly supported the installation of a toilet facility within Shepherds Bush Park.

COMMENT

Since the installation of unique recreational infrastructure within Shepherds Bush Park, the City has continued to receive requests from the community to install a toilet facility within the park.

The community engagement process has revealed that sufficient support and demand exists to consider the installation of a toilet facility.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 NOTES the results of the community engagement process as detailed in Attachment 1 to this Report;**
- 2 LISTS FOR CONSIDERATION an amount of \$120,000 in 2020-21 of the City's *Five Year Capital Works Program* to progress the installation of a toilet facility within Shepherds Bush Park, Kingsley.**

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf190312.pdf](#)

ITEM 9 PROPOSED RECLASSIFICATION OF OCEAN REEF ROAD

WARD	Central
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBER	00363, 101515
ATTACHMENTS	Nil.
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider the proposed reclassification by Main Roads WA (MRWA) of Ocean Reef Road between Marmion Avenue and the City of Wanneroo boundary.

EXECUTIVE SUMMARY

Ocean Reef Road is a dual carriageway road that is designed in accordance with the *Main Roads WA Metropolitan Functional Road Hierarchy* and the *Metropolitan Regional Scheme*. Ocean Reef Road is currently classified as a local government road and is the responsibility of the Cities of Wanneroo and Joondalup. This road is strategically located and provides access to regional areas and major population and employment centres such as Joondalup and Wangara.

Once a road is classified as a State road, the City will no longer be responsible for maintaining or upgrading the road, nor will it be directly involved with decision-making concerning access and development on the road. Generally, however, MRWA will either advise or seek the City's input should upgrades be required, especially if it impacts on the wider roading network.

The section of Ocean Reef Road from Marmion Avenue to the boundary with the City of Wanneroo, now meets MRWAs criteria to be reclassified from a local government road, to a State road.

It is therefore recommended that Council:

- 1 *SUPPORTS the reclassification and transfer of ownership of Ocean Reef Road from Marmion Avenue to the boundary with the City of Wanneroo to Main Roads WA;*
- 2 *ADVISES Main Roads WA of its decision.*

BACKGROUND

At its meeting held on 30 June 2010, the City of Swan Council resolved to request the reclassification of Gngangara Road from a local government road to a State road and to prepare a submission to MRWA to commence the process.

At its meeting held on 24 August 2010 the City of Wanneroo Council supported the recommendation that a joint submission to MRWA with the City be undertaken to seek reclassification of Ocean Reef Road and Gnangara Road to a State road and therefore responsibility to MRWA. The road reclassification was to include Gnangara Road and Ocean Reef Road to Marmion Avenue.

At its meeting held on 14 December 2010 (CJ227-12/10 refers), Council approved a joint submission to MRWA with the City of Wanneroo to seek the reclassification of Ocean Reef Road and Marmion Avenue to become a State road.

In August 2011 the Cities of Joondalup, Wanneroo and Swan submitted a joint application to MRWA requesting a road reclassification for Ocean Reef Road and Gnangara Road. At the time the City of Wanneroo had commenced the duplication of Ocean Reef Road from Hartman Road east and the realignment of Gnangara Road from Mirrabooka Avenue to Ocean Reef Road. At this time, the City of Swan had not commenced the duplication works of Gnangara Road east of Alexander Drive. This occurred in late 2016.

In 2012 MRWA finalised the classification assessment of Ocean Reef Road and Gnangara Road. The duplication of Ocean Reef Road and realignment of Gnangara Road had been completed by the City of Wanneroo. The completion of these works was taken into consideration by MRWA as part of the reclassification assessment. In March 2012 MRWA advised the City that the reclassification of Ocean Reef Road was not supported as it did not meet the criteria to become a State road and that it would be reviewed again in approximately five years' time.

On 1 November 2018, the City received formal correspondence from MRWA regarding the classification review of Ocean Reef Road and Gnangara Road. MRWA advised the City that the section of Ocean Reef Road from Marmion Avenue to the City's border with the City of Wanneroo now met the criteria for a State road. MRWA requested the City to provide in-principle support to transfer ownership of Ocean Reef Road. A similar request was also sent to the Cities of Swan and Wanneroo.

At its meeting held on 12 December 2018, the City of Swan Council resolved to support in-principle, the reclassification of Gnangara Road as a State road from Alexander Drive to Tonkin Highway (Northlink WA Project).

The City of Wanneroo, at its Council Meeting held on 5 February 2019, agreed in-principle to transfer to MRWA its section of Ocean Reef Road between the City of Joondalup boundary and Gnangara Road as well as the section of Gnangara Road between Ocean Reef Road and the City of Swan boundary.

DETAILS

Under MRWA's *Metropolitan Functional Road Hierarchy*, Ocean Reef Road is currently classified as a District Distributor A road from Oceanside Promenade in the west to the boundary with the City of Wanneroo in the east. The section of Ocean Reef Road from Oceanside Promenade north to Shenton Avenue is classified as a District Distributor B road and is not included as part of the re-classification request. The full length of Ocean Reef Road from the boundary with the City of Wanneroo to Burns Beach Road is 9.3km. The section to be reclassified is a 4.5km section between the City of Wanneroo boundary and Marmion Avenue.

According to the *Metropolitan Regional Scheme (MRS)*, Ocean Reef Road is classified as an 'Other Regional Road' and serves as a major east west link from Gnangara Road to Marmion Avenue, including access to the Mitchell Freeway interchange.

The section of Ocean Reef Road west of the City of Wanneroo's boundary has experienced an increased level of demand, with vehicles predominantly originating from the Cities of Wanneroo and Swan. While this is still within the functionality of Ocean Reef Road, congestion during peak periods is significant within the vicinity of Wanneroo Road and the Mitchell Freeway interchange. Latest vehicle volumes, east of Edgewater Drive undertaken in late 2018 confirmed that vehicle volumes are in excess of 54,000 vehicles per day.

A breakdown of the latest vehicle volumes undertaken in November 2018 for Ocean Reef Road from Marmion Avenue to the boundary with the City of Wanneroo is provided below:

Road	Location	Vehicles per day
Ocean Reef Road	East of Marmion Avenue	17,081
	East of Eddystone Avenue	19,902
	East of Craigie Drive	24,757
	East of Edgewater Drive	54,659
	East of Trappers Drive / west City of Joondalup and City of Wanneroo boundary	48,694

Currently the City maintains Ocean Reef Road and is responsible for road improvements and landscape maintenance. Within the City's *Five Year Capital Works Program* there are three future projects which are as follows:

- Approved Footpath Replacement Project for the 2018-19 financial year to replace the asphalt footpath from Wildlife Place to the Mitchell Freeway Principal Shared Path.
- Approved Black Spot Project for the 2019-20 and 2020-21 financial years to upgrade the intersection of Ocean Reef Road and Eddystone Avenue.
- Proposed Local Traffic Management (LTM) project for the 2021-22 financial year to upgrade the intersection of Ocean Reef Road and Gwendoline Avenue.

The projects most likely to be impacted by the City will be the Black Spot project and the LTM project, however these projects will be discussed further with MRWA to determine the way forward should Council support the reclassification.

The City currently fully maintains Ocean Reef Road, including the section west of Marmion Avenue. The transfer of Ocean Reef Road to MRWA's responsibility is likely to include a landscape maintenance agreement similar to that the City has for Marmion Avenue. A maintenance agreement is yet to be established for Ocean Reef Road and is likely to occur should Council support the reclassification to a State road.

MRWA is therefore seeking the City's in-principle agreement to transfer the section of Ocean Reef Road from Marmion Avenue to the boundary with the City of Wanneroo during the 2019-20 financial year.

Issues and options considered

Two options will need to be considered:

Option 1 Provide in-principle support for the transfer of the section of Ocean Reef Road within the City of Joondalup's boundary between Marmion Avenue and the boundary with the City of Wanneroo to Main Roads WA. This is the recommended option.

The advantage of this option is that it would reduce the City's maintenance and upgrade costs associated with this road.

Option 2 Retain responsibility for the section of Ocean Reef Road within the City's boundary.

The advantage of this option is that the section of road would remain the responsibility of the City including the decision-making processes required for maintenance and upgrading of the road.

The disadvantage of this option is that the City would continue to incur costs for road maintenance and future upgrades. Additionally, retaining this section of Ocean Reef Road could cause confusion around responsibility if the section of Ocean Reef Road within the City of Wanneroo's boundary was transferred to MRWA.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Integrated spaces.

Strategic initiative Provide for diverse transport options that promote enhanced connectivity.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial / budget implications

This stretch of road is currently included in the City's infrastructure assets register along with associated drainage and related infrastructure. At 30 June 2019, the carrying value of the road asset is estimated to be \$3,319,367, with the other associated assets an additional estimated \$2,505,769. The transaction will be a disposal of the asset for no consideration. If transfer to MRWA takes place effective 30 June 2019, this would effectively result in a loss on disposal charge of \$5,825,136 to the City's operating expenses in 2018-19. While this is a non-cash cost, it will have a significant negative impact on the City's operating surplus ratio.

MRWA grants received for construction and upgrade of this road are likely to have funded much of the cost of these, but the bulk of the carrying value in the City's books reflects fair value increases arising from revaluations, which is mandated by the *Local Government (Financial Management) Regulations 1996*. There is no provision in the proposed transfer arrangement to compensate the City for the loss that will be incurred should the transfer go ahead on these terms.

Annual depreciation on the road and other assets combined is approximately \$152,305 based on current asset values. Once the assets are transferred, the City will no longer incur this, which will be an annual saving in operating costs.

On the basis that Ocean Reef Road is reclassified as a State road, the costs associated with road maintenance and road upgrades will be the responsibility of the State Government. However, in accordance with current practice for State roads, the City may be responsible for maintenance of the verge, part costs of maintenance of median island landscaping and 50% of the street lighting tariff.

As a comparison to the current agreement with MRWA for Marmion Avenue from Beach Road to Ocean Reef Road, the City receives a per annum reimbursement payment of two-thirds of the City's annual maintenance costs for this section of road. The City is also reimbursed on an annual basis for street lighting.

In relation to the seal and kerb replacement costs, the City will save approximately \$200,000 per annum over the 20 year lifecycle of the road.

On the basis that the reclassification proceeds, the anticipated ongoing maintenance costs will be subject to detailed discussions and agreements with MRWA.

Regional significance

Ocean Reef Road is a significant arterial road that extends beyond the City's border to the east. It provides access to the Mitchell Freeway as well as Marmion Avenue.

Ocean Reef Road from the Mitchell Freeway to Gnangara Road and beyond, has been highlighted as a primary road (State road) as part of Perth and Peel @ 3.5 million – The Transport Network.

Sustainability implications

The reclassification of Ocean Reef Road to a State road will have some positive economic implications for the City. The reduction in maintenance costs including median landscaping and road upgrade requirements will become the responsibility of the State.

If the option is to not support the reclassification of Ocean Reef Road, the maintenance and road upgrade costs will remain the responsibility of the City.

COMMENT

Ocean Reef Road is a significant arterial road and extends beyond the City's jurisdiction to the east. Currently the responsibility lies with the City for intersection upgrades, road resurfacing, lighting maintenance, verge and median maintenance costs. The heavy demand on Ocean Reef Road, particularly from the east, is likely to cause an increase in the City's maintenance costs for this road over time. The reclassification to a State road is considered a positive outcome given these demands and the future anticipated traffic growth in the region.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 SUPPORTS in-principle the reclassification of Ocean Reef Road from Marmion Avenue to the boundary with the City of Wanneroo to a State road classification;**
- 2 ADVISES Main Roads WA of its decision.**

REPORT – AUDIT AND RISK COMMITTEE – 5 MARCH 2019

ITEM 10 2018 COMPLIANCE AUDIT RETURN

WARD	All
RESPONSIBLE DIRECTOR	Mr Garry Hunt Office of the CEO
FILE NUMBER	32481, 09492, 101515
ATTACHMENT	Attachment 1 2018 Compliance Audit Return
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to adopt the City's 2018 Compliance Audit Return (the Return) prior to it being submitted to the Department of Local Government, Sport and Cultural Industries (DLGSC).

EXECUTIVE SUMMARY

The DLGSC Compliance Audit Return for the period 1 January 2018 to 31 December 2018 has been completed and is required to be adopted by Council before being submitted to the DLGSC by 31 March 2019.

It is therefore recommended that Council:

- 1 ADOPTS the completed 2018 Local Government Compliance Audit Return for the period 1 January 2018 to 31 December 2018 forming Attachment 1 to this Report;*
- 2 In accordance with Regulation 15 of the Local Government (Audit) Regulations 1996, SUBMITS the completed Compliance Audit Return as detailed in Part 1 above, to the Department of Local Government, Sport and Cultural Industries.*

BACKGROUND

Regulation 14 of the *Local Government (Audit) Regulations 1996* requires a local government to carry out a compliance audit for the period 1 January to 31 December in each year. After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister. The Audit and Risk Committee is to review the Return before it is presented to Council for adoption.

Regulation 15 requires the Return to be certified by the Mayor and the Chief Executive Officer before being submitted to the DLGSC, along with the relevant section of the minutes, by 31 March next following the period to which the Return relates.

The 2018 Return was made available to local government authorities by the DLGSC via its centralised portal called Smart Hub. The 2018 Return is similar to previous years and focuses on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the *Local Government (Audit) Regulations 1996*.

The Return is similar to the previous year, with the exception of the category of elections not being applicable for 2018 and the addition of two new questions, 15 and 16 under the finance category.

DETAILS

The 2018 Return contains the following compliance categories:

- Commercial Enterprises by Local Governments
- Delegation of Power / Duty
- Disclosure of Interest
- Disposal of Property
- Finance
- Integrated Planning and Reporting
- Local Government Employees
- Official Conduct
- Tenders for Providing Goods and Services.

The relevant managers were required to complete the responses to the questions which were approved by their Director before being forwarded to the Internal Auditor for review and input via the Smart Hub on the DLGSC website. The Return has been completed and is now required to be adopted by Council before being finalised and submitted to the DLGSC by 31 March 2019.

It should be noted that the Return indicates one incident of non-compliance at question seven under the category Disclosure of Interest. One employee did not lodge their annual return by 31 August 2018 as they were on extended personal leave throughout the Return period and did not return to work.

Legislation / Strategic Community Plan / policy implications

Legislation	Regulations 14 and 15 of the <i>Local Government (Audit) Regulations 1996</i> .
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

The risk associated with Council failing to adopt the 2018 Return would result in non-compliance with the legislative requirements of the *Local Government (Audit) Regulations 1996*.

Financial / budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The responses in the 2018 Return reveal a high level of compliance by the City with legislation.

VOTING REQUIREMENTS

Simple Majority.

COMMITTEE RECOMMENDATION

The committee recommendation to Council for this report (as detailed below) was resolved by the Audit and Risk Committee at its meeting held on 5 March 2019.

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

RECOMMENDATION**That Council:**

- 1 ADOPTS the 2018 Local Government Compliance Audit Return for the period 1 January 2018 to 31 December 2018 forming Attachment 1 to this Report;**
- 2 In accordance with Regulation 15 of the *Local Government (Audit) Regulations 1996*, SUBMITS the completed 2017 Compliance Audit Return as detailed in Part 1 above to the Department of Local Government, Sport and Cultural Industries.**

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8brf190312.pdf](#)

REPORT OF THE CHIEF EXECUTIVE OFFICER

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

REPORTS REQUESTED BY ELECTED MEMBERS

CLOSURE



**DECLARATION OF
FINANCIAL 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* <i>* Delete where not applicable</i>
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.”*



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

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

Name / Position	
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Nature of Interest	Financial Interest * Proximity Interest* Interest that may affect impartiality* <i>* Delete where not applicable</i>
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**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:

- email to council.questions@joondalup.wa.gov.au

Please note that:

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



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

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

STATEMENT

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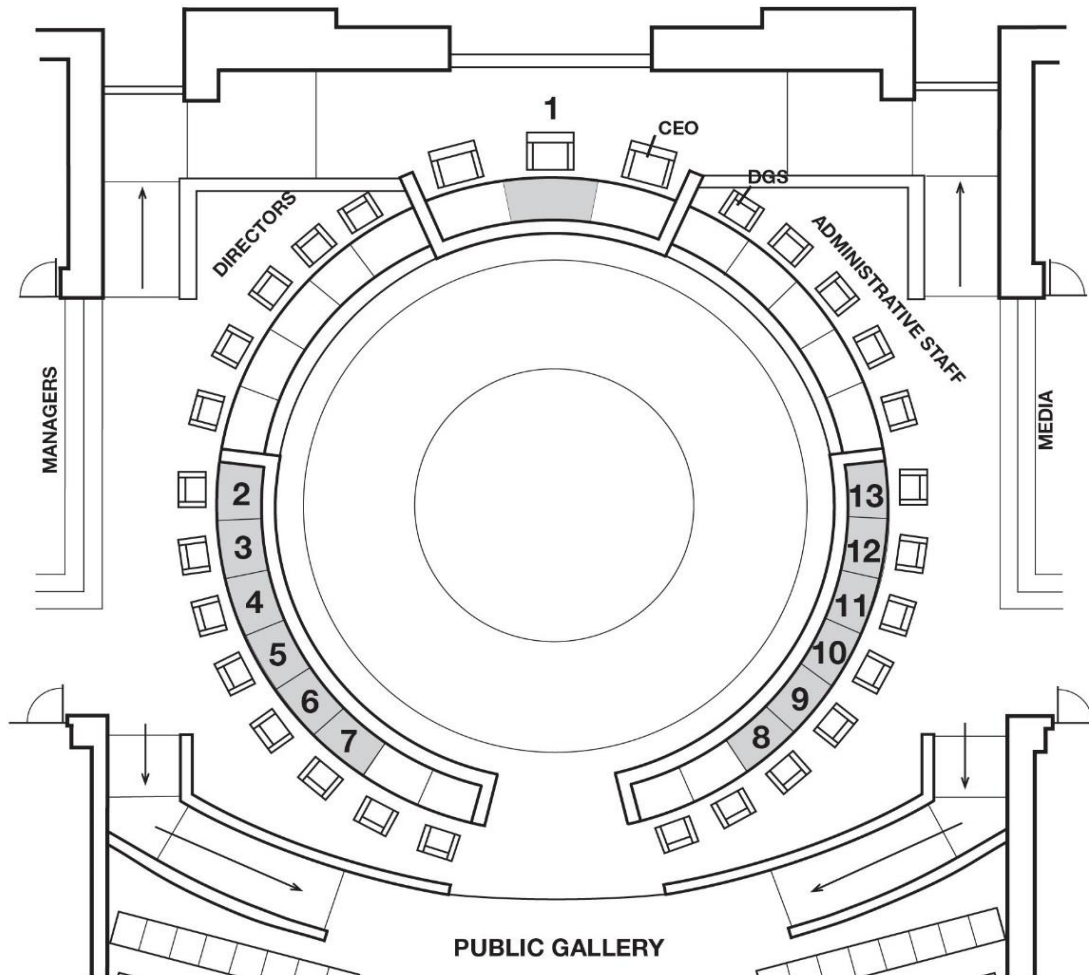
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Please submit this form at the meeting.

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

Council Chamber – Seating Diagram



Mayor

1 His Worship the Mayor, Hon. Albert Jacob, JP (Term expires 10/21)

North Ward

- 2 Cr Kerry Hollywood (Term expires 10/21)
- 3 Cr Tom McLean, JP (Term expires 10/19)

North-Central Ward

- 4 Cr Philippa Taylor (Term expires 10/21)
- 5 Cr Nige Jones (Term expires 10/19)

Central Ward

- 6 Cr Christopher May (Term expires 10/21)
- 7 Cr Russell Poliwka (Term expires 10/19)

South-West Ward

- 8 Cr Christine Hamilton-Prime (Term expires 10/21)
- 9 Cr Mike Norman (Term expires 10/19)

South-East Ward

- 10 Cr John Chester (Term expires 10/21)
- 11 Cr John Logan (Term expires 10/19)

South Ward

- 12 Cr Russ Fishwick, JP (Term expires 10/21)
- 13 Cr Sophie Dwyer (Term expires 10/19)