

**WESTERN AUSTRALIAN AUDITOR GENERAL'S REPORT – LOCAL GOVERNMENT BUILDING APPROVALS**

**(REPORT 28: JUNE 2018-19)**

**CITY OF JOONDALUP ACTION PLAN**

Under section 7.12A of the *Local Government Act 1995*, the four sampled local government entities are required to prepare an action plan addressing significant matters arising from the audit relevant to their entity. This should be submitted to the Minister for Local Government within three months of this report being received by the local government and published on the local government entity's website within 14 days after giving the report to the Minister.

No.	Recommendation	Proposed Action	Responsible	Status
1	<p>Albany, Gosnells, Joondalup and Mandurah should:</p> <p><b>a.</b> require written declarations of interest from assessment staff, and ensure appropriate mitigation action is taken for any conflicts</p> <p><b>b.</b> improve the transparency of their building control activities by providing information about permits, monitoring and enforcement activities, and building related complaints to B&amp;E (Building and Energy Division), community and industry stakeholders</p> <p><b>c.</b> develop and implement a risk-based approach to monitor and inspect building works</p>	<p><b>a.</b> Written declarations of interest from assessment staff to be implemented.</p> <p><b>b.</b> The City will consider appropriate ways to inform the community and industry on permits, monitoring and enforcement activities, and building related complaints to B&amp;E, and anticipates implementation of appropriate actions by July 2020</p> <p><b>c.</b> The 'monitoring and inspection' function of local governments was removed when the 2011 Building Act was gazetted.</p> <p>Concerns regarding the implication in the report that monitoring and inspecting key</p>	<p><b>a.</b> Coordinator Building Approvals</p> <p><b>b.</b> Director Planning and Community Development; Acting Manager Compliance and Regulatory Services</p> <p><b>c.</b> Coordinator Compliance</p>	<p><b>a.</b> Completed (April 2019)</p> <p><b>b.</b> Project plan prepared (July 2019)</p> <p><b>c.</b> Ongoing - investigate and respond to all complaints</p>

	<p>d. improve guidance to staff on how to prioritise and manage building related complaints and enforcement activities to resolve community concerns and non-compliance issues in a timely way</p>	<p>stages of building works is a local government responsibility, have been acknowledged and the concerns supported by the Minister for Local Government; Heritage; Culture and the Arts.</p> <p>Given this, the City will continue to investigate and respond to complaints, however a risk-based approach is not intended to be implemented at this time</p> <p>Furthermore, the current fee structure supports only the basic processing of Building Permit applications, and if this approach is to be changed, there needs to be recognition in the statutory fee structure of adequate cost recovery in applying this approach.</p> <p>d. A process and associated documentation to provide improved guidance will be developed by March 2020</p>	<p>d. Coordinator Building Approvals; Coordinator Compliance</p>	<p>d. City will investigate complaints in a timely way until further guidance is developed</p>
No.	Recommendation	Proposed Action	Responsible	Status
2	Joondalup and Mandurah should limit the authority and delegation to issue permits only to appropriately trained staff who assess and issue permits.	Delegation ( <i>Building Act 2011 – Granting Building and Demolition Permit Applications, Building Approval Certificates, Building Certificate Strata, Occupancy Permits</i> ) to be amended to reflect its administrative intent and a new condition that clarifies the	Acting Manager Compliance and Regulatory Services	Completed (June 2019)

		<p>delegation is restricted to administratively granting certificates and permits that have the relevant certifications of building compliance, construction compliance and/or design compliance, as certified and issued by a person meeting the qualification requirements of the <i>Building Services (Registration) Regulations 2011</i>.</p> <p>Sub-delegations from the Chief Executive Officer to employees that do not form part of the building application approval process to be removed</p>		
No.	Recommendation	Proposed Action	Responsible	Status
3	Albany and Joondalup should only start, pause and stop the clock in accordance with the requirements of the Act.	Amend process to accurately reflect the time recorded to issue a permit.	Coordinator Building Approvals	Completed (January 2019)