



Annual Report 2015 / 2016



Shire of
Serpentine
Jarrahdale

Sustainable. Connected. Thriving!





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Shire Presidents Message

I am pleased to present this years' annual report. The Shire of Serpentine Jarrahdale continues to be the fastest growing locality in the nation, and with this comes the task of planning infrastructure to ensure the community is well catered for.

This year, we have been working hard on the approvals for the construction of Coles and a number of other commercial developments in Byford, as well as the Woodland Grove Primary School.

Highlighted in this report is a number of projects that have been completed during the year, creating connected communities. These include the creation of the Serpentine Skate Park, completion of the Kalimna Oval Community Facility, upgrades to the Serpentine St John Ambulance Building, completion of the Byford & Districts Country Club, a new Youth Room at Briggs Park and various other upgrades to community facilities and playgrounds. We have also upgraded a range of sporting grounds with the installation of competition grade lights at the Mundijong Oval and resurfacing the Mundijong Netball Courts.

We are actively working to attract and retain commercial enterprises within our Shire. Future industrial precincts will open the possibility for large scale industrial businesses to place depots right here in Serpentine Jarrahdale, providing employment opportunities for locals with skills in industrial trades.

Over the next year we will be working towards delivering a range of community projects, initiatives, upgrades and construction of roads. Some of these projects include the Abernethy Road Upgrade, construction of the Byford Skate Park and the resurfacing of the Byford Tennis Courts.



Councillors



Shire President
Cr John Erren



Deputy Shire President
Cr Sam Piipponen

SOUTH WARD



Councillor
Cr Dave Atwell



Councillor
Cr Michelle Rich



Councillor
Cr Barry Urban

NORTH WEST WARD



Councillor
Cr Keith Ellis



Councillor
Cr Dave Gossage



Councillor
Cr Sandra Hawkins

NORTH WARD



Councillor
Cr Jacqui See

Chief Executive Officer's Report

As the Shire of Serpentine Jarrahdale is the fastest growing locality in the nation, we are planning for our future and have instigated the Vision 2050 process. The Shire has been consulting with residents on what is important to them on a variety of topics for the next 20-40 years. We will receive the full report in the new year.

Fast growing communities need to plan well to ensure that future residents have a great place to live and work. If we don't plan, we risk becoming a dormitory suburb where everyone needs to travel outside the area for work and recreation. The Vision 2050 is the start of this planning process and we will need the community to help us plan some of the finer detail to work on over the next 10 years. We will be creating a 10 year budget to balance the community needs with an acceptable level of rates.

The Department of Local Government and Communities has developed the My Council website (mycouncil.wa.gov.au) which provides an assessment of all local governments in Western Australia. The Financial Health Indicator (FHI) is a measurement of a local government's overall financial health. It is calculated from the seven financial ratios that local governments are required to calculate annually and disclose in the Financial Report. A FHI result of 70 and above indicates sound financial health. The maximum result achievable is 100. The FHI is one factor to consider in assessing overall performance.

In 2014/15 the Shire of Serpentine Jarrahdale had a FHI score of 86. This has fallen to 64 in 2015/16 as a result of Sustainability ratios. These declining ratios are common with most other fast growing communities in Australia. This community has a challenge to keep rates at acceptable levels while funding, and maintaining, much needed community assets. On the one hand we need the infrastructure, but on the other hand we don't want high rates. The Shire's Long Term



Financial Plan and Capital Renewal Program are being reviewed in 2017. We will be asking the community to help prioritise the spending so that we can provide the best value for money to the community.

The FHI and Ratios are best looked at as a trend over time, and most of the Shires ratios over a 5 year period are trending in a positive direction.

I hope this report gives you an idea of the efforts undertaken by your Council as we work together to achieve the best outcomes for our community.

Leadership Team



Acting Chief Executive Officer
Gary Clark

- Human Resources
- Governance
- Communications and Marketing
- Executive Support



Director Engineering
Doug Elkins

- Engineering Services
- Environmental Services
- Operations



Director Corporate and Community
Alan Hart

- Community Services
- Customer Service
- Finance
- Information Technology
- Library
- Records

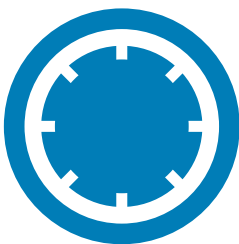


Director Planning
Andre Schonfeldt

- Building
- Statutory Planning
- Strategic Planning
- Health
- Rangers and Compliance
- Emergency Services

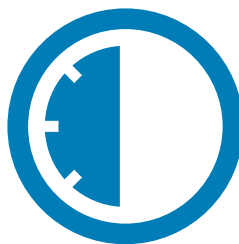
The Organisation

Employees (total number of employees on the payroll system as at 30 June 2016)



125

FULL-TIME



25

PART-TIME

Shire of Serpentine Jarrahdale Snapshot



POPULATION
27,747



COUNCILLORS
9



COUNCIL EMPLOYEES
150



AREA
90,534
HECTARES OR 905 km²



LENGTH OF LOCAL ROADS
830km

As at 28 August 2016 the **elector numbers** per ward are as follows:



RATEABLE PROPERTIES
10,638



NORTH
7,978



NORTH WEST
3,639



SOUTHERN
4,529



TOTAL
16,146

Our Vision

'A sustainably developed Shire, where the community, local economy and natural environment are interconnected and thriving.'

Values:

We focus on the Customer

We do the right thing

We work as a team

We act safely



Strategic Key Result Areas

The strategies reported in this annual report come under the Shire's six vision categories:

- Governance and Leadership
- Financial Sustainability
- Built Environment
- Local Economy
- Natural Environment
- Community Wellbeing

Governance and Leadership

Strong leadership and skilled staff working with the community and partners to ensure the best use of our resources.

- Strong Leadership
- Progressive Organisation
- Capable Councillors
- Listening and Learning

Highlights

Information Services

- **Information Technology Services**
Deliver support and maintenance for the current and future needs of the Council enabling future growth of information technology requirements.
- **Business Systems**
Provides ongoing review of processes, analysis and support of business systems to enhance the effectiveness and efficiency of Council's requirements.
- **Geographic Information System (GIS)**
Deliver support, maintenance and development of the Shire's GIS system IntraMaps, which provides staff with the tools to search and analyse spatial data and spatially derived information and addition/update to IntraMaps.



TOTAL NUMBER OF DOCUMENTS RECORDED:

63,595



FREEDOM OF INFORMATION APPLICATIONS

13



Helpdesk calls logged and resolved



CALLS LOGGED
2,028



CALLS RESOLVED
1,795



SAME DAY
680

Financial Sustainability

We have the financial fuel to achieve our objectives on an ongoing basis.

- Responsible Management
- Innovative Partnerships
- Financial Diversity
- Business Efficiency



Highlights

- The Shire recognises that funds need to be put into reserves to remain financially sustainable and to plan for the future. The total value of reserves increased by \$243,000 during the year. An amount of \$304,000 was transferred into the waste reserve, the asset management reserve increased by \$139,000, and \$90,000 was transferred into the natural disaster recovery management account. Reserve funds were drawn on to fund the Kalimna Oval Club Facility, minor upgrades to the Briggs Park lower oval, locality funding projects and to assist residents with the clean up after the Serpentine Storm.
- The Shire has been working to reduce debt levels over the last few years. Total debt outstanding at 30 June 2016 is \$1.75m, which has reduced from \$2.11m in the previous year.
- The Shire has developed a more efficient building approvals process and removed the requirement for outside contractors, which has resulted in a stability in fees.
- Council approved the second and advertised the third revision of the Byford Development Contribution Plan to enable cost contributions for infrastructure in the Byford area.



Our Innovative Partnerships

Shared services have continued with the following:

- Switch your thinking, to provide environmental initiatives in the community.
- MAPTO, to provide tourism resources.
- YMCA are contracted to run the Serpentine Jarrahdale Community Resource Centre.
- Peel Harvey Biosecurity Group.
- Peel Harvey Natural Resource Management Group of Officers and the Technical Working Group toward Horticultural Enterprise Local Planning Policies for each of the Peel Group of Councils.
- Serpentine Jarrahdale Community Resource Centre are contracted to provide tourism and small business services.
- Landcare SJ, who coordinate landcare, bushcare and catchment care.

Managing Responsibly

- Council Policies were reviewed to ensure Council adheres to legislation, reflecting best practice, and optimising business efficiency.
- Increased the Asset Management maturity in Roads, Paths and Community Infrastructure.
- Project Management collaboration between Projects, Community and Strategic Planning.
- A committee of technical officers have been tasked with ensuring that development applications are determined in a timely and efficient manner in accordance with assigned delegations. It also provides guidance in processing and assessing planning applications.
- All planning applications are captured on an internal system, Synergy, that records the process and decision making providing administrative support and reporting to streamline applications.
- Council initiated the development of Vision 2050 for Serpentine Jarrahdale based on the Department of Local Government Integrated Planning and Reporting Framework and Guidelines.
- The newly gazette Deemed Provisions and Planning and Development Act 2015 Regulations were incorporated into the processes and practices of the Strategic and Statutory Planning Teams.

Built Environment

Sustainable planning, design and building of appropriate and accommodating places and spaces for the Shire's diverse population.

- Urban Design With Rural Charm
- Appropriate Connecting Infrastructure

Highlights

Projects completed during the year:

- Construction of the Serpentine Skate Park.
- Gazebo at Byford By The Scarp.
- Completion of the Kalimna Oval Community Facility.
- Interim upgrades to Briggs Park BMX Facility commenced.
- Establishment of a permanent home for Serpentine Jarrahdale Men's Shed.
- Relocation of the Girl Guides.
- Additional storage shed at the Mundijong Playgroup.
- Developed Youth Room at the Briggs Park Pavilion.
- Draft Community Infrastructure and Public Open Space Strategy progressed with initial stakeholder consultation.
- Briggs Park Skate Park concept designs progressed with initial stakeholder consultation.
- Completion of the Byford and Districts Country Club.
- Upgrades to the Serpentine St John Ambulance Building.
- Demolition of the Millbrook Bridge.
- Implemented the swimming safety barrier inspection program.
- Mundijong Oval Lighting Upgrade.
- Refurbishment of the Shire's Administration Building.
- Refurbishment of the Mundijong Netball Courts.
- Upgrade to the Mundijong Public Toilets.
- BBQ Area at Byford Glades.
- Jarrahdale RV Short Stay Area.



Sustainable Development

Our Engineering Services team were involved in a number of projects and initiatives to promote sustainable development across the Shire. These include:

- Working with local developers to deliver new parks, reserves, roads and streetscapes which incorporate vegetation that is natural to the area, water wise and cost effective.
- A geographic approach has been taken for assessing the Urban Water Management Plan to investigate drainage modelling to prevent flooding to localised areas when development occurs.

Enhancing and Progressing Our Infrastructure

- Woodland Grove Primary School was approved and construction started.
- Coles development was approved and construction started.
- Planning and Construction of a number of commercial developments have commenced in the Byford Town Centre.

Upgrading our Roads

Major Road upgrades completed during the year include:

- Lightbody Road
- Nettleton Drive
- Kingsbury Drive
- Alexander Road – Marri Grove Primary School
- Fisher Road
- Utley Road
- Kargotich Road
- Hopeland Road
- Hopkinson/Thomas Roads

Achievements in Planning

- Local Planning Strategy: Council endorsed the preparation of the Local Planning Strategy. The strategy sets out the Shire's objectives for future planning and development and includes a broad framework by which to pursue those objectives. The strategy addresses the social, environmental, resource management and economic factors that affect, and are in turn affected by, land use and development.
- Local Planning Scheme: Council initiated the preparation of the Serpentine Jarrahdale Local Planning Scheme No. 3. The purposes of local planning schemes are to set out the local government's planning aims for the scheme area, and implement the local planning strategy; set aside land as reserves for public purposes, zone land within the scheme area and control and guide land use and development.
- New planning delegations: Council adopted new delegations in terms of the Planning and Development (Local Planning Schemes) Regulations 2015.
- Local Planning Policies: Rationalized and updated more than ten Local Planning Policies that were not in line with State Planning Policy or were outdated.
- Scheme amendment for the West Mundijong Industrial Area: In addition to the rezoning of the scheme map and associated textual changes, the amendment document incorporates the initiation of a Development Contribution Plan to ensure adequate funds are raised to better service the surrounding infrastructure that will facilitate the development of the West Mundijong Precinct.
- Vision 2050 has been initiated.

Statistics



DEVELOPMENT
APPLICATIONS
DETERMINED

554



SUBDIVISION
APPLICATIONS
DETERMINED

29



BUILDING
APPROVALS

1,567



SWIMMING POOL
INSPECTIONS

600



Local Economy

The Shire is a network of progressive, connected communities with sustainable industries, vibrant villages tourism drawcards and more employment opportunities.

- Sustainable Industries
- Tourism
- Regional Collaboration



Highlights

Delivering Tourism

- During this year, the Shire provided a cash contribution of \$40,000 to the Serpentine Jarrahdale Community Resource Centre to manage tourism and small business. Achievements have included ongoing maintenance of the tourism website at www.serpentinevalley.com.au, representation at the Caravan and Camping Show, the delivery of an updated business directory as well as a visitors information centre.
- Working closely with our regional marketing partner Mandurah and Peel Tourism Organisation Inc. (MAPTO) our region has been included in the Anytime Adventures marketing campaign including filming with Channel 7's WA Weekender Program in the region, Winter Campaign 2016 and the Spring/Summer Campaigns. Familiarisations have been set up for the next year to introduce national and international travel agents to the region.
- The Shire worked closely with Tourism WA to secure funding and open an RV overnight short stay area in Jarrahdale. This area includes vehicle parking for up to 40 RV's, a Dump Point and water supply.
- Jarrahdale is now an RV Friendly Town following the opening of the RV short stay area.

Working with Local Business

- The Shire is ready to begin an exciting journey of vibrant and continual economic investment and social growth, helping to deliver many new businesses, strong investment, thousands of local jobs and long term regional prosperity with the appointment of an Economic Development Advisor.
- The Shire is now on the investment map for many leaders of large businesses who can see the rapid growth being experienced over the past few years. Byford and Mundijong / Whitby are the prime residential growth centres, and these will help underpin the West Mundijong Business Park with its unique AgriBusiness Precinct, which together will employ up to 10,000 people when completed.
- The Cardup Business Park continues to expand, attracting new businesses and generating local jobs and prosperity.

- The Shire is actively working on the creation of several major infrastructure projects, which together will transform the Shire's economic and investment landscape and deliver great local and regional prosperity. These include the Tonkin Highway Extension to the South West Highway, the Realignment of the Freight Rail line through West Mundijong and the building of a state of the art Intermodal Hub within the West Mundijong Business Park.

Regional Collaboration

- The Shire continues to foster the partnership with Mandurah and Peel Tourism Organisation Inc. (MAPTO) to provide tourism marketing for the Peel region.
- Working collaboratively with the Cities of Armadale and Gosnells for Switch your thinking.
- Peel Harvey Biosecurity Group.
- Peel Harvey Natural Resource Management Group of Officers and the Technical Working Group toward Horticultural Enterprise Local Planning Policies for each of the Peel Group of Councils.



Natural Environment

In partnership with the community, the Shire has protected and restored our natural environment.

- Responsible Resource Management
- Excellence in Environmental Management
- Environmentally Active Community








Highlights

- Landscapes and biodiversity values of our Shire have been protected, restored and managed during the year, through the delivery of a healthy habitats program in collaboration with Landcare SJ, botanical surveys being undertaken, areas being rezoned from rural to conservation zone and new reserve management plans being developed.
- A Climate Change Local Action Plan, Waste Priorities Local Action Plan and Regional Biosecurity Group Operational Plan are being implemented and Horticultural Development Guidelines and a Natural Asset Management Plan are being developed to achieve local and regional partnership goals.
- Achievements with engaging the community included support for new and existing community groups such as the SJ equestrian group and two new friends of groups.
- \$80,000 was provided to Landcare SJ by way of a cash contribution, together with the provision of office space and administrative support.

Emergency Services

- Working closely with the volunteer fire brigades, the number of incidents attended was 318.
- Volunteer Fire Brigade Chief and 3 Deputy's volunteered 11,500 hours in support of the brigades.

TOTAL VOLUNTEER HOURS 2015 - 2016 **35,571**

	 STRIKE/INITIAL CALLOUT	 MOP UP	 TRAINING	 ADMINISTRATION	 MAINTENANCE	 PUBLIC EDUCATION & AWARENESS	 BUSY BEE
Byford	2,724	844	4,625	490	741	278	0
Jarrahdale	1,494	87	1,124	685	419	925	343
Keysbrook	86	158	2	221	2	0	45
Mundijong	1,949	191	1,097	819	398	356	0
Oakford	1,582	1,253	2,795	1774	953	500	417
Serpentine	757	867	1,173	728	425	282	305
SES	222	0	1,007	169	133	126	0
TOTALS	8,814	3,400	11,823	4,886	3,071	2,467	1,110

Community Wellbeing

Residents are active, connected and engaged in community decisions.

- Engaged Community
- Active and Connected People

Highlights

- Council initiated the Community Infrastructure and Public Open Space Strategy to provide a framework for future community infrastructure investment. It will provide the Shire with a strong and clear position for the future, and allow for the proposed infrastructure items to be funded through development contributions, shire funding and potential grant sources.

Staying Active

- Serpentine Jarrahdale Community Recreation Centre is owned by the Shire and managed by the YMCA.
 - The centre started the year well with changes to building access and security enabling 24 hour access to the gym 7 days a week. This had a positive impact on membership numbers contributing to the centre finishing the year ahead of budget.
 - A number of large events were hosted, including Australia Day, Domination Muay Thai with in excess of 800 spectators, and the ABC Play School Live.

- The YMCA Dance Inspire School was formed after the success of the Dance Programs. There are currently 11 classes per week on offer.
- This year's Seniors Week received the best attendance to date. This successful event was held in conjunction with the SJ Senior Group and included a Concert, Singalong and Dance with over 92 seniors in attendance.
- Seniors memberships at the Serpentine Jarrahdale Community Recreation Centre have also increased.
- In conjunction with the Cities of Armadale and Gosnells we have developed a "Get Active Outdoors" guide detailing the free outdoor exercise opportunities in our localities as well as promoting the benefits of being physically active.





Connecting our Community

Community Events

Community Services have hosted a range of free community events including the Australia Day breakfast and awards, a commemorative service and morning tea to mark ANZAC Day, and a lunch to celebrate our many volunteers in the Shire.

Community BBQ's and Crime Prevention Survey

In conjunction with the local police and YMCA, a series of Community BBQ events were held in our main localities. A community safety and crime prevention survey was conducted with a high rate of response, and this will form the basis to future plans, programs and budgets.

Delivering Community Support

KidSport

- 320 local young people benefitted from the KidSport Program, managed by the Department of Sport and Recreation and administered by the Shire. This was a total value of \$54,805 vouchers.
- The Club Development Program has provided a number of Clubs with assistance in governance and facility management through individual, group and workshop consultations and regular circulation of a club development newsletter.

Funding Programs

- The Community and Locality funding program continued during the 2015/16 year with the Shire investing \$105,000 in over 25 local groups.

Youth Services

- The Y-Time Program run by the YMCA on behalf of the Shire continues to deliver outreach and case management to a growing number of local youth across all localities. The service has expanded this year to include camps which enables more in depth mentoring, overcoming fears and building resilience.
- For National Youth Week, Y-Time received a grant for a Fashion Show in April. The Y-Time participants planned the entire event developing important life skills including budgeting, confidence, negotiating and career pathways.
- A second mural project has commenced at the Serpentine Jarrahdale Community Recreation Centre.
- Players from the Wildcats and Perth Lynx attended and participated in discussions drills and skills exercises.
- Hosted sessions with Skateboarding WA at the three skate parks during Y-Time's outreach shifts attracted large numbers of young people.

Mundijong Public Library

- A portable Book Cubby was built by the SJ Men's Shed, which has allowed the Library to have a pop up display in the community promoting the Library, as well as supplying some activity and book reading opportunities for children and their families. It was a hit at the SJ Community Fair in August 2015.
- Working with SJ Food and Farm Alliance, the Library now houses the very successful Seed Swap project. It was a highlight on the Library stall at the SJ Food and Farm Fest and has ongoing interest.

Children's Services:

- Many of our children's programs have focused on the children and encouraging their use of the Library, while developing their literacy skills. Rhyme Time and Storytime are held at the Library.
- We have also reached out to the community through various playgroups, day care centres, new mothers groups and participation at the Communicare Families week event. Book Bugs and Bookworm Clubs continue to increase their memberships and this gives a great chance to connect with the schools along with the Better Beginnings Kindy program.
- School holiday programs book out quickly and have included; Makeup sessions, Kite Making, Sci-Tech, baby animals, Australian wildlife, Mr. Jim the pirate, musical experiences and movie nights.
- Two special highlights for the Children's programs were meeting the author sessions with Justin D'Ath during Book Week and another with Tim Bristow and his book, Billy the Brilliant.

Adult Services:

- The Library has provided a number of adult based activities (alongside the great program from the SJ Library Friends) including Library Lovers Day, Afternoon Teal, Volunteer week thank you morning tea, combined book club event, E-Resources training sessions, and a gathering on the topic of Dolls, Toys and Teddies of Yesteryear.
- Members of the community regularly gather on a Tuesday night for Ukulele group, which has grown to include Banjo and Guitar.
- Mundijong Public Library was part of a pilot group of libraries working on the Dementia Friendly Communities guidelines. The Library has undertaken staff training and an audit of the building for suitability. There will be more work done on this when the guidelines are distributed.

SJ Library Friends:

- The volunteer group, SJ Library Friends, continues to grow and promote the Library contributing 590 recorded hours, most of these in the Library with behind the scenes tasks. Some of the events have included guest speakers; Nancy Scade for Guerilla Gardening, Eric McCrum the Birdman, Linton Reynolds with 'For king and Country', David Whiteford and Charles De Bruin in the History of Rail in the Area. There was an exceptional attendance at the Maggie Dent event held at the SJ Grammar School. The monthly book sales not only create a great atmosphere on Friday mornings, they are good fundraising. Funds from the sale and grants have supported the digitising of further oral history cassettes, supported the Write Along the Highway events including Write Night and established the vegetable and herb garden for the children. Members have given assistance at many events with meet and greet and on special occasions such as the launch of the new Better Beginnings project 'Sing With Me'.



Active Library Membership by Suburb

SUBURB	NUMBER
Byford	959
Cardup	166
Darling Downs	51
Hopeland	17
Jarrahdale	321
Karrakup	41
Keysbrook	16
Mardella	118
Mundijong	368
Oakford	90
Oldbury	36
Serpentine	508
Whitby	29
TOTAL	2720
Non residents	209

Library Membership by Type

TYPE	NUMBER
Junior	992
Young Adult	234
Adult	1267
Senior	335
Others	101
TOTAL	2929

Active Library Membership Totals by Year

2009	2491
2010	2549
2011	2445
2012	2364
2013	2377
2014	2464
2015	2618
2016	2720

The Year Ahead

During 2016/2017 the Shire will deliver a range of community projects, initiatives, upgrades and construction of roads across the locality.

MAJOR ROAD CONSTRUCTION 2016/17	TOTAL PROJECT COST 2016/17	GRANT/OTHER FUNDING	COUNCIL FUNDED
Abernethy Road Upgrade*	6,750,118	4,864,061	1,886,057
Lowlands Road	109,000	109,000	-
Rowley Road	848,784	534,939	313,845
Abernethy Road - Soldiers Road to South West Hwy	382,481	378,742	3,739
Elliot Road	366,000	366,000	-
Kargotich Road	365,079	246,719	118,360
Gravel Road Resheeting - Renewal Expenditure	345,208	-	345,208
Wright Road	331,965	244,643	87,322
Gossage Road	251,000	251,000	-
Benalla Crescent	195,998	195,998	-
Summerfield Road	150,000	150,000	-
Road Shoulders - Renewal Expenditure	139,050	-	139,050
Thomas Road Design	134,011	134,011	-
Masters Road	120,490	83,660	36,830
Sealed Roads Resurfacing - Renewal Expenditure	112,386	-	112,386
Footpaths - Renewal Expenditure	100,000	-	100,000
Linton Street	85,000	85,000	-
Kiln Road	73,000	73,000	-
Medulla Road	72,000	72,000	-
Soldiers Road Bicycle Path - Design	30,000	15,000	15,000
Richardson Street, Tonkin Street, Hardey Road Intersection	18,500	-	18,500
Serpentine Primary School Road Safety Improvements	12,300	-	12,300

* Council contribution is to be loan funded

MAJOR COMMUNITY PROJECTS 2016/17

Briggs Park Youth Precinct Facilities - Skate Park	200,000
Serpentine Polocrosse - Inground reticulation	75,000
Water Storage Tank - Hopeland Community Hall	55,000
Jarrahdale Recreational Vehicle Site	49,657
Byford Dog Park	35,000
Recreation Centre - Upgrade Flooring	33,523
Upgrade Animal Pound Facility	18,400
Byford Tennis Courts Resurfacing	15,000

OTHER COMMUNITY PROJECTS

Recreation Centre Youth Services Program	401,490
Locality Funding Program	180,000
Community Events	120,000
Tourism and Small Business Contribution	40,000
Switch Your Thinking Membership	34,000
Library activities and Community Outreach program	24,000
Small Grants Program	20,000

Community and Locality Funding Programs

During 2016/2017, the Shire of Serpentine Jarrahdale will continue to deliver the Community and Locality Funding Programs, assisting local community groups with funding to deliver programs and initiatives for the Shire. \$180,000 will be available through the Locality Funding Program, with \$20,000 allocated to the Community Funding Program.

Environmental Management

The Shire will continue to support Landcare SJ with a \$80,000 investment, and maintain membership with Switch your thinking program alongside our partner Cities of Armadale and Gosnells.

Local Events

Australia Day and ANZAC Day events will be delivered locally.

Planning Initiatives

This financial year Council will commit \$1.22 million towards projects which continue to ensure that communities are well planned:

- Policy Development Program
- Local Planning Strategy
- Community Development Contribution Strategy
- Regional Sporting Facility / Community Hub – Planning Study
- Economic and Tourism Strategy
- West Mundijong Industrial Precinct
- Community Infrastructure and Public Open Space Strategy
- Byford Development Contribution Plan
- Mundijong Whitby Development Contribution Plan
- Serpentine Development Contribution Plan
- Cardup Business Park Development Contribution Plan
- West Mundijong Industrial Area Development Contribution Plan

Statutory Reports



Records Services Statement

Annual reviews are conducted on all record keeping procedures and policies, any resulting amendments are authorised and communicated to staff and Councillors.

The internet, email usage, Council work procedures regarding access to Shire records and the computer network are included in these reviews. Annual surveys aimed at determining the effectiveness of the system and services provided by Information Services are also conducted. The results are considered in development of the Information Services team plan for the following financial year.

The Chief Executive Officer must instigate a comprehensive review of the Shire of Serpentine Jarrahdale's Record Keeping Plan a minimum of once every five years, evaluating effectiveness and efficiency. A full copy of the resulting report must be provided to all relevant stakeholders and made available to all staff. Additionally an internal

record keeping audit of at least one service team must be conducted by Information Services every 12 months. This is to assess the extent to which each team is following the procedures or record keeping and making use of the information management system. These internal audits rotate so that each team is evaluated at least once during a five year period.

As part of staff induction, the roles and responsibilities of every employee, in relation to compliance with the record keeping plan, are addressed. Prior to commencement of employment, new staff are provided with relevant literature and within five days of commencement participate in induction sessions. Ongoing training sessions are conducted by Information Services, these are able to be more detailed as they are held during team meetings and are therefore focused on the needs and work practices of the particular team. One-on-one training is also available on request.

Disability Access and Inclusion Plan

The Shire of Serpentine Jarrahdale Disability Access and Inclusion Plan 2012 – 2016 (DAIP) was adopted by Council to guide the Shire's efforts to make the Serpentine Jarrahdale community a more friendly and inclusive place for people with disabilities. A number of improvements were made throughout the Shire under the old DAIP.

As part of the Shire's DAIP, an implementation plan and accessibility kit have been further improved as operational tools which will further enable officers to achieve the specified outcomes and the related resource requirements.

The Disabilities Services Act 1993 requires all public authorities to take all practical measures to ensure that the DAIP is implemented by its officers, employees, agents and contractors. Implementation of the DAIP requires a whole of organisation approach.

To comply with the Act, the DAIP includes a number of strategies to address the seven (7) target outcomes:

1. People with disabilities have the same opportunities as other people to access the services of, and any events organised by, the relevant public authority.
2. People with disabilities have the same opportunities as other people to access the buildings and other facilities of the relevant public authority.
3. People with disabilities receive information from the relevant public authority in a format that will enable them to access the information as readily as other people are able to access it.
4. People with disabilities receive the same level and quality of service from the staff of the relevant public authority.
5. People with disabilities have the same opportunities as other people to make complaints to the relevant public authority.
6. People with disabilities have the same opportunities as other people to participate in any public consultation by the relevant public authority.
7. People with disabilities have the same opportunities as other people to be employed by the Shire of Serpentine Jarrahdale.

Examples of initiatives implemented this year include:

- Ensuring all events and activities organised and supported by the Shire are accessible to people with disability.
- Community Infrastructure and Public Open Space Strategy being developed with disability access and inclusion in mind.
- Asset management plan for footpaths has been finalised and being followed to ensure accessibility.
- Upgrade of the Former St John's Ambulance Building in Serpentine to meet disability access requirements.
- The library has purchased large print and audio books to assist people with visual disabilities.

Further information can be found on Council's website www.sjshire.wa.gov.au

National Competition Policy Statement

The Federal and all State governments have a Competition Principles Agreement in place, which is binding on local government.

The agreement requires the Shire to carry out a number of procedures and include a report on the matter in each year's Annual Report. The three areas that affect Local Government are:

- 1** Competitive Neutrality - To remove benefits (and costs) which accrue to Government business as a result of their public ownership.
- 2** Structural Reform - Local government is required to reform the structure of publicly owned monopoly businesses where it is proposed to introduce competition.
- 3** Legislation Review - To review legislation that restricts competition.

The full requirements of the package are contained in a statement issued by the Department of Local Government and Communities.

Competitive Neutrality

There are several tests to apply that assist in determining if there is a "significant business enterprise":

- 1** Does the activity receive revenue from external sources that exceeds \$200,000 per annum? (In determining this amount, Council has been advised to disregard grant income, internal charges, and statutory fees.)
- 2** Would the benefits to be realised from the implementation of competitive neutrality exceed the costs?

From an examination of the revenue statement for the Shire for the preceding period, there is no activity that satisfies this first part of the test, and accordingly, the principles of competitive neutrality do not apply to any Council activities.

Structural Reform

In this area, the Council has no monopoly activities. What is basic to the function of restructuring public monopolies is the splitting or division of the regulatory role from the service provision role.

To address the question of monopoly, the following test has been applied to each activity:

- 1** Definition: In regards to this service, does the Council have "exclusive or near exclusive control of the market supply of this service?"
- 2** Dual Function: Does the Council have both a regulatory and supply function in this area of activity?
- 3** Willing competitors: If the Council tendered for the supply of this service in the open market, is it likely that there would be a supplier willing to perform this service?

The Council does not have a dual function role in any of the following services:

- Parks and gardens
- Community Amenities
- Roads
- Recreation services
- Cemetery

When reviewed, these functions appeared to have substance to the sole provider argument however, it is considered that only in parks and gardens maintenance, is it likely that there would be willing local competitors. On balance, therefore, it was concluded that a monopoly does not exist.



Legislation Review

The Council has a portfolio of local laws (previously known as by-laws), which may or may not conflict with the Competition Principles Agreement. These local laws will be reviewed to ensure compliance with the reporting requirements.

As a result of the review, a report will be produced which provides the following information regarding existing local laws:

- Statement of objective to be specified for each local law.
- Statement of possible restrictions that may result as a consequence of the application of the local law.
- Statement of likely effects on the restriction of competition.
- Statement of costs and benefits of the restrictions.
- Statement of proposals for alternatives.

In conducting the review, in particular concerning provision of services, Council will consider the effect of local laws with regard to how they:

- Regulate the entry and exit of participants in various markets.
- Control pricing or production levels.
- Regulate the price of goods or services used in various production processes.
- Regulate the quality, amount or location of goods and service delivery.
- Regulate advertising and promotional activities.
- Confer benefits on particular classes of competitors.
- Allow only one entity to supply a good or service.
- Require producers of goods or services to sell to a single entity.
- Limit the number of actual or potential producers of goods or services in a market.
- Limit the output of an entity.
- Limit the number of people that can be engaged in an occupation or activity.

The findings of the review will be implemented, on a staged basis over time, by the repeal of inappropriate provisions and the adoption of new local laws where necessary.

Statement of Salaries

	2016	2015
100,000 - 109,999	2	2
110,000 - 119,999	1	1
120,000 - 139,999	1	0
140,000 - 149,999	3	2
210,000 - 219,999	1	1





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