

agenda

Briefing Session

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

ON **TUESDAY 8 MARCH 2022**

COMMENCING AT **6.30pm**


22GS26

JAMES PEARSON
Chief Executive Officer
4 March 2022

Acknowledgement of Traditional Custodians

The City of Joondalup acknowledges the traditional custodians of the land, the Whadjuk people of the Noongar nation, and recognises the culture of the Noongar people and the unique contribution they make to the Joondalup region and Australia. The City of Joondalup pays its respects to their Elders past and present and extends that respect to all Aboriginal and Torres Strait Islander peoples.

This document is available in alternate formats upon request

PUBLIC QUESTION TIME

Residents and / or ratepayers of the City of Joondalup are requested to lodge questions in writing by 9.00am on **Monday 7 March 2022.**

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

IMPORTANT INFORMATION

ATTENDANCE AT MEETINGS DURING STATE OF EMERGENCY

On Monday 28 February 2022, the Western Australian Premier announced that WA would be moving to the Level 2 public health measures from 12:01am on Thursday 3 March 2022. In the interests of public health and safety, public attendance at City of Joondalup Briefing and Council Meetings will be restricted to 50% capacity until further notice.

The City has prepared a COVID Safety Plan, a copy of which can be obtained from the City's website.

To maintain the required physical distancing separation between people during this time, the maximum capacity in the Council Chamber gallery is 81 and 25 in the adjoining foyer area. Signage will be placed on seating where separation is required.

The access doors to the Civic Building will be locked, with staff providing access and monitoring the numbers. Entry to the Civic Building will be restricted after 30 minutes have elapsed past the scheduled start time of the meeting. The public are therefore encouraged to arrive at the meeting well before the scheduled start time of the meeting.

There is still the requirement for the City to maintain a mandatory contact register. Residents are requested to scan the City of Joondalup SafeWA QR Code on entry to the Council Chamber or complete the manual contact register located in the lobby before entering Chamber.

For your health and safety, members of the public are reminded to:

- follow the direction of the Presiding Members and City employees when attending meetings
- wear a mask unless exempted from doing so
- if you have an exemption from the requirement to wear a mask, you must show a medical certificate, in line with the *Covid Transition (Face Covering) Directions No. 2*
- maintain physical distancing where possible
- use the hand sanitiser that is provided by the City at the venue
- not attend a meeting should they feel unwell or if they have been in contact with a known COVID-19 case, or been overseas in the preceding two weeks
- download the SafeWA app from the [Apple App Store](#) or the [Google Play Store](#).

Members of the public are able to access audio of the proceedings at <https://joondalup.wa.gov.au/kb/resident/live-council-meeting-audio-feed>.

Further information can be provided by contacting the Governance Coordinator on 9400 4369.

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.



CODE OF CONDUCT

Council Members and Committee Members are to observe the City's adopted *Code of Conduct for Council Members, Committee Members and Candidates*. The following general principles guide the behaviours of Council Members (being the Mayor and Councillors) and other committee members while performing their role at the City:

Personal Integrity

- (1) A council member or committee member should –
 - (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) identify and appropriately manage any conflict of interest; and
 - (e) avoid damage to the reputation of the City.
- (2) A council member or committee member should –
 - (a) act in accordance with the trust placed in council members and committee members; and
 - (b) participate in decision-making in an honest, fair, impartial and timely manner; and
 - (c) actively seek out and engage in training and development opportunities to improve the performance of their role; and
 - (d) attend and participate in briefings, workshops and training sessions provided or arranged by the City in relation to the performance of their role.

Relationship with others

- (1) A council member or committee member should –
 - (a) treat others with respect, courtesy and fairness; and
 - (b) respect and value diversity in the community.
- (2) A council member or committee member should maintain and contribute to a harmonious, safe and productive work environment.

Accountability

A council member or committee member should –

- (a) base decisions on relevant and factually correct information; and
- (b) make decisions on merit, in the public interest and in accordance with statutory obligations and principles of good governance and procedural fairness; and
- (c) read all agenda papers given to them in relation to Council or Committee meetings, Briefing Sessions or Strategy Sessions; and
- (d) be open and accountable to, and represent, the community in the district.

Employees are bound by the City's *Code of Conduct for Employees* which details similar provisions to be observed.

BRIEFING SESSIONS

The following procedures for the conduct of Briefing Sessions were adopted at the Council meeting held on 21 April 2020:

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 Good governance principles recommend that Elected Members, employees and relevant consultants shall disclose their interests on any matter listed for the Briefing Sessions. When disclosing an interest, the following provisions apply:
 - (a) Interests are to be disclosed in accordance with the provisions of the *Local Government Act 1995*, the *Local Government (Model Code of Conduct) Regulations 2021* and the *City's Code of Conduct*.
 - (b) Elected Members disclosing a financial interest, or a proximity 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) The remaining Elected Members may agree that an Elected Member disclosing a financial or proximity interest may participate in discussion on the matter if the remaining Elected Members agree:
 - (i) is so trivial or insignificant as to be unlikely to influence the disclosing Elected Member's conduct in relation to the matter
or
 - (ii) is common to a significant number of electors and ratepayers of the City,and a record of that agreement is to be made in the notes kept for the Briefing Session.
 - (d) 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.

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*.

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 through the on-line form on the City's website by close of business 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 report listed in the agenda of the Briefing Session. The City will confirm with the person if a deputation request is approved including any limitations that apply.
- 4 Any visual presentation in support of the deputation (such as a PowerPoint presentation) must be received by the City by 12.00 noon of the day of the Briefing Session. No other information or material will be distributed to Elected Members at the Briefing Session.
- 5 A deputation may consist of no more than five people, only three of which may address the Briefing Session. Other parties of the Deputation may be called on by the Elected Members to respond to questions should they so wish.
- 6 A maximum time of one hour will be set aside for all deputations at Briefing Sessions. Each deputation can address the Briefing Session up to a maximum period of 15 minutes (including time for Elected Member questions) however the Presiding Member may reduce this time where the number of approved deputations would exceed the maximum one hour limit set aside for deputations.
- 7 A person that forms part of a deputation is prevented from making a public statement at the Briefing Session on the same matter.

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

PROCEDURES FOR PUBLIC QUESTION TIME

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 report contained in the agenda.
- 3 A register will be provided for those persons wanting to ask questions to enter their name. The Presiding Member may call persons registered to come forward in an order that allows the maximum opportunity for as many people as possible to address the meeting on the widest range of matters that are listed in the agenda. Persons that come forward are to state 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 person.
- 5 Statements are not to precede a question during public question time and questions must be succinct and to the point. Statements can only 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 their decision is final
 - nominate a 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 report listed in 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 report contained in the agenda.
- 3 The City will accept a maximum of five written questions per City of Joondalup resident / ratepayer. To ensure equity and consistency, each part of a multi-part question will be treated as a question in its own right.
- 4 Questions lodged by 9.00am on the day immediately prior to the scheduled 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 their 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.
- 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 in 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

- 1 Members of the public are invited to make public statements verbally at Briefing Sessions.
- 2 Statements made at a Briefing Session must relate to a report contained in the agenda.
- 3 A register will be provided for those persons wanting to make a statement to enter their name. The Presiding Member may call persons registered to come forward in an order that allows the maximum opportunity for as many people as possible to address the meeting on the widest range of matters that are listed in the agenda. Persons that come forward are to state their name and full address.
- 4 Public statement time will be limited to two minutes per person.
- 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 report listed in the agenda, they may bring it to the attention of the Presiding Member who will make a ruling.
- 9 Public statements will be summarised and included in the agenda of the next Briefing Session.

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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:

[*AdditionalInformation.pdf*](#)

CITY OF JOONDALUP – BRIEFING SESSION

To be held in the Council Chamber, Joondalup Civic Centre, Boas Avenue, Joondalup on **Tuesday 8 March 2022** commencing at **6.30pm**.

ORDER OF BUSINESS

OPEN AND WELCOME

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

DEPUTATIONS

The following summarised deputations were submitted to the Briefing Session held on Tuesday 8 February 2022.

DEPUTATION NO.1 – ITEM 4 – ‘UNLISTED USE (MODIFICATIONS TO PREVIOUSLY APPROVED DEVELOPMENT – CONTAINER DEPOSIT PREMISES)’ AT LOT 61 (5) WINTON ROAD, JOONDALUP

Ms Smithies (Rowe Group) addressed Elected Members in relation to Item 4 – ‘Unlisted Use (Modifications to previously approved development – Container Deposit Premises)’ at Lot 61 (5) Winton Road, Joondalup.

Ms Smithies advised the tenant is wanting to convert the premises from an over-the-counter container deposit premises to a drive through only premises, adding there are three key amendments that require approval, being as follows:

- Minor modifications relating to the external facade of the building and layout of the site to facilitate the drive through. These modifications include upgrading the gravel overflow parking area at the rear to hard stand with line marking which will result in eight additional car parking bays.
- Expanding the premises from tenancy one only to both tenancies, this will provide additional office spaces which is incidental and ancillary to the existing business. The expansion is intended to meet the need for additional space and not facilitate the intensification of any operations at the site.
- Increasing the operating hours from 7.00am to 7.00pm Monday to Saturday and 9.00am to 7.00pm Sundays and public holidays. The expansion of operating hours will provide flexibility to meet the change in customer demand and will also allow for visits to the site to be spread out throughout the day which will mitigate traffic impacts.

The proposed hours are consistent with the daylight hours under the noise regulations and an acoustic assessment submitted with the application confirms the facility will comply with the regulations during these hours.

Ms Smithies stated the proposed amendments are consistent with the development planning framework and will meet increased customer demand in a safer and more efficient manner and urged Elected Members to approve the proposed amendments in accordance with the Officer's Recommendation.

DEPUTATION NO.2 – ITEM 7 – CHILD CARE PREMISES LOCAL PLANNING POLICY – FOLLOWING PUBLIC ADVERTISING

Mr Fleskens (Managing Director, Strategic Property Group) addressed Elected Members in relation to Item 7 – Child Care Premises Local Planning Policy (CCP LPP) – Following Public Advertising.

Mr Fleskens stated that the first two proposed amendments to CCP LPP will definitively eliminate the opportunity for any childcare centres, single story or two story to be developed within the City in the future and impact the vacancy levels and wait times for families to access child care centres in years to come.

Mr Fleskens expressed his concerns with the following proposed amendments to the CCP LPP, and provided feedback:

- Limiting child care premises in 'Residential' zone to directly adjoin a non-residential land use – this amendment is misguided and impractical as there are few occurrences within the City of Joondalup where a residential zone property directly adjoins and shares a boundary with non-residential use. In addition, commercial land is far more expensive per square metre than residential land and rare for developers to purchase commercial land as it is not financially feasible.
- Limiting child care premises in the 'Residential' zone to accommodate a maximum of 50 children – this amendment demonstrates the lack of understanding by the City of the commerciality of childcare development, a new childcare centre requires a critical mass of at least 85 places to be deemed financially viable, and the centre requires at least 2000sqm to accommodate this number of children.
- Limiting child care premises to a maximum building site coverage of 50% in the 'Residential' Zone – this amendment will limit child care centres to single storey development requiring at least 2000 sqm which equates to three properties to be purchased by the developer.
- Requiring two way vehicle access from a Local Distributor Road – this requirement should be determined by a traffic expert, and not the City.

Mr Fleskens provided his support for the CCP LPP amendments relating to preventing child care premises from being located in or on the corner of a cul-de-sac and allowing staff to be onsite 30 minutes prior to and after the stipulated hours of operations.

Mr Fleskens urged Elected Members to reject the first two proposed amendments relating to child care centres adjoining non-residential property and limiting child care premises to a maximum of 50 children in a 'Residential' zone.

DEPUTATION NO.3 – ITEM 7 – CHILD CARE PREMISES LOCAL PLANNING POLICY – FOLLOWING PUBLIC ADVERTISING

Ms Apps addressed Elected Members in relation to Item 7 – Child Care Premises Local Planning Policy (CCP LPP) – Following Public Advertising.

Ms Apps spoke in relation to the results of the community consultation, stating the results prove that the community is clearly in favour of policy changes. Ms Apps advised that of the 12 objections, being 17% of the overall participation, 10 objected to commercial childcare centres being in a residential area at all and thought the policy should actually go further and restrict them completely. Ms Apps added that only two people objected to the restriction and did not want to make any changes to the policy.

Ms Apps stated that large commercial child care centres are not appropriate within a residential area, and urged Elected Members to approve the Officer's Recommendation as represented in the report.

DEPUTATION NO.4 – ITEM 11 – PETITION IN RELATION TO LIVE VIDEO STREAMING OF COUNCIL MEETINGS AND ANNUAL GENERAL MEETING.

Ms Gilbert addressed Elected Members in relation to Item 11 – Petition in relation to Live Video Streaming of Council Meetings and Annual General Meeting.

Ms Gilbert stated she was in favour of live video streaming of Council Meetings and Annual General Meetings but felt that the requirement for residents and ratepayers to state their full address when asking questions or making a statement during meetings should be reconsidered as part of the Live Streaming Policy.

Ms Gilbert noted that Council has a duty of care to its residents which is failing by requiring home addresses to be stated publicly at a Council meeting, especially if someone is speaking on a contentious issue.

DEPUTATION NO.5 – ITEM 26 – OUTCOMES OF COMMUNITY CONSULTATION – BASKETBALL AND FOUR-SQUARE PAD AT BRADEN PARK, MARMION

Ms Seeber and Ms Belgard addressed Elected Members in relation to Item 26 – Outcomes of Community Consultation Basketball and Four Square Pad at Braden Park, Marmion.

Ms Seeber explained that she is an adjoining neighbour to Braden Park, living opposite to the playground for nine years. Ms Seeber expressed that she is happy to live next to a park and its family orientated play space and enjoys the sounds of children playing, people walking their dogs and families using the facilities, what she does not enjoy is the continuous unwanted, unpleasant and loud sound of people playing basketball at the basketball half court at Braden Park, Marmion.

Ms Seeber explained that she and Ms Belgard are representing all the residents that are negatively impacted including those who do not wish to speak out against the neighbours they have lived next to for so many years, and suffer the resentment, possible repercussions and the stress that this divide in the community has caused.

Ms Seeber explained that the Shire of Capel, after an independent acoustic report, decided to relocate their controversial basketball pad to another location 170 metres away from the nearest property. Ms Seeber advised of the impact the noise has on her husband who is an essential shift worker who often sleeps during the day, when the pad is being used in excess of 10 hours a day.

Ms Seeber referred to the 68 signature petition from Marmion residents which was presented to Council in July 2021 to remove the pad which outlined residents' concerns regarding the noise issues. Ms Seeber advised Ranger Services had been contacted and a formal complaint was lodged with the Environmental Health officer.

Ms Seeber stated that an independent acoustic report had not been conducted to ensure compliance by the users and if it had the City would have been better informed. Ms Seeber suggested a more suitable location for the pad would have been Percy Doyle Reserve or Whitfords Nodes Fitness Hub.

PUBLIC QUESTION TIME

The following summarised questions were submitted to the Briefing Session held on Tuesday 8 February 2022.

R Large, Marmion:

Re: Item 26 - Outcomes of Community Consultation-Basketball and Four-Square Pad at Braden Park, Marmion.

Q1 When will the City take practical mitigation measures to reduce the noise emissions and carry out further sound level assessments, or remove the pad to ensure its compliance with the Environmental (Noise) Regulations 1997 as stated in FAQ section of the recent community consultation under the heading 'What will be the City's response to the sound level assessment results'?

A1 The City has already undertaken a number of practical mitigation measures as follows:

- Prior to installation, a change to the basketball back board design was made to reduce recorded decibels of the basketball striking the back board following a successful trial of the design at Mawson Park.
- Sound level measurements undertaken between the 8 and 12 October 2021 with the results of the assessment indicating that there was a potential for the assigned levels to be exceeded after 7.00pm which resulted in the:
 - Installation of signage in early November 2021 limiting the permitted times of play to between 7.00am and 7.00pm Monday to Saturday and between 9.00am and 7.00pm on Sundays and public holidays.
 - Scheduling of targeted patrols by the City's Field Officers to help educate park users on the permitted times of play.
 - Attendance of Field Officers to Braden Park, where practicable, when the basketball pad was being utilised outside the permitted times of play.

The City has offered for further sound level assessments to be carried out if requested and is continuing to investigate potential surface treatments to further minimise noise created by bouncing balls.

The removal of the basketball pad from Braden Park is the subject of the report to Council.

- Q2 *How are the Councillors expected to make an informed decision to keep the basketball pad, as there are no projected costs for mitigation measures, or ongoing maintenance costs reported?*
- A2 The purpose of the report is for Council to consider the outcomes of the recent community engagement which sought feedback from identified stakeholders on whether they wished for the infrastructure to be removed which is in alignment with Council's decision of 17 August 2021 (C81-08/21 refers).
- Q3 *Did the City have the sound level assessment report, including comments and conclusions, reviewed for accuracy by the Department of Water and Environmental Regulations after it was finalised?*
- A3 Prior to the analysis of the sound level assessment, the authorised officers of the Department of Water and Environmental Regulation's (DWER) Noise Section were contacted and provided with the measurements and sound recording taken as part of the assessment. The assessment, including the application of appropriate penalties was completed based on the advice and guidance from DWER. Although the City did not submit the sound level assessment report to the Department of Water and Environmental Regulation for review, the City is aware that a copy of the report was provided to the DWER by a third party, following the release of the document under Freedom of Information. DWER has indicated to the City that they supported the City's approach.

G Boyland, Marmion (Secretary, Marmion, Sorrento, Duncraig Ratepayers and Progress Association Inc.):

Re: *Item 7 - Child Care Premises Local Planning Policy - Following Public Advertising.*

Q1 *Will Council consider an amendment to cover a Traffic and Road Safety Impact report?*

A1 It is noted that the draft *Child Care Premises Local Planning Policy* already includes a provision (5.8 a) which requires the submission of a Traffic and Road Safety Impact Report as part of a development application.

Q2 *Can the Council assure the residents of compliance with the approved building specifications, if not, then the scope of the Local Policy needs to be changed, to accommodate the proposed additional clause, in its duty and responsibility of maintaining residential amenity?*

A2 Through the construction process the *Building Act 2011* requires a number of building certifications, such as an occupancy certificate and certificate of building compliance to be obtained prior to occupation of a building. As such, it is considered that building compliance checks are outside the scope of a local planning policy.

It is the applicant's responsibility to ensure the initial and ongoing compliance with the conditions and requirements of approvals issued for a development, however the City does have the ability to investigate potential compliance matters when concerns are raised.

S Seeber, Marmion:

Re: Item 26 - Outcomes of Community Consultation-Basketball and Four-Square Pad at Braden Park, Marmion.

Q1 Please advise the number of times Rangers have attended call outs to Braden Park in the 12 months prior to works commencing on the installation of the basketball half court and the total cost of these call outs to the City?

A1 From the 1 January 2021 there were three instances (14 May 2021, 20 May 2021 and 28 June 2021) where City Officers attended Braden Park as a result of a complaint prior to the installation of the basketball court.

Two of these were reports of off-road vehicles in the Park and one report of anti-social behaviour. One, four day targeted patrol was conducted as a result of the anti-social behaviour. These patrols were all between 7.00pm and 9.30pm in May 2021.

Q2 Please advise the number of times Rangers have attended call outs to Braden Park since the installation of the basketball half court including the time from the installation of the ring, the removal of construction fencing, and the total cost of these call outs to the City?

A2 Since 17 September 2021 when the basketball court was installed, the City has conducted a series of four, two week targeted patrols in addition to responding to roughly an additional 24 after hours calls in relation to play occurring outside of the permitted times. Of the 24 after hours calls, 16 were received between 7.00pm and 9.00pm, and eight between 6.00am and 9.00am.

PUBLIC STATEMENT TIME

The following summarised statements were submitted to the Briefing Session held on Tuesday 8 February 2022.

J James, Woodvale:

Re: Item 7 - Child Care Premises Local Planning Policy-Following Public Advertising.

Ms James spoke against the proposed child care centre at 1 Lyell Grove, Woodvale. Ms James stated that a child care centre is the last thing the street needs due to the traffic and noise implications that the proposed development would have as well as the location being within a residential area.

Ms James added that the City's *Child Care Premises Local Planning Policy* outlines that child care centres should not be in residential areas.

F Gilbert, Kallaroo:

Re: Item 7 - Child Care Premises Local Planning Policy-Following Public Advertising.

Ms Gilbert spoke in favour of the City's *Child Care Premises Local Planning Policy* stating that the policy strengthens the location requirements and size of child care premises in residential areas, adding that she was encouraged to see the requested changes following public consultation had been implemented into the policy.

Ms Gilbert urged Elected Members to approve the City's *Child Care Premises Local Planning Policy* as per the Officer's Recommendation.

P Vinciullo, Kallaroo:

Re: Item 11 - Petition in Relation to Live Video Streaming of Council Meetings and Annual General Meeting.

Mr Vinciullo spoke in favour of live video streaming and video recordings of all City of Joondalup Council and Annual General meetings. Mr Vinciullo stated he was optimistic that progressive change is near, adding that live video streaming and video recordings of all City of Joondalup Council and Annual General meetings will:

- improve accountability and transparency
- provide greater access and improved Occupational Health and Safety outcomes,
- improve and develop greater youth engagement
- improve quality and functionality and provide a platform that is supportive of all learner styles put the City of Joondalup in line with other progressive council's
- ensure an overall better use of the City's website and social media platforms and assets.

M O'Byrne, Kinross:

Re: Item 11 - Petition in Relation to Live Video Streaming of Council Meetings and Annual General Meeting.

Ms O'Byrne spoke against live video streaming and video recordings of all City of Joondalup Council and Annual General meetings, stating that it could pose a risk to members of the public attending meetings, adding that it could prohibit people from coming to meetings and making statements including people who may have speech impediments.

Ms O'Byrne urged Elected Members not to support live video streaming and video recordings of all City of Joondalup Council and Annual General meetings.

G Boyland, Marmion:

Re: Item 7 - Child Care Premises Local Planning Policy-Following Public Advertising.

Mr Boyland addressed Elected Members in relation to the City's *Child Care Premises Local Planning Policy* stating that he had concerns with regards to traffic and road safety, adding that while the City's current policy identifies issues around the acoustic report being required it does not identify or require a traffic road safety impact report to be provided by the potential developer. Mr Boyland advised that this was a concern to residents, and would impact on the amenity and liveability of the area.

Mr Boyland urged Elected Members to consider the inclusion of a clause within the *Child Care Premises Local Planning Policy* to cover the requirement of a traffic road safety impact report.

APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence Previously Approved

Cr John Logan 17 to 21 March 2022 inclusive.

REPORTS

ITEM 1 DEVELOPMENT AND SUBDIVISION APPLICATIONS – JANUARY 2022

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Planning and Community Development
FILE NUMBER	07032, 101515
ATTACHMENTS	Attachment 1 Monthly Development Applications Determined – January 2022 Attachment 2 Monthly Subdivision Applications Processed – January 2022
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 2022.

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 annually, or as required.

This report identifies the development applications determined by the administration under delegated authority powers during January 2022 (Attachment 1 refers), as well as the subdivision application referrals processed by the City during January 2022 (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 15 June 2021 (CJ079-06/21 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 2022 is shown in the table below:

Type of subdivision referral	Number of referrals	Potential additional new lots
Subdivision applications	8	8
Strata subdivision applications	13	15
TOTAL	21	23

Of the subdivision referrals, 11 were to subdivide in housing opportunity areas, with the potential for 13 additional lots.

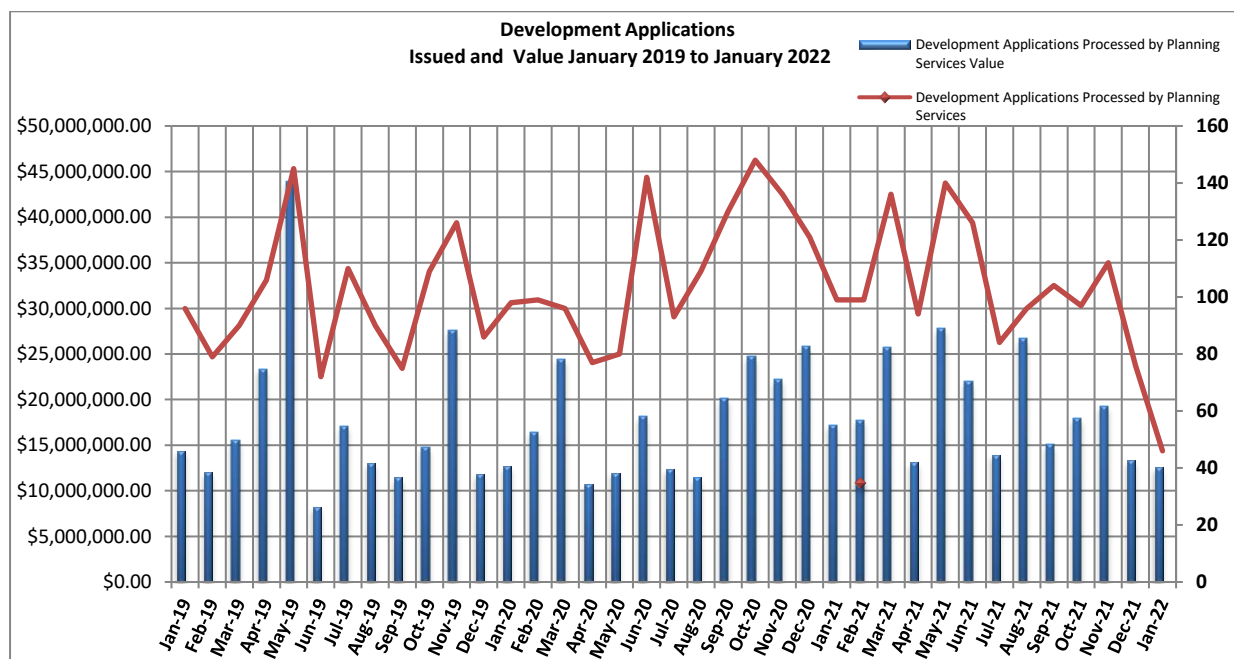
Development applications

The number of development applications determined under delegated authority during January 2022 is shown in the table below:

	Number	Value (\$)
Development applications processed by Planning Services	46	\$12,548,826

Of the 46 development applications, 12 were for new dwelling developments in housing opportunity areas, proposing a total of 14 additional dwellings.

The total number and value of development applications determined between January 2019 and January 2022 is illustrated in the graph below:



The number of development applications received during January 2022 was 64.

The number of development applications current at the end of January was 214. Of these, 36 were pending further information from applicants and 11 were being advertised for public comment.

In addition to the above, 154 building permits were issued during the month of January with an estimated construction value of \$17,973,702.

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / Policy implications

Legislation *City of Joondalup Local Planning Scheme No. 3.
Planning and Development (Local Planning Schemes)
Regulations 2015.*

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 may 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 46 development applications were determined for the month of January with a total amount of \$41,305.88 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 2022;**
- 2 subdivision applications described in Attachment 2 to this Report during January 2022.**

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1brf220308.pdf](#)

ITEM 2 PROPOSED REVOCATION OF CRAIGIE HIGH SCHOOL SITE STRUCTURE PLAN AND AMENDMENT TO LOCAL PLANNING SCHEME NO. 3

WARD	Central
RESPONSIBLE DIRECTOR	Mr Chris Leigh Planning and Community Development
FILE NUMBER	100894, 101515
ATTACHMENTS	Attachment 1 Location Plan Attachment 2 <i>Craigie High School Site Local Structure Plan Map</i> Attachment 3 <i>Craigie High School Site Local Structure Plan</i> Attachment 4 Scheme Amendment Map Attachment 5 Comparison of Development Provisions (Please Note: <i>Attachment 3 is only available electronically</i>).
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to consider progressing the revocation of the *Craigie High School Site Local Structure Plan*. The proposed revocation will be progressed by way of an amendment to *Local Planning Scheme No. 3*.

EXECUTIVE SUMMARY

As part of the approval of the City's current planning scheme, *Local Planning Scheme No. 3* (LPS3), the Western Australian Planning Commission (WAPC) advised the City that a separate review of the City's existing structure plan areas should be undertaken to assess whether existing structure plans are still relevant and required. The City has been progressing this review since LPS3 came into effect in October 2018.

The *Craigie High School Site Local Structure Plan* (the structure plan) was adopted by Council at its meeting held on 19 April 2011 (CJ062-04/11 refers) and by the Western Australian Planning Commission (WAPC) on 18 November 2011. Minor modifications to the structure plan were adopted by Council at its meeting of 20 May 2014 (CJ064-05/14 refers) and by the WAPC on 8 August 2014.

The structure plan was developed to facilitate the subdivision, zoning, allocation of density and built form standards of the former Craigie High School site. The structure plan specifies that land use permissibility is in accordance with the corresponding zone or reserve under the (now former) *District Planning Scheme No. 2* (DPS2).

The estate, known as 'The Vive', has two remaining vacant lots, one of which has recently obtained a building permit to construct a single dwelling. The other vacant lot is a 4,477m² site which received planning approved in 2014 for 12 'Aged or Dependent Persons' dwellings' however that approval has lapsed. There are no other current or valid planning approvals for the site.

The structure plan area is zoned 'Urban Development' under LPS3. Given the substantial build out of the estate, the majority of the structure plan development provisions are no longer considered necessary to guide development of the area. Notwithstanding, for the properties fronting Camberwarra Drive, a provision was included in the structure plan requiring an eight-metre building setback to accommodate existing mature trees located within the front setback area of these properties. It is considered appropriate that this provision be incorporated into LPS3 to maintain the building setback in perpetuity.

In accordance with the *Planning and Development (Local Planning Scheme) Regulations 2015* (the LPS Regulations), an amendment to LPS3 to incorporate the zonings outlined in the structure plan (Attachment 4 refers) will automatically revoke the structure plan where a statement to that effect is included as part of the scheme amendment proposal. This type of scheme amendment is classified as a 'basic' amendment and there is no statutory provision to advertise this form of amendment.

Although the formal planning process to revoke the structure plan does not require public consultation, it was considered appropriate to seek feedback on the proposal from the landowners within the structure plan area, prior to preparing a basic amendment to LPS3 to rezone the land within the *Craigie High School Site Local Structure Plan* area.

Council considered the intention to revoke the *Craigie High School Local Structure Plan* at its meeting held on 14 December 2021 (CJ172-12/21 refers) and resolved to advertise the proposal for a period of 14 days. The advertising period closed on 24 January 2022 with one submission received, being a comment indicating a preference that the remaining vacant site be developed for aged and dependent persons.

It is recommended that Council prepares an amendment to LPS3 to rezone the land within the *Craigie High School Site Local Structure Plan* area, which, if approved by the Minister for Planning, will facilitate the revocation of the structure plan.

BACKGROUND

Suburb/Location	Craigie, including Camberwarra Drive, Vive Avenue, Vitality Way, Revitalise Circuit, Zest Lane, Elevate Way, and Flourish Way.
Owner	Various.
Zoning	LPS Urban Development. MRS Urban.
Site area	10.138 hectares.
Structure plan	<i>Craigie High School Site Local Structure Plan</i> .

Local Structure Plan review project

As part of the approval of LPS3, the WAPC advised that a separate review of the City's existing structure plan areas should be undertaken to assess the current status of each structure plan. This would determine if a structure plan covers an area:

- where development is still occurring, in which case the structure plan is still relevant and needs to be retained

- where development is complete or nearing completion, in which case the structure plan can be revoked via an amendment to LPS3 to rezone the area. This may include introducing relevant development provisions from the structure plan into the scheme.

It is important that the above assessments be undertaken as all structure plans that were in place prior to the introduction of the LPS Regulations in October 2015 will be automatically revoked in October 2025 unless their period of approval is formally extended.

The City has been progressing this review since LPS3 came into effect with a number of structure plans revoked or in the process of being revoked.

The *Craigie High School Site Local Structure Plan* is the next structure plan that is being reviewed by the City.

Craigie High School Site Local Structure Plan

The *Craigie High School Site Local Structure Plan* applies to the land bounded by Cawarra Park to the north, Camberwarra drive to the west, a portion of Arawa Place and Revitalise Circuit to the south, and Otago Park and Revitalise Circuit to the east (Attachment 1 and 2 refers).

The structure plan area was originally the site of the Craigie High School. The school was identified as surplus to Department of Education requirements and the facility ceased operations in 2003. The site was rezoned in 2010 to 'Urban Development' under DPS2 to facilitate residential development. Following the rezoning, the Department of Education entered into an agreement with (then) Landcorp to develop the site.

The structure plan (Attachment 3 refers) was initially adopted by Council at its meeting held on 19 April 2011 (CJ062-04/11 refers) and by the WAPC on 18 November 2011. Following subdivision approval of the area, amendments were sought to the structure plan to modify residential density code boundaries, minor boundary realignments, recoding of a portion of the site and text changes to the explanatory report of the document. The modifications were adopted by Council at its meeting held on 20 May 2014 (CJ064-05/14 refers) and by the WAPC on 8 August 2014.

Following approval of the initial structure plan, the land was acquired by (then) Landcorp who developed a 132 residential lot subdivision with residential densities of R20, R25, R30 and R40, and two areas of public open space. The subject area has been fully developed except for two lots, being an R25 lot which was recently granted a building permit for a new dwelling and a 4,477m² R40 coded site. Council at its meeting held on 25 June 2013 (CJ091-06/13 refers) approved an application for 12 'Aged or Dependent Persons' Dwellings' on the vacant R40 site, being Lot 29 (81) Revitalise Circuit, however the development did not proceed.

Council considered the intention to revoke the *Craigie High School Site Local Structure Plan* at its meeting held on 14 December 2021 (CJ172-12/21 refers), and resolved the following:

"That Council ADVERTISES the proposal to revoke the Craigie High School Site Local Structure Plan to the landowners within the structure plan area, for a period of 14 days."

DETAILS

It is proposed that the structure plan be revoked as the estate has been developed or has the relevant approvals for new dwellings to be constructed, with the exception of Lot 29 (81) Revitalise Circuit. Under the LPS Regulations, an amendment to the planning scheme to incorporate the zonings and/or provisions indicated in the structure plan will also revoke the structure plan, provided a statement is included to that effect.

It is proposed to rezone the land within the *Craigie High School Site Local Structure Plan* from 'Urban Development' to 'Residential' and apply residential densities codes of 'R20', 'R25', 'R30' and 'R60', and to the 'Public Open Space' and 'Local Road' reserves (Attachment 4 refers) as well as incorporate an eight metre building setback to continue the tree retention zone for those properties abutting Camberwarra Drive. This scheme amendment is classified as 'basic' under the LPS Regulations as the amendment to scheme includes the zones outlined in the structure plan. There is no requirement in the LPS Regulations to advertise a basic amendment.

Issues and options considered

Current need for the *Craigie High School Site Local Structure Plan*

The structure plan consists of one zone being 'Residential' and one reserve being 'Parks, Recreation and Drainage'. The 'Residential' zone is divided between four densities - R20, R25, R30 and R40 (Attachments 2 and 3 refer).

While the structure plan contains many provisions (Attachment 5 refers), all dwellings within the estate have now been constructed, with the exception of Lot 29 (81) Revitalise Circuit. Therefore, the setbacks, boundary walls, building height, retaining walls, open space and the like have already been established. If a property is proposed to be extended or demolished and a new dwelling constructed, it is considered appropriate that the new development be assessed against the R-Codes and the City's *Residential Development Local Planning Policy* which includes both the deemed-to-comply and the design principle standards, allowing development to be assessed on its merits and in the context of the surrounding area.

While it is not considered necessary to retain all the development provisions from the structure plan, the retention of the provision requiring building setbacks to accommodate the existing trees on the properties abutting Camberwarra Drive, can be considered as outlined below.

Tree retention

An arborist assessment was undertaken during the preparation of the structure plan. The report identified that a number of large trees along Camberwarra Drive were in good condition and worthy of retention. The report recommended a protection zone per tree, with a maximum zone of eight metres listed for one of these trees. Subsequently, to accommodate these trees and also ensure a consistent street setback, an eight metre dwelling setback was included in the structure plan for those properties abutting Camberwarra Drive.

It is considered appropriate that the current larger dwelling setback be retained to accommodate the existing trees. This can be achieved by inserting a provision within clause 33, table 8 of LPS3 which maintains a minimum building setback of eight metres to those lots abutting Camberwarra Drive, being as follows:

- Lot (1) 2 Vive Avenue, Craigie.
- Lot 2 (299) Camberwarra Drive, Craigie.
- Lot 3 (271) Camberwarra Drive, Craigie.
- Lot 4 (273) Camberwarra Drive, Craigie.
- Lot 5 (275) Camberwarra Drive, Craigie.

Lot 29 (81) Revitalise Circuit

In considering the revocation of the development provisions as outlined in Attachment 5 to this Report, regard is given to the implications this may have on the development of the remaining vacant R40 site at Lot 29 (81) Revitalise Circuit. It is noted that that this lot does not adjoin a laneway or public open space, and therefore a number of the provisions within the structure plan would not apply to the lot.

In the event that the structure plan is revoked, any proposed grouped dwelling development on the vacant site would be subject to the provisions of the R-Codes Volume 1. The provisions of the R-codes in terms of maximum building height and side setbacks are more stringent than currently permitted under the structure plan. While the front building setback provision is slightly less onerous under the R-Codes, given that adjacent lots have side boundaries facing or adjoining the vacant lot, there is no established 'front' streetscape in the area, and therefore any impact on adjacent residential properties would be minimal.

Since the approval of the structure plan, the R-Codes Volume 2 (Apartments) have been introduced and therefore any potential multiple dwelling development would be subject to a more comprehensive suite of provisions than those currently captured under the structure plan.

It is noted that the R-Codes Volume 2 (Apartments) would limit total building height to two storeys (nine metres) whereas the current structure plan would permit a total height of 13 metres (three storeys).

Zoning

The land within the structure plan area is zoned 'Urban Development' under LPS3. It is proposed to rezone this land to 'Residential R20', 'Residential R25', Residential R30', 'Residential R40, and the 'Public Open Space' and 'Local Road' reserves in accordance with the structure plan map (Attachments 2 and 4 refer). As previously noted, the rezoning of the land will require the WAPC to revoke the structure plan where a statement to that effect is included within the scheme amendment proposal.

Land use permissibility

The structure plan states that land use permissibility is to be in accordance with the corresponding zone or reserve under the scheme. If the scheme amendment is supported and the structure plan revoked, land use permissibility will be in accordance with that of LPS3.

Consultation

One submission was received during the advertising period which was a comment specifically in relation to Lot 29 (81) Revitalise Circuit. The submission suggests that the development of this lot would be best suited to aged persons' accommodation, which in turn may reduce the potential of congested living arrangements, high rise buildings and two storey dwellings which could impact on privacy and noise.

While the comment is noted, the current structure plan does not require the development of aged persons dwellings on the site. In addition, as outlined above, the provisions for development on the site under the R-Codes would be more stringent, including a reduction in the permissible building from three storeys to two storeys.

Options

The options available to Council in considering the proposed scheme amendment are to:

- prepare the amendment to the local planning scheme without modification
- prepare the amendment to the local planning scheme with modifications
or
- not prepare the amendment to the local planning scheme.

Legislation / Strategic Community Plan / Policy implications

Legislation *Planning and Development (Local Planning Schemes) Regulations 2015.*
Local Planning Scheme No. 3.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Quality built outcomes.

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

Housing infill and densification is encouraged and enabled through a strategic, planned approach in appropriate locations.

Policy Not applicable.

Planning and Development (Local Planning Schemes) Regulations 2015

Clause 28 of the deemed provisions of the LPS Regulations states that structure plans have effect for 10 years from their date of approval. This includes structure plans that were approved before the LPS Regulations came into effect, which are taken to have been approved on commencement day of the LPS Regulations and are therefore valid until 19 October 2025. The WAPC may extend the period of approval of a structure plan or revoke a structure plan in certain circumstances.

The LPS Regulations state that an amendment to a scheme map that is consistent with an approved structure plan is a 'basic' amendment if the scheme includes the zones outlined in the structure plan. A statement must be included within the amendment proposal that when the amendment takes effect the approval of the structure plan is to be revoked. A basic amendment is not required to be advertised for public comment.

Should Council resolve to prepare the proposed amendment, it is required to be referred to the Environmental Protection Authority (EPA) to decide whether or not a formal environmental review is necessary. Should the EPA decide that an environmental review is not required, the City will notify the WAPC of the EPA's decision.

Separately, Council's decision is forwarded to the WAPC, which makes a recommendation to the Minister for Planning. The Minister can either grant final approval to the amendment, with or without modifications, or refuse the amendment, or require the amendment to be advertised for public comment. If the Minister approves the scheme amendment, the *Craigie High School Site Local Structure Plan* will be revoked by the WAPC.

Structure Plan Framework

The Structure Plan Framework outlines the manner and form in which a structure plan and activity centre plan is to be prepared under the LPS Regulations. Clause 16 of the framework outlines that the WAPC may revoke its approval of a structure plan under the deemed provisions of the LPS Regulations and provides for common circumstances in which this would occur, including where the zoning of the land is covered within the scheme and following finalisation of the subdivision of the land.

Local Planning Scheme No. 3

The objectives of the 'Residential' zone in LPS3 are:

Zone name	Objectives
Residential	<ul style="list-style-type: none"> • To provide for a range of housing and a choice of residential densities to meet the needs of the community. • To facilitate and encourage high quality design, built form and streetscapes throughout residential areas. • To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

The objectives of the 'Public Open Space' and 'Local Road' reserves in LPS3 are:

Reserve name	Objectives
Public Open Space	<ul style="list-style-type: none"> • To set aside areas for public open space, particularly those established under the <i>Planning and Development Act 2005</i> s.152. • To provide for a range of active and passive recreation uses such as recreation buildings and courts and associated car parking and drainage.
Local Road	<ul style="list-style-type: none"> • To set aside land required for a local road being a road classified as an Access Road under the Western Australian Road Hierarchy.

Risk management considerations

Not applicable.

Financial / budget implications

The City, as the proponent, is required to cover the costs associated with the cost of publishing a notice in the Government Gazette should the amendment be approved by the Minister for Planning. The cost of publishing the amendment in the Government Gazette is approximately \$160.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

There are no provisions within the LPS Regulations or Structure Plan Framework which require consultation to be undertaken prior to a structure plan being revoked. However, it was considered appropriate to advise the landowners within the structure plan area of the proposal to revoke the structure plan and obtain any feedback prior to Council making a final decision.

The proposal was advertised for a period of 14 days by way of 143 letters to landowners within the structure plan area, closing on 24 January 2022. One submission was received being a comment in relation to Lot 29 (81) Revitalise Circuit with a suggestion that this be developed for aged persons.

COMMENT

The area encompassed by the *Craigie High School Site Local Structure Plan* is nearing completion with all dwellings in the estate developed or having approval to develop, with the exception of Lot 29 (81) Revitalise Circuit. The provisions of the R-Codes and the City's *Residential Development Local Planning Policy* are considered sufficient to ensure that any further development or redevelopment has an appropriate built form outcome, including the remaining vacant lot.

The proposed scheme amendment to rezone the land within the *Craigie High School Site Local Structure Plan* from 'Urban Development' to 'Residential R20', Residential R25', Residential R30, and 'Residential R40', 'Public Open Space' and 'Local Road', as well as incorporate an 8.0 metre building setback to continue the tree retention zone for those properties abutting Camberwarra Drive, is considered appropriate. In the event that the Minister for Planning approves the scheme amendment, the *Craigie High School Site Local Structure Plan* will be revoked by the WAPC.

No issues were identified through advertising of the proposal, and it is therefore recommended that Council prepares an amendment to LPS3 to rezone the land within the *Craigie High School Site Local Structure Plan* area in accordance with the zones and reserves outlined in the structure plan and incorporate an 8 metre building setback for those properties abutting Camberwarra Drive.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 in accordance with section 75 of the *Planning and Development Act 2005*, resolves to PREPARE an amendment to the City of Joondalup *Local Planning Scheme No. 3* to:
 - 1.1 rezone the land within the *Craigie High School Site Local Structure Plan* from 'Urban Development' to the 'Residential' zone and the 'Public Open Space' and 'Local Road' reserves;
 - 1.2 apply the 'R20', 'R25', 'R30' and 'R40' residential density codes;
 - 1.3 insert requirement No. 4 in Table 8 'Site specific development standards and requirements':

Table 8 Site specific development standards and requirements:

No.	Description of land	Requirement
4.	Lot 1 (2) Vive Avenue, Craigie Lot 2 (299) Camberwarra Avenue, Craigie Lot 3 (271) Camberwarra Avenue, Craigie Lot 4 (273) Camberwarra Avenue, Craigie	4.1 A minimum dwelling front setback of 8 metres applies to the land.

as shown in Attachment 4 to this Report;

- 2 in accordance with Regulation 35(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, DETERMINES that the scheme amendment is a basic amendment as the amendment to the scheme map is consistent with the approved *Craigie High School Site Local Structure Plan*;
- 3 pursuant to Regulation 35A(a) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, RESOLVES that the amendment to the City of Joondalup *Local Planning Scheme No. 3* include the following statement:

"Approval of the City's Craigie High School Site Local Structure Plan is to be revoked when this amendment is approved and takes effect.";
- 4 AUTHORISES the Mayor and the Chief Executive Officer, in accordance with Section 9.49a of the *Local Government Act 1995*, to execute under Common Seal the amendment to the City of Joondalup *Local Planning Scheme No. 3*.

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2brf220308.pdf](#)

ITEM 3 DRAFT PLACE ACTIVATION STRATEGY AND JOONDALUP CITY CENTRE ACTIVATION PLAN

WARD	All
RESPONSIBLE DIRECTOR	Mr Chris Leigh Planning and Community Development
FILE NUMBER	108355, 101515
ATTACHMENTS	Attachment 1 Draft Place Activation Strategy Attachment 2 Draft Joondalup City Centre Activation Plan
AUTHORITY / DISCRETION	Executive – The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider a draft Place Activation Strategy and draft Joondalup City Centre Place Activation Plan for the purposes of public advertising.

EXECUTIVE SUMMARY

At its meeting held on 18 August 2020 meeting (CJ104-08/20 refers), Council endorsed a two-tiered approach to place activation comprising an overarching Place Activation Strategy and place plans for specific places.

The draft Place Activation Strategy has been developed in-house, through the efforts of a Place Activation Taskforce. The draft Joondalup City Centre Place Activation Plan, a pilot project, has been prepared by consultants through a collaborative consultation process with community and business.

The implementation of recommendations arising from the strategy and pilot place activation plan will have resource implications, which will be included within relevant budget processes.

BACKGROUND

In December 2017 (C96-12/17 refers), a Notice of Motion was presented to and subsequently resolved by Council that requested the Chief Executive Officer to prepare a report to examine initiatives which can stimulate opportunities and employment in hospitality and tourism ventures in the City of Joondalup. The report responding to this Notice of Motion was presented to Council on 16 October 2018 (CJ170-10/18 refers). This report noted and Council resolved that progression of a Place Activation Plan for the City would provide a clear set of priority projects and aim to attract business and visitors to Joondalup particularly in the tourism and hospitality sectors.

At its meeting held on 18 August 2020 meeting (CJ104-08/20 refers), Council endorsed a two-tiered approach to place activation comprising an overarching Place Activation Strategy and place plans for specific places.

A Place Activation Strategy would address the “how” of placemaking: providing a framework for the City to deliver and support place activation in a consistent way across the City of Joondalup. Place plans would address the “what”: developing a suite of place-specific activation initiatives for a specific place or precinct.

DETAILS

The draft Place Activation Strategy and draft Joondalup City Centre Place Activation Plan are attachments to this report.

Place Activation Strategy

The draft strategy has been developed to provide a consistent framework for supporting placemaking across the City.

The draft strategy includes the following key sections:

- Benefits of activation: providing the rationale for the strategy, articulating why the City values and is planning for placemaking and activation.
- Strategic aspirations: recognising that each place will have its own place vision, but establishing an enduring aspiration from a whole of local government perspective to acknowledge the role and function of place in the community.
- Aspirational outcomes: articulating the two key outcomes that can be achieved through placemaking.
- Placemaking principles: providing the critical enabling strategies to facilitate placemaking.
- A collective responsibility for and commitment to place activation: empowering the community, including business, to share that responsibility.
- Key focus areas, each with objectives and actions: establishing a considered, aligned approach to the delivery and support of placemaking projects and investment.
- Place activation planning framework: providing a consistent approach for when the City will catalyse activation of local places through place activation plans.
- Evaluation success: providing a framework for the review of strategic actions, social and economic trends and interventions relating to place activation.

The collective commitment element of the draft strategy articulates the role of the community (including residents, local businesses, landowners, and other users of local places) and the role of the City in placemaking. These roles are as follows:

- The role of the community: **Make It. Own It. It's your place.**
- The role of the City of Joondalup: **Enable.**

There are three components of the City's enabling role; these reflect the City's responsibility in regulatory processes, infrastructure provision, and community and economic development and are the following key focus areas of the strategy:

- **Empower** community placemakers
- **Provide the right canvas** for local placemaking
- **Catalyse** activation of places and neighbourhoods in response to social and economic need.

The draft strategy was reviewed as the pilot Joondalup City Centre Place Activation Plan was developed and refined in response to outcomes of the community consultation process for that project. At the same time, the strategic elements and principles developed for the strategy have informed the activation plan pilot project, particularly more clearly articulating the City's role in placemaking.

Draft Joondalup City Centre Place Activation Plan

Shape Urban were engaged to facilitate a collaborative consultation process to develop the draft Joondalup City Centre Place Activation Plan; a pilot for projects of this type.

The process included the following two-stage consultation approach:

- Open engagement which encouraged community and business members to share their ideas for activating the core of the City Centre, through:
 - Survey
 - Social pinpoint: online ideas mapping tool
 - Drop-in ideas hub: pop up consultation stand set up at multiple times and locations across the City Centre for in person engagement.
- Deliberative workshops, within which community, business, and City representatives worked together to develop a vision and evaluate ideas collected from the open engagement through a multi-criteria assessment.

Deliberative workshops identified and developed the following vision statement for the draft plan:

“Joondalup City Centre will be the heart and soul of the north, loved and enjoyed by its community and visitors”

The top 15 ideas from the evaluation are expanded and spatially mapped within the resulting draft activation plan, providing a framework for City and community-led delivery of placemaking initiatives. These ideas are:

- redesign Grand Boulevard to make it less of a barrier to pedestrians
- art in the streets
- piazza and courtyard spaces as focal points
- transform a large carpark into a piazza (Boas Avenue)
- pedestrian friendly streets
- alfresco dining
- youth playscapes (facilities for teenagers)
- markets
- better connectivity to train and bus stations
- attract more land use diversity into the CBD
- amphitheatre space for performances in Central Park
- cafes in Central Park and Neil Hawkins Park
- playspaces and playgrounds for small children
- pedestrian mall along Boas Avenue
- art venues and Aboriginal culture.

Many of the ideas linked back to good wayfinding and the idea of a wayfinding strategy for improved discovery of services, locations, and experiences across the City Centre.

The draft activation plan does not envisage that all ideas and projects are delivered by the City; many solutions would be community and business-led.

Many of the ideas presented in the draft activation plan are aligned with existing projects being explored by business units across the City, and solutions listed in the draft activation plan recognise this alignment. The consultation process to develop the draft activation plan has provided a community-based, place-based justification for many existing projects. For some projects, the draft activation plan identifies opportunity to review existing initiatives to better respond to activation opportunities and align with community expectations. The draft activation plan also identifies new opportunities and projects for the City to consider through further community consultation and business cases.

The preparation of business case(s) may be necessary to properly evaluate new initiatives arising from the draft activation plan and undertake necessary financial modelling where those initiatives would require provision of new or upgraded infrastructure. This approach aligns with the project methodology outlined in the City's Project Management Framework (PMF), which is a guide to managing projects across the City. The PMF provides a standard approach for managing projects across the organisation, ensuring a consistent process for project proposals, planning, implementation, monitoring and closure.

Resourcing and scheduling of initiatives and actions will be factored into the City's annual budgeting and business planning processes.

Issues and options considered

Council has the option to either:

- advertise the draft *Place Activation Strategy and Joondalup City Centre Place Activation Plan*
- adopt the draft *Place Activation Strategy and Joondalup City Centre Place Activation Plan* without advertising
or
- not support the draft *Place Activation Strategy and Joondalup City Centre Place Activation Plan*.

While the draft activation plan was developed through considerable community consultation, participation in the workshops that provided the most input to the plan's development was low, and the broader community and many local businesses have not had opportunity to comment on the priority activation ideas that came from this process. Additionally, advertising the draft strategy would provide opportunity for community members to provide feedback on the key strategic approach the City is recommending to support placemaking across the City.

Therefore, it is recommended that advertising of the documents should be undertaken to test them with the broader community, including members of the community that have not yet engaged.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Economic Prosperity, Vibrancy and Growth.

Objective Activity Centre development.

Key theme Community Wellbeing.

Objective Cultural development.
Community spirit.
Community safety.

Policy Not applicable.

Risk management considerations

Place activation will require the City to “get out of the way” and empower the community to directly deliver projects in their public spaces. This may include events, public art, landscaping, etc. Part of the placemaking journey will be subject to experimentation and failure. Alongside this, there may be projects seeking to utilise City assets for community initiatives (for example buildings, open spaces or road verges).

Objectives and actions of the draft strategy recognise the need to remove bureaucratic barriers for local placemakers, however also acknowledges the role of necessary regulatory processes to manage risk and public liability. Objectives and actions of the draft strategy appropriately identify a role to assist community placemakers navigate the necessary approval and risk management aspects of place projects in public places.

Financial / budget implications

Implementation of the draft activation plan will have financial implications. Individual projects recommended by the draft activation plan will be evaluated through businesses cases in accordance with the City’s Project Management Framework prior to including projects on the City’s capital works program. Other projects will be included in the annual budgeting process, with the activation plan providing context for Council’s consideration of the required budget.

Implementation of the draft strategy, with focus on facilitating community-led placemaking, is anticipated to be delivered through the City’s existing community and economic development mentoring and capacity building programs, therefore aligned with current resourcing. As the strategy is implemented, any need for additional coordination resources will be reviewed and considered as part of future budget processes.

Regional significance

The draft Joondalup City Centre Place Activation Plan reflects the regional role of the City Centre. Implementation of the activation plan will facilitate greater activation of the City Centre in accordance with its important role in the region.

Sustainability implications

Progressing a place approach in the City will support social and economic sustainability elements.

Social

Increasing focus and support for community driven placemaking across the City will foster greater connection between community and place. By enabling and fostering community involvement in public spaces through placemaking, the City will be supporting greater levels of social cohesion and collaboration.

Economic

A trend noted across Australia, and in many areas of the Perth metropolitan region, is that town centres and main streets have been in decline. There is strong desire for increased foot traffic across the city centre to support retail, hospitality and tourism businesses in the area. Anecdotally, much of this commentary relates to the aesthetic of the streetscape, however the issues affecting local business and the activation of the city centre are complex and many.

At the strategic level, promoting the Joondalup City Centre as a Destination City and working toward Primary Centre status are key objectives of the City current Strategic Community Plan (Joondalup 2022). Alongside major initiatives relating to the regional and significant identity of the city centre, localised place activation provides the authentic, community-scale experiences that support a unique, iconic identity. The place activation strategy will provide an effective framework for place activation across the City to contribute to the City's economic development goals.

The City has been investing considerable resources into events and projects to activate the Joondalup City Centre. The place activation plan for the Joondalup City Centre will align the City's investment into the City Centre with identified activation priorities and enable community-led placemaking efforts to complement the City's programs, supporting positive economic outcomes for the locality.

Consultation

The Engagement Summary Report, provided as an appendix to the draft Joondalup City Centre Place Activation Plan in Attachment 2 to this Report, includes a description and all outcomes of the community consultation activities undertaken to develop the draft Joondalup City Centre Place Activation Plan.

Engagement sought to raise awareness of the project, identify how people use the city centre and the ideas they have for its activation, and to identify community values and ensure concerns and aspirations for the city centre were understood. The engagement also sought to determine benefits of ideas received, have workshop participants develop criteria to use in the multi-criteria assessment, and undertake an assessment of the most requested ideas to prioritise and start considering the baseline planning of the top 15 rated activation projects for the draft activation plan.

For the online engagement, stakeholders could visit an online project page with a mapping tool, community and business perception surveys and a workshop registration survey. They could drop pins and provide any other feedback on how they use the city centre or on locational ideas for activation on the map. The surveys and mapping tool were open from 29 March 2021 to 4 June 2021.

The project team received 116 comments and 89 survey responses on Social Pinpoint, and 97 'pins' were dropped on the project area map.

136 people provided approximately 638 comments across six drop-in pop-up idea hubs.

The City also received 10 Facebook comments and two emails with activation ideas.

Stakeholders were further engaged through the following:

- Social media posts.
- Meetings with key stakeholders (Edith Cowan University Joondalup and the Joondalup Business Association).
- Briefings to key staff members and meetings with relevant City staff through the project.

A total of 25 people attended the three consecutive workshops at the City of Joondalup Library in the City Centre.

In total, there was an approximate reach of more than 300 local community members and organisations.

The community's ideas, values and principles, and the visioning and multi-criteria assessment for the top rated 15 projects for activation make up the content of the draft activation plan.

It is recommended that both documents are advertised for public comment, enabling the documents to be tested with the broader Joondalup community prior to finalisation. A consultation plan for the advertising process will be prepared to confirm timing of advertising and communications.

COMMENT

The draft Place Activation Strategy establishes the required commitment to placemaking which will facilitate continued activation of the City's places - with this process being appropriately led by the community who maintain that relationship with their local places. The draft strategy provides a consistent approach for determining when the City should be directly involved in catalysing activation of a place, with "getting out of the way" and enabling community placemaking as the primary approach across the City.

The draft Joondalup City Centre Place Activation Plan has been developed through community and business ideas and provides a strong direction from community members involved in its development as to the priorities for investment in activating the City Centre. This direction provides guidance for the City to align its many projects within the City Centre with priorities for activation, based on a thorough and comprehensive review of the opportunities by community members and local business representatives who committed their time to the workshops.

Advertising the documents will enable the City to test the documents against the expectations of the wider community prior to their finalisation.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ENDORSES the draft *Place Activation Strategy* and *Joondalup City Centre Place Activation Plan* for the purpose of public advertising.

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3brf220308.pdf](#)

ITEM 4 EXECUTION OF DOCUMENTS

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Office of the CEO
FILE NUMBER	15876, 101515
ATTACHMENT	Attachment 1 Signing and Common Seal Register - Extract for February 2022
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 February 2022.

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 the Council NOTES the Signing and Common Seal Register for February 2022, as detailed in Attachment 1 to this Report.

BACKGROUND

For February 2022, 3 documents were executed by affixing the Common Seal. A summary is provided below:

Type	Number
Removal of Section 70A Notification	1
Section 70A Notification	2

DETAILS

Issues and options considered

Not applicable.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

Strategic initiative Demonstrate accountability through robust reporting.

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 Signing and Common Seal Register for February 2022, as detailed in Attachment 1 to this Report.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4brf220308.pdf](#)

ITEM 5 STATUS OF PETITIONS

WARD	All
RESPONSIBLE ACTING DIRECTOR	Mrs Rebecca Maccario Governance and Strategy
FILE NUMBERS	05386, 101515
ATTACHMENT	Attachment 1 Status of Petitions – 16 August 2016 to 15 February 2022
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 to this Report provides a list of all outstanding petitions, which were received during the period 16 August 2016 to 16 February 2022, 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 consider 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:

- 1 NOTES the status of outstanding petitions submitted to Council during the period 16 August 2016 to 15 February 2022, forming Attachment 1 to this Report;**
- 2 NOTES that in relation to the petition requesting the City of Joondalup implement one hour of free off-street parking in the Central Business District with some short-term 15 minute free parking bays included at strategic locations from Monday to Friday, that Council:**
 - 2.1 DOES NOT SUPPORT the introduction of one hour of free off-street parking in the Central Business District, with some short-term 15 minute free parking bays included at strategic locations from Monday to Friday;**
 - 2.2 ADVISES the lead petitioner of Council's decision;**

- 3** NOTES that in relation to the petition requesting the City not to install paid public parking at Ocean Reef Marina, and any coastal location within the City of Joondalup, that Council:
 - 3.1** NOTES that the setting of all Fees and Charges, including parking fees, on City managed land will be considered as part of the Annual Budget;
 - 3.2** ADVISES the lead petitioner of Council's decision;
- 4** NOTES that in relation to the petition requesting that the City install a bin to service the existing dog waste bag dispenser along Spinaway Street, Craigie (outside Craigie Heights Primary School Oval entrance gate), that Council:
 - 4.1** NOTES that the existing dog waste dispenser is located within the school property boundary along Spinaway Street, Craigie and was installed and maintained by the Craigie Heights Primary School independently of the City;
 - 4.2** NOTES that the City is liaising with the Craigie Heights Primary School with the aim to install a bin to service this area for a fee payable from 2022-23 as per the City's Fees and Charges;
 - 4.3** ADVISES the lead petitioner of its decision;
- 5** NOTES that in relation to the petition for remedial works to be undertaken to ensure safe pedestrian access in and around the intersection of Camarino Drive and Trappers Drive, Woodvale, that Council:
 - 5.1** NOTES that the upgrading of the Trappers Drive intersections at Camarino Drive and Chichester Drive and path improvements have been approved by Council at its meeting held on 15 February 2022 (CJ029-02/22 refers) to be funded under the Local Roads and Community Infrastructure (LRCI) Program – Phase 3;
 - 5.2** ADVISES the lead petitioner of its decision.

Appendix 5 refers

To access this attachment on electronic document, click here: [Attach5brf220308.pdf](#)

ITEM 6 MINUTES OF REGIONAL COUNCIL MEETINGS

WARD	All
RESPONSIBLE ACTING DIRECTOR	Mrs Rebecca Maccario Governance and Strategy
FILE NUMBER	03149, 41196, 101515
ATTACHMENT	Attachment 1 Mindarie Regional Council – Ordinary Council Meeting Minutes – 27 January 2022 <i>(Please Note: Attachment 1 is only available electronically).</i>
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

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

EXECUTIVE SUMMARY

The following minutes are provided:

- Minutes of Mindarie Regional Ordinary Council meeting held on 27 January 2022.

DETAILS

Mindarie Regional Council Ordinary Council Meeting – 27 January 2022

An ordinary meeting of the Mindarie Regional Council was held on 27 January 2022.

At the time of this meeting Mayor Albert Jacob and Cr Christopher May were Council's representatives at the Mindarie Regional Council meeting.

The attached minutes detail those matters that were discussed at this external meeting that may be of interest to the City of Joondalup (Attachment 1 refers).

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 ordinary meeting of the Mindarie Regional Council held on 27 January 2022 forming Attachment 1 to this Report.

To access this attachment on electronic document, click here: [RegionalMinutes220308.pdf](#)

ITEM 7 HEALTH AMENDMENT LOCAL LAW 2021 - ADOPTION

WARD	All
RESPONSIBLE ACTING DIRECTOR	Mrs Rebecca Maccario Governance and Strategy
FILE NUMBER	00432, 101515
ATTACHMENTS	Attachment 1 Schedule of Submissions Attachment 2 <i>City of Joondalup Health Amendment Local Law 2021 – Marked-up Copy</i> Attachment 3 <i>City of Joondalup Health Amendment Local Law 2021 – Adoption Copy</i> Attachment 4 <i>City of Joondalup Health Local Law 1999</i>
AUTHORITY / DISCRETION	Legislative - includes the adoption of local laws, planning schemes and policies.

PURPOSE

For Council to note the submissions received following public advertising of the proposed *City of Joondalup Health Amendment Local Law 2021* and resolve to make the local law.

EXECUTIVE SUMMARY

At its meeting held on 15 June 2021 (CJ076-06/21 refers), Council resolved to make the proposed *City of Joondalup Health Amendment Local Law 2021* for the purpose of public advertising. The effect of the proposed *City of Joondalup Health Amendment Local Law 2021* is to better clarify the provisions and requirements within the *City of Joondalup Health Local Law 1999* and to ensure information is current within prevailing legislation.

In accordance with section 3.12(3) of the *Local Government Act 1995* (the Act) the City is to give local public notice and advertise the proposed local law for a period of six weeks and forward a copy to the Minister for Local Government and Minister for Health.

At the close of the public consultation period, the City received ten submissions from the public and one submission from the Department of Local Government, Sport and Cultural Industries (DLGSC). The details of the submissions are provided in Attachment 1 to this Report.

It is therefore recommended that Council:

- 1 *NOTES the submissions received at the close of the public submissions period for the proposed City of Joondalup Health Amendment Local Law 2021, as outlined in Attachment 1 to this Report;*
- 2 *BY AN ABSOLUTE MAJORITY MAKES the City of Joondalup Health Amendment Local Law 2021, as detailed in Attachment 3 to this Report and AUTHORISES the Common Seal to be affixed;*
- 3 *NOTES the progression of the remaining actions to finalise the local law adoption process as detailed in section 3.12 and 3.15 of the Local Government Act 1995;*
- 4 *ADVISES all submitters of Council's decision.*

BACKGROUND

The City's Health Local Law supports the *Health (Miscellaneous Provisions) Act 1911*, the *Public Health Act 2016*, the *Food Act 2008* and an array of other public health regulations. Progress is being made by the State Government to replace the outdated *Health (Miscellaneous Provisions) Act 1911*, however as it is a complex piece of legislation, its replacement by the *Public Health Act 2016* is taking some time and being staged over a number of years.

The Council resolved to make the *City of Joondalup Health Local Law 1999* (the local law) at its meeting held on 13 July 1999 and the Local Law was published in the Government Gazette (No 162) on the 27 August 1999. The purpose of the local law is to provide for the regulation, control and management of day-to-day health matters within the district.

At its meeting held on 16 February 2021 (CJ006-02/21 refers), Council received a report on its statutory review of its local laws, and resolved that amendments were required to the City's Health Local Law, as follows:

- Revised lodging house provisions.
- Possible inclusion of nuisance provisions around smoke from fire pits in residential areas.
- Revised sanitary convenience provisions for outdoor festivals to accord with Department of Health guidelines.
- Construction requirements for laundries in residential properties.
- Nuisances created by the feeding of birds.
- Revised refuse disposal enclosure requirements for multiple dwellings.
- Revised provisions relating to the discharge of swimming pool back wash water.
- Removal of the provisions around eating houses as they were repealed on 23 October 2009 with the introduction of the Food Act 2008.

Council resolved at its meeting held on 15 June 2021 (CJ076-06/21 refers) to make the proposed *City of Joondalup Health Amendment Local Law 2021* for the purpose of public advertising. The effect of the proposed Local Law is to better clarify the provisions and requirements within the *City of Joondalup Health Local Law 1999* and to ensure information is current within prevailing legislation.

DETAILS

In accordance with section 3.12 (3) of the *Local Government Act 1995* (the Act) the City is to give local public notice and advertise the proposed local law for a period of six weeks and forward a copy to the Minister of Local Government and Minister for Health.

Public notification of the proposed local law occurred as follows:

- Public notice boards at the City of Joondalup administration centre and public libraries.
- Public notice on the City's website.
- Public notice in a newspaper circulating throughout the district.
- Public notice in the Joondalup Voice.
- Public notice to the Community Engagement Network.
- Public notice by way of email to residents / ratepayer groups.
- Public notice posts via FaceBook and Twitter.
- Public notice via E-screen displays.

At the close of the public submission period the City received a total of ten public submissions and one submission from the Department of Local Government, Sport and Cultural Industries (DLGSC). The Schedule of Submissions is provided in Attachment 1 to this Report, and details the following comments:

- Eight comments related to Clause 2.6- Outdoor Festivals, requesting a greater number of female and disable toilets at outdoor events, including increased cleaning and pumping of toilets, and increased penalties specified in Clause 9.1. The comments were not supported, and Officer's response provided.
- Ten comments relating to Clause 3.9 – Escape of smoke, fumes, odours and other emissions, requesting further clarification to the definition of “nuisance”, and both support and objection to the provision. The comments were not supported, and Officer's response provided.
- One comment requesting that further restrictions on feeding birds (Clause 3.10) be applied. The comment was not supported, and Officer's response provided.
- One comment suggesting that the local law should be repealed and re-drafted in its entirety. The comment was not supported, and Officer's response provided.
- One submission from the DLGSC providing general comment on the publishing of a consolidated local law so that the principal local law and any amendments are captured in the one local law. The comments were noted and Officer's response provided.
- One comment requesting that Clause 2.6- Outdoor Festivals, the heading be changed from “Outdoor Festivals” to “Outdoor Events”. This suggested change has been supported, as the broader term “outdoor events” would better reflect the application of clause 2.6.

Where suggested changes have been supported, they have been included in the local law and submitted to Council for adoption. A copy of the amended local law showing the marked-up changes is provided as Attachment 2 to this Report. The amended local law to be adopted and submitted to the State Law Publisher for publication in the *Government Gazette* is provided as Attachment 3 to this Report. A copy of the City's current *Health Local Law 1999* is provided as Attachment 4 to this Report.

Issues and options considered

Council can either:

- adopt the local law as advertised
- adopt the local law with modifications following the public submission period, subject to the modifications not being significantly different to what was advertised
or
- not adopt the proposed local law.

Legislation / Strategic Community Plan / policy implications

Legislation *Health (Miscellaneous Provisions) Act 1911.*
Public Health Act 2016.
Local Government Act 1995.
City of Joondalup Health Local Law 1999.

Strategic Community Plan

Key theme Governance and Leadership.

Objective Effective representation.

Strategic initiative Ensure the elected body has a comprehensive understanding of its roles and responsibility.

Policy Not applicable.

Subdivision 2, Division 2 of Part 3 of the Act applies to the creation, amending and repealing of local laws. It is anticipated that the local law-making process will take a further four weeks to complete the process, following a decision of Council.

Risk management considerations

The amendment local law is yet to be considered by the Joint Standing Committee on Delegated Legislation (JSCDL), which reviews local laws created by local governments (including amendments) as well as other subsidiary legislation.

Should the City not follow the local law creation process as detailed in the Act, the JSCDL may recommend to the Parliament disallowance of the local law.

Financial / budget implications

The cost associated with the local law making process is approximately \$2,500, being public advertising costs and costs to publish the local law in the *Government Gazette*. Funds are available in the *2021-22 Budget* for statutory advertising.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

The development of local laws requires statutory advertising of the proposal and consultation with the public throughout the local law-making process. This has been undertaken and included:

- giving local public notice advertising the proposed local law and inviting submissions to be made within no less than six weeks from the date of advertising, including:
 - advertising in a newspaper circulating throughout the district
 - displaying public notices at the City of Joondalup Administration Centre and public libraries
 - advertising on the City's website
 - advertising through the City's Community Engagement Network
 - advertising through the City's social media platforms
- providing a copy of the notice and a copy of the proposed local law to the Ministers responsible for the Act under which the proposed local law is being made (being the Minister for Local Government and the Minister for Health).

COMMENT

The *City of Joondalup Health Amendment Local Law 2021* has been progressed to specifically amend certain provisions within the *Health Local Law 1999* and the effect of this local law is to better clarify the provisions and requirements within the *City of Joondalup Health Local Law 1999* and to ensure information is current within prevailing legislation.

The City's Health Local Law provides for a range of health considerations in relation to the following matters:

- Sanitation.
- Housing and general provisions.
- Refuse disposal.
- Pest control.
- Lodging houses.
- Offensive trades.

The proposed City of Joondalup *Health Amendment Local Law 2021* was publicly advertised, and subsequently minor amendments made, taking into account comments received.

Should Council proceed with the making of the local law, the remaining actions as specified in the Act will progress, which, in summary, involves the publishing of the local law in the *Government Gazette* and submission of the local law to the JSCDL.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION

That Council:

- 1 **NOTES** the submission received at the close of the public submissions period for the proposed *City of Joondalup Health Amendment Local Law 2021*, as outlined in Attachment 1 to this Report;
- 2 **BY AN ABSOLUTE MAJORITY MAKES** the *City of Joondalup Health Amendment Local Law 2021*, as detailed in Attachment 3 to this Report and **AUTHORISES** the Common Seal to be affixed;
- 3 **NOTES** the progression of the remaining actions to finalise the local law adoption process as detailed in section 3.12 and 3.15 of the *Local Government Act 1995*;
- 4 **ADVISES** all submitters of Council's decision.

Appendix 6 refers

To access this attachment on electronic document, click here: [Attach6brf220308.pdf](#)

ITEM 8 DRAFT 10 YEAR STRATEGIC COMMUNITY PLAN – JOONDALUP 2032

WARD	All
RESPONSIBLE ACTING DIRECTOR	Mrs Rebecca Maccario Governance and Strategy
FILE NUMBER	109190, 110008, 109319, 101515
ATTACHMENTS	Attachment 1 Community Consultation Outcomes Report - Shaping Your Local Community: Developing a New 10-Year Strategic Community Plan Attachment 2 Community Consultation Outcomes Report Appendix 1 - 73 Attachment 3 Community Consultation Outcomes Report Appendix 74 - 82 Attachment 4 Draft Strategic Community Plan
AUTHORITY / DISCRETION	Executive – The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to note the community consultation outcomes from the Shaping Your Local Community initiative and endorse the draft 10-Year Strategic Community Plan, Joondalup 2032, for community consultation.

EXECUTIVE SUMMARY

A 10-Year Strategic Community Plan is a requirement of all local governments in Western Australia under the *Local Government Act 1995*. Council adopted its first Strategic Community Plan, Joondalup 2022, at its meeting held on 23 October 2012 (CJ210-10/12 refers). This plan was developed in consultation with Elected Members, the community and regional stakeholders.

The 10-year period for Joondalup 2022 is set to expire at the end of the 2021-22 financial year. The City has been working with Elected Members, the community and the City's workforce to prepare a new 10-Year Strategic Community Plan - Joondalup 2032.

In developing the draft plan, the City undertook a comprehensive community consultation process commencing in early 2020 with a series of three meetings with the City's Strategic Community Reference Group.

In building on feedback from the Strategic Community Reference Group, the City undertook the Shaping Your Local Community initiative. Community consultation activities were delivered from 1 February 2021 to 30 April 2021.

The full analysis and outcomes from the Shaping Your Local Community consultation initiative can be found in Attachments 1 to 3 to this Report.

The outcomes of this initiative were used to inform development of the draft 10-Year Strategic Community Plan - Joondalup 2032 (Attachment 4 refers). Additional feedback from Elected Members and the City's workforce complemented the extensive feedback from the community.

The new plan covers the period 2022 to 2032 and outlines the City's commitment to achieving the vision and aspirations of the community and regional stakeholders.

It is therefore recommended that Council:

- 1 *NOTES the community consultation outcomes from the Shaping Your Local Community initiative provided as detailed in Attachments 1 to 3 to this Report;*
- 2 *ENDORSES the draft 10-Year Strategic Community Plan, Joondalup 2032, for community consultation, as detailed in Attachment 4 of this Report.*

BACKGROUND

A 10-Year Strategic Community Plan is a requirement of all local governments in Western Australia under the *Local Government Act 1995*. The Department of Local Government, Sport and Cultural Industries describes the Strategic Community Plan as one which:

- establishes the community's vision for the local government's future, including aspirations and service expectations
- drives the development of local government area/place/regional plans, resourcing and other informing strategies, for example workforce, asset management and services
- will ultimately be a driver for all other planning.

Local governments are required to undertake a major review of the Strategic Community Plan every four years, and a minor review every two years.

At its meeting held on 23 October 2012 (CJ210-10/12 refers), Council adopted the first *Strategic Community Plan - Joondalup 2022*. This plan was developed in consultation with Elected Members, the community and regional stakeholders. During its development, significant levels of support were received from the community for all proposed outcomes and objectives.

In 2014, the City undertook a desktop review of Joondalup 2022. At its meeting held on 19 August 2014 (CJ134-08/14 refers), Council considered the outcomes of the review and minor adjustments were made to some of the City's strategic key performance indicators. Council subsequently endorsed a revised Joondalup 2022 following community consultation at its meeting held on 21 October 2014 (CJ184-10/14 refers).

In 2017, the City undertook a major review of Joondalup 2022. At its meeting held on 18 July 2017 (CJ119-07/17 refers), Council evaluated the City's strategic objectives and initiatives, and reviewed the City's strategic key performance indicators for their continued appropriateness and accuracy. Council subsequently endorsed a revised Joondalup 2022 following community consultation at its meeting held on 17 April 2018 (CJ062-04/18 refers).

The 10-year period for Joondalup 2022 is set to expire at the end of the 2021-22 financial year. The City has been working with Elected Members, the community and the City's workforce to prepare a new 10-Year Strategic Community Plan - Joondalup 2032. This new plan covers the period 2022 to 2032 and outlines the City's commitment to achieving the vision and aspirations of the community and regional stakeholders.

The Department of Local Government, Sport and Cultural Industries is currently reviewing the Integrated Planning and Reporting Framework model for local governments. The City is yet to receive detailed advice on requirements, but it is likely that the new model will incorporate the following:

- Replacing Strategic Community Plan with more flexible "Community Strategies".
- Reframing Corporate Business Plans as broader "Council Plans".
- Introducing "Service Plans".

- Aligning timeframes and review period with local government elections.
- Requiring a baseline reporting system across the sector.

As much as possible, Joondalup 2032 has been developed with the above future requirements in mind.

DETAILS

Strategic Community Reference Group and Community Consultation Outcomes

In developing the draft plan, the City undertook a comprehensive community consultation process commencing in early 2020 with a series of three meetings with the City's Strategic Community Reference Group. Each meeting focussed on the different key themes of the existing *10-Year Strategic Community Plan, Joondalup 2022*:

- 1 'Community wellbeing' and 'The natural environment'
- 2 'Quality urban environment' and 'Economic prosperity, vibrancy and growth'
- 3 'Governance and leadership' and 'Financial sustainability'

Reference Group members workshopped strategic initiatives and priorities and provided feedback on the role of the City and a vision for the future.

Feedback from the Strategic Community Reference Groups was then used to inform the large-scale community consultation exercise - the Shaping Your Local Community initiative. Community consultation activities were delivered from 1 February 2021 to 30 April 2021. Feedback was sought via a mixed methodology approach which included:

- 1 community survey
- 2 events poll
- 3 stakeholder workshops.

The community survey was available for interested community members online and in hard-copy on request. The survey was advertised via print and digital media and also directly distributed to various stakeholders. The single-question events poll was delivered at four City of Joondalup events held January to March 2021. The question: "What's one positive thing you'd like to see happen in the City of Joondalup over the next 10 years?" was included in the existing feedback interviews/forms distributed at the events. The 10 stakeholder workshops were held with community stakeholders between February and April 2021. Each of the workshops were targeted at different stakeholder groups with participants recruited via direct invitation and also print and digital media.

The City had high levels of engagement across the three consultation methods, including:

- 841 responses to the community survey
- 423 responses to the events poll
- 219 participants at the stakeholder workshops.

The full analysis and outcomes from the Shaping Your Local Community consultation initiative can be found in Attachments 1 to 3 to this Report.

Development of Joondalup 2032

Following the Shaping Your Local Community consultation initiative, the City commenced development of the new 10-Year Strategic Community Plan - Joondalup 2032. Additional feedback from Elected Members and the City's workforce complemented the extensive feedback from the community. This joint feedback culminated in a shared vision for the future articulated in the new plan.

The approach for Joondalup 2032 has been to bring the plan up to a higher, more strategic level, and shift the more operational initiatives, present in the current plan, to the Corporate Business Plan. Additionally, the community consultation outcomes have been reflected throughout Joondalup 2032 to demonstrate direct alignment with community aspirations.

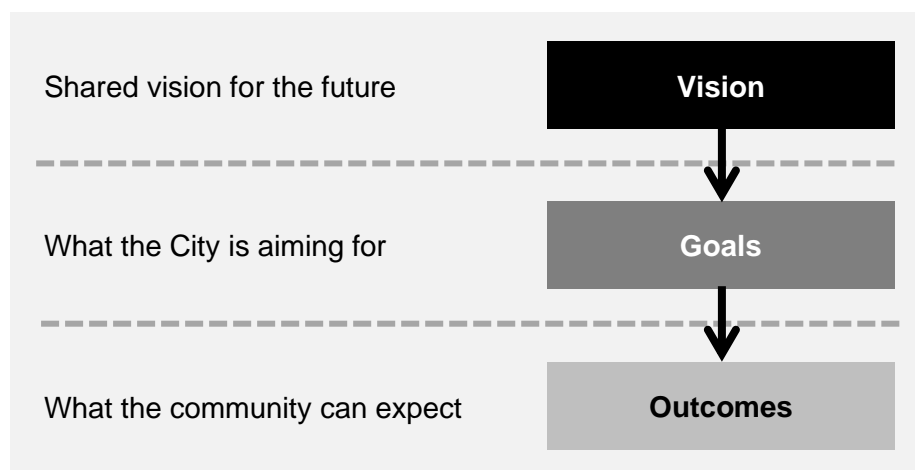
Structure of Joondalup 2032

The new 10-Year Strategic Community Plan comprises five key themes:

- 1 Community
- 2 Environment
- 3 Place
- 4 Economy
- 5 Leadership.

Each of these key themes has a goal which reflects the feedback from the community, and a series of outcomes which are intended to guide the City's service delivery. The outcomes are intentionally broad to allow for different ways to achieve the goals over the 10-year term of the plan. In addition, outcomes from the extensive Shaping Your Local Community initiative are reflected throughout the plan to demonstrate alignment with community aspirations.

A diagram of the overall structure of Joondalup 2032 is shown below. The full draft 10-Year Strategic Community Plan can be found at Attachment 4 to this Report.



Issues and options considered

It is intended that the draft 10-Year Strategic Community Plan be released for community consultation for a period of four weeks commencing late March 2022. Community stakeholders who participated in the Shaping Your Local Community initiative will be contacted directly and invited to participate. The City will also advertise the consultation to the wider community via a range of online and print communication methodologies.

With regard to the draft 10-Year Strategic Community Plan - Joondalup 2032, Council has the option to:

- endorse the draft 10-Year Strategic Community Plan - Joondalup 2032, as presented in Attachment 4 to this Report, for community consultation
or
- endorse the draft 10-Year Strategic Community Plan - Joondalup 2032, subject to further amendments, for community consultation.

Option 1 is the recommended option to ensure the City has sufficient time to undertake community consultation on the draft plan and present the results back to Council prior to the expiry of the existing 10-Year Strategic Community Plan - Joondalup 2022.

Legislation / Strategic Community Plan / Policy implications

Legislation *Local Government Act 1995.*
 Local Government (Administration) Regulations 1996.

Strategic Community Plan

Key theme This report relates to the development of the Strategic Community Plan - Joondalup 2032.

Objective Not applicable.

Strategic initiative Not applicable.

Policy *Community Consultation Policy.*

Risk management considerations

A 10-Year Strategic Community Plan is a requirement of all local governments in Western Australia under the *Local Government Act 1995 (Local Government (Administration) Regulations 1996)*. Should Council choose to delay the adoption of Joondalup 2032, this could result in the City being non-compliant with this legislation. Further, this could delay the development and endorsement of other critical planning and reporting documents which need to align to the 10-Year Strategic Community Plan, including the Corporate Business Plan and Annual Report.

Financial / budget implications

The draft 10-Year Strategic Community Plan will be operationalised through the City's 5-Year Corporate Business Plan and Annual Budget. Financial and budget implications associated with implementation of Joondalup 2032 will be subject to normal budgetary approval processes. Long-term financial implications will be considered as part of the City's Strategic Financial Plan.

Regional significance

The purpose of the 10-Year Strategic Community Plan is to articulate the community's aspirations, vision and objectives for the next 10 years. Joondalup 2032 is the overarching document that will inform all of the City's other plans and services. The plan will therefore impact all projects, partnerships and activities of regional significance.

Sustainability implications

The draft 10-Year Strategic Community Plan sets a strategic and sustainable direction for the City over the next ten years. The plan is underpinned by a shared vision for the future which directly addresses sustainability, and the five key themes of: Community, Environment, Place, Economy and Leadership.

Consultation

This report provides an outline of the community consultation activities undertaken as part of the Shaping Your Local Community consultation initiative. The outcomes of this initiative were used to inform development of the draft 10-Year Strategic Community Plan - Joondalup 2032. The full analysis and outcomes from the Shaping Your Local Community consultation initiative can be found in Attachments 1 to 3 to this Report.

The City is proposing that the draft 10-Year Strategic Community Plan be released in full for community consultation for a period of four weeks commencing late March 2022. Community stakeholders who participated in the Shaping Your Local Community initiative will be contacted directly and invited to participate. The City will also advertise the consultation to the wider community via a range of online and print communication methodologies.

COMMENT

The draft 10-Year Strategic Community Plan - Joondalup 2032, has been developed in partnership with Elected Members, the community, stakeholders and the City's workforce. The draft plan positions Joondalup to address the major challenges and opportunities over the next ten years. The draft 10-Year Strategic Community Plan will be operationalised through the City's 5-Year Corporate Business Plan and Annual Budget.

The development of Joondalup 2032 was informed by comprehensive and detailed community feedback gathered through an extensive community consultation process. The draft Plan demonstrates best practice in strategic planning and is aligned to the Department of Local Government, Sport and Cultural Industries' Integrated Planning and Reporting Guidelines. As much as possible, Joondalup 2032 has also taken into account what are believed to be the likely outcomes of the local government reform process.

Following community consultation on the 10-Year Strategic Community Plan, it is intended that a final draft will be presented to Council for adoption. Further to this, it should be noted that the plan will be subject to formal design and branding prior to publishing.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1** **NOTES** the community consultation outcomes from the Shaping Your Local Community initiative provided as detailed in Attachments 1 to 3 to this Report;
- 2** **ENDORSES** the draft 10-Year Strategic Community Plan, Joondalup 2032, for community consultation, as detailed in Attachment 4 of this Report.

Appendix 7 refers

To access this attachment on electronic document, click here: [Attach7brf220308.pdf](#)

ITEM 9 LIST OF PAYMENTS MADE DURING THE MONTH OF JANUARY 2022

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	09882, 101515
ATTACHMENTS	Attachment 1 Chief Executive Officer's Delegate Municipal Payment List for the month of January 2022 Attachment 2 Chief Executive Officer's Delegated Municipal Payment List (Bond Refunds) for the month of January 2022 Attachment 3 Municipal and Trust Fund Vouchers for the month of January 2022
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 2022.

EXECUTIVE SUMMARY

This report presents the list of payments made under delegated authority during the month of January 2022, totalling \$12,210,304.04.

It is therefore recommended that Council NOTES the Chief Executive Officer's list of accounts for January 2022 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 \$12,210,304.04.

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 2022. 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 112144 -112150 & 112153 - 112224 & 112228 - 112253 & EF097717 - EF097981 & EF097989 - EF098246 Net of cancelled payments	\$7,268,496.91
	Vouchers 3215A – 3229A	\$4,925,667.43
	Bond Refund Cheques & EFT Payments 112151 - 112152 & 112225 - 112227 & EF097714 - EF097716 & EF097982 - EF097988 Net of cancelled payments.	\$16,139.70
	Total	\$12,210,304.04

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

Changes in the treatment of bonds received and repaid, from being held in the Trust Fund to now being reflected in the Municipal Fund, have arisen from a directive by the Office of the Auditor General.

COMMENT

All Municipal Fund expenditure included in the list of payments is incurred in accordance with the *2021-22 Adopted Budget* as adopted by Council at its meeting held on 15 June 2021 (CJ092-06/21 refers) 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 2022 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 \$12,210,304.04.

Appendix 8 refers

To access this attachment on electronic document, click here: [Attach8brf220308.pdf](#)

ITEM 10 FINANCIAL ACTIVITY STATEMENT FOR THE PERIOD ENDED 31 JANUARY 2022

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey 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 2022.

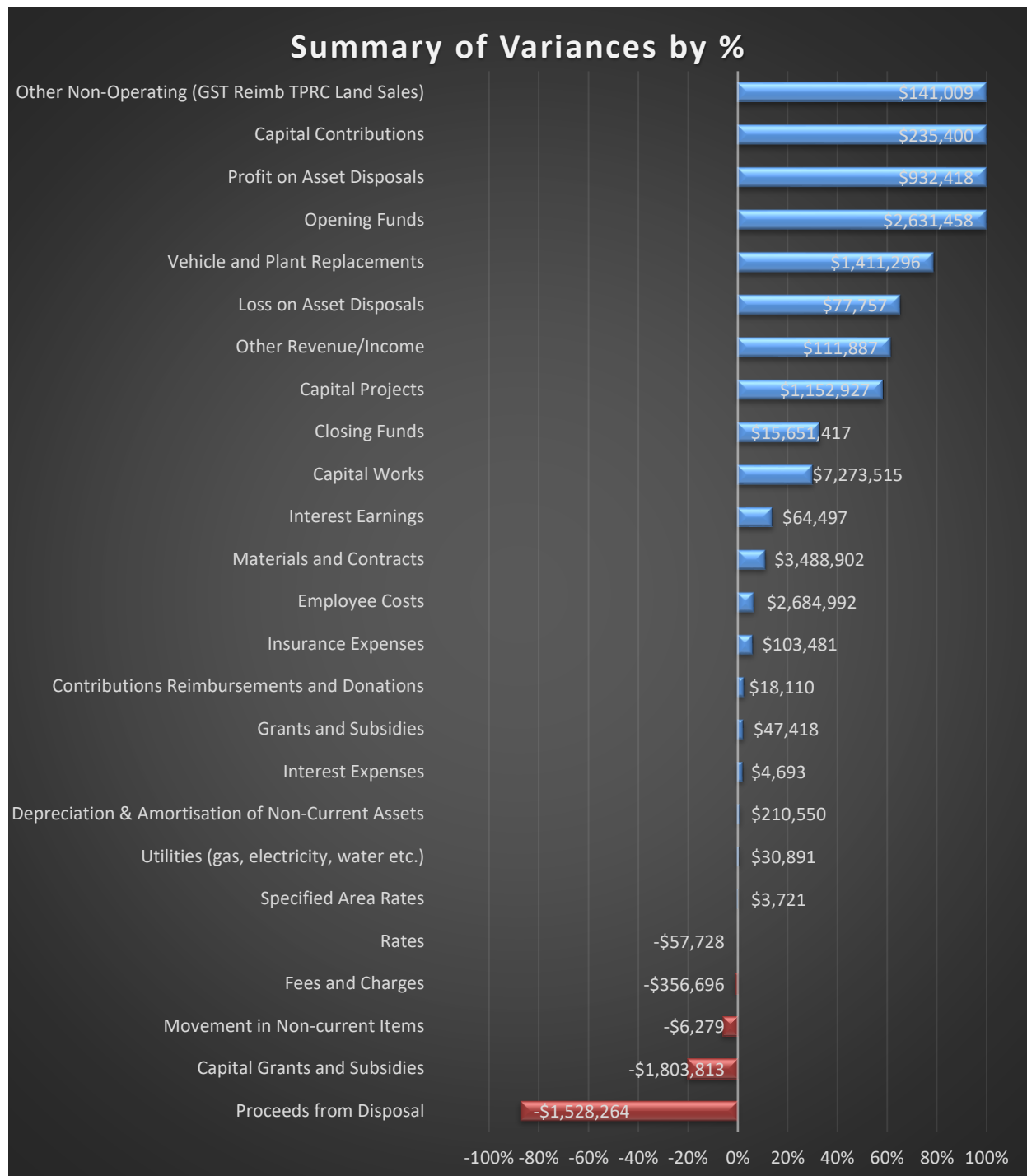
EXECUTIVE SUMMARY

At its meeting held on 15 June 2021 (CJ092-06/21 refers), Council adopted the 2021-22 Annual Budget. Council subsequently amended the budget at its meeting held on 17 August 2021 (CJ131-08/21 refers), 21 September 2021 (CJ139-09/21 refers), 12 October 2021 (CJ147-10/21 refers) and 16 November 2021 (CJ169-11/21 refers). The figures in the report are compared to the adopted budget (as amended).

The January 2022 Financial Activity Statement Report shows an overall favourable variance of \$15,651,417 from operations and capital, after adjusting for non-cash items.

There are a number of factors influencing the favourable variance, but it is predominantly due to timing of revenue and expenditure compared to the budget estimate in January. The notes in Attachment 3 to this Report identify and provide commentary on the individual key material revenue and expenditure variances to date.

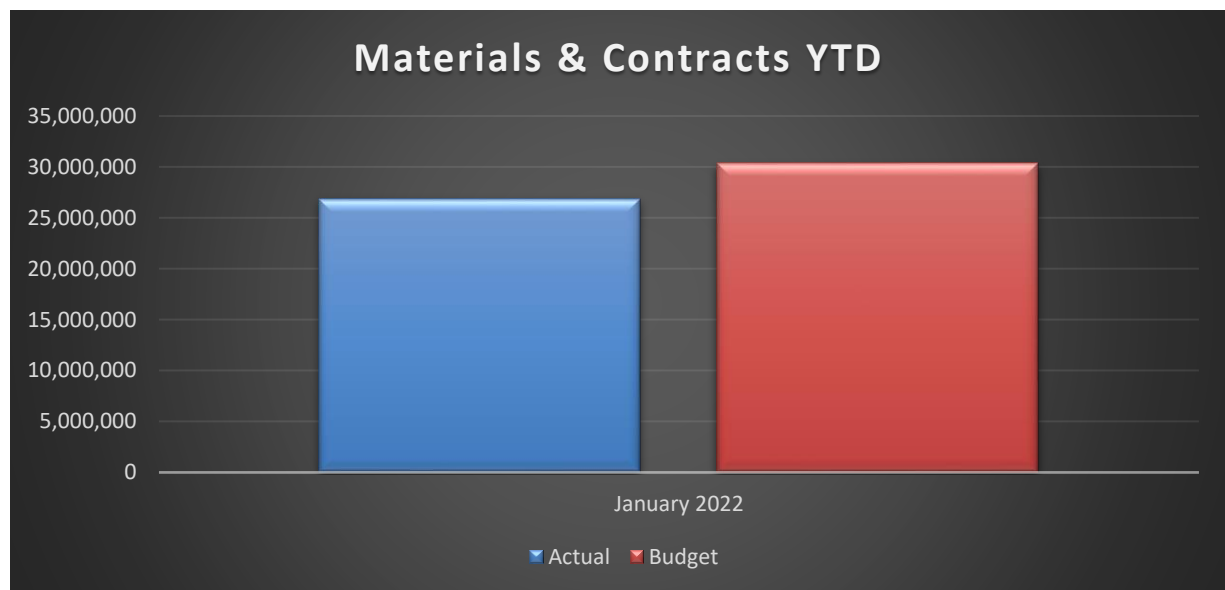
The key elements of the variance are summarised below:



The significant variances for January were:

Materials and Contracts

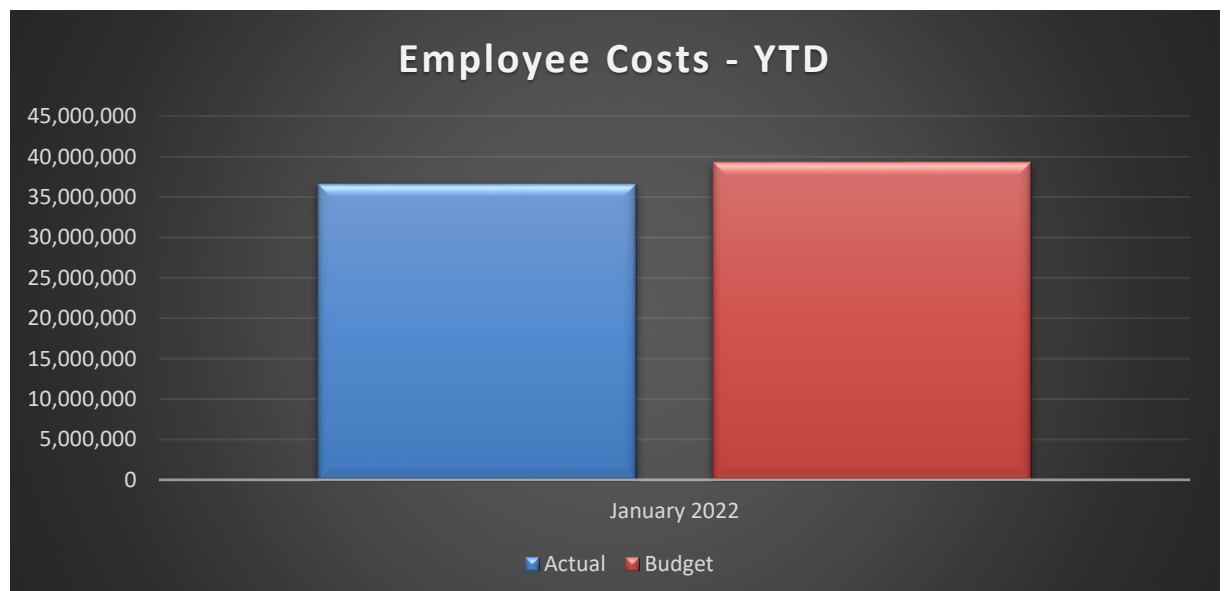
\$3,488,902



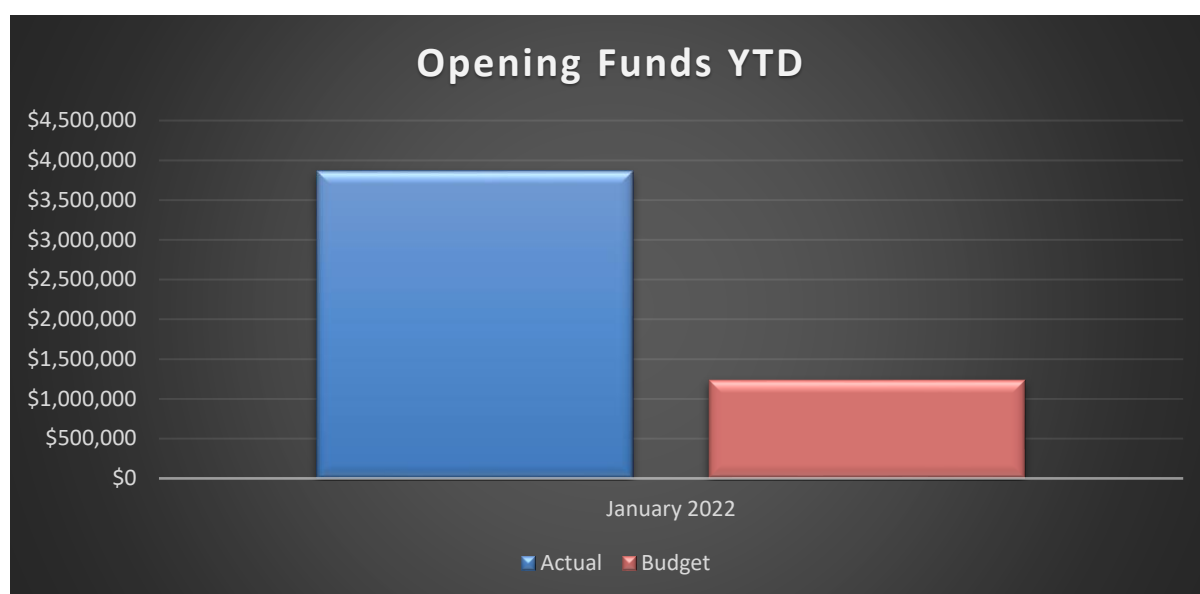
Materials and Contracts expenditure is \$3,488,902 below budget. This is spread across a number of different areas including Waste Management Services \$921,114, Professional Fees and Costs \$757,932, External Service Expenses \$695,863, Public Relations, Advertising and Promotions \$268,961, Administration \$198,448, Contributions and Donations \$157,019, Travel, Vehicles and Plant \$156,555, Telephones and Communication \$135,764, Furniture, Equipment and Artworks \$79,906 and Members Costs \$66,466.

Employee Costs

\$2,684,992



Employee Costs expenditure is \$2,684,992 below budget. Favourable variances predominantly arose from vacancies in various areas.

Opening Funds**\$2,631,458**

Variations in the actual results for 2020-21 compared to the budget estimate gave rise to a favourable variance of \$2,631,458 in opening funds. The drivers for the increased end of year surplus, after taking end of year reserve movements and other offsets into account, are reductions in capital expenditure partially offset by an increase in operating expenditure. Adjustment to opening funds are reflected in the 2021-22 Revised Budget.

It is therefore recommended that Council NOTES the Financial Activity Statement for the period ended 31 January 2022 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 2022 is appended as Attachment 1 to this Report.

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

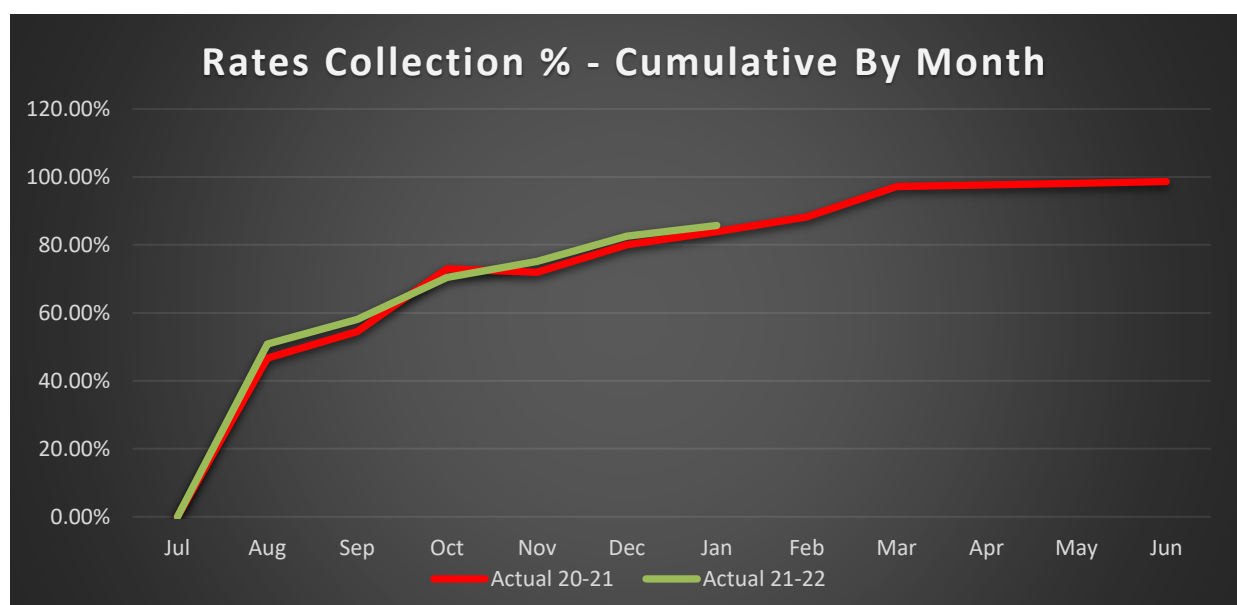
Expenditure has been incurred in accordance with adopted budget parameters, which have been structured on financial viability and sustainability principles.

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*.

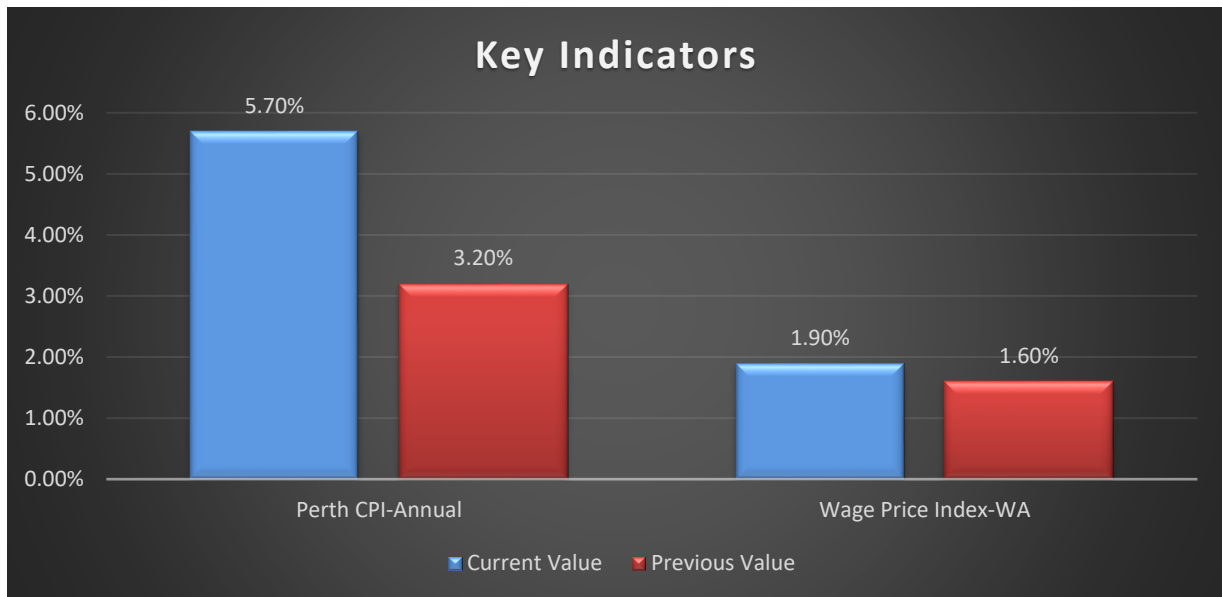
KEY INDICATORS

Rates Collection



Rates collections as a percentage of rates issued (debtors) is similar to the prior year at the end of January.

Economic Indicators



During January the Perth CPI for the fourth quarter of 2021 was released. This saw an increase in consumer prices exceeding market expectations. Half of the rise came from two major contributors. The first major contributors is new owner-occupier dwellings with elevated demand for housing construction and the second major contributor is automotive fuel which reflected the surge in global oil prices. The results for the first quarter of 2022 are expected to provide a better indication of whether this upward movement will be sustained into the following financial year.

COMMENT

All expenditure included in the Financial Activity Statement is incurred in accordance with the provisions of the 2021-22 adopted budget (as amended) 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 2022 forming Attachment 1 to this Report.

Appendix 9 refers

To access this attachment on electronic document, click here: [Attach9brf220308.pdf](#)

ITEM 11 TENDER 004/22 – SUPPLY, DELIVERY AND INSTALLATION OF GATES, BOLLARDS AND BUSHLAND FENCING (INCLUDING REPAIR OR REMOVAL OF EXISTING FENCING)

WARD	All
RESPONSIBLE DIRECTOR	Mr Mat Humfrey Corporate Services
FILE NUMBER	109927, 101515
ATTACHMENTS	Attachment 1 Schedule of Items Attachment 2 Summary of Tender Submissions Attachment 3 Confidential - Tender Summary <i>(Please Note: Attachment 3 is Confidential and will only appear in the official Minute Book).</i>
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to accept the tender submitted by Wood Peter Family Trust t/as Peter Wood Fencing Contractors Pty Ltd for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing).

EXECUTIVE SUMMARY

Tenders were advertised on Saturday, 8 January 2022 through state-wide public notice for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing). Tenders closed on Tuesday, 25 January 2022. A submission was received from each of the following:

- Agrimate Pty Ltd as Trustee for Bezuidenhout Trading Trust t/as Agrimate.
- Barra Civil and Fencing Pty Ltd as Trustee for Barra Civil and Fencing Trust.
- Natural Area Holdings Pty Ltd (Natural Area Management & Services).
- Wood Peter Family Trust t/as Peter Wood Fencing Contractors Pty Ltd.

The submission from Wood Peter Family Trust t/as Peter Wood Fencing Contractors Pty Ltd represents best value to the City. It demonstrated a sound understanding of the City's requirements and substantial experience in providing similar services to local governments including the Cities of Stirling, Gosnells and Joondalup. Peter Wood Fencing Contractors Pty Ltd is well established with significant industry experience and proven capacity to provide the goods and services to the City.

It is therefore recommended that Council ACCEPTS the tender submitted by Wood Peter Family Trust t/as Peter Wood Fencing Contractors Pty Ltd for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing) as specified in Tender 004/22 for a period of three years, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth (All Groups) CPI.

BACKGROUND

The City has a requirement to engage a contractor for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing) at various locations within the City as and when such works are required by the City at the direction of the Superintendent.

The City has a single contract in place with the Peter Wood Fencing Contractors which will expire on 28 February 2022.

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

DETAILS

The tender for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing) was advertised through state-wide public notice on 8 January 2022. The tender period was for two weeks and tenders closed on 25 January 2022.

Tender Submissions

A submission was received from each of the following:

- Agrimate Pty Ltd as Trustee for Bezuidenhout Trading Trust t/as Agrimate.
- Barra Civil and Fencing Pty Ltd as Trustee for Barra Civil and Fencing Trust.
- Natural Area Holdings Pty Ltd (Natural Area Management & Services).
- Wood Peter Family Trust t/as Peter Wood Fencing Contractors Pty Ltd

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

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

A confidential tender summary is provided in Attachment 3 to this Report.

Evaluation Panel

The evaluation panel comprised three members:

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

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

Evaluation Method and Weighting

The qualitative weighting method of evaluation was selected to evaluate the offers for this requirement. Prior to assessment of individual submissions, a determination was made, based on the selection criteria, of what would be an acceptable qualitative score that would indicate the ability of the supplier to satisfactorily deliver the goods and services. The predetermined minimum acceptable qualitative score was set at 50%.

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

Qualitative Criteria		Weighting
1	Capacity	50%
2	Demonstrated experience in providing similar services	25%
3	Demonstrated understanding of the required tasks	20%
4	Social and economic effects on the local community	5%

Compliance Assessment

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

Qualitative Assessment

Barra Civil and Fencing Pty Ltd scored 59.5% and was ranked fourth in the qualitative assessment. It provided an organisational chart and details of 9 staff including their roles and relevant experience. It included a broad range of products and services it offered to its customers, but most of the products and services were not necessary for this requirement. A list of its equipment was included but information was basic and limited to descriptions only, no quantities were included. It demonstrated some experience providing fencing services to the Cities of Wanneroo, Melville and Swan and the Department of Planning but similarities were not evident. It provided only a single page methodology with minimal details and no method of approach. Barra Civil and Fencing may have the capacity to deliver the service.

Agrimate Pty Ltd scored 68.8% and was ranked third in the qualitative assessment. The company demonstrated sufficient capacity to provide the services by providing the structure of its business and details of key personnel including their roles, work history, experience, and qualifications. It demonstrated a reasonable understanding of the required tasks providing its "Service Delivery Process" which included a "Job Brief" which included the job scope, fence and post installation processes and tasks, however no timeframes for the work were provided. It demonstrated experience undertaking three fencing projects for the City of Armadale, Perth Transport Authority and Acacia Prison however only the project for the City of Armadale had significant similarities to this scope of work.

Natural Area Holdings Pty Ltd scored 69.7% and was ranked second in the qualitative assessment. The company demonstrated sufficient capacity to provide the services and a good level of experience in providing various conservation fencing to several local and state governments. Details of its specialised equipment was provided including equipment types and models and it owns duplicates of all equipment to cover for any breakdowns. It demonstrated a good understanding and appreciation of the City's requirements. Its detailed methodology addressed bollard installation and removal, bushland, track and path fencing installation and removal, and pedestrian, field and boom gate installation.

Peter Wood Fencing Contractors scored 72.8% and was ranked first in the qualitative assessment. It has sufficient qualified and experienced field and administrative staff, to undertake the works for the City. It demonstrated substantial experience completing projects that contain similar aspects to the requirements. It has during the past ten years delivered similar fencing services to the Cities of Stirling and Gosnells. It has also been the City's incumbent provider of the supply, delivery and installation of gates, bollards and bushland fencing since 2019, with previous experience delivering similar services to the City from 2012. It demonstrated a sound understanding of the City's requirements.

Given the minimum acceptable qualitative score of 50%, Agrimate Pty Ltd, Barra Civil and Fencing Pty Ltd, Natural Area Holdings Pty Ltd and Peter Wood Fencing Contractors qualified for stage two of the assessment.

Price Assessment

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

The estimated expenditure over a 12 month period will vary based on demand and is subject to change in accordance with operational requirements. For the purposes of comparison of the financial value of the tenders, the tendered rates offered by each tenderer have been applied to actual historical usage data of all scheduled items. This provides a value of each tender for comparative evaluation purposes based on the assumption that the historical pattern of usage is maintained. There is no guarantee that this will occur and actual costs will be paid on the actual usage in future.

Historical data of the 18 scheduled items was taken from Year 1 of the current Contract. This is due to expenditure against Year 2 and Year 3 (to date) of the current Contract not reflecting typical usage as a result of the City taking advantage of the Federal Governments Local Roads and Community Infrastructure (LRCI) Program designed to stimulate post-pandemic economic recovery with its corresponding time constraints. This has resulted in the City bringing forward works with substantial additional expenditure in the past two years.

For estimation purposes, a 2% CPI increase was applied to the rates in years two and three.

Estimated Contract Price (Excluding GST)				
Tenderer	Year 1	Year 2	Year 3	Total
Peter Wood Fencing Contractors Pty Ltd	\$377,241	\$384,786	\$392,482	\$1,154,509
Natural Area Holdings Pty Ltd	\$513,264	\$523,529	\$534,000	\$1,570,793
Agrimate Pty Ltd	\$591,676	\$603,509	\$615,580	\$1,810,765
Barra Civil And Fencing Pty Ltd	\$411,253	\$419,478	\$427,867	\$1,258,598

Evaluation Summary

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

Tenderer	Weighted Percentage Score	Qualitative Ranking	Estimated Total Comparative Price	Price Rank
Peter Wood Fencing Contractors Pty Ltd	72.8%	1	\$1,154,509	1
Barra Civil And Fencing Pty Ltd	59.5%	4	\$1,258,598	2
Natural Area Holdings Pty Ltd	69.7%	2	\$1,570,793	3
Agrimate Pty Ltd	68.8%	3	\$1,810,765	4

Based on the evaluation result the panel concluded that the tender from Peter Wood Fencing Contractors Pty Ltd provides best value to the City and is therefore recommended.

Issues and options considered

The City has a requirement for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing) at various locations within the City of Joondalup. The City does not have the internal resources to provide the required services and requires the appropriate external contractor to undertake the works.

Legislation / Strategic Community Plan / Policy implications

Legislation A statewide public tender was advertised, opened and evaluated in accordance with regulations 11(1) and 18(4) of Part 4 of the *Local Government (Functions and General) Regulations 1996*, where tenders are required to be publicly invited if the consideration under a contract is, or is estimated to be more, or worth more, than \$250,000.

Strategic Community Plan

Key theme The Natural Environment.

Objective Environmental resilience.

Strategic initiative Demonstrate current best practice in environmental management for local water, waste, biodiversity and energy resources.

Policy Not applicable

Risk management considerations

Should the contract not proceed, the risk to the City will be high as the City will not be able to conduct schedule maintenance and capital works programs on damaged gates, bollards and bushland fencing.

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

Financial / budget implications

Account no.	Various capital and operational accounts
Budget Item	Gates, bollards and bushland fencing.
Budget amount	\$ 140,000
Amount spent to date	\$ 155,693 (1.07.2021 - 15.02.2022)
Proposed cost	\$ 377,241
Balance	\$ (392,934)

The estimated expenditure against the proposed contract exceeds the budget amount of \$140,000 due to year-to-date expenditure including the impact of the City taking advantage of the Federal Governments Local Roads and Community Infrastructure (LRCI) Program, bringing forward a variety of capital works, but adding significant expenditure to the last two years. In addition, other expenditure will be incurred against this contract in various other capital and operational accounts.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implications

This contract supports the City's strategic initiatives in environmental management for biodiversity, protection and enhancement of the natural environment.

Consultation

Not applicable.

COMMENT

The evaluation panel carried out the evaluation of the submissions in accordance with the City's evaluation process and concluded that the offer submitted by Peter Wood Fencing Contractors represents best value to the City.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council ACCEPTS the tender submitted by Wood Peter Family Trust t/as Peter Wood Fencing Contractors Pty Ltd for the supply, delivery and installation of gates, bollards and bushland fencing (including repair or removal of existing fencing) as specified in Tender 004/22 for a period of three years, at the submitted schedule of rates, with any price variations subject to the percentage change in the Perth (All Groups) CPI.

Appendix 10 refers

To access this attachment on electronic document, click here: [Attach10brf220308.pdf](#)

ITEM 12 PETITION IN RELATION TO A NATIVE CONTEMPLATION GARDEN AT LAKEVIEW PARK, EDGEWATER

WARD	North-Central
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBER	46676, 101515
ATTACHMENTS	Nil
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to consider the request for the community to create a native contemplation garden at Lakeview Park, Edgewater.

EXECUTIVE SUMMARY

A Petition of Electors was received by Council at its meeting held on 21 September 2021 (C92-09/21 refers) seeking support from Council for the community to create a native contemplation garden at Lakeview Park in Edgewater.

Lakeview Park, Edgewater is a small (755m²) non-irrigated parcel of land boarded on all sides by residential properties and is considered by the City to be an extension of the existing Public Access Way (PAW) linking Lakeview Drive and Ridge Close which is used as a path network. It falls into a 400 metre walkable catchment of:

- four Local Recreation parks with playspaces, landscaping and associated infrastructure
- one Local Recreation park with fenced natural areas and a BMX track
- one Natural Area Bushland park
- two Urban Landscape parks.

Although historically named a “park”, this portion of land is currently classified under the Parks and Public Open Spaces Classification Framework (PPOSCF) as a “Thoroughfare” and receives basic maintenance which includes mowing as required (six to seven times per year).

As Lakeview Park is currently classified as, and maintained as, a thoroughfare as opposed to a recreation park, and is considered by the City to be an extension of the existing PAW, the petition request for a contemplation garden at this site is consistent with the recently established on-line process enabling applications to be received for PAWs to be planted with appropriate vegetation.

It is therefore recommended that Council:

- 1 *NOTES the request from the Petition of Electors to create a native contemplation garden at Lakeview Park in Edgewater is consistent with the City's recently established on-line process enabling applications to be received for Pedestrian Accessway Planting and Maintenance;*
- 2 *SUPPORTS Lakeview Park in Edgewater as a site suitable for consideration under the City's Pedestrian Accessway Planting and Maintenance application process;*
- 3 *NOTES that if supported in Part 2 above, an application will need to be submitted to the City for assessment in line with the City's on-line application process;*
- 4 *ADVISES the lead petitioner of Council's decision.*

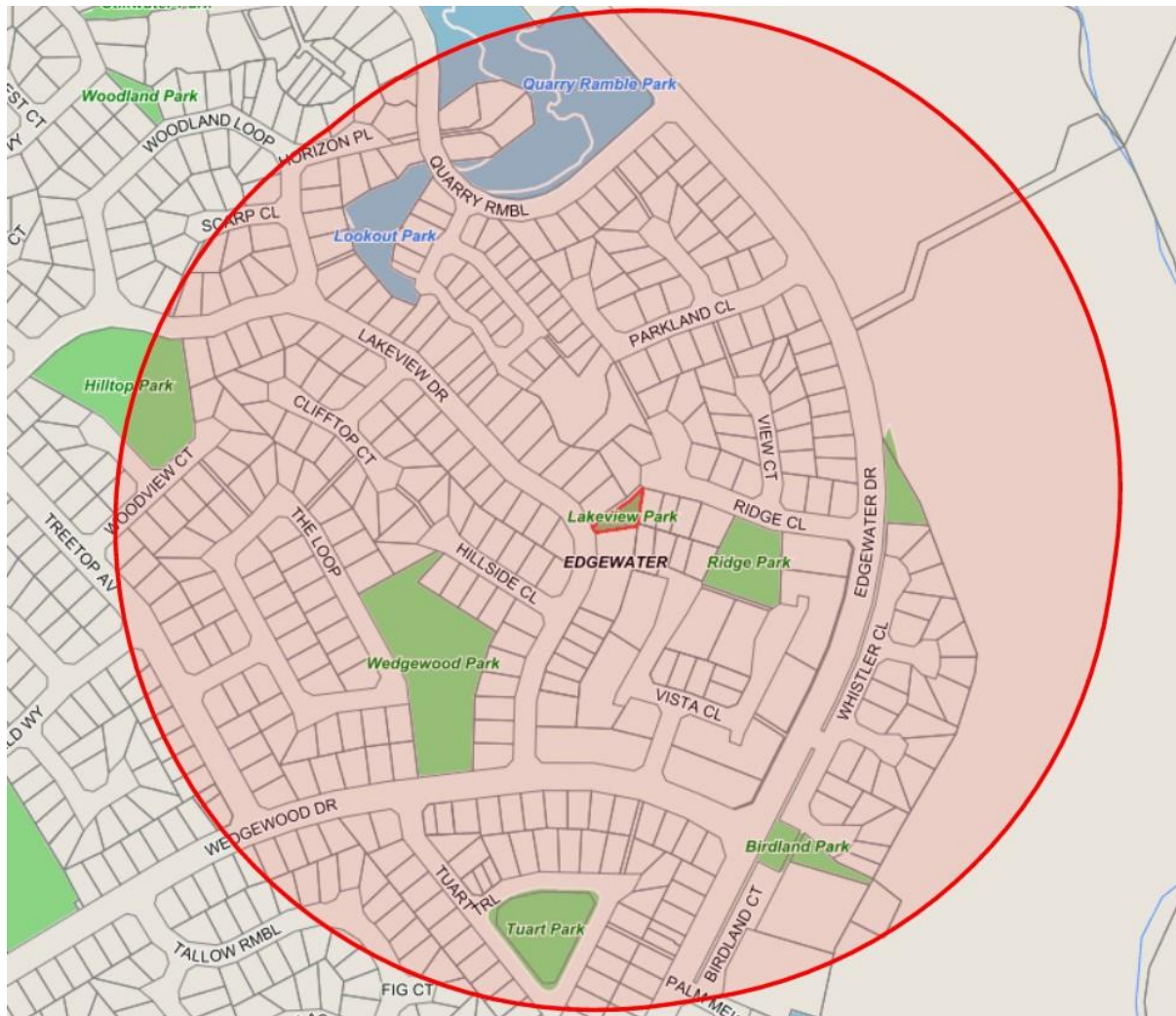
BACKGROUND

Lakeview Park, Edgewater is a small (755m²) non-irrigated parcel of land boarded on all sides by residential properties and is considered by the City to be an extension of the existing Public Access Way (PAW) linking Lakeview Drive and Ridge Close which is used as a path network. The existing infrastructure at Lakeview Park includes a park sign and simple bollard fencing.



Lakeview Park falls within the 400 metre walkable catchment of the following five Local Recreation parks:

- Ridge Park (90 metres away) is a dry park which includes a playspace, universal access path network and bench seating (installed in 2016).
- Wedgewood Park (130 metres away) is an irrigated park which includes planted garden beds, a playspace, universal access path and bench seating (installed in 2018).
- Tuart Park (300 metres away) is a dry park which includes a playspace, universal access paths and bench seating (installed in 2018).
- Quarry Ramble Park (300 metres away) is an irrigated park which includes fenced natural areas, seating, path network and a BMX track.
- Hilltop Park (370 metres away) is an irrigated park which includes a playspace, universal access path and bench seating (installed in 2020).



At its meeting held on 21 September 2021 (C92-09/21 refers), Council received a 91-signature petition requesting that Council:

“Support the community in creating a native contemplation garden at Lakeview Park, Edgewater. The reasons we want to create this garden are:

- 1 *To provide opportunities to improve the mental health of the community through creating connection and social interactions during the creation, planting and ultimately use of the finished garden;*
- 2 *To provide a quiet garden for the older residents to increase recreational options and amenities;*
- 3 *To increase a diversity of species and habitat for local wildlife and birds;*
- 4 *To provide an informative area for sharing between generations of local residents; and*
- 5 *To inspire connection to the environment and future pocket gardens within the City of Joondalup.”*

Council resolved that the petition be received and referred the Chief Executive Officer for a subsequent report to be presented to Council for consideration.

DETAILS

The City manages over 370 parks and reserves (588 hectares) and a substantial number of urban landscaping areas such as the City Centre, streetscapes, pedestrian accessways (PAWs), sumps and swales. Parks and urban landscaping areas are categorised and prioritised based on the type, profile, amenity, or functional requirements of a specific location.

The City has developed an internal advisory document, the Parks and Public Open Spaces Classification Framework (PPOSCF), which is a key tool used in the planning and provision of park asset infrastructure. The objective of the framework is to inform decision-making processes that are based on strategic and sustainable planning principles. By appropriately classifying parks and public open spaces, the City is able to determine where assets should be allocated according to the function, size, geography and catchment of an area. This ensures the community has access to quality park infrastructure that reflects their needs now and into the future. It also enables assets to be managed into the long-term, taking into account the costs associated with renewing and maintaining park infrastructure to a high standard.

Lakeview Park, Edgewater is a small (755m²) non-irrigated parcel of land boarded on all sides by residential properties and is considered by the City to be an extension of the existing PAW linking Lakeview Drive and Ridge Close. Although historically named a “park”, this portion of land is currently classified under the PPOSCF as a “Thoroughfare” and receives basic maintenance which includes mowing as required (six to seven times per year).

At its meeting held on 18 May 2021 (CJ063-05/21 refers), Council considered a report in relation to a number of items carried at the Annual General Meeting of Electors held on 23 March 2021 including a request that Council allow residents the option to plant and maintain native shrubs along public accessways. Council resolved, amongst other things, as follows:

“19 *in relation to Motion No. 18 carried at the Annual General Meeting of Electors:*

- 19.3 *NOTES public access ways form an integral part of the City’s overall transport network and specifically caters for non-motorised modes of transport such as pedestrians and cyclists;*
- 19.4 *SUPPORTS the planting of appropriate vegetation including native shrubs within public access ways, subject to the expressed support of all adjoining property owners of the public accessway;*
- 19.5 *NOTES vegetation planted within a public access way can have a detrimental impact on the overall perception of safety as well as unimpeded access for users of the public access way;”*

In response to part 19.4 above, City officers developed an on-line process that allows residents to apply and seek approval to landscape the adjacent PAW to their property in accordance with Council’s decision. The approval is subject to a number of conditions applicants must commit to including:

- maintaining the PAW in a safe, good and tidy condition
- keeping footpaths clear of landscaping and trip hazards
- not using any chemical weed control.
- adhering to the Local Government and Public Property Local Law including planting of approved species only
- maintaining a one metre plant clearance zone from any City or public utility infrastructure such as, but not limited to, lighting, street signs, traffic signs, control boxes, and the like

- indemnifying the City against damage to people or property as a result of the works undertaken in the PAW
- reinstating the planting following works undertaken by the City or other service authorities.

Applicants must also note that:

- built structures, staking, plants with thorns and the planting of trees is not permitted
- the City is not liable for any damage or vandalism to plants or landscaping treatments
- the City will not supply plants, mulch or other landscaping materials to undertake the works
- the City will not provide financial or practical assistance to undertake the works
- the Pedestrian Accessway Planting and Maintenance Register does not apply to parks, reserves, or natural areas
- it is the responsibility of the applicants to pay for any damage caused to private, City or public utility infrastructure during the planting and maintenance process. If any damage or disturbance occurs to infrastructure, ensure you contact the City immediately
- residents and stakeholders must reapply every two years to ensure the continuing support of the adjoining property owners.

Within the 400 metres walkable catchment of Lakeview Park there are five Local Recreation parks that provide the residents of Edgewater with a high level of access to green open space and associated recreational infrastructure, including playspaces, natural area bushland, and a BMX track.

As Lakeview Park is currently classified as, and maintained as, a thoroughfare as opposed to a recreation park, and is considered by the City to be an extension of the existing PAW, the petition request for a contemplation garden at this site is consistent with the recently established process enabling PAWs to be planted with appropriate vegetation.

If Lakeview Park is supported by Council as a site suitable to be planted in accordance with the City's Pedestrian Accessway Planting and Maintenance process, an on-line application which includes demonstrated written support of all property owners adjoining Lakeview Park and a planting plan of proposed works in alignment with the guidelines available on the City's website would need to be submitted to the City by the applicant for assessment.

Following approval for inclusion on the City's Pedestrian Accessway Planting and Maintenance Register, the City would be willing to provide assistance if requested by undertaking the following works which are not permitted under the register:

- Spraying out the existing turf area to be planted by the applicants estimated at \$3,000.
- Supplying and installing trees in appropriate City approved locations estimated at \$4,400.

Issues and options considered

Council can either:

Option 1: Support Lakeview Park as a site suitable to be planted in accordance with the City's Pedestrian Accessway Planting and Maintenance process.

This is the recommended option as it will provide the opportunity for the applicants and other interested residents to plant appropriate vegetation including native shrubs to achieve the outcomes listed on the petition which included improving the mental health of the community through creating connection and social interactions during the creating, planting and ultimate use of the finished garden.

Option 2: Not support Lakeview Park as a site suitable to be planted in accordance with the City's Pedestrian Accessway Planting and Maintenance process.

Legislation / Strategic Community Plan / Policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Quality Open spaces.

Strategic initiative Employ quality and enduring infrastructure designs that encourage high utilisation and increased outdoor activity.

Policy Not applicable.

Risk management considerations

Lakeview Park is currently in a neat condition with the soil stabilised through established dry turf. If Lakeview Park was supported as a site suitable for planting under the City's Pedestrian Accessway Planting and Maintenance process, an application was received and approved, the site planted in accordance with the City's requirements, then fell into disrepair, the City would need to fund the reinstatement costs. As the area is not irrigated, it would be difficult to reinstate the site back to its current state, and as such other options would need to be considered which may include water-wise plant species and mulched.

Financial / budget implications

	Option 1 (support)	Option 2 (do not support)
Spray out turf (2 applications)	\$3,000	0
Supply and install 10 trees	\$4,400	0
Annual maintenance	0	0
Annual depreciation	0	0
TOTAL CAPITAL	\$7,400	0

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

No formal consultation has been undertaken.

COMMENT

The success of this project will be dependent on the buy-in of the adjacent property owners and the level of commitment from the wider community to not just implement this initiative but also to undertake the required maintenance over time.

VOTING REQUIREMENTS

Simple Majority.

RECOMMENDATION

That Council:

- 1 NOTES the request from the Petition of Electors to create a native contemplation garden at Lakeview Park in Edgewater is consistent with the City's recently established on-line process enabling applications to be received for Pedestrian Accessway Planting and Maintenance;**
- 2 SUPPORTS Lakeview Park in Edgewater as a site suitable for consideration under the City's Pedestrian Accessway Planting and Maintenance application process;**
- 3 NOTES that if supported in Part 2 above, an application will need to be submitted to the City for assessment in line with the City's on-line application process;**
- 4 ADVISES the lead petitioner of Council's decision.**

ITEM 13 BUDGET AMENDMENT – CAPITAL WORKS INSURANCE

WARD	All
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBER	107357, 101515
ATTACHMENTS	Nil
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For Council to approve further amendments to the 2021-22 Revised Budget reflecting additional capital works projects which are required following property damage at the Iluka Sports Complex and Woodvale Community Centre.

EXECUTIVE SUMMARY

On 30 December 2021, the Iluka Sports Complex was damaged by a fire which had ignited on the roof of the complex. On 14 February 2022, the Woodvale Community Centre was damaged when a vehicle drove into the side of the building.

Although both these events are subject to insurance claims a budget amendment is required to enable the City to undertake the necessary repair works. The net cost of these works to the City is nil as the estimated insurance reimbursements will offset the estimated cost of works to be undertaken.

It is therefore recommended that Council:

- 1 *BY AN ABSOLUTE MAJORITY AMENDS the 2021-22 Revised Budget by the addition of \$185,000 to the Capital Works Expenditure Budget for the following two projects:*
 - 1.1 *Iluka Sports Complex fire damage repair;*
 - 2.2 *Woodvale Community Centre vehicle damage repair;*
- 2 *BY AN ABSOLUTE MAJORITY AMENDS the 2021-22 Revised Budget by the addition of \$185,000 to Non-operating Grant, Subsidies and Contributions Revenue.*

BACKGROUND

On 30 December 2021, the Iluka Sports Complex was damaged by a fire which had ignited on the roof of the complex. The initial inspection at the time confirmed that damage extended to the following:

- The 3 roof-mounted air-conditioners on the eastern end of the building.
- Roof sheeting on the southern side of the building and the attached box gutter.

- Bird netting used to protect the units.
- Minor water damage to the ceiling and carpet within the sports bar area.

On 14 February 2022, the Woodvale Community Centre was damaged when a vehicle crossed from a car parking bay over the footpath and drove into the side of the building. This resulted in significant damage to the side wall, window frames, air conditioner unit and flooring inside the centre.

Insurance claims were submitted to the City's insurer for both of these events.

DETAILS

The works to repair the damage at the Iluka Sports Complex includes the removal and replacement of damaged roof sheeting, air conditioning units and solar panels. The repair works are estimated at \$135,000; however, it is not possible to assess the full damage until the damaged roof sheeting has been removed. Permission to proceed with the works on a like-for like basis was received from the insurer on 15 February 2022.

The repair works at the Woodvale Community Centre will include rebuilding the damaged wall, replacing the windows, air conditioning and section of flooring inside the building. The initial estimate of these works is \$50,000. At the time of writing this Report, the insurer has not provided final approval to proceed. It is likely that approval will be received soon as the insurer has requested the City to obtain a quote for the works to be undertaken.

Issues and Options Considered

Option 1 – Do not amend the 2021-22 Revised Budget

Council can choose not to amend the 2021-22 Revised Budget to include these two projects to repair the damaged infrastructure identified in this Report.

Option 2 – Amend the 2021-22 Revised Budget

This is the recommended option as amending the 2021-22 Revised Budget will allow the City to incur the necessary expenditure to commence the repair works at the Iluka Sports Complex and Woodvale Community Centre within the 2021-22 financial year.

Legislation / Strategic Community Plan / Policy Implications

Legislation

Section 6.8 of the *Local Government Act 1995*:

- (1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*
- (a) *is incurred in a financial year before the adoption of the annual budget by the local government; or*
 - (b) *is authorised in advance by resolution*;* or
 - (c) *is authorised in advance by the mayor or president in an emergency*
- (1a) *In subsection (1) — additional purpose means a purpose for which no expenditure estimate is included in the local government's annual budget.*

* *Absolute majority required.*

Strategic Community Plan

Key theme Financial Sustainability.

Objective Effective management.

Strategic initiative Not applicable.

Policy Not applicable.

Risk Management Considerations

The City's ability to complete the required repair works with minimal impact to the facility users could be impacted if the projects are not approved for 2021-22.

Financial / Budget Implications

The total additional expenditure required in 2021-22 for the repair works is as follows:

- \$185,000 to be added to the Capital Works Program 2021-22 Revised Budget (Expenditure).
- \$185,000 to be added to Capital Grants 2021-22 Revised Budget (Revenue).

The net cost of these works to the City is therefore nil, as the estimated insurance reimbursements will offset the estimated cost of works to be undertaken.

Regional Significance

Not applicable.

Sustainability Implications

Not applicable.

Consultation

The City will liaise with the facility users to minimise impact during the construction works.

COMMENT

Amending the 2021-22 Revised Budget will allow the City to undertake the necessary repairs works to the Iluka Sports Complex and the Woodvale Community Centre.

VOTING REQUIREMENTS

Absolute Majority.

RECOMMENDATION**That Council:**

- 1 BY AN ABSOLUTE MAJORITY AMENDS the 2021-22 Revised Budget by the addition of \$185,000 to the Capital Works Expenditure Budget for the following two projects:**
 - 1.1 Iluka Sports Complex fire damage repair;**
 - 2.2 Woodvale Community Centre vehicle damage repair;**
- 2 BY AN ABSOLUTE MAJORITY AMENDS the 2021-22 Revised Budget by the addition of \$185,000 to Non-operating Grant, Subsidies and Contributions Revenue.**

REPORT – AUDIT AND RISK COMMITTEE - 1 MARCH 2022

ITEM 14 2021 COMPLIANCE AUDIT RETURN

WARD	All
RESPONSIBLE DIRECTOR	Mr James Pearson Office of the CEO
FILE NUMBERS	32481, 09492, 101515
ATTACHMENTS	Attachment 1 2021 Compliance Audit Return Attachment 2 Compliance Audit Return (2019 to 2021)
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 2021 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 2021 to 31 December 2021 has been completed and is required to be adopted by Council before being submitted to the DLGSC by 31 March 2022.

It is therefore recommended that Council:

- 1 *ADOPTS the completed 2021 Local Government Compliance Audit Return for the period 1 January 2021 to 31 December 2021 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 2021 Return was made available to local government authorities by the DLGSC via its centralised portal Smart Hub. The 2021 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*.

DETAILS

The 2021 Return contains the following compliance categories:

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

The relevant Managers were required to complete the responses to the Return's 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 2022.

It should be noted that the Return indicates two areas of non-compliance as follows:

- Disclosure of Interest – Question 5

One employee failed to lodge an annual return by 31 August 2021. The employee was on extended personal leave since 31 August 2020 and during this their position was made redundant. The employee ceased employment with the City on 22 July 2021.

- Disclosure of Interest – Question 22

The draft Code of Conduct for council members, committee members and candidates was provided to Elected Members at Strategy Sessions on 2 March 2021 and 6 April 2021 for feedback; and adopted by Council on 18 May 2021 (CJ071-05/21 refers). This was not within three months of the prescribed model code of conduct coming into operation on 3 February 2021.

Legislation / Strategic Community Plan / Policy Implications

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

Strategic Community Plan

Key theme Governance and Leadership.

Objective Corporate capacity.

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

Policy Not applicable.

Risk Management Considerations

The risk associated with Council failing to adopt the 2021 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

Two areas of non-compliance were identified, one of which was outside the City's control, as it related to an annual return not being lodged by one employee. Notwithstanding this, the 2021 Return reveals a high level of compliance with legislation by the City.

Responses to the questions for the Compliance Audit Returns from 2019 to 2021 are attached for information (refer Attachment 2).

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 1 March 2022.

RECOMMENDATION**That Council:**

- 1** **ADOPTS** the 2021 Local Government Compliance Audit Return for the period 1 January 2021 to 31 December 2021 forming Attachment 1 to this Report;
- 2** in accordance with Regulation 15 of the *Local Government (Audit) Regulations 1996*, **SUBMITS** the completed 2021 Compliance Audit Return as detailed in Part 1 above to the Department of Local Government, Sport and Cultural Industries.

Appendix 11 refers

To access this attachment on electronic document, click here: [Attach11brf220308.pdf](#)

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

CLOSURE



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

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

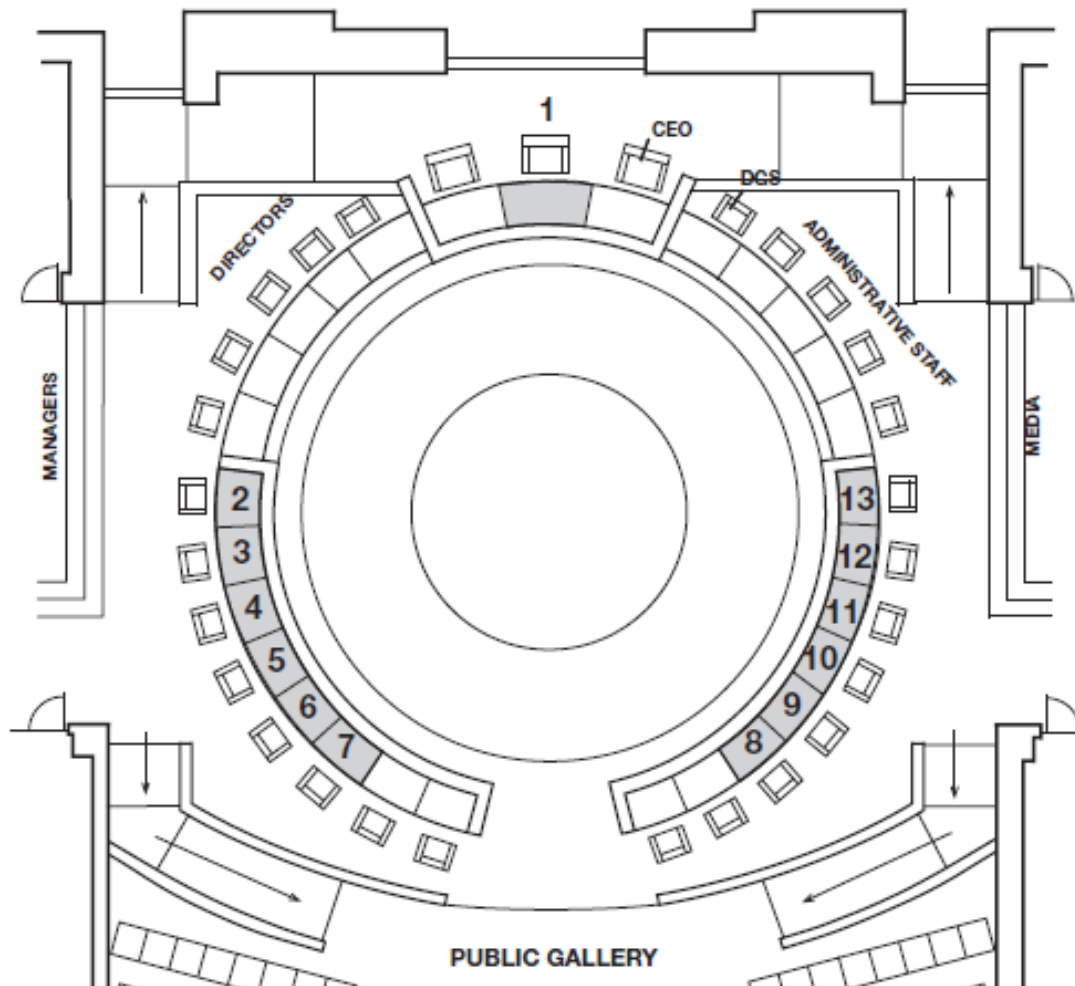
Name / Position		
Meeting Date		
Item No. / Subject		
Nature of Interest	Financial Interest * Proximity Interest* Interest that may affect impartiality*	<i>*Delete where not applicable</i>
Extent of Interest		
Signature		
Date		

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.”*

Council Chamber – Seating Diagram



Mayor

1 His Worship the Mayor, Hon. Albert Jacob, JP (Term expires 10/25)

North Ward

- 2 Cr Adrian Hill (Term expires 10/25)
- 3 Cr Tom McLean, JP (Term expires 10/23)

North-Central Ward

- 4 Cr Daniel Kingston (Term expires 10/25)
- 5 Cr Nige Jones (Term expires 10/23)

Central Ward

- 6 Cr Christopher May (Term expires 10/25)
- 7 Cr Russell Poliwka (Term expires 10/23)

South-West Ward

- 8 Cr Christine Hamilton-Prime (Term expires 10/25)
- 9 Cr John Raftis (Term expires 10/23)

South-East Ward

- 10 Cr John Chester (Term expires 10/25)
- 11 Cr John Logan (Term expires 10/23)

South Ward

- 12 Cr Russ Fishwick, JP (Term expires 10/25)
- 13 Cr Suzanne Thompson (Term expires 10/23)