

TAMALA PARK
REGIONAL COUNCIL

Meeting of Council

AGENDA

Thursday 6 December 2007
City of Wanneroo, 5.30pm

TAMALA PARK
REGIONAL COUNCIL
(TPRC)
COMPRISES THE
FOLLOWING
COUNCILS:

Town of Cambridge
City of Joondalup
City of Perth
City of Stirling
Town of Victoria Park
Town of Vincent
City of Wanneroo

Please note: The time for formal commencement of meeting is 5.30pm, however, Council members will need to complete the formality of Declaration of Office prior to commencement of the meeting and it is therefore requested that Council members be available from 5.20pm to allow sufficient time for declaration forms to be prepared and for the declaration formality to be completed.

It is proposed that the 12 Council members will make the declarations in unison and in accordance with Local Government Act Regulation 13.

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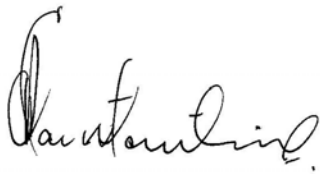
TAMALA PARK REGIONAL COUNCIL

Councillors of the Tamala Park Regional Council are respectfully advised that the ordinary meeting of Council will be held in the Council Chambers of the City of Wanneroo, 23 Dundobar Road, Wanneroo at 5.30pm on Thursday 6 December 2007.

The business papers pertaining to the meeting follow.

Your attendance is requested.

Yours faithfully



R A CONSTANTINE
Chief Executive Officer

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Mayor Simon Withers	
City of Joondalup	Cr Albert Jacob Mayor Troy Pickard	
City of Perth	Cr Eleni Evangel	
City of Stirling	Cr Paul Collins Cr John Italiano Cr David Michael Cr Bill Stewart	Cr Kathryn Thomas Cr Terry Tyzack
Town of Victoria Park	Mayor Trevor Vaughan	
Town of Vincent	Mayor Nick Catania	Cr Steed Farrell
City of Wanneroo	Cr Tracey Roberts Cr Bob Smithson	Cr Alan Blencowe Cr Frank Cvitan

NB: Although some Councils have nominated alternate members, it is a precursor to any alternate member acting that a Council carries a specific resolution for each occasion that the alternate member is to act, referencing Section 51 of the Interpretation Act. The current Local Government Act does not provide for the appointment of deputy or alternate members of Regional Councils. The DLGRD is preparing an amendment to rectify this situation.

FORMATION OF THE COUNCIL

Tamala Park Regional Council was formed by 7 local governments following procedures set down in Section 3.64 of the Local Government Act.

Promulgation of the Council was made by notice in the Government Gazette on 3 February 2006.

The Council comprises 12 members made up from the 7 participant local governments.

The Tamala Park Regional Council operates according to an Establishment Agreement, which forms the basis of the approval for the Council's existence.

Decision-making, assets and liabilities are in accordance with ownership shares of each of the Councils in a parcel of land described as Lot 9504 (previously Lot 118 Mindarie). The current schedule of ownership shares and voting entitlements is as follows:

Council	Project Shareholding Joint Development Shares	Voting
Town of Cambridge	1/12	1 vote
City of Perth	1/12	1 vote
Town of Victoria Park	1/12	1 vote
Town of Vincent	1/12	1 vote
City of Joondalup	2/12	2 votes
City of Wanneroo	2/12	2 votes
City of Stirling	4/12	4 votes

TAMALA PARK REGIONAL COUNCIL ESTABLISHMENT AGREEMENT

A summary of provisions is as follows:

- Clause 1: Records ownership shares in Lot 118 land and defines the portion of Lot 118 that is subject to the Tamala Park Regional Council regional purpose;
- Clause 2: Records the name of the Council - the Tamala Park Regional Council;
- Clause 4: Records the regional purpose as:
 - a) to undertake, in accordance with the objectives, the rezoning, subdivision, development, marketing and sale of the Land; and
 - b) to carry out and do all other acts and things which are reasonably necessary for the bringing into effect of the matters referred to in paragraph (a) of this clause.
- Clause 5: Sets out the objectives of the Council as the following:
 - a) to develop and improve the value of the Land;
 - b) to maximise, within prudent risk parameters, the financial return to the Participants;
 - c) to balance economic, social and environmental issues; and

- d) to produce a quality development demonstrating the best urban design and development practice.
- Clause 6.1: Provides for the participants to appoint members to the Council;
- Clause 6.2: Effectively sets the normal term of office at two years expiring Friday before the normal local government election date;
- Clause 6.3: Provides for election of the Chairman and deputy chairman for (up to) 2 years by the Council;
- Clauses 6.4/6: Sets out the role of Chairman, Deputy Chairman and Council – provisions follow the roles set out in the Local Government Act;
- Clause 7: Requires participants to transfer to the Tamala Park Regional Council their interest in the 'Regional Purpose' land;
- Clause 8: Requires payment of rates to the City of Wanneroo when land is subdivided and in order for dealing;
- Clause 8: Provides that certain compensation payments received by participant Councils under the State's Bush Forever policy are assigned to the Regional Council and the circumstances when other contributions may be requested by the Tamala Park Regional Council;
- Clause 9: Deals with financial distributions to participants;
- Clause 10: Provides that the Tamala Park Regional Council may borrow funds;
- Clause 11: Deals with withdrawal conditions and essentially requires any withdrawal to be by common agreement;
- Clause 12: Provides that a participant may divest all or part of its ownership interest to other participants at market value;
- Clause 13: Deals with the winding up of the Council and the division of assets and liabilities; and
- Clause 14: Deals with dispute resolution and facilitates arbitration as a last resort.

DECLARATION BY ELECTED MEMBER OF COUNCIL

Prior to the TPRC Council meeting, Councillors will need to make a Declaration in the form shown on the next page.

In view of the large number of members and deputies, it has been proposed that all elected members and deputies could undertake the swearing in ceremony in unison.

LOCAL GOVERNMENT (CODE OF CONDUCT) REGULATIONS 2007

The declarations to be made by Council members are required to cite, and for Council members to agree to abide by, the Local Government (Code of Conduct) Regulations which came into effect on 20 October 2007.

The full text of the regulations is shown on pages 8 through 19 so that Council members may be aware of the code referred to in their declarations:



Form 7
Local Government Act 1995
Local Government (Constitution) Regulations 1998 [reg.13(1)(c)]

DECLARATION BY ELECTED MEMBER OF COUNCIL

Declaration by elected member

I,

of

having been elected to the office of Councillor of the Tamala Park Regional Council declare that I take the office upon myself and will duly, faithfully, honestly, and with integrity, fulfil the duties of the office for the people in the district according to the best of my judgement and ability, and will observe the *Local Government (Rules of Conduct) Regulations 2007*.

Declared at *City of Wanneroo*

On the *6th day of December 2007*

By
(Council member signature)

Before me

.....
(Name)

.....
(Signed)

**LOCAL GOVERNMENT (CODE OF CONDUCT) REGULATIONS 2007
DOCUMENT**

Western Australia

**Local Government (Rules of Conduct)
Regulations 2007**

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The reprint number (in the footer of each page of the document) shows how many times the Act has been reprinted. For example, numbering a reprint as "Reprint 3" would mean that the reprint was the 3rd reprint since the Act was passed. A consolidation described as "Consolidation 3a" would be the result of updating Reprint 3 for the first time to reflect the amendments since the date as at which Reprint 3 was prepared.

Reprint and consolidation numbering was implemented as from 1 January 2003.

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THE TEXT OF THE LEGISLATION FOLLOWS

Western Australia

Local Government (Rules of Conduct) Regulations 2007

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Local Government Act 1995

**Local Government (Rules of Conduct)
Regulations 2007**

Part 1 — General

1. Citation

These regulations are the *Local Government (Rules of Conduct) Regulations 2007*¹.

2. Commencement

These regulations come into operation as follows:

- (a) regulations 1 and 2 — on the day on which these regulations are published in the *Gazette*;
- (b) the rest of the regulations — on the day on which the *Local Government (Official Conduct) Amendment Act 2007* section 11 comes into operation.

3. General principles to guide the behaviour of council members

- (1) General principles to guide the behaviour of council members include that a person in his or her capacity as a council member should —
 - (a) act with reasonable care and diligence; and
 - (b) act with honesty and integrity; and
 - (c) act lawfully; and
 - (d) avoid damage to the reputation of the local government; and
 - (e) be open and accountable to the public; and
 - (f) base decisions on relevant and factually correct information; and

Local Government (Rules of Conduct) Regulations 2007

Part 1 General

r. 4

- (g) treat others with respect and fairness; and
 - (h) not be impaired by mind affecting substances.
- (2) The general principles referred to in subregulation (1) are for guidance of council members but it is not a rule of conduct that the principles be observed.

4. Contravention of certain local laws

- (1) In this regulation —
- “local law as to conduct”** means a local law relating to conduct of people at council or committee meetings.
- (2) The contravention of a local law as to conduct is a minor breach for the purposes of section 5.105(1)(b) of the Act.

Local Government (Rules of Conduct) Regulations 2007

Rules of conduct

Part 2

r. 5

Part 2 — Rules of conduct

5. Rules of conduct

- (1) This Part contains the rules of conduct referred to in section 5.104(1) of the Act.
- (2) The rules of conduct apply to a council member whether or not acting as a committee member.

6. Use of information

- (1) In this regulation —
 - “**closed meeting**” means a council or committee meeting, or a part of a council or committee meeting, that is closed to members of the public under section 5.23(2) of the Act;
 - “**confidential document**” means a document marked by the CEO to clearly show that the information in the document is not to be disclosed;
 - “**non-confidential document**” means a document that is not a confidential document.
- (2) A person who is a council member must not disclose —
 - (a) information that the council member derived from a confidential document; or
 - (b) information that the council member acquired at a closed meeting other than information derived from a non-confidential document.
- (3) Subregulation (2) does not prevent a person who is a council member from disclosing information —
 - (a) at a closed meeting; or
 - (b) to the extent specified by the council and subject to such other conditions as the council determines; or
 - (c) that is already in the public domain; or
 - (d) to an officer of the Department; or
 - (e) to the Minister; or

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Local Government (Rules of Conduct) Regulations 2007

Part 2 Rules of conduct

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- (f) to a legal practitioner for the purpose of obtaining legal advice; or
- (g) if the disclosure is required or permitted by law.

7. Securing personal advantage or disadvantaging others

- (1) A person who is a council member must not make improper use of the person's office as a council member —
 - (a) to gain directly or indirectly an advantage for the person or any other person; or
 - (b) to cause detriment to the local government or any other person.
- (2) Subregulation (1) does not apply to conduct that contravenes section 5.93 of the Act or *The Criminal Code* section 83.

8. Misuse of local government resources

A person who is a council member must not either directly or indirectly use the resources of a local government —

- (a) for the purpose of persuading electors to vote in a particular way at an election, referendum or other poll held under the Act, the *Electoral Act 1907* or the *Commonwealth Electoral Act 1918*; or
- (b) for any other purpose,

unless authorised under the Act, or authorised by the council or the CEO, to use the resources for that purpose.

9. Prohibition against involvement in administration

- (1) A person who is a council member must not undertake a task that contributes to the administration of the local government unless authorised by the council or by the CEO to undertake that task.
- (2) Subregulation (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.

Local Government (Rules of Conduct) Regulations 2007

Rules of conduct

Part 2

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10. Relations with local government employees

- (1) A person who is a council member must not —
 - (a) direct or attempt to direct a person who is a local government employee to do or not to do anything in the person's capacity as a local government employee; or
 - (b) attempt to influence, by means of a threat or the promise of a reward, the conduct of a person who is a local government employee in the person's capacity as a local government employee.
- (2) Subregulation (1) does not apply to anything that a council member does as part of the deliberations at a council or committee meeting.
- (3) If a person, in his or her capacity as a council member, is attending a council meeting, committee meeting or other organised event and members of the public are present, the person must not, either orally, in writing or by any other means —
 - (a) make a statement that a local government employee is incompetent or dishonest; or
 - (b) use offensive or objectionable expressions in reference to a local government employee.
- (4) Subregulation (3)(a) does not apply to conduct that is unlawful under *The Criminal Code* Chapter XXXV.

11. Disclosure of interest

- (1) In this regulation —

“interest” means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.
- (2) A person who is a council member and who has an interest in any matter to be discussed at a council or committee meeting

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Local Government (Rules of Conduct) Regulations 2007

Part 2 Rules of conduct

r. 11

attended by the 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.
- (3) Subregulation (2) does not apply to an interest referred to in section 5.60 of the Act.
- (4) Subregulation (2) does not apply if —
- (a) a person who is a council member fails to disclose an interest because the person did not know he or she had an interest in the matter; or
 - (b) a person who is a council member fails to disclose an interest because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person disclosed the interest as soon as possible after the discussion began.
- (5) If, under subregulation (2)(a), a person who is a council member discloses an interest in a written notice given to the CEO before a meeting then —
- (a) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (b) at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present immediately before a matter to which the disclosure relates is discussed.
- (6) If —
- (a) under subregulation (2)(b) or (4)(b) a person's interest in a matter is disclosed at a meeting; or
 - (b) under subregulation (5)(b) notice of a person's interest in a matter is brought to the attention of the persons present at a meeting,

Local Government (Rules of Conduct) Regulations 2007

Rules of conduct

Part 2

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the nature of the interest is to be recorded in the minutes of the meeting.

12. Gifts

(1) In this regulation —

“activity involving a local government discretion” means an activity —

- (a) that cannot be undertaken without an authorisation from the local government; or
- (b) by way of a commercial dealing with the local government;

“gift” has the meaning given to that term in section 5.82(4) of the Act except that it does not include —

- (a) a gift from a relative as defined in section 5.74(1) of the Act; or
- (b) a gift that must be disclosed under regulation 30B of the *Local Government (Elections) Regulations 1997*; or
- (c) a gift from a statutory authority, government instrumentality or non-profit association for professional training;

“notifiable gift”, in relation to a person who is a council member, means —

- (a) a gift worth between \$50 and \$300; or
- (b) a gift that is one of 2 or more gifts given to the council member by the same person within a period of 6 months that are in total worth between \$50 and \$300;

“prohibited gift”, in relation to a person who is a council member, means —

- (a) a gift worth \$300 or more; or

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Local Government (Rules of Conduct) Regulations 2007

Part 2 Rules of conduct

r. 12

- (b) a gift that is one of 2 or more gifts given to the council member by the same person within a period of 6 months that are in total worth \$300 or more.
- (2) A person who is a council member must not accept a prohibited gift from a person —
 - (a) who is undertaking or seeking to undertake; or
 - (b) who it is reasonable to believe is intending to undertake, an activity involving a local government discretion.
- (3) A person who is a council member and who accepts a notifiable gift from a person —
 - (a) who is undertaking or seeking to undertake; or
 - (b) who it is reasonable to believe is intending to undertake, an activity involving a local government discretion must, within 10 days of accepting the gift, notify the CEO of the acceptance in accordance with subregulation (4).
- (4) Notification of the acceptance of a notifiable gift is to be in writing and is to include —
 - (a) the name of the person who gave the gift; and
 - (b) the date on which the gift was accepted; and
 - (c) a description, and the estimated value, of the gift; and
 - (d) the nature of the relationship between the person who is a council member and the person who gave the gift; and
 - (e) if the gift is a notifiable gift under paragraph (b) of the definition of “notifiable gift” (whether or not it is also a notifiable gift under paragraph (a) of that definition) —
 - (i) a description; and
 - (ii) the estimated value; and
 - (iii) the date of acceptance,of each other gift accepted within the 6 month period.

Local Government (Rules of Conduct) Regulations 2007

Rules of conduct

Part 2

r. 12

- (5) The CEO must maintain a register of gifts in which details of notices received under subregulation (4) are recorded.

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Local Government (Rules of Conduct) Regulations 2007

Notes

- ¹ This is a compilation of the *Local Government (Rules of Conduct) Regulations 2007*. The following table contains information about those regulations.

Compilation table

Citation	Gazettal	Commencement
<i>Local Government (Rules of Conduct) Regulations 2007</i>	21 Aug 2007 p.4203-16	r. 1 and 2: 21 Aug 2007 (see r. 2(a)) Regulations other than r. 1 and 2: 21 Oct 2007 (see r. 2(b) and <i>Gazette</i> 21 Aug 2007 p. 4173)

PRELIMINARIES

PROCEDURE FOR ELECTION OF CHAIRMAN & DEPUTY CHAIRMAN

The Local Government Amendment Act 2006 made provision for proportional voting at ordinary elections of Council and for the election of Mayors, Deputy Mayors and by application of Regional Council provisions of the Local Government Act, the election of Chairman and Deputy Chairman by Regional Council members.

The proportional voting system requires, in summary, the following:

- Nominations to be made for the position of Chairman or Deputy Chairman in writing either before the meeting or at the meeting. Where the person nominated is not the party making the nomination, the person nominated must signify acceptance of the nomination.
- Where there is more than 1 nomination, ballot papers are prepared by drawing lots to determine the order of names which appear on the ballot paper.
- Ballot papers must be marked in some unique way. The Council members must be advised that the returning officer has marked the ballot papers.
- Ballot papers are distributed and members mark the ballot papers. In the case where there are only 2 candidates, members are required to mark their single choice. In the case where there are more than 2 candidates, members are required to mark each of the boxes on the ballot paper signifying choices starting from the number 1.

Voting First Time

Where there are 2 only candidates the candidate receiving the greatest number of votes is elected.

1. Where there are more than 2 candidates, election of a candidate to the position of Chairman or Deputy Chairman (as the case applies) is by the proportional voting system.
2. If no candidate has a majority i.e. 50% of votes cast plus one vote, the candidate with least votes is eliminated. The eliminated candidates votes are then transferred to continuing candidates.
3. If the last 2 candidates votes are equal, lots are drawn to determine a candidate eliminated. The eliminated candidates (first preference) is then distributed to continuing candidates.
4. When 2 candidates remain, the candidate with the greatest number of votes is elected; or
5. If the 2 remaining candidates have equal votes then the meeting is adjourned by the CEO of a period between 15 minutes and 7 days.

Voting Second Time

When the meeting reconvenes, the procedure set out in 1-5 above, is again followed.

If at the end there is an equality of votes between 2 remaining candidates, lots are drawn and the candidate drawn is the successful candidate.

The nomination for Chairman and Deputy Chairman can be made in the following form:

NOMINATION FORM FOR CHAIRMAN & DEPUTY CHAIRMAN



**TAMALA PARK
REGIONAL COUNCIL**

Local Government Act 1995
Schedule 2.31

NOMINATION FORM

CHAIRMAN

I, being a Councillor of the Tamala Park Regional Council nominate Councillor..... for the position of Chairman of the Tamala Park Regional Council.

Signed

Dated this ____ day of ____ 2007

DEPUTY CHAIRMAN

I, being a Councillor of the Tamala Park Regional Council nominate Councillor..... for the position of Deputy Chairman of the Tamala Park Regional Council.

Signed

Dated this ____ day of ____ 2007

ACCEPTANCE OF NOMINATION

I, the person nominated above advise that I am willing to be nominated for the Office of Chairman/Deputy Chairman of the Tamala Park Regional Council.

Signed

Dated this ____ day of ____ 2007

TPRC MEMBERS PRIMARY RETURNS

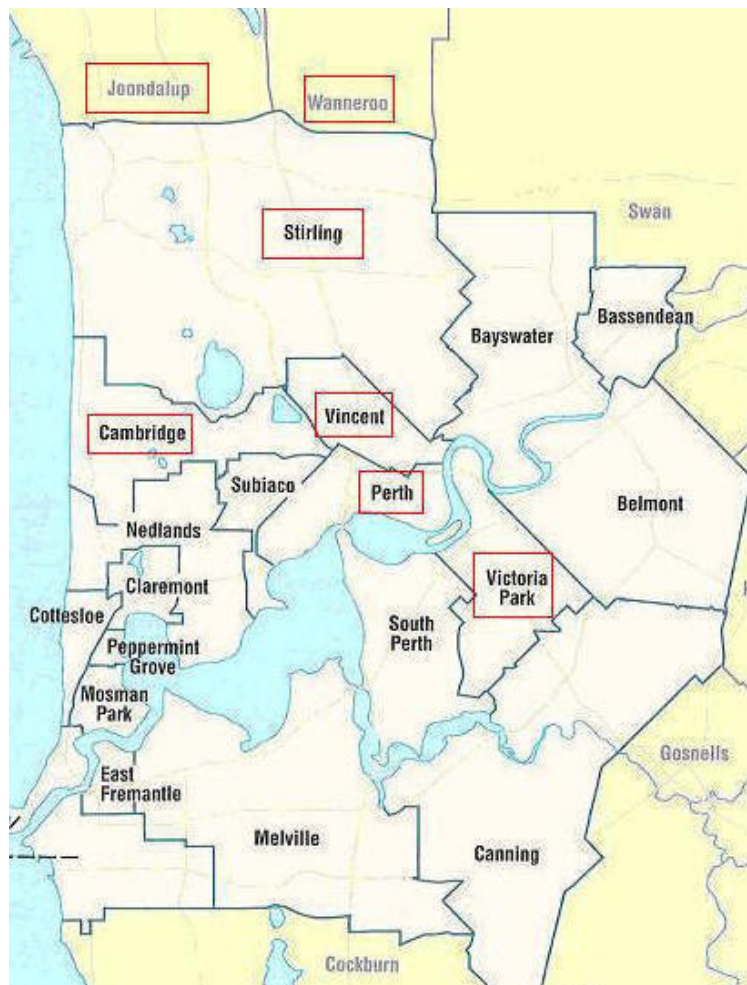
TPRC Council members are required to lodge primary returns and annual returns disclosing certain assets, income, interest, gifts, contribution or debt disposition set out in relevant legislation (part 5 division 6 Local Government Act).

TPRC Councillors who have lodged annual returns since 1 July 2007 are not required to lodge a new primary return (Crs Pickard, Stewart, Roberts & Catania).

All other Council members will need to lodge a primary return in the prescribed form, as distributed and also shown in the CD appendix to this agenda.

The primary return for new members is required to be completed within 3 months of the date of Councillor's declaration of office. At this stage, it is anticipated that all Council members will make the declarations on 6 December 2007, so that the completion of returns must occur prior to 5 March 2008.

Returns should mirror most of the information contained in the primary or annual returns prepared by council members for the local governments they represent except that with respect to real property, the return must include any property within the TPRC regional area or in a local government adjacent to any of the TPRC participant Councils. To assist members, the plan below shows the TPRC local governments and adjoining local governments.



Note: The Shires of Chittering and Gingin adjoin Wanneroo.

A written acknowledgement will be provided following receipt of returns. Returns are documents that must be made available as public information (if required).

The preferred position is that all primary returns are prepared for acknowledgement on 6 December 2007.

All continuing Council members at 30 June 2008 will be required by legislation to submit an annual return for the period ending 30 June 2008.

INFORMATION PACK FOR COUNCIL MEMBERS (CD Appendix)

- Local Government Act
- Local Government Guidelines
- TPRC Previous Council Minutes
- Rules of Conduct
- TPRC Code of Conduct
- Standing Orders Local Law
- TPRC Future Plan
- TPRC Annual Report
- TPRC Budget 2007/08
- TPRC Establishment Agreement
- Enquiry by Design Workshop Reports
- Disclosure of Interest Form
- Primary Return Form
- Audit Charter
- Audit Plan
- Financial Interests Handbook
- Councillors Guide
- City of Wanneroo Smart Growth Documents

1. OFFICIAL OPENING

The Chief Executive Officer to declare the meeting open.

The Chief Executive Officer to advise any apologies received and any advices from participant Councils for attendance of substitute members.

2. ELECTION OF CHAIRMAN

An elected member may nominate themselves or another elected member in writing prior to the meeting. Nominees must provide written or oral acceptance of the nomination.

A pro-forma nomination form is provided in the preliminary section of this agenda (page 21).

If more than one nomination is received the Chief Executive Officer is to conduct a secret ballot in accordance with the relevant provisions of the Local Government Act . Councillors vote as if they are voting at an ordinary (Council vacancy) election. In other words, preferential representation.

Swearing in of the elected Chairman

Before acting as Chairman, the Chairman-elect is to make a Declaration of Office in the form provided on page 7 of this agenda.

Following completion of the declaration procedure, the Chairman is to assume the Chair and conduct the balance of the meeting.

3. ELECTION OF DEPUTY CHAIRMAN

Swearing in of Deputy Chairman

The Deputy Chairman is to make a Declaration of Office in the form provided on page 7 of this agenda.

4. DISCLOSURE OF INTERESTS

5. PUBLIC STATEMENT/QUESTION TIME

6. APOLOGIES AND LEAVE OF ABSENCE

7. PETITIONS

8. CONFIRMATION OF MINUTES

- Council Meeting Minutes – 11 October 2007

9. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

10. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

11. ELECTION OF COMMITTEES

11.1 Audit Committee

Each local government is required by Section 7.1A of the Local Government Act to appoint an Audit Committee. The Audit Committee must comprise at least 3 persons, 2 of whom are to be Council members.

Audit Committees have certain statutory functions and also perform functions set out in any audit charter adopted by the Council.

The TPRC Audit Charter was adopted on 27 April 2006 and reviewed on 21 September 2007 and is a reference document in the compendium of papers provided to Council as a CD appendix to this agenda.

The TPRC Audit Charter requires the Audit Committee to meet a minimum of 3 times per year. The Audit Committee meetings are timed to coincide with the completion of certain statutory

requirements. The audit timetable and associated standard agenda items provided to Council as a CD appendix to this agenda.

In October 2007 the TPRC Council increased audit membership from 3 to 5 for the following reasons:

- a) 5 members provides a wider opportunity for representation by majority of the participant Councils;
- b) A larger number of Audit committee members enhances the possibility of a sufficient number and participant Council representation for a quorum;
- c) The bi-monthly nature of meetings makes the timing of Audit Committee meetings critical if statutory requirements relating to budget, financial statements and annual reports are to be met;
- d) Certainty of a quorum provides the greatest possibility of coinciding Audit committee meetings and Council meeting dates for greatest convenience to Council members.

12. REPORTS OF COMMITTEES

N/A

13. ADMINISTRATION REPORTS AS PRESENTED 13.1 – 13.8

13.1 BUSINESS REPORT – PERIOD ENDING 30 NOVEMBER 2007

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: N/A

Recommendation

That the Business Report to 30 November 2007 be RECEIVED.

Voting Requirements

Simple Majority

Report Purpose

To advise Council of matters of interest not requiring formal resolutions.

Relevant Documents

Attachments: Nil
Available for viewing at the meeting: Nil

Background

The business of the Council requires adherence to many legislative provisions, policies and procedures that aim at best practice. There are also many activities that do not need to be reported formally to the Council but will be of general interest to Council members and will also be of interest to the public who may, from time to time, refer to Council minutes.

In context of the above, a Business Report provides the opportunity to advise on activities that have taken place between meetings. The report will sometimes anticipate questions that may arise out of good governance concerns by Council members.

Comment

1. Tamala Park administration has moved office to Room 3, Scarborough Civic Centre, 173 Gildercliffe Street, Scarborough. The new telephone numbers are 9245 1368 and 9245 2389. Email and mobile contact remain unchanged at this time.
2. In keeping with a previous Council request, availability of purchase properties in the Clarkson Rail Station precinct have been monitored. The following properties are currently available and would suit the mid term office requirements of the TPRC. It is expected that properties could be acquired in the value range of \$430,000 - \$500,000. An updated list will be provided at the Council meeting.
3. A brief for design of a water management strategy has been prepared and submitted to CSIRO for evaluation and quotation.
4. A brief for a flora and fauna study was advertised for expressions of interest. Two responses have been received and are being evaluated.

5. Archaeological and ethnographic studies have been undertaken for the Tamala Park urban development. Consultation with aboriginal consultants has occurred. A preliminary draft report on consultations and next steps has been received and is under development with Australian Interaction Consultants.
6. Education Department requirements within Tamala Park urban development are progressively being resolved. Changes to policy has indicated future planning should focus on primary schools, senior high schools and TAFE colleges. The concept of middle schools upon which the Enquiry by Design workshop outcome and design brief was based is being abandoned. A requirement for a primary school and high school within the TPRC urban development could increase the DET land area request to 16 hectares. Recent discussions, however, indicate DET has a strong inclination to share use of facilities and plans are being developed to indicate a total education and active recreation area precinct of approximately 19 hectares.
7. A presentation was given to North Zone Council members on the current status of the Tamala Park Regional Council activity on 3 November 2007.
8. Research continues on planning design, energy conservation and water balance issues for the content of the TPRC structure plan brief.

13.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OCTOBER 2007 AND NOVEMBER 2007

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.401.0

NB: The financial statements for November 2007 will be distributed prior to the meeting.

Recommendation

That the Council RECEIVE and NOTE the Statement(s) of Financial Activity for the months ending 31 October 2007 and 30 November 2007.

Voting Requirements

Simple Majority

Report Purpose

Submission of the Statement(s) of Financial Activity required under the Local Government Act.

Relevant Documents

Attachments: Monthly Statement of Financial Activity for the month ending 31 October 2007; Income & Expenditure Statement by Program for month ending 31 October 2007; Income & Expenditure Statement by Nature & Type for month ending 31 October 2007; Balance Sheet for month ending 31 October 2007; **Monthly Statement of Financial Activity for the month ending 30 November 2007; Income & Expenditure Statement by Program for month ending 30 November 2007; Income & Expenditure Statement by Nature & Type for month ending 30 November 2007; Balance Sheet for month ending 30 November 2007.**

NB: The financial statements for November 2007 will be distributed prior to the meeting.

Available for viewing at the meeting: Nil

Local Government Act/Regulation

- Local Government Act 1995: Sect 6.4(1): Financial Report Required
- Local Government (Financial Management) Regs 1996: Reg 34 Composition of Report
- Local Government (Financial Management) Regs 1996: Reg 34 (5) Material Variance Reports [10%]
- Local Government (Audit) Regs 1996: Reg 14 Compliance Audit Item

Background

It is a mandatory requirement that the Council receives, reviews and records in the Regional Council's public minutes a statement of financial activity showing annual budget estimates and the figures for budget estimates, income and expenditure and variances at the end of each month. The report is also to show the composition of assets and other relevant information.

Comment

The Statements reflect the budget proposals and direction adopted by the Council.

A budget review is due to be completed prior to 31 January 2008.

ATTACHMENT: Monthly Statement of Financial Activity for the month ending 31 October 2007

**TAMALA PARK REGIONAL COUNCIL
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2007 TO 31 OCTOBER 2007**

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- Detailed Income Statement	
- Balance Sheet	

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2007 TO 31 OCTOBER 2007**

	NOTE	31 Oct 2007 Actual \$	31 Oct 2007 Y-T-D Budget \$	2007/08 Revised Budget \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>					
Revenues/Sources					
Interest Earnings	1,2	275,885	351,700	1,055,089	(21.56%)
Other Revenue		155	0	0	155.00%
		276,040	351,700	1,055,089	
(Expenses)/(Applications)					
Employee Costs	1,2	-69,954	-73,964	-215,350	(5.42%)
Professional/Consulting Fees		-5,000	-80,850	-357,000	(93.82%)
Materials & Contracts		-974	-39,570	-75,750	(97.54%)
Depreciation		0	0	-2,000	0.00%
Insurance		-910	-1,600	-3,700	(43.13%)
Other Expenditure		-27,353	-31,000	-117,300	(11.76%)
		-104,191	-226,984	-771,100	
<u>Adjustments for Non-Cash (Revenue) and Expenditure</u>					
Depreciation on Assets		0	2,000	2,000	(2000.00%)
<u>Capital Revenue and (Expenditure)</u>					
Purchase Furniture and Equipment	3	-3,108	-26,000	-26,000	0.00%
Contributed Equity	6	-120,000	-120,000	-120,000	0.00%
ADD Net Current Assets July 1 B/Fwd	7	16,670,465	16,676,987	16,676,987	(0.04%)
Net Current Assets Year to Date	7	16,719,206	16,657,703	16,816,976	

This statement is to be read in conjunction with the accompanying notes.

TAMALA PARK REGIONAL COUNCIL

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2007 TO 31 OCTOBER 2007

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Fixed Assets

Property, plant and equipment and infrastructure assets are brought to account at cost or fair value less, where applicable, any accumulated depreciation or amortisation and any accumulated impairment balances.

TAMALA PARK REGIONAL COUNCIL

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2007 TO 31 OCTOBER 2007

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Infrastructure	30 to 50 years

TAMALA PARK REGIONAL COUNCIL

**NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2007 TO 31 OCTOBER 2007**

2. STATEMENT OF OBJECTIVE

The Regional Council has a specific regional purpose which is:

- a) To undertake, in accordance with the objectives, the rezoning, subdivision, development marketing and sale of land comprising the developable portion of Lot 118 Mindarie; and
- b) To carry out and do all other acts and things which are reasonably necessary for the bringing into effect of the matters referred to in paragraph a).

The objectives of the Regional Council are:

- 1. To develop and improve the value of the land;
- 2. To maximise, and with prudent risk parameters, the financial return to the Participants;
- 3. To balance economic, social and environmental issues; and
- 4. To produce a quality development demonstrating the best urban design and development practice.

3. ACQUISITION OF ASSETS

The following assets have been acquired during the period under review:

By Program

	31 Oct 2007 Actual \$	2007/08 Revised Budget \$
Furniture and Equipment	3,108	26,000
	<u>3,108</u>	<u>26,000</u>

By Class

Furniture and Equipment	3,108	26,000
	<u>3,108</u>	<u>26,000</u>

4. DISPOSALS OF ASSETS

There has been no disposal of assets in the period under review. No assets have been budgeted for disposal in this financial year.

TAMALA PARK REGIONAL COUNCIL

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY 2007 TO 31 OCTOBER 2007

5. INFORMATION ON BORROWINGS

No borrowings have been made in the period under review. No borrowings are budgeted for the 2006-07 financial year.

6. CONTRIBUTED EQUITY

The amount of Contributed Equity is \$16,221,439 at 30 September 2007.

7. NET CURRENT ASSETS	31 Oct 2007 Actual \$	Brought Forward 1-Jul \$
Composition of Estimated Net Current Asset Position		
 CURRENT ASSETS		
Cash - Unrestricted	16,718,201	16,676,988
Receivables	1,855	4,663
Inventories	0	0
	16,720,056	16,681,651
 LESS: CURRENT LIABILITIES		
Payables and Provisions	-850	-11,186
	16,719,206	16,670,465
Less: Cash - Restricted/Committed	0	0
NET CURRENT ASSET POSITION	16,719,206	16,670,465

ATTACHMENT: Income & Expenditure Statement by Nature and Type for the month ending 31 October 2007

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09/11/07

**Tamala Park Regional Council
Income Statement by Nature and Type
July through October 2007**

	<u>Jul - Oct 2007</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Expenses			
Depreciation	0.00		-2,000.00
Employee Costs	-69,953.90	-73,964.00	-215,350.00
Insurance	-910.00	-1,600.00	-3,700.00
Materials & Contracts MTC	0.00		-5,800.00
Materials & Contracts Other	-974.04	-39,570.00	-101,750.00
Other	-27,352.99	-31,000.00	-111,500.00
Professional/Consultant Fees	-5,000.00	-80,850.00	-357,000.00
Total Expenses	<u>-104,190.93</u>	<u>-226,984.00</u>	<u>-797,100.00</u>
Revenue			
Interest Earnings	275,884.73	351,700.00	1,055,090.00
Other Revenue	155.06		
Total Revenue	<u>276,039.79</u>	<u>351,700.00</u>	<u>1,055,090.00</u>
TOTAL	<u><u>171,848.86</u></u>	<u><u>124,716.00</u></u>	<u><u>257,990.00</u></u>

ATTACHMENT: Income & Expenditure Statement by Program for the month ending 31 October 2007

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09/11/07

**Tamala Park Regional Council
Income Statement by programme
July through October 2007**

	<u>Jul - Oct 2007</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income			
I03 - GENERAL PURPOSE FUNDING			
I032 - Other GPF			
I032030 - Interest on Investment	275,884.73	351,700.00	1,055,090.00
Total I032 - Other GPF	<u>275,884.73</u>	<u>351,700.00</u>	<u>1,055,090.00</u>
Total I03 - GENERAL PURPOSE FUNDING	275,884.73	351,700.00	1,055,090.00
I14 - OTHER PROPERTY & SERVICES			
I145 - Administration			
I145010 - Reimbursements	155.06		
Total I145 - Administration	<u>155.06</u>		
Total I14 - OTHER PROPERTY & SERVICES	155.06		
Total Income	<u>276,039.79</u>	<u>351,700.00</u>	<u>1,055,090.00</u>
Gross Profit	276,039.79	351,700.00	1,055,090.00
Expense			
E04 - GOVERNANCE.			
E041 - Membership			
E041005 - Mayoral Allowance	0.00	3,000.00	12,000.00
E041010 - Deputy Mayor Allowance	0.00	750.00	3,000.00
E041015 - Elected Members Remuneration			
E041017 - Attendance Fees	0.00	22,750.00	91,000.00
E041018 - Composite Allowance	10,291.50		
Total E041015 - Elected Members Remunerat	<u>10,291.50</u>	<u>22,750.00</u>	<u>91,000.00</u>
E041020 - Conference Expenses	0.00	4,500.00	4,500.00
E041030 - Other Costs	0.00		1,000.00
Total E041 - Membership	<u>10,291.50</u>	<u>31,000.00</u>	<u>111,500.00</u>
Total E04 - GOVERNANCE.	10,291.50	31,000.00	111,500.00
E14 - OTHER PROPERTY & SERVICES.			
E145 - Administration			
E145005 - Salaries - Basic Costs	60,535.89	64,673.00	190,299.00
E145007 - Salaries Occ. Superannuation	5,860.58	5,819.00	17,089.00
E145009 - Salaries WALGS Superannuation	1,073.07	1,072.00	3,162.00
E145015 - Insurance W/comp.	2,048.00	1,800.00	3,600.00
E145019 - Staff Training & Dev.	436.36	600.00	1,200.00
E145025 - Other Accom & Property Costs	0.00	3,300.00	28,000.00
E145027 - Advertising General	0.00	1,700.00	3,700.00
E145029 - Advertising Public/Statutory	2,343.67	1,500.00	5,600.00
E145031 - Graphics Consumables	0.00	1,000.00	2,000.00
E145037 - Postage, Courier & Freight	0.00	200.00	1,000.00
E145041 - Signage/Decals	0.00		1,500.00
E145043 - Stationery	0.00	200.00	600.00
E145045 - Other Admin Expenses	0.00	2,000.00	6,000.00
E145053 - Bank Charges	135.00	100.00	300.00
E145055 - Credit Charges	0.00	50.00	100.00
E145057 - Audit Fees	0.00		5,500.00

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Tamala Park Regional Council
Income Statement by programme
July through October 2007

	<u>Jul - Oct 2007</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
E145059 · Membership Fees	0.00		2,400.00
E145061 · Legal Expenses	0.00	500.00	10,000.00
E145063 · Conveyancing Expenses	0.00		500.00
E145069 · Valuation Fees	0.00		24,000.00
E145071 · Other Professional Fees	3,400.00	100.00	1,000.00
E145075 · Promotions	0.00	500.00	4,000.00
E145077 · Business Hospitality Expenses	0.00	1,000.00	3,000.00
E145079 · Consultancy	16,236.00	80,000.00	325,000.00
E145081 · Professional Retainer	0.00	750.00	1,500.00
E145083 · Research	0.00	1,500.00	3,000.00
E145087 · Computer Software Mtce	480.91	600.00	750.00
E145089 · Computer Software Purchase	0.00	900.00	1,600.00
E145091 · Computer Sundries	0.00		200.00
E145093 · Internet Provider Costs	358.13	70.00	300.00
E145094 · Plant & Equipment Purchase Non-	0.00		300.00
E145095 · Furniture & Equipment Purchase	81.82	24,000.00	26,000.00
E145101 · Consumable Stores	0.00	50.00	200.00
E145105 · Publications & Brochures	0.00	100.00	200.00
E145107 · Subscriptions	0.00	100.00	100.00
E145111 · Plans	0.00	200.00	400.00
E145113 · Emergency Services	0.00		800.00
E145115 · Misc Services Expenses	0.00		2,000.00
E145121 · Insurance - Public Liability	910.00	1,500.00	2,500.00
E145123 · Insurance - Property (ISR)	0.00	100.00	200.00
E145127 · Insurance - Other	0.00		1,000.00
E145204 · Fences/Walls (Sumps in Road Res	0.00		1,000.00
E145205 · Recreation Reserves Mtce	0.00		2,000.00
E145222 · Depreciation Furniture	0.00		2,000.00
Total E145 · Administration	<u>93,899.43</u>	<u>195,984.00</u>	<u>685,600.00</u>
Total E14 · OTHER PROPERTY & SERVICES.	<u>93,899.43</u>	<u>195,984.00</u>	<u>685,600.00</u>
Total Expense	<u>104,190.93</u>	<u>226,984.00</u>	<u>797,100.00</u>
Net Income	<u><u>171,848.86</u></u>	<u><u>124,716.00</u></u>	<u><u>257,990.00</u></u>

ATTACHMENT: Balance Sheet for the month ending 31 October 2007

4:53 PM
09/11/07

**Tamala Park Regional Council
Balance Sheet
As of October 31, 2007**

	<u>Oct 31, 2007</u>	<u>Jun 30, 2007</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Current/Savings			
A01100 · Cash at Bank			
A01101 · Unrestricted Municipal Bank	-3,726.33	2,417.32	-6,143.65
A01102 · Unrestricted Short Term Investm	131,882.73	132,289.67	-406.94
A01106 · Fixed Term Deposit_BankWest	16,590,044.05	16,542,280.67	47,763.38
Total A01100 · Cash at Bank	<u>16,718,200.45</u>	<u>16,676,987.66</u>	<u>41,212.79</u>
Total Current/Savings	16,718,200.45	16,676,987.66	41,212.79
Accounts Receivable			
A01120 · ACCOUNTS RECEIVABLE			
A011201 · Accrued Interest	0.00	2,969.34	-2,969.34
Total A01120 · ACCOUNTS RECEIVABLE	<u>0.00</u>	<u>2,969.34</u>	<u>-2,969.34</u>
Total Accounts Receivable	0.00	2,969.34	-2,969.34
Total Current Assets	16,718,200.45	16,679,957.00	38,243.45
Fixed Assets			
A0154 · Furniture & Equipment			
A01541 · Accumulated Depn - F&E	-83.00	-83.00	0.00
A01542 · At Cost			
E168200 · Additilons - 2006-07			
E168203 · Computer Equipment	3,108.05	3,190.27	-82.22
Total E168200 · Additilons - 2006-07	<u>3,108.05</u>	<u>3,190.27</u>	<u>-82.22</u>
A01542 · At Cost - Other	3,190.27	0.00	3,190.27
Total A01542 · At Cost	<u>6,298.32</u>	<u>3,190.27</u>	<u>3,108.05</u>
Total A0154 · Furniture & Equipment	<u>6,215.32</u>	<u>3,107.27</u>	<u>3,108.05</u>
Total Fixed Assets	6,215.32	3,107.27	3,108.05
TOTAL ASSETS	<u>16,724,415.77</u>	<u>16,683,064.27</u>	<u>41,351.50</u>
LIABILITIES			
Current Liabilities			
Accounts Payable			
L01215 · SUNDRY CREDITORS	0.00	440.00	-440.00
Total Accounts Payable	<u>0.00</u>	<u>440.00</u>	<u>-440.00</u>
Other Current Liabilities			
2100 · Payroll Liabilities			
L2001 · PAYG Deductions	850.00	1,164.00	-314.00
Total 2100 · Payroll Liabilities	<u>850.00</u>	<u>1,164.00</u>	<u>-314.00</u>
2200 · Tax Payable	-1,855.17	-1,693.68	-161.49
L0122 · Employee Entitlements			
L01227 · Accrued Wages	0.00	4,581.87	-4,581.87
Total L0122 · Employee Entitlements	<u>0.00</u>	<u>4,581.87</u>	<u>-4,581.87</u>

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Tamala Park Regional Council
Balance Sheet
As of October 31, 2007

	<u>Oct 31, 2007</u>	<u>Jun 30, 2007</u>	<u>\$ Change</u>
L01229 · Prov for Audit Fees	0.00	5,000.00	-5,000.00
L2300 · Distrib Due to Participants			
L2301 · TVP Equity/Surplus Dist	0.00	10,000.00	-10,000.00
L2302 · CP Equity/Surplus Dist	0.00	10,000.00	-10,000.00
L2303 · TC Equity/Surplus Dist	0.00	10,000.00	-10,000.00
L2304 · CJ Equity/Surplus Dist	0.00	20,000.00	-20,000.00
L2305 · CW Equity/Surplus Dist	0.00	20,000.00	-20,000.00
L2306 · TV Equity/Surplus Dist	0.00	10,000.00	-10,000.00
L2307 · CS Equity/Surplus Dist	0.00	40,000.00	-40,000.00
Total L2300 · Distrib Due to Participants	<u>0.00</u>	<u>120,000.00</u>	<u>-120,000.00</u>
Total Other Current Liabilities	<u>-1,005.17</u>	<u>129,052.19</u>	<u>-130,057.36</u>
Total Current Liabilities	<u>-1,005.17</u>	<u>129,492.19</u>	<u>-130,497.36</u>
TOTAL LIABILITIES	<u>-1,005.17</u>	<u>129,492.19</u>	<u>-130,497.36</u>
NET ASSETS	<u><u>16,725,420.94</u></u>	<u><u>16,553,572.08</u></u>	<u><u>171,848.86</u></u>
EQUITY			
3900 · *Retained Earnings	332,132.91	0.00	332,132.91
L019001 · TVP Contributed Equity	1,351,786.60	1,351,786.60	0.00
L019002 · CP Contributed Equity	1,351,786.60	1,351,786.60	0.00
L019003 · TC Contributed Equity	1,351,786.60	1,351,786.60	0.00
L019004 · CJ Contributed Equity	2,703,573.19	2,703,573.19	0.00
L019005 · CW Contributed Equity	2,703,573.19	2,703,573.19	0.00
L019006 · TV Contributed Equity	1,351,786.60	1,351,786.60	0.00
L019007 · CS Contributed Equity	5,407,146.39	5,407,146.39	0.00
Net Income	<u>171,848.86</u>	<u>332,132.91</u>	<u>-160,284.05</u>
TOTAL EQUITY	<u><u>16,725,420.94</u></u>	<u><u>16,553,572.08</u></u>	<u><u>171,848.86</u></u>

13.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OCTOBER 2007 AND NOVEMBER 2007

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.401.0

Recommendation

That the Council RECEIVE and NOTE the list of accounts paid under Delegated Authority to the CEO for each of the months October 2007 and November 2007:

- **Month ending 31 October 2007 (Total \$35,620.04); and
Month ending 30 November 2007 (Total \$29,793.27) NB: The list of accounts statements for November 2007 will be distributed prior to the meeting.**
- **Total Paid \$65,413.31**

Voting Requirements

Simple Majority

Report Purpose

Submission of the list of payments made under the CEO's Delegated Authority for the months ending 31 October 2007 and 30 November 2007.

Relevant Documents

Attachments: Cheque Detail for Months Ending 31 October 2007 and 30 November 2007

Available for viewing at the meeting: Nil

Local Government Act/Regulation

- Local Government Act 1995: Sect 5.42 - Delegation given for Payments
- Local Government (Financial Management) Regs 1996: Reg 13(1) - Monthly Payment list required
- Local Government (Audit) Regs 1996: Reg 13 - Compliance Audit Item

Background

A list of accounts paid under delegation or submitted for authorisation for payment is to be submitted to the Council at each meeting.

It is a specific requirement of Regulations that list state the month (not the period) for which the account payments or authorisation relates.

Comment

Payments made are in accordance with authorisations by Council, budget procurement and other Policies.

Agenda TPRC Meeting of Council – 6 December 2007

Payments are subject of review by TPRC Accountants Haines Norton following completion of each months accounts.

There have been no unusual payment in the periods under review that warrant specific comment.

ATTACHMENT: Cheque Detail for Month Ending 31 October 2007

1:55 PM
29/03/07

**Tamala Park Regional Council
Cheque Detail
October 2007**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Cheque	Debit	02/10/2007	Westnet	A01101 - Unrestricted Municipal Bank		-393.94
Bill	Service Renew 283	02/10/2007		E145093 - Internet Provider Costs	-358.13	358.13
				2200 - Tax Payable	-35.81	35.81
TOTAL					-393.94	393.94
Liability Cheque	50	02/10/2007	Australian Taxation Office	A01101 - Unrestricted Municipal Bank		-1,414.00
			Australian Taxation Office	L2001 - PAYG Deductions	-1,414.00	1,414.00
TOTAL					-1,414.00	1,414.00
Cheque	52	02/10/2007	Westpac Bank	A01101 - Unrestricted Municipal Bank		-20.75
			Westpac	E145053 - Bank Charges	-13.00	13.00
			Westpac	E145053 - Bank Charges	-2.25	2.25
			Westpac	E145053 - Bank Charges	-5.50	5.50
TOTAL					-20.75	20.75
Bill Pmt -Cheque	Debit	04/10/2007	Australian Interaction Consultant	A01101 - Unrestricted Municipal Bank		-17,859.60
Bill	Invoice: 2380	04/10/2007		E145079 - Consultancy	-16,236.00	16,236.00
				2200 - Tax Payable	-1,623.60	1,623.60
TOTAL					-17,859.60	17,859.60
Pay Cheque		11/10/2007	Kylie Brock	A01101 - Unrestricted Municipal Bank		-1,085.36
				E145005 - Salaries - Basic Costs	-1,287.36	1,287.36
				L2002 - Superannuation Contributions	115.86	-115.86
				L2001 - PAYG Deductions	202.00	-202.00
Liability Cheque		25/10/2007	WALGSP	L2002 - Superannuation Contributions	-115.86	652.39
TOTAL					-1,085.36	1,621.89
Pay Cheque		11/10/2007	Rod A Constantine	A01101 - Unrestricted Municipal Bank		0.00
				E145005 - Salaries - Basic Costs	-5,961.44	5,961.44
				L2002 - Superannuation Contributions	536.53	-536.53
				L2002 - Superannuation Contributions	5,961.44	-5,961.44
				2100 - Payroll Liabilities	119.23	-119.23
Liability Cheque		25/10/2007	WALGSP	2100 - Payroll Liabilities	-119.23	119.23
			WALGSP	L2002 - Superannuation Contributions	-536.53	652.39
TOTAL					0.00	115.86
Liability Cheque	51	11/10/2007	WALGSP	A01101 - Unrestricted Municipal Bank		-6,733.06
			WALGSP	L2002 - Superannuation Contributions	-5,961.44	5,961.44
Pay Cheque		27/09/2007		E145009 - Salaries WALGS Superannuation	-119.23	119.23
Pay Cheque		27/09/2007		E145007 - Salaries Occ. Superannuation	-115.86	115.86
Pay Cheque		27/09/2007		E145007 - Salaries Occ. Superannuation	-536.53	536.53
TOTAL					-6,733.06	6,733.06
Bill Pmt -Cheque	Debit	11/10/2007	Haines Norton	A01101 - Unrestricted Municipal Bank		-660.00
Bill	Invoice 2008 0330	11/10/2007		E145071 - Other Professional Fees	-600.00	600.00
				2200 - Tax Payable	-60.00	60.00
TOTAL					-660.00	660.00
Bill Pmt -Cheque	Debit	11/10/2007	WALGA	A01101 - Unrestricted Municipal Bank		-964.91
Bill	Invoice 48691	11/10/2007		E145029 - Advertising Public/Statutory	-877.19	877.19
				2200 - Tax Payable	-87.72	87.72
TOTAL					-964.91	964.91

Agenda TPRC Meeting of Council – 6 December 2007

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**Tamala Park Regional Council
Cheque Detail
October 2007**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Cheque	Debit	25/10/2007	Haines Norton	A01101 - Unrestricted Municipal Bank		-440.00
Bill	Inv 2008-033155	25/10/2007		E145071 - Other Professional Fees	-400.00	400.00
				2200 - Tax Payable	-40.00	40.00
TOTAL					-440.00	440.00
Pay Cheque		25/10/2007	Kylie Brock	A01101 - Unrestricted Municipal Bank		-1,085.36
				E145005 - Salaries - Basic Costs	-1,287.36	1,287.36
				L2002 - Superannuation Contributions	115.86	-115.86
				L2001 - PAYG Deductions	202.00	-202.00
Liability Cheque		08/11/2007	WALGSP	L2002 - Superannuation Contributions	-115.86	652.39
TOTAL					-1,085.36	1,621.89
Pay Cheque		25/10/2007	Rod A Constantine	A01101 - Unrestricted Municipal Bank		-3,803.37
				E145005 - Salaries - Basic Costs	-5,961.44	5,961.44
				L2002 - Superannuation Contributions	536.53	-536.53
				L2002 - Superannuation Contributions	298.07	-298.07
				2100 - Payroll Liabilities	119.23	-119.23
				L2001 - PAYG Deductions	1,860.00	-1,860.00
Liability Cheque		08/11/2007	WALGSP	2100 - Payroll Liabilities	-119.23	119.23
			WALGSP	L2002 - Superannuation Contributions	-536.53	652.39
TOTAL					-3,803.37	3,919.23
Liability Cheque		25/10/2007	WALGSP	A01101 - Unrestricted Municipal Bank		-1,069.69
			WALGSP	L2002 - Superannuation Contributions	-298.07	298.07
Pay Cheque		11/10/2007		E145009 - Salaries WALGS Superannuation	-119.23	119.23
Pay Cheque		11/10/2007		E145007 - Salaries Occ. Superannuation	-115.86	115.86
Pay Cheque		11/10/2007		E145007 - Salaries Occ. Superannuation	-536.53	536.53
TOTAL					-1,069.69	1,069.69
Bill Pmt -Cheque	49	30/10/2007	City of Stirling	A01101 - Unrestricted Municipal Bank		-80.00
Bill	Asset Disp GL9017	30/10/2007		E145095 - Furniture & Equipment Purchase	-72.73	72.73
				2200 - Tax Payable	-7.27	7.27
TOTAL					-80.00	80.00
Bill Pmt -Cheque	49	30/10/2007	City of Stirling	A01101 - Unrestricted Municipal Bank		-10.00
Bill	Asset Disp 304533	30/10/2007		E145095 - Furniture & Equipment Purchase	-9.09	9.09
				2200 - Tax Payable	-0.91	0.91
TOTAL					-10.00	10.00

ATTACHMENT: Cheque Detail for Month Ending 30 November 2007

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Tamala Park Regional Council
Cheque Detail
November 2007

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Pay Cheque	50	08/11/2007	Kylie Brock	A01101 - Unrestricted Municipal Bank		-1,085.36
				E145005 - Salaries - Basic Costs	-1,287.36	1,287.36
				L2002 - Superannuation Contributions	115.86	-115.86
				L2001 - PAYG Deductions	202.00	-202.00
Liability Cheque		22/11/2007	WALGSP	L2002 - Superannuation Contributions	-115.86	652.39
TOTAL					-1,085.36	1,621.89
Bill Pmt -Cheque	Debit	08/11/2007	Able Girdon	A01101 - Unrestricted Municipal Bank		-550.00
Bill	Invoice No 36	08/11/2007		E145113 - Emergency Services	-500.00	500.00
				2200 - Tax Payable	-50.00	50.00
TOTAL					-550.00	550.00
Pay Cheque	50	08/11/2007	Rod A Constantine	A01101 - Unrestricted Municipal Bank		-5,097.37
				E145005 - Salaries - Basic Costs	-5,961.44	5,961.44
				L2002 - Superannuation Contributions	536.53	-536.53
				L2002 - Superannuation Contributions	298.07	-298.07
				2100 - Payroll Liabilities	119.23	-119.23
				L2001 - PAYG Deductions	566.00	-566.00
Liability Cheque		22/11/2007	WALGSP	2100 - Payroll Liabilities	-119.23	119.23
			WALGSP	L2002 - Superannuation Contributions	-536.53	652.39
TOTAL					-5,097.37	5,213.23
Liability Cheque		08/11/2007	WALGSP	A01101 - Unrestricted Municipal Bank		-1,069.69
			WALGSP	L2002 - Superannuation Contributions	-298.07	298.07
Pay Cheque		25/10/2007		E145009 - Salaries WALGS Superannuation	-119.23	119.23
Pay Cheque		25/10/2007		E145007 - Salaries Occ. Superannuation	-115.86	115.86
Pay Cheque		25/10/2007		E145007 - Salaries Occ. Superannuation	-536.53	536.53
TOTAL					-1,069.69	1,069.69
Bill Pmt -Cheque	Debit	08/11/2007	R A Constantine	A01101 - Unrestricted Municipal Bank		-222.97
Bill	Invoice 538027	08/11/2007		E145091 - Computer Sundries	-169.09	169.09
				2200 - Tax Payable	-16.91	16.91
Bill	Bunnings Tax Invo	08/11/2007		E145091 - Computer Sundries	-28.15	28.15
				2200 - Tax Payable	-2.82	2.82
Bill	Diamond Lock & Ki	08/11/2007		E145025 - Other Accom & Property Costs	-5.45	5.45
				2200 - Tax Payable	-0.55	0.55
TOTAL					-222.97	222.97
Bill Pmt -Cheque	Debit	15/11/2007	G&A Carpet Choice	A01101 - Unrestricted Municipal Bank		-2,255.00
Bill	Inv: 262058	15/11/2007		E145025 - Other Accom & Property Costs	-2,050.00	2,050.00
				2200 - Tax Payable	-205.00	205.00
TOTAL					-2,255.00	2,255.00
Bill Pmt -Cheque	Debit	15/11/2007	LGIS Liability	A01101 - Unrestricted Municipal Bank		-1,001.00
Bill	Invoice: 105129	15/11/2007		E145121 - Insurance - Public Liability	-910.00	910.00
				2200 - Tax Payable	-91.00	91.00
TOTAL					-1,001.00	1,001.00
Bill Pmt -Cheque	Debit	15/11/2007	LGIS Workcare	A01101 - Unrestricted Municipal Bank		-2,249.50
Bill	Invoice: 105862	15/11/2007		E145015 - Insurance W/comp.	-2,015.00	2,015.00
				E145015 - Insurance W/comp.	-33.00	33.00
				2200 - Tax Payable	-201.50	201.50
TOTAL					-2,249.50	2,249.50
Bill Pmt -Cheque	Debit	15/11/2007	Telstra	A01101 - Unrestricted Municipal Bank		-609.96

Agenda TPRC Meeting of Council – 6 December 2007

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**Tamala Park Regional Council
Cheque Detail
November 2007**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill	Invoice: A4412608	15/11/2007		E145047 · Office Telephones & Faxes	-554.51	554.51
				2200 · Tax Payable	-55.45	55.45
TOTAL					-609.96	609.96
Bill Pmt -Cheque	Debit	15/11/2007	Boothman, David	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	Debit	15/11/2007	John, Michele	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	Debit	15/11/2007	Pickard, Troy	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	Debit	15/11/2007	Tyzack, Terry	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	50	15/11/2007	Clarey, Trevor	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	51	15/11/2007	Stewart, Bill	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	52	15/11/2007	Catania, Nick	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	53	15/11/2007	Evangel, Eleni	A01101 · Unrestricted Municipal Bank		-850.00
Bill		15/11/2007		E041018 · Composite Allowance	-850.00	850.00
TOTAL					-850.00	850.00
Bill Pmt -Cheque	54	15/11/2007	Nairn, Vn	A01101 · Unrestricted Municipal Bank		-1,600.00
Bill		15/11/2007		E041018 · Composite Allowance	-1,600.00	1,600.00
TOTAL					-1,600.00	1,600.00
Pay Cheque	55	22/11/2007	Kylie Brock	A01101 · Unrestricted Municipal Bank		-1,085.36
				E145005 · Salaries - Basic Costs	-1,287.36	1,287.36
				E145007 · Salaries Occ. Superannuation	-115.86	115.86
				L2002 · Superannuation Contributions	115.86	-115.86
				L2001 · PAYG Deductions	202.00	-202.00
TOTAL					-1,085.36	1,085.36
Pay Cheque	55	22/11/2007	Rod A Constantine	A01101 · Unrestricted Municipal Bank		-5,097.37
				E145005 · Salaries - Basic Costs	-5,961.44	5,961.44

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**Tamala Park Regional Council
Cheque Detail
November 2007**

Type	Num	Date	Name	Account	Paid Amount	Original Amount
				E145007 - Salaries Occ. Superannuation	-536.53	536.53
				L2002 - Superannuation Contributions	536.53	-536.53
				L2002 - Superannuation Contributions	298.07	-298.07
				E145009 - Salaries WALGS Superannuation	-119.23	119.23
				2100 - Payroll Liabilities	119.23	-119.23
				L2001 - PAYG Deductions	566.00	-566.00
TOTAL					-5,097.37	5,097.37
Liability Cheque		22/11/2007	WALGSP	A01101 - Unrestricted Municipal Bank		-1,069.69
			WALGSP	L2002 - Superannuation Contributions	-298.07	298.07
Pay Cheque	50	08/11/2007		E145009 - Salaries WALGS Superannuation	-119.23	119.23
Pay Cheque	50	08/11/2007		E145007 - Salaries Occ. Superannuation	-115.86	115.86
Pay Cheque	50	08/11/2007		E145007 - Salaries Occ. Superannuation	-536.53	536.53
TOTAL					-1,069.69	1,069.69

13.4 MEETING DATES 2008

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: N/A

Recommendation

1. That the following schedule of meeting dates be **APPROVED** for 2008 as follows:

Thursday 14 February 2008 - Town of Vincent
Thursday 17 April 2008 - Town of Cambridge
Thursday 19 June 2008 - City of Stirling
Thursday 14 August 2008 - City of Perth
Thursday 16 October 2008 - Town of Victoria Park
Thursday 4 December 2008 - City of Wanneroo

2. That the schedule of meeting dates be **ADVERTISED** as required by the **Local Government Act**.
3. That the Council note that special and strategic planning meetings that may be programmed during the year will be **SUBJECT** of separate and specific advertising.

Voting Requirements

Simple Majority

Report Purpose

To set ordinary Council meeting dates for 2008 to facilitate advertising as required by the Local Government Act.

Relevant Documents

Attachments: Nil
Available for viewing at the meeting: Nil

Local Government Act/Regulation

N/A

Previous Minutes

- Council Meeting 5 October 2006 (Item 9.5 Meeting Dates for 2007)
- Inaugural Council Meeting 9 March 2006 (Item 9.5 Schedule of Council Meetings Proposed)

Background

Councils are required to advertise dates of all Council and some classes of Committee meetings in advance. Meetings where an exercise of delegated power is not possible, do not need to be subject of advertising.

In the case of a Regional Council, advertising occurs by publication in a newspaper circulating in the Regional Council area, by publication on the noticeboard of each of the participant local governments and publication at each of the libraries of participant Councils.

Comment

Council meetings are mainly held on a Thursday, non-coincident with meetings of the Mindarie Regional Council and the zone meetings of the WA Local Government Association (WALGA).

A schedule of meeting dates which satisfies the above criteria is shown below and is submitted for approval of the Council.

Previous consideration of the Council has suggested 5.30pm as the preferred start time for meetings.

13.5 CODE OF CONDUCT

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 13.45.188.0

Recommendation

That the current code of conduct of the Tamala Park Regional Council be reaffirmed.

Voting Requirements

Simple Majority

Report Purpose

To review the TPRC code of conduct applicable for councillors and officers.

Relevant Documents

Attachment: TPRC Code of Conduct (as last reviewed on 12 April 2007)
Available for viewing at the meeting: Nil

Local Government Act/Regulation

- Local Government Act Section 5.103

Previous Minutes

- Council Meeting 12 April 2007 (Item 9.10 Code of Conduct – Council Members, Committee Members & Employees – Year 2007 Review)
- Inaugural Council Meeting 9 March 2006 (Item 9.2 Code of Conduct TPRC)

Background

Local governments are required to have a code of conduct for guidance of councilors and officers.

In an amendment to the Local Government Act in 2007, provision was made for regulations to be introduced by the Minister for Local Government. These regulations have application for all local governments and came into effect on 20 October 2007.

With the Act amendment section 5.103 was changed to eliminate a requirement that a Council's code of conduct be reviewed within 12 months of each ordinary election.

Notwithstanding the change to statutory review requirements, it is desirable that each new Council review the TPRC code of conduct as the code will have application for Council dealings through the life of the current Council.

The 2007 legislation has a provision that indicates the Minister's code of conduct regulations will take precedence where there is any conflict with a local government's code of conduct.

Comment

A review of the Minister's regulations and the TPRC code of conduct does not disclose any problematic conflict of provisions.

It is suggested that the current Council code of conduct be adopted for current application. It will be possible to add to or change any of the existing provisions at a future time as circumstances may require.

Attachment: TPRC Code of Conduct



**Tamala Park Regional Council
Code of Conduct for Elected
Members and Staff**

Reviewed and Confirmed on 12 April 2007

Based upon the WALGA Model Code of Conduct

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

PREAMBLE

The Code of Conduct provides elected members and staff in Local Government with consistent guidelines for an acceptable standard of professional conduct.

The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability in individual Local Governments.

The Code is complementary to the principles adopted in the Local Government Act and regulations which incorporates four fundamental aims to result in:

- a) Better decision-making by local governments;
- b) Greater community participation in the decisions and affairs of local governments;
- c) Greater accountability of local governments to their communities; and
- d) More efficient and effective local government.

The Code provides a guide and a basis of expectations for elected members and staff. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.

ROLE OF ELECTED MEMBERS

A Councillor's primary role is to represent the community, and the effective translation of the community's needs and aspirations in to a direction and future for the Local Government will be the focus of the Councillor's public life.

A Councillor is part of the team in which the community has placed its trust to make decisions on its behalf and the community is therefore entitled to expect high standards of conduct from its elected representatives.

In fulfilling the various roles, elected members' activities will focus on:

- Achieving a balance in the diversity of community views to develop an overall strategy for the future of the community;
- Achieving sound financial management and accountability in relation to the Local Government's finances;
- Ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

- Working with other governments and organisations to achieve benefits for the community at both a local and regional level;
- Having an awareness of the statutory obligations imposed on Councillors and on Local Governments.

1. CONFLICT AND DISCLOSURE OF INTEREST

1.1 Conflict of Interest

- a) Members and staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Local Government, without first making disclosure to the Chief Executive Officer. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- c) Members and staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the municipality or which may otherwise be in conflict with the Council's functions (other than purchasing the principal place of residence).
- d) Members and staff who exercise a recruitment or other discretionary function will make disclosure before dealing with relatives or close friends and will disqualify themselves from dealing with those persons.
- e) Staff will refrain from partisan political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity.

An individual's rights to maintain their own political convictions are not impinged upon by this clause. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti discriminatory legislation.

1.2 Financial Interest

Members and staff will adopt the principles of disclosure of financial interest as contained within the Local Government Act.

1.3 Disclosure of Interest

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

- a) In addition to disclosure of financial interests, members and staff, including persons under a contract for services –
- attending a council or committee meeting; or
 - giving advice to a council or committee meeting;
- are required to disclose any interest they have in a matter to be discussed at the meeting that would give rise to a reasonable belief that the impartiality of the person having the interest would be adversely affected.
- b) Where an interest must be disclosed under (a) above, the disclosure is to be made at the meeting immediately before the matter is discussed or at the time the advice is given, and is to be recorded in the minutes of the meeting.

2. PERSONAL BENEFIT

2.1 Use of Confidential Information

Members and staff will not use confidential information to gain improper advantage for themselves or for any other person or body, in ways which are inconsistent with their obligation to act impartially, or to improperly cause harm or detriment to any person or organisation.

2.2 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Local Government upon its creation unless otherwise agreed by separate contract.

2.3 Improper or Undue Influence

Members and staff will not take advantage of their position to improperly influence other members or staff in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body.

2.4 Gifts and Bribery

- a) Members and staff are not to accept a gift, other than a gift of or below \$200 from a person who is undertaking, or is likely to undertake, business:
- that requires the person to obtain any authorisation from the local government;

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

- by way of contract between the person and the local government; or
 - by way of providing any service to the local government.
- b) Members and staff who accept a gift of or below \$200 from a person referred to in (a) above are to record in a register of token gifts:
- the names of the persons who gave and received the gift;
 - the date of receipt of the gift; and
 - a description, and the estimated value of the gift;
- unless the Local Government decided that –
- specified gifts given by way of hospitality; or
 - specified classes of gift given by way of hospitality,
- need not be recorded.
- c) This clause does not apply to gifts received from a relative (as defined in section 5.74(1) of the Local Government Act) or an electoral gift (to which other disclosure provisions apply).

3. CONDUCT OF MEMBERS AND STAFF

3.1 Personal Behaviour

- a) Members and staff will:
- i) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;
 - ii) perform their duties impartially and in the best interests of the Local Government uninfluenced by fear or favour;
 - iii) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Local Government and the community;
 - iv) make no allegations which are improper or derogatory (unless true and in public interest) and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
 - v) always act in accordance with their obligation of fidelity to the Local Government.
- b) Members will represent and promote the interests of the Local Government, while recognising their special duty to their own constituents.

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

3.2 Honesty and Integrity

Members and staff will:

- a) Observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- b) Bring to the notice of the Chairman any dishonesty or possible dishonesty on the part of any other member, and in the case of an employee to the Chief Executive Officer.
- c) Be frank and honest in their official dealing with each other.

3.3 Performance of Duties

- a) While on duty, staff will give their whole time and attention to the Local Government's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the Local Government.
- b) Members will at all times exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on individual merits. Members will be as informed as possible about the functions of the Council, and treat all members of the community honestly and fairly.

3.4 Compliance with Lawful Orders

- a) Members and staff will comply with any lawful order given by any person having authority to make or give such an order, with any doubts as to the propriety of any such order being taken up with the superior of the person who gave the order and, if resolution can not be achieved, with the Chief Executive Officer.
- b) Members and staff will give effect to the lawful policies of the Local Government, whether or not they agree with or approve of them.

3.5 Administrative and Management Practices

Members and staff will ensure compliance with proper and reasonable administrative practices and conduct, professional and responsible management practices.

3.6 Corporate Obligations

- a) Standard of Dress

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

Staff are expected to comply with neat and responsible dress standard at all times. Management reserves the right to raise the issue of dress with individual staff.

- b) Communication and Public Relations
- i) All aspects of communication by staff (including verbal, written or personal), involving Local Government's activities should reflect the status and objectives of that Local Government. Communications should be accurate, polite and professional.
- ii) As a representative of the community Members need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so Members should acknowledge that:
- as a member of the Council there is a respect for the decision making processes of the Council which are based on a decision of the majority of the Council;
 - information of a confidential nature ought not be communicated until it is no longer treated as confidential;
 - information relating to decisions of the Council on approvals, permits and so on ought only be communicated in an official capacity by a designated officer of the Council;
 - information concerning adopted policies, procedures and decisions of the Council is conveyed accurately.

3.7 Relationships between Members and Staff

An effective Councillor will work as part of the Council team with the Chief Executive Officer and other members of staff. That teamwork will only occur if Members and staff have a mutual respect and co-operate with each other to achieve the Council's corporate goals and implement the Council's strategies. To achieve that position Members need to:

- Accept that their role is a leadership, not a management or administrative one;
- Acknowledge that they have no capacity to individually direct members of staff to carry out particular functions;
- Refrain from publicly criticising staff in a way that casts aspersions on their professional competence and credibility.

TAMALA PARK REGIONAL COUNCIL CODE OF CONDUCT

3.8 Appointments to Committees

As part of their representative role Members are often asked to represent the Council on external organisations. It is important that Members:

- Clearly understand the basis of their appointment; and
- Provide regular reports on the activities of the organisation.

4. DEALING WITH COUNCIL PROPERTY

4.1 Use of Local Government Resources

Members and staff will:

- a) Be scrupulously honest in their use of the Local Government's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- b) Use the Local Government resources entrusted to them effectively and economically in the course of their duties; and
- c) Not use the Local Government's resources (including the services of Council staff) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so, and appropriate payments are made (as determined by the Chief Executive Officer).

4.2 Travelling and Sustenance Expenses

Members and staff will only claim or accept travelling and sustenance expenses arising out of travel related matters which have a direct bearing on the services, policies or business of the Local Government in accordance with Local Government policy and the provision of the Local Government Act.

4.3 Access to Information

- i) Staff will ensure that members are given access to all information necessary for them to properly perform their functions and comply with their responsibilities as members.
- ii) Members will ensure that information provided will be used properly and to assist in the process of making reasonable and informed decisions on matters before the Council.

13.6 ELECTED MEMBER ALLOWANCES

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 13.45.262.0

Recommendation

- a) That the Local Government allowance for Chairman of the Council be []% of the permitted maximum i.e. a payment of \$[] per annum.
- b) That the Local Government Allowance for Deputy Chairman be []% of the amount paid to the Chairman.
- c) That the attendance fee for Chairman of the Council be an amount \$1,000 less than the maximum fee prescribed by Local Government legislation and be the amount of \$[] per annum.
- d) That attendance fees for Council members be an amount \$1,000 less than the maximum fee prescribed by Local Government legislation and be the amount of \$[] per annum.
- e) That the amounts calculated in (c and d) be increased by \$1,000 for each regular Council member while the Council does not authorise, regular Council members do not claim separate telecommunications, IT allowances or travelling allowance to meetings.
- f) That while the Local Government Act, in its present form, does not provide for the appointment of a Deputy or Alternate Members. The Council also notes the Interpretation Act (section 51) provides circumstances in which a Council may nominate a person to act in the absence of a 'regular' member but the Local Government Act does not facilitate any payment to a person attending as an appointee under the Interpretation Act.
- g) Fees to be reviewed following the next ordinary Council elections (next scheduled for October 2009) for the intent that the Council in place sets the fees that will apply in its tenure of office and is responsible for the budget allocations that will be needed to facilitate the payments.
- h) Elected member allowances are to be made quarterly in arrears.

Voting Requirements

Simple Majority

Report Purpose

To establish elected member allowances to apply until the next ordinary local government elections.

Relevant Documents

Attachments: Nil

Available for viewing at the meeting: Nil

Local Government Act/Regulation

- Section 5.98 Elected Member Allowances
- Regulation 33
- Regulation 34
- Local Government Administration Regulations

Previous Minutes

- Council Meeting 9 August 2007 (Item 9.4 Budget & 9.5 Elected Member Allowances)
- Council Meeting 8 June 2006 (Item 9.5 - Elected Member Allowances)

Background

On 9 August 2007 the Council reviewed meeting fees and as an interim measure, awaiting the formation of a new Council following the October 2007 elections, resolved as follows:

- a) That the Local Government allowance for Chairman of the Council be 100% of the permitted maximum i.e. a payment of \$12,000 per annum.
- b) That the Local Government Allowance for Deputy Chairman be 25% of the amount paid to the Chairman.
- c) That the attendance fee for Chairman of the Council be the minimum fee prescribed by Local Government legislation i.e. currently \$6,000 per annum.
- d) That while the Local Government Act, in its present form, does not provide for the appointment of a Deputy or Alternate Members. The Council also notes the Interpretation Act (section 51) provides circumstances in which a Council may nominate a person to act in the absence of a 'regular' member but the Local Government Act does not facilitate any payment to a person attending as an appointee under the Interpretation Act.
- e) That attendance fees for Council members be the minimum fee prescribed by Local Government legislation i.e. currently \$2,400 per annum for the year ending 30 October 2007.
- f) That the amounts calculated in (c and e) be increased by \$1,000 for each regular Council member while the Council does not authorise, regular Council members do not claim separate telecommunications, IT allowances or travelling allowance to meetings.
- g) Fees to be reviewed on a Council year basis i.e. the next review from 22 October 2007 being for the intent that the Council in place sets the fees that will apply in its tenure of office and is responsible for the budget allocations that will be needed to facilitate the payments. Payments are to be made quarterly in arrears.

In the budget consideration for 2007/08 options for future members fees were detailed as follows:

	Continuation 2006/07	2007/08 Inc to 50%	Increase to 60%	Increase to 75%	Increase to 100%
Chair/Deputy Allowances					
Chair	3,000	6,000	7,200	9,000	12,000
Deputy 25%	750	1,500	1,800	2,250	3,000
Total Chair/Deputy	3,750	7,500	9,000	11,250	15,000
Attendance Fees					
Chairman	7,000	7,000	8,400	10,500	14,000
Council members	3,400	3,500	4,200	5,250	7,000
Council Members (13)	11	11	12	11	11
Total Non-Chair Members	37,400	38,500	50,400	57,750	77,000
Total Attendance	44,400	45,500	58,800	68,250	91,000
Total all Annual Fees	48,150	53,000	67,800	79,500	106,000

The adopted budget provisions for 2007/08 made allowance for payment for all members at the maximum fees i.e. the amounts shown in the last column in the above table.

Comment

Fees payable are at the election of the Council, within prescribed maximums.

Because of the special circumstances of regional councils, it has previously been recommended that there be no allowances paid for travelling, telephone or communication expenses.

The Council has previously adopted a practice of setting the member fees at a level that covers the alternative allowances that might be paid for travel, telephone and communication. The method of dealing with the elimination of individual allowances for telecommunications, IT and travelling has been to set a fee in the manner referred to in (e) and (f) of the Council resolution of 9 August 2007 shown above.

It is recommended that this practice be continued.

13.7 PLANNING REVIEW – TAMALA PARK URBAN DEVELOPMENT

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 4.121.251.0

Recommendation

That the Council ENDORSES the following:

- a) Schedules 5.1-5.6 of the development brief;
- b) The Conceptual Design Statement for the TPRC urban development;
and
- c) Proposed development timetable and milestones.

Submitted in the formal written agenda papers for this item.

Voting Requirements

Simple Majority

Report Purpose

To review the strategic planning proposals for the TPRC urban development at Tamala Park.

Relevant Documents

Attachments: TPRC Establishment Agreement; Enquiry by Design Outcomes Report (January 2007); TPRC Future Plan (adopted August 2007) – **Refer CD Appendix to this Agenda** and Tamala Park Development Brief (April 2007)
Available for viewing at the meeting: Nil

Local Government Act/Regulation

N/A

Previous Minutes

- Council Meeting 9 August 2007 (Item 9.9 - Adoption of Future Plan)
- Council Meeting 12 April 2007 (Item 9.8 - Adoption of Development Brief)

Background

The TPRC Establishment Agreement sets out the broad objectives for the Regional Council.

An Enquiry by Design Workshop in January 2007 elicited stakeholder views about how the Tamala Park urban development should proceed and the desirable outcomes for the development.

Subsequent to the Workshop, a development brief was prepared setting out strategies, criteria, principles and priorities for the major issues arising from the Establishment Agreement, Enquiry by Design Workshop and other inputs.

The Enquiry by Design Workshop outcomes report and development brief have been approved by the Council and preliminary work and work has been undertaken to develop the themes outlined in the documentation to date.

Comment

With the appointment of a new Council, a review of the strategies adopted is appropriate.

The following outline suggests a review format:

- 1) Perusal, review, confirmation or amendment of the schedules 5.1-5.6 (extracted from the April 2007 development brief – refer pages 62-73 of this agenda).
- 2) Review of a conceptual design statement extracted from pages 40-47 of the April 2007 development brief.
- 3) Review of project statements elaborating the design concepts set out in the development brief (energy, water, communications, traffic & power, schools from EBD original agenda items).
- 4) Proposed development timetable and milestones (see project outline pages 79-80).
- 5) New opportunities:
 - New Commonwealth Government programs particularly associated with climate change, road infrastructure, broadband and education;
 - Technology (particularly associated with water reuse, energy generation and use of DC current for infrastructure and transport services; and
 - Water recycling and conservation.
- 6) Options for early access to realise asset values by participant Councils.

Following a review of items 1-6 above, the Council will be in a position to commit to a firm program and milestones for continuation of planning work to enable the urban development to proceed in a measured and appropriate way, having regard for the lot production, infrastructure development, needs of the northern corridor and the preferred development timetable of the TPRC and participant Councils.

Schedules 5.1-5.6 (extracted from the April 2007 development brief)

5.1 PRINCIPLE 1 : LIFESTYLE & HOUSING CHOICE					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
1a) Promote a range of lot sizes to cater for different lifestyle choices.	1.1 Provide for a range of densities to facilitate the development of a range of housing styles.	The provision of a broader range of housing types to better reflect the broader demographic and improve affordability.	<p>The current pattern in housing development, particularly in the City of Wanneroo, clearly does not cater for the changes in lifestyle and household structure that have occurred within the community. The average size of Western Australian households has decreased over the last decade from 2.8 persons in 1991 to 2.6 in 2001 (ABS, 2001) together with a corresponding increase in smaller and single person households.</p> <p>Couple & dependent households are expected to comprise only 40% of future households with single parent families and non-dependent households comprising most of the balance. Additionally, approximately 30% of Western Australia's population will be seniors (aged 60 and over) by 2051, representing a need to respond and cater for these demographic forecasts. Additionally, there is a growing need to give greater consideration to rental occupation.</p> <p>Current housing provision is overtly biased to the 4x2 as a consequence of which single parent and non-dependent households are required to purchase / rent a level of housing well in excess of their needs or, worse still, are excluded from many urban locations. Current housing provision is also heavily oriented to owner occupation.</p>	Through the mechanisms of the Structure Plan and subdivision processes, provide for a broad mix of densities and lot sizes that will facilitate construction of a more appropriate range of housing styles for both owner and rental occupation.	Mandatory
	1.2 Better integrate housing styles so as to facilitate greater lifestyle choices.	The need to better integrate a range of housing styles into mainstream residential areas so as to facilitate greater lifestyle choices.	<p>Current practices in provision of alternative housing forms through differing density tends to the isolation of higher density sites into enclaves separated from mainstream residential lots. The practice of isolation of higher density housing forms in turn leads to at least some level of social isolation and stigmatisation.</p> <p>Changing household structure over time together with changing lifestyle results in considerable housing mobility as needs change. Housing mobility requirements beyond the standard 4x2 have typically required re-location to often other suburban locations resulting in social dislocation.</p>	Provide mixed density residential cells wherein group, townhouse and apartment sites of varying density are incorporated within the mainstream residential fabric.	Mandatory
1b) Promote a range of [affordable] housing types in appropriate locations to meet current and future market demands.	1.3 Provide for housing stock that is adaptable over time to changes in household structure & size.	The provision of greater flexibility in lot and housing opportunities to facilitate life cycle housing and improved affordability.	<p>Household mobility as a consequence of changing household structure while a boon to the real estate industry is highly wasteful of both land and materials resources and a significant contributor to global warming as consequence of the energy used in producing many mainstream building materials.</p> <p>The concept of life cycle housing seeks to enable flexibility in housing design by the addition or subtraction, as the case may be, of additional rooms as household size and structure changes with time. Accordingly, it also facilitates greater affordability through reducing the initial cost of housing construction, deferring the need for extra floorspace to later years.</p> <p>The concept of housing flexibility and life cycle housing was practiced in early periods of Perth's housing market but, largely as a consequence of the exit of architect involvement and the relatively low cost structures in the mass housing market, has been largely forgotten by the current project market.</p>	Through the mechanisms of the Structure Plan process facilitate opportunities for life cycle housing in concert with project builders and the architectural profession.	Desirable

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PRINCIPLE 1 : LIFESTYLE & HOUSING CHOICE – cont'd					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
	1.4 Provide opportunities for inter-generational housing.	The provision of lot and housing opportunities for those housing market sectors which seek multiple generational accommodation.	The concept of inter-generational housing has wide application but is rarely considered in the mainstream housing market. The concept assumes the occupation of a single property of generations additional to the primary couple and dependent households. While frequently multi – generational occupation is associated with cultural and social norms, the concept is particularly relevant in the case of accommodating the elderly and the disabled within the broader family environment while maintaining the relative privacy of each generation.	Provide and identify lots suitable for inter-generational housing opportunities within the mainstream residential fabric.	Desirable
	1.5 Provide greater opportunities and choice of housing for people with disabilities.	The opportunities for housing for people with disabilities is frequently limited to housing agencies, additional accommodation in the form of a granny flat or retrofitting of existing dwellings which provides only a partial solution, particularly in the case of the elderly.	The choices in housing available to people with disabilities are very limited. The range of housing choices can be significantly expanded at little additional cost by the adoption of the Universal Adaptability requiring all new dwellings to consider the primary structural elements of universal access in housing design and construction. Foremost amongst these is increasing the width of door frames within all dwellings to accommodate wheelchair access. The principle does not seek universal access to all dwellings but seeks to achieve a level of access in design and construction where conversion of any existing dwelling for wheelchair and disabled access becomes practical and feasible. The principle applies equally to housing of the aged within the community with home and community care support programmes.	Encourage Universal Adaptability in the design and construction of new dwellings.	Desirable
	1.6 Evaluate alternative mechanisms for improving housing affordability.	The opportunities for improved affordability arising from alternative funding and ownership mechanisms need also to be investigated.	While better targeting of housing styles and choices will assist considerably in improving housing affordability, there still remains a need to investigate and evaluate other mechanisms that can assist in further improving housing affordability. Two principle mechanisms remain to be addressed being funding and ownership. Alternative funding mechanisms may include shared equity financing, community funding or rent / buy arrangements. Alternative ownership models may include greater use of strata titling techniques or community title as means of reducing in particular road and servicing costs.	Evaluate and incorporate as appropriate alternative methods of land ownership and housing funding so as to further improve overall housing affordability.	Mandatory
1c) Provide a variety of quality lifestyle options.	1.7 Integrate the surrounding green spaces into the overall planning for Tamala Park having regard for regional recreational requirements.	The opportunity for development of significant recreational facilities utilising the significant areas of green space surrounding the site and the opportunity to create a "Kings Park of the North"	The North West Corridor is largely devoid of significant regional recreational facilities for both residents and visitors. The Tamala Park locality is well serviced by major transport routes and public transport which would support the development of a major regional recreational focus. Significant opportunities exist within the MRC site and foreshore reserves to plan and develop major recreational facilities, , both public and commercial, to service the broader Corridor. The MRC site provides the opportunity to incorporate regional sporting and recreational / outdoor entertainment facilities, including the option of theme parks. The expansive foreshore reserves provide the opportunity to develop a "Kings Park of the North" in association with beach access and beachfront tourist facilities and attractions.	Engage with the MRC and WAPC to secure integrated planning for the future development of the MRC site and foreshore reserves with the object of developing a major recreational and tourist focus for the NW Corridor.	Mandatory

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PRINCIPLE 1 : LIFESTYLE & HOUSING CHOICE – cont'd					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
	1.8 Provide greater diversity and more innovative design in green spaces.	The design and location of green spaces needs to better reflect purpose and location and provide supporting amenities that promote a healthy lifestyle and generate a sense of local identity and community.	<p>The planning and development of Green Spaces generally within residential estates has, of recent, tended to concentrate more on issues of "beautification" of an estate and particularly entry roads often to the exclusion of better located and planned open spaces that serve the residents. Additionally, concerns in respect of on-going maintenance costs have typically resulted in concentrations of open space to fewer, but larger areas of open space to the exclusion of local / corner parks.</p> <p>The location and design of open spaces needs to revert to community based parameters that encourage and support greater interaction at both a local and broader community level, and accordingly providing greater community safety and security, while also developing a greater sense of local identity and place.</p> <p>The provision of a greater variety of better targeted open spaces and parks does not need to impact on longer term maintenance considerations if those open spaces are well designed and incorporate materials choices that better suit their application and considerations of water management and on-going maintenance.</p>	Provide a greater variety of well designed parks and open spaces that better suit the needs of residents and stimulate greater community interaction and a sense of place.	Mandatory

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5.2 PRINCIPLE 2 : EFFECTIVE USE OF LAND & INFRASTRUCTURE					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
2a) Supporting commercial and residential developments that support community facilities, commercial facilities and public transport systems.	2.1 Develop a significant mixed use node based on the Clarkson Train Station.	The development of significant mixed use node within the eastern portion of the site based around the Clarkson Train Station offering enhanced employment and residential opportunities.	In addition to the Principles developed in Table 5.1 relative to housing and density, there is the opportunity to develop a mixed use centre based on and around the Clarkson Train Station. Planning within the adjoining Somerly Estate has provided for a higher density residential hub in the locale of the Terminal but little commercial or employment. The eastern portion of the Tamala Park site provides the opportunity to develop a commercial, employment and residential mixed use centre capitalising not only on the Train Station but also the broader regional locational characteristics of the site. The location comprises significant remnant vegetation and particularly Tuart woodland and requires innovative design approaches in order to achieve a retention of the remnant vegetation. Consideration will also need to be given to calming of Neerabup Road, should it remain in this location, in order to maximise cross linkages between the site and the Terminal environs.	Expand on the opportunities presented by the Clarkson Transit Terminal through the development of mixed use a commercial, employment and residential node in the eastern portion of the site, incorporating, as far as practical, retention of the remnant Tuart woodland vegetation and strong cross-linkages between the site and the Terminal environs.	Highly Desirable
	2.2 Consider more intensive home based business opportunities as an expansion of the Clarkson District Centre.	The positioning of the Clarkson District Centre to the immediate north of the site provides opportunities for location of expanded "home employment" opportunities that may otherwise not be acceptable in a dominantly residential setting.	The Clarkson District Centre comprises a significant retail and commercial node to the immediate north of the site. Though separated from Tamala Park by Neerabup Road, the location of the Centre provides the opportunity to consider expanding the broader concept of the District Centre into the north-western portion of Tamala Park to provide locational opportunities for enterprises of a nature and scale not typically suited from a cost viewpoint to location within a conventional commercial area but of a scale beyond that acceptable within a predominantly residential area. Specifically, the opportunity may exist for an innovative "live / work" enclave for small businesses, trades and professionals in a residential based setting.	Expand on the opportunities presented by of the Clarkson District Centre through the development of a residentially based "live / work" enclave adjoining the District Centre.	Highly Desirable
2b) Optimising the use of infrastructure and assets.	2.3 Establish a major community node within Tamala Park.	Planning for Tamala Park needs to incorporate a substantive mixed use focus incorporating education, retail, community and cultural facilities.	Section 6 outlines design concepts for Tamala Park including the need for a strong east-west green link through the site, incorporating the District School. The east-west link also provides the opportunity for developing a major focus to Tamala Park comprising retail, commercial, community and cultural spaces supported by higher density housing choices to create a thriving and vibrant core to the overall development.	As part of strong east – west green link, develop a major focal point to Tamala Park incorporating retail, commercial, educational and community facilities and services supported by higher density housing choices.	Highly Desirable
	2.4 Adaptive use of community facilities.	The cost of provision and maintenance of Community facilities requires a more flexible, multi-use approach.	Public and private investment, both capital and maintenance, in the provision of facilities to meet the broad spectrum of community and cultural interests is extensive and requires a more flexible approach to the provision of space for community, cultural and religious purposes. As with housing, there is a need to investigate design solutions that offer greater adaptability for changing community and cultural needs along with investigating alternative ownership options that offer flexibility in space requirements relative to changes in need over time.	Investigate alternative building forms for community and cultural facilities that provide greater flexibility and adaptability to changing community needs.	Desirable

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PRINCIPLE 2 : EFFECTIVE USE OF LAND & INFRASTRUCTURE – cont'd					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
	2.5 Assess services and infrastructure on a whole of life basis to minimise on-going maintenance costs.	There is a need to evaluate the provision of services and infrastructure from a whole of life perspective to ensure that selection and evaluation processes fully consider longer term maintenance and replacement issues.	<p>The need to evaluate service and infrastructure provision on a whole of life basis has two dimensions. Firstly, there is the need to evaluate infrastructure from the perspective of whole of life costs to ensure that on-going maintenance requirements are not an un-due financial burden relative to alternative approaches which though possibly having higher installation costs, have a lower on-going maintenance and replacement cost.</p> <p>Secondly, and becoming of increasing importance, consideration needs to be given to the infrastructure options that display longer term adaptability to more sustainable operations either through modification or expansion through improved technologies.</p>	Investigate servicing and infrastructure choices on the basis of both whole of life costs and adaptability to longer term improvements to sustainability.	Desirable
2c) Revitalising areas to meet changing community needs.	Not relevant to Tamala Park				
2d) Effectively planning for the development of future infrastructure. [Refer Note 2]	2.6 Build in flexibility to allow for emerging technologies and community needs.	Additional to the need for more adaptive approaches to community facility provision is the need to ensure that there is the capability within the infrastructure network to accommodate technological advances and new technologies.	<p>Principle 2.5 above addresses the need to evaluate infrastructure from the perspective of its adaptability to emerging sustainability technologies.</p> <p>Additionally, there is the need in design of the overall infrastructure and services network to make allowance emerging and new technologies that may have significant longer term benefits. Potentially, the greatest advances to technology are likely to be in the areas of communications, local power generation and water management.</p> <p>Planning for emerging technologies will have a number of dimensions from the simple provision of "space" within the network to the consideration of interim servicing arrangement pending availability and viability of improved technologies.</p>	Ensure that the services and infrastructure network within Tamala Park is capable of accommodating and embracing significant new technologies.	Mandatory
2e) Promoting urban design that is responsive to the needs of the community.	Refer Tables 5.1 & 5.3 for Values and Principles which also address this Strategy.				

5.3 PRINCIPLE 3: LONG TERM HEALTH OF THE ENVIRONMENT					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
3a) Conserving and enhancing local biodiversity	3.1 Ensure an environmentally sensitive and responsive development that enhances biodiversity.	Minimising the disturbance to the natural environment through working with the landform and maximising the retention of natural site features and remnant vegetation through open spaces and innovative integration of vegetation into the developed form.	Recent subdivisional practice has resulted in extensive earthworks and retaining which results in large areas of natural vegetation being cleared to make way for housing and parks. This places an increasing strain on local biodiversity. The topography of Tamala Park is gently undulating with several high points that if integrated well, will maximise views to the coast and surrounds. The majority of surrounding urban developments now provide 'terraced lots', providing flat building sites. While there are potential benefits to building of such practice, it is evident from observation of surrounding developments that the extensive use of retaining walls is having a significant adverse impact on the streetscape. It is considered preferable that earthworks minimise disturbance of those elements of the natural environment worthy of retention while maximising the characteristics of the landform where appropriate. Additionally the site contains many areas of existing remnant vegetation. Through innovative design, there is an opportunity to integrate areas of value into the urban development ensuring the retention of these natural features.	Earthworking of the site needs to be sensitive to the natural characteristics of the site environment, enhancing the landform and integrating appropriate areas of remnant vegetation into the future urban development.	Highly Desirable
3b) Encourage community participation in local bushcare efforts	3.2 Encourage strong resident and visitor interaction with surrounding bush and parkland to build a sense of environmental identity that celebrates the location and natural attributes.	Facilitate engagement of the community in the planning, remediation and development of surrounding bush land areas so as to foster a strong sense of ownership and responsibility for the conservation and protection of the bush land.	The future community of Tamala Park will have a large influence on the use and appearance of surrounding bush land. Tamala Park borders major future regional open space to the south, Bush Forever sites to the west and the Neerabup National Park to the east, all of which should be integrated with future urban development. Opportunities exist to engage the community in respect to planning, any necessary remediation work associated with these surrounding bush land areas and in conserving / protecting the environmental quality. It is considered that through the preservation and conservation of these areas, and more specifically community engagement and participation, that the location and its resident community will develop a sense of environmental identity.	Promote community involvement in the planning and management of local bushland and open space areas.	Highly Desirable
3c) Promote more efficient use of water, energy and other resources. 3f) Developing integrated water management strategies to increase water efficiency	3.3 The development should seek high levels of self-sustainability in respect of both water and energy consumption.	To minimise the Eco-footprint of the development through reduced consumption of valuable natural resources by integrating responsible resource management in urban development; showing leadership in best practice water sensitive urban design and the use, recovery and re-cycling of water resources; alternative building materials and technologies and co-generation of power requirements.	It is widely recognised that resources must be used efficiently in achieving sustainability objectives, particularly water use. To date, water minimisation efforts can largely be considered to be "tinkering" around the edges, frequently substituting one resource (groundwater) for another more expensive resource (scheme water). There is a pressing need for more active water minimisation technologies and practices to be employed as the costs, direct and indirect financial and environmental, escalate. There are several methods that can be employed in minimising water use including dual / triple water systems, stormwater recovery, grey water / stormwater treatment and recirculation, and effective domestic on-site stormwater storage and re-use. Additionally, there is a need to employ at a broad scale water minimisation design incorporating include Xeriscape / water budget landscaping for private and public spaces, including the design of public open space areas, as well as commercial areas. Guidance for future landowners, should be provided through the promotion and implementation of Residential Landscaping Design Guidelines with incentives introduced to encourage water wise gardens. Responsible resource management also dictates the need to encourage the utilisation of alternative construction materials that have a lower energy demand in their production and are produced from resources that have demonstrated long term sustainability. There are a range of alternative, more sustainable building materials and technologies entering the market that not only reduce the overall Eco-footprint of the development, but also provide the opportunity for more innovative design and reduced construction times.	Minimise total water requirements for Tamala Park through the implementation of best practice water sensitive design, greywater and stormwater recovery and re-use systems and the application of Xeriscape landscape principles in all residential, commercial and public open spaces. Engage the architectural profession and project builders in the design and development of more sustainable housing utilising alternative and more sustainable building resources and technologies.	Mandatory

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PRINCIPLE 3: LONG TERM HEALTH OF THE ENVIRONMENT – cont'd					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
			<p>There is a need in this respect to again engage the architectural profession in concert with project home builders to develop more sustainable housing options that, in turn, will also better fit the landform and environment.</p> <p>Methane fuelled power generation from the MRC site provides the opportunity and basis upon which additional alternative energy sources can be developed over time so as to minimise the net power demand of Tamala Park. Solar power (photovoltaic) technologies are improving significantly and with wind provide opportunities for local/ co-generation of power to be fed back into the grid. Additionally, active and passive solar design should be provided to all new dwellings and any commercial buildings.</p>	<p>Minimise net power demand from Tamala Park through active co-generation technologies and the application of active and passive solar design in all construction.</p>	Mandatory
3d) Encouraging sustainable waste management options and improving resource recovery	3.4 Efficient management and minimisation of short and long term waste streams from the development.	The need to promote sustainable use of resources through resource recovery and re-use options together with the need to reduce the management costs and environmental impacts of the overall waste stream.	<p>With a strong sustainability agenda adopted for the development of Tamala Park it is important to consider the use of resources and management of waste products as result of urban development. While various resource recovery methodologies are being employed by the MRC, there is a need to investigate and employ technologies that reduce the household waste stream and better manage the commercial waste stream, particularly during construction phases. Opportunities on-site re-use of domestic waste including worm farms / composting need to be integrated into residential design. Additionally, an integrated program with the MRC for on-site collection and recycling of building waste needs to be developed.</p>	<p>Engage the MRC to prepare a Local Waste Management Plan for Tamala Park providing for integration of on-site re-use of domestic waste into residential design and the on-site recovery and recycling of building waste.</p>	Mandatory
3e) Promote a variety of alternative transport choices to reduce energy consumption.	3.5 The provision of effective transport choices to reduce overall car dependency.	The need to reduce overall dependency on the private motor vehicle through a broad based approach addressing housing and employment choice and location and alternative forms of transport.	<p>A continuing rapid expansion of suburbs within the City of Wanneroo, as well as a relatively low level of local employment, is leading to high private vehicle ownership and dependence within the City. While Tamala Park enjoys a strong transport links and infrastructure within the immediate surrounds of the site there is an increasing need to promote a variety of alternative transport choices, both at a local and regional level, reducing energy consumption.</p> <p>In the first instance, there is a need for the urban structure itself to reduce the need for movement outside of Tamala Park by the application of higher density housing choices at transit and community nodes; maximising local employment opportunities; developing a series of integrated and walkable neighbourhoods that are easy to navigate on foot or by bicycle and the provision of a safe and pleasant inter-connected pedestrian and cyclist network.</p> <p>Clearly, there will always remain a need for residents to move outside Tamala Park necessitating the provision of an effective public transport network within Tamala Park and investigation and encouragement through various incentive mechanisms of alternative transport options including communal vehicles and a community bus providing connections to local community and cultural nodes.</p>	<p>Provide a range of housing and employment choices to minimise the need for movement outside of Tamala Park.</p> <p>Provide a pleasant and integrated pedestrian and cyclist network linking integrated and walkable neighbourhoods.</p> <p>Investigate, implement and where appropriate provide incentives through the mechanism of the Structure Planning process for the provision of alternative local transport options.</p>	Mandatory

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5.4 PRINCIPLE 4: IDENTITY, EQUITY & INCLUSIVENESS					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
<p>4a) Valuing social and cultural diversity</p> <p>4b) Encouraging social cohesiveness and civic participation.</p> <p>4f) Encouraging and supporting equity for all community members.</p>	<p>4.1 Tamala Park should reflect and build on our cultural identity and integrate all cultures into the community.</p>	<p>To recognise and reflect the diversity of the current and forecasted demographics in all aspects of community development and neighbourhood design.</p>	<p>New trends in urban development have placed more emphasis on the importance of community and providing opportunities for residents to become involved in their neighbourhood. Civic participation can be encouraged through the development of a socially and culturally responsive environment, where all members of the community are engaged in the planning and development process.</p> <p>It is desirable in the context of the on-going planning of Tamala Park that a "community of interest" be developed as the primary point of engagement between the TPRC, the City of Wanneroo and prospective residents.</p> <p>19.5% of people living within the City of Wanneroo speak other languages compared to 16.5% of the Perth Metropolitan Region. It is evident that the development must be responsive to the needs of other cultures, and in doing so, not segregating the demographic but rather promoting social cohesiveness.</p>	<p>Develop a "community of interest" to Tamala Park as an on-going mechanism for engaging members of the community in the decision making processes.</p> <p>Through the mechanisms of the structure plan process, provide community meeting places within each neighbourhood, encouraging interaction between all members of the community.</p>	<p>Desirable</p>
<p>4c) Encouraging inter-connectedness between neighbourhoods.</p>	<p>4.2 A well defined, high quality, sustainable public realm consisting of a series of linked community hubs.</p>	<p>The need to provide an integrated urban environment that encourages local links between neighbourhoods and associated resources (e.g. community facilities, commercial uses, recreational facilities).</p>	<p>Considering the context of the Tamala Park site, it is important to integrate future development with the surrounding built form and existing infrastructure. It is recognised that future residents will use surrounding community and commercial facilities as well as existing transit nodes (Clarkson Train Station). Therefore, it is important to ensure safe and efficient linkages between Tamala Park and the surrounding area.</p> <p>At the local level, there should be a neighbourhood focus, with individual neighbourhoods built around activity centres, with efficient linkages between each. These linkages should cater for alternative modes of transport including cycling and walking.</p>	<p>Through the mechanisms of the structure planning process, provide safe and efficient linkages between existing and future neighbourhood centres and activity nodes.</p>	<p>Mandatory</p>
<p>4d) Promoting distinctive and attractive communities.</p>	<p>4.3 A development that has a sense of place and uniqueness based on the natural attributes and quality of the built form.</p>	<p>To create a sense of identity for the future community.</p>	<p>Table 5.3 identifies Principles for the Long Term Health of the Environment and more specifically, the need to work with the physical and floral attributes of the exiting environment so as to develop a sense of identity and ownership of the environment within Tamala Park.</p> <p>These measures together with consideration of appropriate built form design guidelines for public places and spaces will generate a unique urban environment with a high level of housing choice.</p> <p>More importantly, the Values and Principles established within these Tables will serve to create an identity for Tamala Park unique within its regional setting.</p>	<p>Design guidelines should be developed to ensure a distinctive and well-defined built form for commercial, mixed use and residential precincts to support the leveraging of the development on the natural physical attributes of the site and surrounds.</p>	<p>Mandatory</p>
<p>4e) Promoting community safety.</p>	<p>4.4 To provide a safe and secure environment, including the design of urban neighbourhoods and road networks.</p>	<p>The need to provide safe urban environments for all members of the community to live, work and recreate in.</p>	<p>Crime prevention through environmental design (CPTED) is a multi-disciplinary approach to deterring criminal behavior. CPTED strategies rely upon the ability to influence offender decisions that precede criminal acts. Research into criminal behavior shows that the decision to offend or not to offend is more influenced by cues to the perceived risk of being caught than by cues to reward or ease of entry. Consistent with this research, CPTED based strategies emphasise enhancing the perceived risk of detection and apprehension. These strategies and principles are commonly integrated into design guidelines and it is suggested that these principles be applied to the future development of Tamala Park to enhance community safety and security.</p>	<p>CPTED principles to be incorporated into the design and planning for Tamala Park.</p>	<p>Mandatory</p>

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PRINCIPLE 4: IDENTITY, EQUITY & INCLUSIVENESS – cont'd					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
			Road safety is also an important consideration in promoting the overall agenda of community safety. Roads, particularly through their design, influence the perceived safety of road users, including motorists, cyclists and pedestrians. Marmion Avenue has been identified as a major constraint, especially for future east-west movement through the Tamala Park site. Currently, it acts as the major north-south route for the region, due to the Mitchell Freeway terminating at Hodges Drive (planned to be extended to Burns Beach Road by 2008). Ways in which to improve road safety as a result of this main arterial must be investigated so as to integrate the development (e.g. couplet) on both sides of Marmion Avenue. Neerabup Road and Connolly Drive present similar constraints though not as significant as Marmion Avenue.	Investigate and where appropriate implement options for reducing the impact of Marmion Avenue, Neerabup Road and Connolly Drive on the development site.	
4g) Promoting the conservation and appreciation of heritage sites	4.5 Recognise and conserve identified Aboriginal Heritage sites.	The need to protect recognised Aboriginal and European Heritage sites and educate people regarding their importance through interpretation and integration within the landscape.	There is a major Aboriginal Heritage site to the immediate south of Tamala Park, which is located between the subject site and the existing MRC site. Indigenous consultation would be desirable in the future planning for Tamala Park to integrate the site into the context of the broader environment as well the opportunity for integration of interpretive facilities into the broader open spaces planning of the location. No sites of European Heritage remain.	Investigate the possibilities to develop interpretative mechanisms and facilities in the appreciation of Aboriginal Heritage sites.	Desirable
4h) Promoting the provision of community facilities and services that meet the needs of the community	4.6 To provide community facilities and services that are integrated within the neighbourhood and are accessible to all members of the community.	The need to respond to the current trends and forecasted demographic in the provision of essential community facilities and services.	Table 5.2 has identified Principles for the provision and adaptability of community based facilities and Table 5.1 has identified the need for far greater choice in housing so as to provide a more socially cohesive community. The combination of these principles should result in greater housing access within Tamala Park for demographic groups frequently excluded by lack of opportunity within more mainstream developments. While these principles provide for the accommodation and inclusion of more marginalised groups into the community, they do not provide for the any care needs these or other groups may need. It is envisaged that Tamala Park can provide a model for more community based care of children, the aged and the disabled if for no other reason than by their integration into mainstream residential areas. Further, and with the assistance of relevant Government and Local Government Programs (eg HACCC), opportunities may present for lower cost care programs to develop within the residential base itself rather than reliance upon Local / Government or business to provide relevant facilities.	Through the structure planning process provide opportunities for alternative models of care for children, the disabled and the aged to be provided within the residential base of Tamala Park.	Desirable

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5.5 PRINCIPLE 5: LONG TERM ECONOMIC HEALTH					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
5a) Building on local industry strengths and opportunities. 5f) Encouraging workforce participation and local employment placement.	5.1 Provision of home and local employment opportunities.	There is a compelling need to provide for and promote a broad range of local employment opportunities within Tamala Park to reduce overall car dependency and achieve greater sustainability on both a local and regional scale.	Approximately 75% of the resident workforce commutes outside of the City of Wanneroo to work resulting in significantly higher levels of vehicle ownership; significant demands on the transport and road network and pressures on lifestyle choices as a consequence of often long commuting times. The underprovision of local employment opportunities also discriminates against those seeking part-time employment and places greater demand on services such as child care. Planning and housing design for Tamala Park needs to provide greater opportunities for both local and home based employment that has been the norm in developing areas. Table 5.2 has outlined Principles for the accommodation of live / work enterprises as an extension of the Clarkson District Centre along with broader mixed use opportunities based around the Clarkson Train Station. Additionally, Table 5.2 identifies local opportunities arising from local retail, commercial and community facility provision. Expansion of home based employment opportunities need also to be addressed through broadening of the range of acceptable activities; engagement with the project builders to include home employment areas within housing design and consideration of "as of right" home based enterprise principles	Through the structure planning process and engagement of project builders, expand opportunities and principles for home-based employment.	Mandatory
5b) Promoting investment consistent with strategic vision.	5.2 Provide for the emerging business needs of the region.	The need to establish regional business networks that support primary and secondary industries within the region and consolidate future commercial growth.	In the long term, Neerabup will become the major strategic industrial area to service expected industrial land demand in the northwest region. A constraint to the future success of this industrial site is the current lack of a major east-west transport links. Neerabup Road is proposed to connect from Marmion Avenue through to Flynn Drive, which will act as the main east-west transport link. There is a need to seek the construction of Neerabup Road at an early date to facilitate east-west employment movements to enable existing and identified employment centres within and adjacent to Tamala Park to establish support networks that facilitate procurement and supply within the local region.	Engage the Government and Main Roads WA to bring forward the construction of Neerabup Road through to Flynn Drive to support the establishment of local employment opportunities.	Desirable
5c) Advocating the provision and enhancement of communications infrastructure.	5.3 An interconnected community providing residents and business owners / operators with leading high speed and reliable communications infrastructure.	The need to ensure provision and adaptability of modern communications systems and infrastructure to facilitate and promote the establishment of local business and employment.	In order for a community to transition into the new economy, certain critical elements need to be in place. Economic development within Tamala Park will be at a severe disadvantage if critical economic infrastructure is either lacking or inadequate. A range of services and technologies that provide consumers with high-speed data connections will be essential in encouraging and facilitating future employment and business development within Tamala Park.	Provide high level and flexible communications infrastructure to Tamala Park employment and business opportunities.	Mandatory
5d) Promoting business assistance and support networks.	5.4 Facilitate and encourage the early development of local business within Tamala Park.	To provide appropriate assistance and incentives for the development of small businesses and establish a local support network that allows for industry and professional development opportunities.	The Principles identified in Tables 5.2 and 5.5 provide a range of locational opportunities within Tamala Park for small to medium size businesses. Left to their own devices, the uptake of these opportunities is likely to occur at a pace slower than that of housing occupation. It is desirable that population and employment locate conjunctly so that the values of the broader approach outlined for Tamala Park are achieved from an early date. To this end it would be desirable to develop non-financial strategies and incentives for business to locate / relocate to Tamala Park.	Actively pursue and instigate non-financial strategies and incentives for commercial entities to locate / relocate in Tamala Park.	Desirable

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PRINCIPLE 5: LONG TERM ECONOMIC HEALTH – cont'd					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
5e) Promoting lifelong learning and targeted industry training.	5.5 Facilitate opportunities for the community to develop skills to assist the future growth of local commercial areas.	To provide appropriate human resource support to commercial entities locating within Tamala Park.	<p>The Principles identified in Tables 5.2 and 5.5 are likely to attract a broad range of commercial entities that, to varying levels will require human resource support. Additionally, Table 5.4 identifies Principles for establishing alternative. Locally based care models for children, the aged and the disabled It would be desirable to engage in partnership with local and regional training providers to identify and provide in space within Tamala Park relevant training and professional development regimes to support locating entities.</p> <p>Additionally, consideration should also be given to encouragement and enhancement of alternative work models, utilising the resources of those who seek or are only able to work on a part time basis.</p>	Engage with local and regional training providers to map the future training requirements of the identified employment centres within Tamala Park.	Desirable
5g) By protecting and promoting agricultural and productive primary industries.	Not relevant to Tamala Park				

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5.6 PRINCIPLE 6: PEOPLE & GOVERNMENT					
SGS Strategies	Criterion	Value	Discussion	Principle	Primacy
6a) Promoting inclusive decision making.	6.1 Engage stakeholders and the community in the on-going planning and development of Tamala Park and its environs. 6.2 Engage the community in the planning and development of open spaces and community facilities.	There is a need to continue to engage stakeholders and the community in the on-going planning an development of Tamala Park both at structure planning level and subsequently in the design and development of public facilities and spaces.	The Enquiry By Design Workshop of January 2007 has demonstrated the value of engaging stakeholders and the community in the broader structure planning process. The January Workshop comprised primarily stakeholders from Government and Local Government. There is an need to extend the EBD process to also engage community and industry participants. The EBD process should also be extended during detail processes to incorporate the planning and development of public facilities and spaces so that they better reflect the needs of users.	Extend the EBD Workshop process during the structure planning process and design and development processes for public facilities and spaces so as to maximise the outcomes of the Principles identified for Tamala Park and extend ownership of the plans and proposals to the broader community.	Mandatory
6b) Encouraging partnerships that address the changing needs of the community.	Not relevant to Tamala Park				
6c) Creating a commitment to the future of the region.	6.3 Maximise the financial return to the TPRC members.	The returns from the development of Tamala Park will be a significant source of future investment income for the participant Local Authorities.	The development of Tamala Park will provide a significant source of revenue for the participating Local Authorities, enabling them to further invest in the future of their respective communities. It is therefore most important that the structure planning and development process maximise the return to the participants within the context of the TPRC Charter not only in gross terms but also temporally.	The overall and temporal return to TPRC Member Councils be maximised within the context of the TPRC Charter.	Mandatory
6d) Supporting the City's internal community, our staff.	Not relevant to Tamala Park				

Attachment: Review of a conceptual design statement extracted from pages 40-47 of the April 2007 development brief

TAMALA PARK DEVELOPMENT BRIEF

6. CONCEPTUAL VISION

6.1 EMERGING THOUGHTS

Six key design initiatives emerged from the EBD Workshop that have formed the basis of the Conceptual Vision and specifically:

- Taming of Marmion Avenue;
- Strong east west green link between the urban development and the Coast;
- Linkages with surrounding green spaces;
- Somerly Business Park; and
- Re-location of Neerabup Road.

These emerging thoughts are discussed briefly below:

6.1.1 Taming Marmion Avenue

Marmion Avenue carries significant traffic volumes as a consequence of a number of factors including high external employment and the absence of alternative routes notably the Freeway and Connolly Drive. While the construction of Connolly Drive and Neerabup Road to Wanneroo Road will assist in relieving some pressure on Marmion Avenue; Marmion Avenue will continue to remain a major impediment to east west connectivity. Additionally, the road is long, boring and offers little relief to the driver.

Tamala Park provides an opportunity to incorporate significant taming of Marmion Avenue by means of a 'couplet' effectively splitting the north and south carriageways facilitating greater east-west connections and introducing a range of land uses into a broad "median".

6.1.2 Linkages with Coast

The natural environmental features of the site and surrounding area provide major opportunities in taking advantage of the site's location, especially its proximity to the coast. Currently the site does not have any direct linkage with the coast; with Burns Beach and Mindarie being the closest designated coastal nodes. There is considerable value in developing a major east west link between the eastern portions of the site and Clarkson Train Station to the coast combined with opportunities for development of regional recreational and tourism attractions.

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TAMALA PARK DEVELOPMENT BRIEF

6.1.3 Linkages with Surrounding Green Spaces

The opportunity to link future development with surrounding bushland is a significant feature of the Tamala Park site. With Neerabup National Park forming part of the eastern boundary, the proximity of Bush Forever sites and the extensive coastal reserve, there are opportunities to create an interface between future development and these environmental features, maximising their value both for the benefit of the estate and the broader region.

Particular opportunities arise from:

- The Mindarie Regional Council Landfill site which forms the southern boundary and following completion of landfill operations is proposed to be returned to Regional Reserve. The site is large and could accommodate a range of uses themed around regional recreation facilities, including sporting grounds, recreational centres, theme parks and alternative / extreme sport facilities; and
- The extensive coastal reserve which linked to the MRC site has the potential for development of a "Kings Park of the North" incorporating beach front day tourism facilities.

6.1.4 Somerly Business Park

Existing and planned mixed business development in Clarkson District Centre immediately north of Tamala Park combined with the Neerabup Industrial Estate to the east and the Clarkson Train Station precinct provide an opportunity to address the major local employment deficiency within the City of Wanneroo. The area east of Connolly Drive provides an opportunity for development of an innovative commercial and mixed business linking with the Clarkson Train Station.

6.1.5 Neerabup Road Taming

Similar to Marmion Avenue, the current Neerabup Road alignment limits the potential to provide adequate connectivity between future development within Tamala Park and existing development to the north including Clarkson Train Station. Neerabup Road is currently identified as an "Other Regional Road" under the Metropolitan Region Scheme and has been constructed as far east as Connolly Drive. It is proposed to be extended further east through to Wanneroo Road, Flynn Drive and the Neerabup Industrial Estate. As a consequence, traffic volumes on Neerabup Road can be expected to increase significantly on completion of the regional link.

There is a clear need to consider taming of Neerabup Road in the context of the regional traffic function. In this respect, two options present and specifically:

- Re-locating the regional function provided by Neerabup Rd to the south of the Tamala Park site; or
- Sinking Neerabup Road immediately west of the Freeway.

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Re-locating the regional function provided by Neerabup Rd to the south of the Tamala Park site effectively removes the physical barrier arising from increased traffic volumes associated with movement eastward to Wanneroo Road and the Neerabup Industrial area thereby significantly improving the relationship and connectivity between Somerly and future development in Tamala Park. At a two dimensional level, re-location of Neerabup Rd looks illogical as a consequence of the dividing effect of the road from the MRC site. However, from a three dimensional perspective, it is to be remembered that the northern boundary of the MRC site comprises a major east-west ridgeline and Aboriginal Heritage site effectively limiting any views from Tamala Park into the site and limiting access between the two locations to pedestrian access at acceptable locations.

Sinking, either fully or partially, Neerabup Road between the Freeway and Connolly Drive will also achieve connectivity of Tamala Park to the Clarkson Station environs but will continue to present a significant barrier between Marmion Avenue and Connolly Drive. Sinking Neerabup Road may also limit opposition from existing and future commercial operators in the Clarkson District Centre arising from reduced passing traffic.

From a purely engineering perspective, both options seem achievable but more detailed assessment will be required.

6.2 CONCEPTUAL DESIGN

Figure 6.1 proposes a Conceptual Design based on the Principles and Emerging Thoughts established in Sections 5 and 6 of the Design Brief.

Rather than adopt a "zoning" based approach, the Conceptual Design seeks to develop more of an "outcomes" based approach to the planning and development of the site so as to better reflect the Values and Principles established. To this end the Conceptual Design proposes:

6.2.1 Movement Systems

- Relocation of the regional connection functions of Neerabup Road to the southern portion of the site as the preferred option for taming of Neerabup Road with retention of Neerabup Road as a local distributor providing access to the Clarkson District Centre and Train Station;
- Major claming of Marmion Avenue by a two way "couplet" incorporating major mixed use development within the "median";
- Minor calming of Connolly Drive and the Neerabup Road east of the Clarkson District Centre to facilitate pedestrian / cyclist cross movement; and
- Provision of a major east-west green spine linking from the coast through to Clarkson Train Station and Neerabup National Park incorporating related green space land uses.

6.2.2 Living

- Seven "Multi-Choice Living" (MCL) cells being predominantly lower density housing in character but providing for an integrated range of housing choices at varying density to be set by the Structure Plan and detail subdivision design;
- Two "Tamala Central Living" cells within the Marmion Avenue "couplet" providing mixed use, medium and high density housing choices including multi-storey apartment development optimising the views available from this location;
- An innovative "Conservation Living" cell within the eastern most portion of the site of providing a range of housing choices and based on a strata / community title approach. The cell differs from MCL cells in that the primary design outcome required is that of a high level of retention of remnant vegetation both within "lots" and the broader cell setting;
- A "Landform Responsive Living" cell within the northwest quadrant of the area west of Marmion Avenue incorporating a range of housing choices based on a mix of green, strata and community title approaches as appropriate. This portion of the site displays a fairly unique landform requiring that the primary design outcome be that of a built form that works more closely with and better reflects the landform of this portion of the site;
- Two "Tourism and Living" cells within the western portion of the site overlooking the major coastal reserve and providing the opportunity for a mix of short term, primarily (non-resort) tourist oriented living and MLC housing;
- An overall dwelling yield in the order of 2400 dwellings estimated as follows:

Living Type	Area (ha)	Average Density*	Dwelling Yield
Multi-Choice	82	R25 : 15.0 d/ha	1230
Conservation	12	R15: 11.5 d/ha	140
Landform Responsive	9	R25 : 15.0 d/ha	130
Tourism & Living	9	R30 : 16.5 d/ha	150
Tamala Central	10	R80 : 70 d/ha	700
Live Work – residential component	5	R20 : 12.5 d/ha	60

* Average density estimates include the area of roads.

6.2.3 Employment

- A "Tamala Central" mixed use commercial cell within the "median" of Marmion Avenue providing for a range of retail, commercial, entertainment and community based activities;
- An "Employment" cell immediately south of and directly linked to the Clarkson Train Station providing for a range of mixed office and non-retail commercial opportunities. The eastern portion of the site has been identified as a "Vegetation Inclusion" area to encourage retention of remnant Tuart Trees both within "lots" and the broader cell planning. Alternative title approaches may be appropriate in the eastern portion of the cell to facilitate vegetation retention;
- A "Live Work Enterprises" cell immediately south of the Clarkson District Centre to facilitate higher level home based offices and non-retail enterprises not typically suited to a more conventional residential setting, including the potential for light industrial uses of a "non-invasive" nature. The live work concept envisages dual access lots with conventional dwellings to the front and small service commercial / office workspaces to the rear, generally designed sympathetically to a residential setting; and
- Advanced home based employment opportunities within the Living cells set by the Structure Plan and detail subdivision design.

6.2.4 Conservation and Recreation

- Strong green links through the site and adjacent bushland areas;
- Retention and inclusion of significant areas of remnant vegetation within open spaces and broader site planning and development;
- Integration of a "Kings Park of the North" into overall site and environ planning including a more substantial beach node incorporating day use tourism facilities with associated access and parking infrastructure;
- Integration of longer term use of the MRC site as a regional recreational and sporting resource; and
- Effective distribution of Public Open Space areas to ensure a high level of accessibility to local open spaces within Living cells. The POS areas shown on the Conceptual Design approximate the required POS estimate of 11.3ha calculated as 10% requirement east of Marmion Avenue and the concessional 5% requirement west of Marmion Avenue.

6.2.5 Community

- Clear definition between individual Living cells to engender a sense of identity for each cell supported by local open / community spaces within close proximity of dwellings within each cell;

- Mixed density Multi-Choice Living cells providing a range of integrated housing choices for a road spectrum of the community;
- Provision for broad range of community and entertainment opportunities with the "Tamala Central" cell; and
- Integration of educational requirements into the east west green spine with separation of middle and primary campuses by sporting based open space.

It is considered that the Conceptual Design in conjunction with implementation of the Values and Principles established in the Design Brief will result in a unique and leading edge development that maximises the opportunities presented by the site and its regional setting.

6.2.6 Land Use Schedule

The table below provides a broad estimate of overall land use under the Conceptual Design.

Living Uses	Area (ha)	Non-Living Uses	Area (ha)
Multi-Choice Living	82.5	Tamala Central	6.4
Conservation Living	12.1	Employment	15.0
Landform Responsive Living	8.8	Live Work – Enterprise	5.5
Tourism & Living	9.6	Public Open Space	11.3
Tamala Central Living	9.8	Western Power Sub-station	3.7
Live Work Enterprises – Living	5.5	Neerabup Rd Re-alignment	9.5

Total site area = 179.7ha.

7. IMPLEMENTING THE VISION

The Principles and Conceptual Design presented in the Sections 5 and 6 provide a strong framework for the future development of Tamala Park, from which detailed structure planning can progress.

The immediate next step in the implementation process is for the Tamala Park Regional Council to formally consider and adopt the Design Brief as the basis for initiation of the structure planning process.

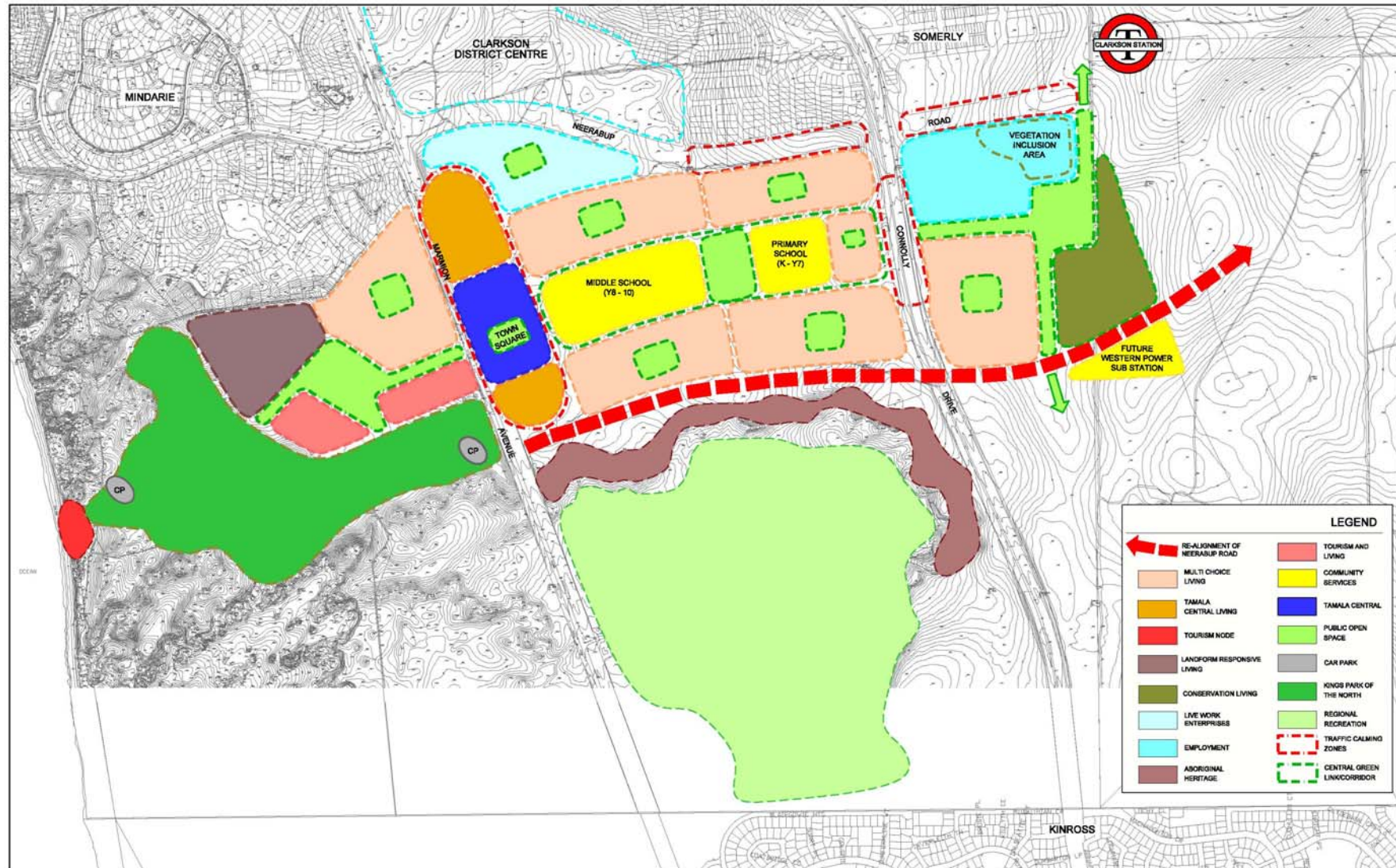
Under the City of Wanneroo District Planning Scheme No 2 the Urban Development zoning requires the preparation and adoption by Council of a comprehensive Agreed Structure Plan (ASP) prior to any subdivision or development occurring; the development and preparation of which will require the assembly of a multi-disciplinary team under the stewardship of the Chief Executive Officer. The ASP will also require approval and adoption by the WA Planning Commission and will form the basis for subsequent subdivision approvals by the Commission as well as triggering the lifting of the Urban Deferred Zone under the Metropolitan region Scheme.

As part of the early stages of the structure planning process it will be necessary for the Structure Plan Project Team to evaluate and refine a number of the key Principles of the Design Brief for further consideration and approval of the TPRC and particularly:

- Integrating Bush Forever land to the west of the site, including the coastal foreshore reserve and beach into the overall structure planning process;
- Establishing a joint planning team with the Mindarie Regional Council for integrating longer term planning of the MRC site as a regional recreational location into the overall structure planning process;
- The re-location and re-alignment of the regional link function of Neerabup Road to the southern boundary of the site and associated requirements;
- The options and implications for traffic calming initiatives along major arterial routes within and surrounding the site and specifically Marmion Avenue, Connolly Drive and Neerabup Road;
- Examine local public / private transport options for the introduction of alternative transport modes including communal transport options;
- Greywater and stormwater recovery and re-use technologies and options for integration of available technologies into Tamala Park;
- Energy supply and generation technologies and options including resolution of regional supply and distribution networks; and
- Resolution of educational requirements within Tamala Park, their distribution and planning for joint use of facilities.

It is recommended that further Enquiry by Design Workshops be undertaken throughout the development of the Structure Plan commencing with a second Workshop to present and test the Design Brief with the wider community.

The Workshop process will also be important to developing and resolving specific Principles and Values identified in the Design Brief including building choices and design, local employment options, transportation, land use, water and energy conservation, landscape design and management and open space design principles.



**CONCEPTUAL DESIGN
TAMALA PARK**

NOTES
 Note this is a conceptual design.
 All dimensions are approximate and subject to final engineering design.
 The accuracy of this design is not guaranteed.
 The accuracy of this design is not guaranteed.



CLIENT
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 21 MARCH 2007
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 PLAN No.
 REVISION
 P.L.N.
 L.W.

PERMIT
 141 Riverside Road BUNBROOK
 P.O. Box 127 BUNBROOK
 Western Australia 5158
 Tel: (08) 9489 3222
 Fax: (08) 9489 3225
 Email: info@koltas-smith.com.au

koltas-smith
 TOWN PLANNING - PROJECT MANAGEMENT
 URBAN DESIGN - DEVELOPMENT CONSULTING

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Agenda TPRC Meeting of Council – 6 December 2007

	Complete	Dec 07	Feb 08	Apr 08	Jun 08	Aug 08	Oct 08	Dec 08	2009 on
Aboriginal Heritage Study	X								
Preparation of Study Brief	X								
Appointment of Consultant	X								
Tender Process	X								
Council Appointment & Commissioning	X								
Desktop Study (Part A)	X								
Report to Council	X								
Archaeological Component B (A)			█						
Ethnographic Component (B)			█						
Report & Recommendations			█						
Review Section 18 Implications			█						
Council Decisions			█						
Inform Affected Projects			█						
MRC Future Use Study			█						
Coastal Conservation Reserve Mgmt Plan			█						
Geological Survey			█						
TPRC Structure Plan			█						
Australian Heritage inc Infrastructure History			█						
Remove Hazardous Site Classification	X								
Submission to DEC - Legal Format			█						
Surveys Site Area for Classification Boundary	X								
MRC Management Plan and Area Impact Study			█						
CSIRO Monitoring Regime			█						
CSIRO Projection Report - Extend to TPD			█						
GST Ruling and Action	X								
ATO Ruling	X								
Update Valuations 1/7/7/2000 - Start Date	X								
Viability Analysis - Margin & Std GST	X								
Annual Valuation Update Margin Scheme									█
Annual Model Update Marg Sch Cash Flow Costs	X								
Evaluate Trust Option									
Legal Power for Local Government Trust									
Status of TPRC in Contracts/Actions									
Trustees Act Issues -v- Local Government Act									
Establishment Agreement Change Process	X								
Legal Drafting									
Local Government Concurrence									
DLGRD Preliminary Approval									
Formal Application Approval Minister LGA S3.61									
Gazettal									
Concurrence of Stakeholders									
DLGRD									
ATO									
Local Governments (as distinct TPRC)									
Audit & Asset Recording issues									
Evaluate other Options									
Project Management									
Joint Appt & Delegation to TPRC CEO									
Rate Liability issues									
Monitor Tax Pro responses to ATO Ruling									
Financial Service Packages									
Building Design									
Solar Rooftop									
Water - 3 Pipe & Home Harvesting									
Communication & Monitoring Systems									
Project Financial Projections	X								
Metro Development Program Services Review									
Strategic Planning Review									
Stakeholder Consultation Programme									

13.8 CHRISTMAS CLOSURE

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: N/A

Recommendation

That the TPRC administrative office be CLOSED over the Christmas period from 24 December 2007 to 4 January 2008 (inclusive).

Voting Requirements

Simple Majority

Report Purpose

To advise and seek endorsement of a proposal to close the TPRC office over the Christmas period.

Relevant Documents

Attachments: Nil
Available for viewing at the meeting: Nil

Local Government Act/Regulation

N/A

Previous Minutes

- Council Meeting 30 November 2006 (Item 9.11 Christmas Closure)

Background

Much of the TPRC administrative work anticipated over the period December/January relates to the forthcoming Enquiry by Design Workshop and to the preparation of base material for structure planning that will occur later in 2007.

Access to private consultants and professionals in Government offices is limited over the Christmas period because of the incidence of holiday absences and office closures.

In consequence of the above, the TPRC administration office may not be able to operate at an optimum level of efficiency and it is therefore proposed that the office close for the period when most professional and elected contacts will be unavailable.

Comment

During the period proposed for closure, the Executive Assistant (Mrs K Jeffs) will be absent and the Chief Executive Officer (Mr R Constantine) will take the opportunity of recreational leave.

Notwithstanding the above, the office will be attended for any essential matters by mobile phone and email.

14. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN
15. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
16. URGENT BUSINESS APPROVED BY THE CHAIRMAN
17. MATTERS BEHIND CLOSED DOORS
18. FORMAL CLOSURE OF MEETING