

Shire of Serpentine Jarrahdale

# Annual Report

2016 - 2017



Shire of  
Serpentine  
Jarrahdale



## Acknowledgement of Country and Indigenous History

Council acknowledges that the Shire of Serpentine Jarrahdale is in the traditional country of the Noongar people. We recognise their cultural heritage, beliefs, and continuing relationship with the land, and pay our respects to elders both past and present.

Whadjuck were the people of the Noongar leader Munday. His lands were the Beelo, which included the area known today as the Shire of Serpentine Jarrahdale. Munday and his wives Bugup and Kogan owned one tract of this land.

The tangle of scrub and swamp that covered the hills, slopes, and valleys was the kalleep (camp fires and grounds) of the Whadjuck people. They wandered over their lands during the six seasons, visiting, hunting and gathering, attending ceremonies, trading and exchanging according to the law which included the lore and customs within their family structure.

Traditional culture included the flora and fauna according to inherited kinship, Land literacy (the song cycle) was vital to the physical and spiritual survival of Munday's people. Adults were lifelong custodians and interpreters of the land, ensuring information and responsibility was passed on to the younger generations through song, story, dance, and ritual.

The Darling Scarp supported families that came together for corroborees at places like Gooralong, above the waterfalls on the Serpentine River. Whadjucks met with the Balardong and Binjareb people for ceremonial and cultural activities. Today, Noongar people still walk, hunt, gather, camp, celebrate and communicate with all people in the area belonging to the great leader and warrior, Munday.



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Serpentine Dam, Serpentine WA



# OUR ANNUAL REPORT

All local governments are required by the West Australian Local Government Act 1995 to produce an annual report by 31 December each year. We aim to present our activities for the past financial year in a clear, concise way that will highlight our commitment to providing the services our community needs with an emphasis on best practice and continual improvement.

Our Annual Report focuses on the key projects delivered in 2016/17, our progression towards our strategic objectives, our operational achievements, and tracking our financial performance against the 2016/17 Annual Budget. It also shows our alignment with our Strategic Community Plan 2013-2022 and Corporate Business Plan 2013-2017 (adopted by Council in 2013), which highlights our strategic vision for Serpentine Jarrahdale based on the following themes:

- Governance and leadership
- Financial sustainability
- Built environment
- Local economy
- Natural environment
- Community wellbeing

There have been no significant changes to our Strategic Community Plan or Corporate Business Plan during the 2016/17 financial year. This will be the final report for the Corporate Business Plan 2013-2017, as we will undertake a major strategic review in the next financial year, with a new Strategic Community Plan and Corporate Business Plan due to go to Council for adoption in July 2017 and a closing report on the Corporate Business Plan 2013-2017 presented.

This document provides an overview of our annual performance, our plan for the future, and the operational areas we will be focusing on into 2017/18. It can be downloaded from our website, as we make a continuous effort to be environmentally sustainable and only produce a limited number of printed copies.

Our financial statements have been certified by an independent auditor.



# SHIRE PRESIDENT'S MESSAGE

CR JOHN ERREN

Serpentine Jarrahdale has earned the title of the fastest growing local government area in Australia. Statistics clearly show what our long-term residents already know; that we have the benefits of an extremely liveable community. Our access to spectacular natural spaces adjacent to rich farming land is second to none and, combined with the developing commercial and residential districts in Byford and Mundijong, provide a diverse environment for thriving families.

In 2017, we appointed Mr Kenn Donohoe as the Shire's Chief Executive Officer. Combined with new leaders within the organisation, the Shire has undergone a considerable amount of change.

A heavy focus was placed on community engagement, with our SJ 2050 and SJ Real Choices programs helping us to understand what the needs of our community are now, and what they will likely be in the future. This led to the adoption of the new Strategic Community Plan, and the Shire's Corporate Business Plan which will give the organisation the road map it needs to begin delivering a range of exciting projects and programs. We have also continued to hold our regular Community Leaders Forums, which gives local stakeholders the opportunity to engage with Council on issues that are affecting Serpentine Jarrahdale.

We have worked hard to strengthen our presence as a key player within the Peel region by proactively seeking grant funding,

tourism, and investment opportunities. I have been a strong participant and share the SJ vision at meetings of the Peel Development Commission, WALGA Peel Zone, Peel Harvey Catchment Council, and Peel Regional Leaders Forum.

There are still significant challenges for us to overcome. Council continues to lobby for the extension of Tonkin Highway to Mundijong Road, and the realignment of the freight railway away from the Mundijong town centre. Improving and enhancing our community facilities, roads, and infrastructure will require support and resilience. Facilitating the development of educational opportunities and employment for our residents will be key to providing them with the lifestyle they enjoy.

As we move into a new financial year, our sights will turn towards smart planning for the years to come. Priority projects such as the development of the West Mundijong Industrial Area, Cardup Business Park, and tourism opportunities in Jarrahdale will have a huge bearing on our forward financial sustainability. The Shire will seek community input in relation to development strategies for our localities, which will help Council set the direction for our future capital works programs, and delivering the infrastructure our residents need.

It's our hope that people will continue to see Serpentine Jarrahdale as one of the most desirable places to live well into the future.



# CEO'S MESSAGE

MR KENN DONOHOE

Having joined the Shire in February 2017, I have already seen significant growth in all aspects of the organisation. Engaging our community has been a primary focus throughout this financial year, as we went out for community consultation with the SJ 2050 visioning program. The ideas we gathered were distilled through local workshops as part of SJ Real Choices, which in turn informed the development of our Strategic Community Plan and Corporate Business Plan. With the budget for this financial year now adopted and a corporate restructure having recently been completed, we're confident that we are in a position to progress with the exciting projects and programs we have planned.

Our Community Grants program was developed in June, and will give local clubs, groups, and organisations access to much-needed funding for a range of uses. Council also endorsed our schedule of community events, which allowed us to streamline our event application process and attract large-scale events such as the Spartan Race, and Perth Symphony Orchestra. We look forward to other exciting experiences choosing the majestic backdrop of Serpentine Jarrahdale.

Community safety has been a focus, with the Shire working closely with Mundijong Police, Neighbourhood Watch, and ewatch to deliver a comprehensive community safety awareness program to residents, including taking the Safety House performance out to local schools.

We have also been working hard to activate key areas across the Shire. The rezoning of 440 hectares in West Mundijong will unlock significant industrial development potential, and provide local employment opportunities. Activating spaces throughout the Byford town centre will be made easier with the upgrade of Abernethy Road, with services for our young people such as the Byford Skate Park and the Byford Youth Room kicking off planned works within the Briggs Park Precinct.

Governing our locality comes with a unique set of challenges. Having come to know Serpentine Jarrahdale, and its distinctiveness as a place, it seems only fitting that the challenges we face should be unique. But every solution brings a chance to grow, not only as a Council or an organisation, but also as a community. Our population will continue to thrive, even as we endeavor to provide the facilities and services our residents and visitors need.

While this report refers to the year in review, I'd like to take this opportunity to thank the community and Council for welcoming myself and my family into the district. While there is a significant volume of work yet to be undertaken as we move forward, I would like to express my appreciation to community groups and residents who have been so enthusiastic and have made the transition from Broome to SJ a pleasure.

# OUR SHIRE



Serpentine Jarrahdale is a passionate and diverse community. Uniquely situated at the gateway to the Peel region, we are also on the cusp of the dynamic Perth metropolitan area and conveniently only 45 minutes from the Perth CBD.

We have significant industrial and economic development opportunities knocking on our door, with rich adventure tourism and wellness centre developments on our horizon. A perfect blend of suburban living, rural charm, and stunning natural attractions, we provide a lifestyle backdrop like no other.



# OUR SHIRE

## QUICK FACTS

# QUICK FACTS

Shire of Serpentine Jarrahdale area	905km <sup>2</sup>
Became the Shire of Serpentine Jarrahdale in	July 1961
Estimated residential population	29,000
Number of households	11,134
Total length of roads	830km
Total area of reserves and public open space	954+ hectares
Number of reserves and public open space we manage	159
Number of community facilities	90
Oldest building	Timber Mill Rotunda – Jarrahdale - 1905
Council composition	9 Councillors
Ward structure	3 wards – North West, North, South
Total capital works value for 2016/17	\$5,155,581
Total operating revenue for 2016/17	\$32,547,447
Total non-operating revenue for 2016/17	\$4,839,778

# OUR ELECTED MEMBERS

## 9 COUNCILLORS

### OUR ELECTED MEMBERS

9 Councillors

3 Wards

Ward	Number of Electors	
	2015/16	2016/17
North	7,978	8,732 (up by 50.78%)
North West	3,639	3,750 (up by 21.81%)
South	4,529	4,715 (up by 27.42%)
Total	16,146	17,197 (up by 100%)

### SHIRE PRESIDENT CR JOHN ERREN

#### NORTH WARD



Councillor John Erren was elected to Council in 2013, and became Shire President in 2015. Cr Erren lives in Byford with his family, and he and his partner own several local small businesses.

An active community member, Cr Erren holds numerous positions on local committees and boards including Chair of the Board of Woodland Grove Primary School, Chair of WALGA Peel Zone, Board Member of Mundijong Primary School, President of the Byford & Districts Country Club, and board member of Landcare SJ. He is also a member of the Hematology Survivorship Research Advisory Committee (HSRAC).

Cr Erren's business career has entailed various CEO appointments, as well as executive management positions over a range of industries primarily focused on manufacturing, franchising systems and business mentoring.

**DEPUTY SHIRE PRESIDENT  
CR SAM PIIPPONEN**

**NORTH WEST WARD**



Elected to Council in 2015, Cr Piipponen has represented the Shire as a delegate to the Armadale Home Help group, the Cemeteries Management Committee, the Darling Downs Management Committee, and the Peel Trails Group. He represented the Shire as a deputy delegate to the Serpentine Sports Reserve Management Committee, the Bush Fire Advisory Committee and Audit Committee.

**CR KEITH ELLIS**

**NORTH WEST WARD**



Elected to Council in 2013, Councillor Keith Ellis served as Shire President from 2013 to 2015. This time saw significant challenges for the Shire, including the looming threat of Local Government Reform. Cr Ellis served on committees such as Councils for Democracy, Peel Zone, Peel Regional Leaders Forum, and Peel Harvey Catchment Council in his capacity as Shire President.

He has 32 years business experience as the owner of KEA Media Marketing and Advertising, and KEA Design House Import and Export. He was also the State President of the Local Chambers of Commerce, and serves on the Switch your Thinking committee, SJ Trails committee, Peel Trails Group, Rivers Regional Council, Metro East Joint Development Assessment Panel (MEJDAP) and the Chair of Regional Development Australia Perth.

He raised his family of 6 children locally, has been active in the sports arena as an avid participant in golf, hockey, cricket, tennis, and surf lifesaving, and is the President of the Darling Downs Residents Association.

## CR DAVE GOSSAGE

### NORTH WARD



Councillor Dave Gossage is a qualified Aircraft Maintenance Engineer but in recent years has earned his living as both an employee and small business operator in the areas of risk and emergency management.

In terms of his voluntary community work, Cr Gossage was elected to Council in 2015. He is currently the Chair of the Serpentine Jarrahdale Grammar School Board, and was elected to his current position as President of the Association of Volunteer Bush Fire Brigades in 2016 after serving many years as an ordinary Committee Member and active volunteer bush fire brigade member. His long-standing passion for youth development, and building community resilience and capacity has also seen him thrive in a number of leadership roles with the Scouts and Rural Youth organisations.

Cr Gossage's family have been active and responsible members of the Serpentine Jarrahdale community for three generations and he and his family still enjoy the unique blend of country and city life the region offers.

He is proud to be on Council and is working hard to ensure the principles of good governance, sensible decision-making and transparency remain paramount in every action the Shire takes for its residents.

## CR SANDRA HAWKINS

### NORTH WARD



Councillor Sandra Hawkins was elected to the Shire in 2013. She has always taken a keen interest in the community, having been a Charter Member of the Byford & Districts Rotary Club for 12 years, and serving as President three times. She has been a long term resident in Byford for over 44 years, working in the local equine industry breaking in horses and ponies, owning and driving articulated horse transport and bringing up three children who were involved with Pony Club. She was also in a carer's role for her husband, who had been ill for 10 years.

Cr Hawkins serves on 14 committees in Council including the Metropolitan East Development Assessment Panel & Rivers Regional Council. Councillor Hawkins has a Diploma in Local Government and in Engineering Drawing. She has also attended an Advanced Planning course and four other courses to enhance the Diplomas. Cr Hawkins has always supported the Citizenship Ceremonies welcoming all the new residents moving into the area from many parts of the world.

**CR JACQUI SEE**  
**NORTH WARD**



Councillor Jacqui See was elected to the Shire in 2015. She is currently the Principal and Solicitor of Byford Legal, a boutique law firm, which she has operated since November 2012. Cr See has a Bachelor of Laws, a Bachelor of Commerce (Finance Major), and a Diploma in Financial Advising.

Cr See has a varied work history and spent 12 years in the banking industry, where she forged a very unique and interesting career. Her final position in the bank, prior to leaving in 2000, was the Manager of Transaction Processing and Business Services. She has a strong background in leadership and management, and has been a champion for change and innovation in business practices.

Cr See sits on a number of management and steering committees being the Audit Committee, Staff Management Working Group, Australia Day Project Committee, Community Safety and Crime Prevention Committee, Enterprise Bargaining Agreement Working Group, Serpentine Jarrahdale Community Resource Centre Board and switch your thinking. She is the Deputy for the Rivers Regional Council, Peel Zone Committee and Armadale Home Help. She is also the Board Chair and P&C President for the Byford Secondary College, and a Board Member for the Byford & Districts Country Club.

**CR DAVID ATWELL**  
**SOUTHERN WARD**



Councillor Dave Atwell is a family man, married with three sons and one grandson. He has lived in Mundijong his whole life, and loves being a part of the district. His interests include various sports and fishing.

He is a life member of the Mundijong Centrals senior and junior football clubs, and the Serpentine Jarrahdale Blues Cricket Club. He is very passionate about his local community, and has strong historical sporting and social ties to Serpentine Jarrahdale. He currently works his family farm, which was established by his father 70 years ago.

Cr Atwell serves as a member of the Mundijong Community Association, Reserves Advisory Committee, SJ Ratepayers and Residents Association, Sports Reserve Management Committee, Australia Day Project Committee and CEO Employment Committee.

**CR MICHELLE RICH**  
**SOUTHERN WARD**



Elected in October 2015, Councillor Michelle Rich is the Chair of the CEO Employment Committee for the Shire of Serpentine Jarrahdale and a member of the Councils Audit Risk and Governance Committee.

A long-term resident of the Shire, Cr Rich and her husband have raised three children in the region and spent countless hours volunteering in school, sporting and community groups.

With a background in successful small business, Cr Rich brings a solid understanding of new business and environmental issues to the Shire. She is passionate about promoting the Shire as a tourism destination whilst encouraging economically sustainable, environmentally sound developments that protect the character, lifestyle and rural history of the area.

With a vision to create a new sporting and recreation precinct that will support the growing needs of the Shire and encourage a healthy lifestyle, Cr Rich has been working closely with Government and community groups to allocate land and funds to the project.

Above all, Cr Rich is working to ensure that strategic planning underpinned by strong policy creation and implementation is a priority of council to deliver real outcomes through involving, collaborating and empowering engagement with community.

**CR BARRY URBAN**  
**SOUTHERN WARD**



Elected to Council in 2013, Councillor Barry Urban was an active advocate for Youth services locally, and worked with the relevant agencies in the Peel Region to assist with the development of the services for local youth at risk.

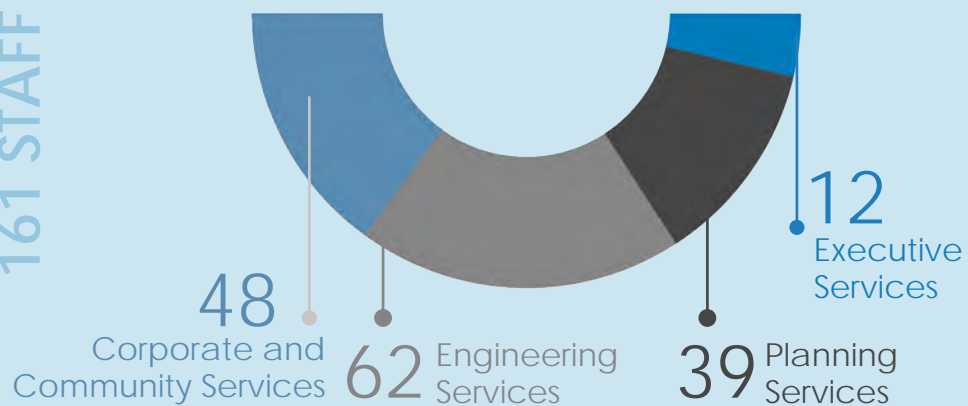
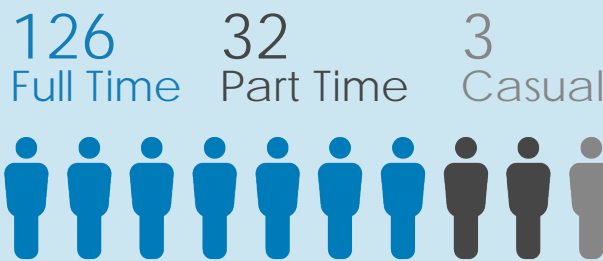
Cr Urban was a Shire delegate to the Jarrahdale Community Association, the Jarrahdale Heritage Society, the Karnet Community Liaison Group, the Landcare Centre Management Committee, and was the Southern Ward representative for the Locality Funding Program Working Group. He was also appointed as a deputy delegate to the Mundijong Community Association, the Off Road Vehicle Working Group, the Serpentine Community Association, and the Serpentine Historical Society.

Cr Urban retired from Council in 2017 to pursue a career in State politics after being elected as the Member for Darling Range.

# OUR PEOPLE

Shire officers come from a diverse range of backgrounds, and provide a wealth of knowledge across both local government and the private sectors. Many of our staff members are local to the area, meaning that they know what it's like to live, work, and enjoy the lifestyle Serpentine Jarrahdale has to offer.

## EMPLOYEES 161 STAFF MEMBERS



### OUR CORPORATE VALUES

WE FOCUS ON THE CUSTOMER

WE DO THE RIGHT THING

WE WORK AS A TEAM

WE ACT SAFELY

# OUR EXECUTIVE TEAM



**KENN DONOHOE**  
CHIEF EXECUTIVE OFFICER

Kenn oversees the whole organisation. Executive Services also reports to him, which includes Human Resources, Communications, Executive Support and Economic Development, Tourism, and Marketing.

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**ANDRE SCHONFELDT**  
DIRECTOR PLANNING

Andre's portfolio includes Statutory Planning, Strategic Planning, Health, Building, and Rangers, Compliance, and Emergency Services.

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**DOUG ELKINS**  
DIRECTOR ENGINEERING

Doug's team includes Subdivisions, Infrastructure and Design, Asset Management, Environmental and Sustainability Services, Operations, Parks and Gardens, and Drainage.

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**PETER KOCIAN**  
ACTING DIRECTOR CORPORATE AND  
COMMUNITY SERVICES

Peter is responsible for overseeing Information Services, Community Engagement, Recreational Development, Corporate Services, Finance, Customer Relations, and Mundijong Public Library.





# GOVERNANCE AND LEADERSHIP

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

## STRONG LEADERSHIP

We provide a values-based strategy to drive the culture of our organisation. It's important to us that our officers know and embrace our vision, so that they can help us deliver it to the community. We want our community to part of our team; to understand how we work, what our challenges are, and most importantly to help us progress with projects that will have a big impact across Serpentine Jarrahdale. This financial year, we made some significant changes to the way that we hope to do business in future.

In the last financial year we have begun a major review of the implemented workforce plan, which will be finalised with a report to be presented to Council in 2017/18. We have also begun a comprehensive review of our Council policies, and improved reporting for annual project delivery through our monthly financial reporting modules.

We implemented our Public Health Plan, Development Compliance Policy and Record Keeping Plan, as well as submitting our adopted 2016 Compliance Audit Return to the Department of Local Government and Communities.

Officer training and professional development opportunities were implemented through Human Resources, where we aimed to improve practices through including our continued Employee Assistance Program, Performance Management Standards, Equal Employment Opportunity training, and discrimination, harassment and bullying workshops. We are also working towards an excellent outcome with our Enterprise Bargaining Agreement for our Operations staff, with the final outcome expected in 2017/2018.



Shire of Serpentine Jarrahdale Offices



## OUR ADMINISTRATION

Business Systems, Geographic Information System (GIS), and IT services

We're constantly looking for ways to work more efficiently. We undertake regular reviews of processes, and analyse our business systems to enhance the effectiveness and efficiency of Council's requirements. Supporting, maintaining and developing the Shire's GIS system IntraMaps means that Shire officers have the tools to search and analyse spatial data. We also deliver support and maintenance for the current and future technological needs of Council, enabling future growth of information technology requirements.

### Helpdesk Calls Logged and Resolved

Calls Logged	2,177
Calls Resolved	2,138
Average Number Closed on Same Day	64

### Record Services

Annual reviews are conducted of all record keeping procedures and policies, along with surveys aimed at determining the effectiveness of our records system and the services provided by the Information Services team.

### Total Number of Documents Recorded for

2015/16	63,595
2016/17	67,642

### Freedom of Information Applications Received for

2015/16	13
2016/17	13

# GOVERNANCE AND LEADERSHIP

## PROGRESSIVE ORGANISATION

### Local Planning Policy 39 - Ancillary Dwellings

Council approved Local Planning Policy No. 39 following consultation with the Department of Planning. The policy proposes to vary the provisions contained within the R-Codes, applicable to the development of Ancillary Dwellings. The policy permits the Shire to apply a maximum plot ratio area of 100sqm for lots with a site area of 5,000sqm or greater with the necessary provisions to manage these developments.

### Council Planning Policy Statements

Council delivered important policy statements regarding matters of strategic significance to Perth and more specifically the Shire's local government areas. Council provided support for the Perth Transport Plan, requested the State departments responsible to support our strategic infrastructure projects such as the Tonkin Highway and also to give serious attention to innovative technologies. Council also provided a policy statement in support of limited Third Party appeal rights within strict parameters.



## Integrated Planning and Reporting Framework

Our SJ 2050 and SJ Real Choices programs allowed us to gather the opinions, vision, and aspirations of our community. The next stage of our Integrated Planning and Reporting cycle sees us stepping into the development of our new Strategic Community Plan in the 2017/18 financial year. This document will guide the Shire for 10 years, outlining our key objectives and providing a map for the journey discovered through our community consultation processes.

## LISTENING AND LEARNING

### Delivering SJ 2050

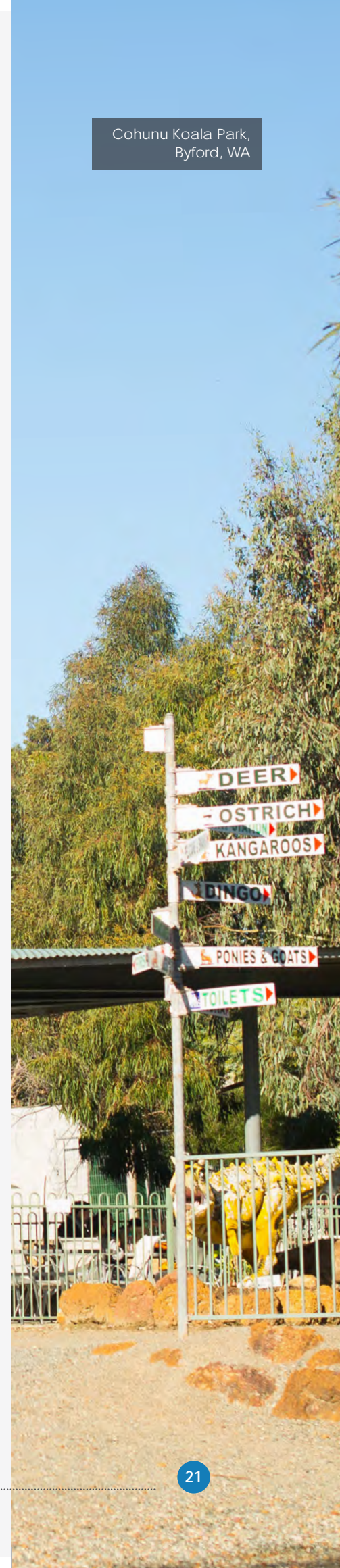
The Shire is a hyper-growth Council, which means that our population is growing at an extraordinary rate. We are officially the fastest growing local government in Australia – an exciting title, but one that comes with major challenges. As we strive to provide the infrastructure, programs, and services that our growing community needs in order to continue to enjoy the lifestyle the Shire provides, we need to be mindful of how we will grow and what Serpentine Jarrahdale should look like for future generations.

Our visioning program SJ 2050 commenced in April 2016 in response to the Perth and Peel @ 3.5 Million strategic document released by the State Government in 2015. This document estimates that a further 100,000 people will call Serpentine Jarrahdale home by 2050.

We recognise the challenge in balancing this growth with the existing lifestyle values of the community. Through extensive community engagement, we developed a strategic document which outlines a strategic growth framework that will shape the district in the years to come. This document, SJ 2050, can be downloaded from our website.

### Providing SJ Real Choices

As part of our major strategic review process, we ran a series of community engagement sessions for our innovative SJ Real Choices program. Aimed at providing the community with an inside look into the Shire's budgeting process and capital works program, we selected a cross-section of candidates to form a panel of community representatives who helped us to set the direction for our key projects moving forward.



# FINANCIAL SUSTAINABILITY

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

## RESPONSIBLE MANAGEMENT

We strive to be financially responsible in the way we allocate our funds. We commenced a review of our current Asset Management and Accounting policies, and have begun to implement performance measures for the management of our assets and finances. The monitoring of assets and finances is done through the observance of seven key ratios that are audited and reported on annually at the end of the financial year.

Our draft Long Term Financial Plan and rating strategy have now been prepared. We'll workshop these key guiding documents with Council in the near future. We have also ensured that all Council reports include a section on financial impacts, and whole-of-life costings for capital projects are clear to allow for smart budgeting.

## INNOVATIVE PARTNERSHIPS

The Byford Traditional Infrastructure Contribution Plan Report No.4 was updated to account for changes during the preceding financial period as required by Town Planning Scheme No.2 and the Byford Development Contribution Plan (DCP). The Report was necessary to bring to account the development of 4,601 lots created since the Byford DCP becoming operable and land valuations for residential and non-residential land value rates were revisited. The operation of the DCP presents a major administrative responsibility for the Shire. While the DCP is self-funded, the Shire has an implicit obligation to efficiently and effectively manage the revenues and works. The remaining lots to be developed are reliant on the DCP to provide the necessary hard infrastructure. In particular, the timely provision of roads, drainage and open space development is critical as most developers rely on these district level improvements.

## FINANCIAL DIVERSITY

Making the most of Federal, State, and local partnerships is more important than ever before, as we lobby for essential projects such as the Tonkin Highway extension and Mundijong Freight Rail realignment. We have strategically aligned our path forward with Federal and State government priorities to increase our grant eligibility, and continue to work with developers to establish partnerships that will progress sustainable living requirements for our residents. We are also exploring larger options and developing an Asset Rationalisation Strategy, in line with our work in the Economic Development space.

## BUSINESS EFFICIENCY

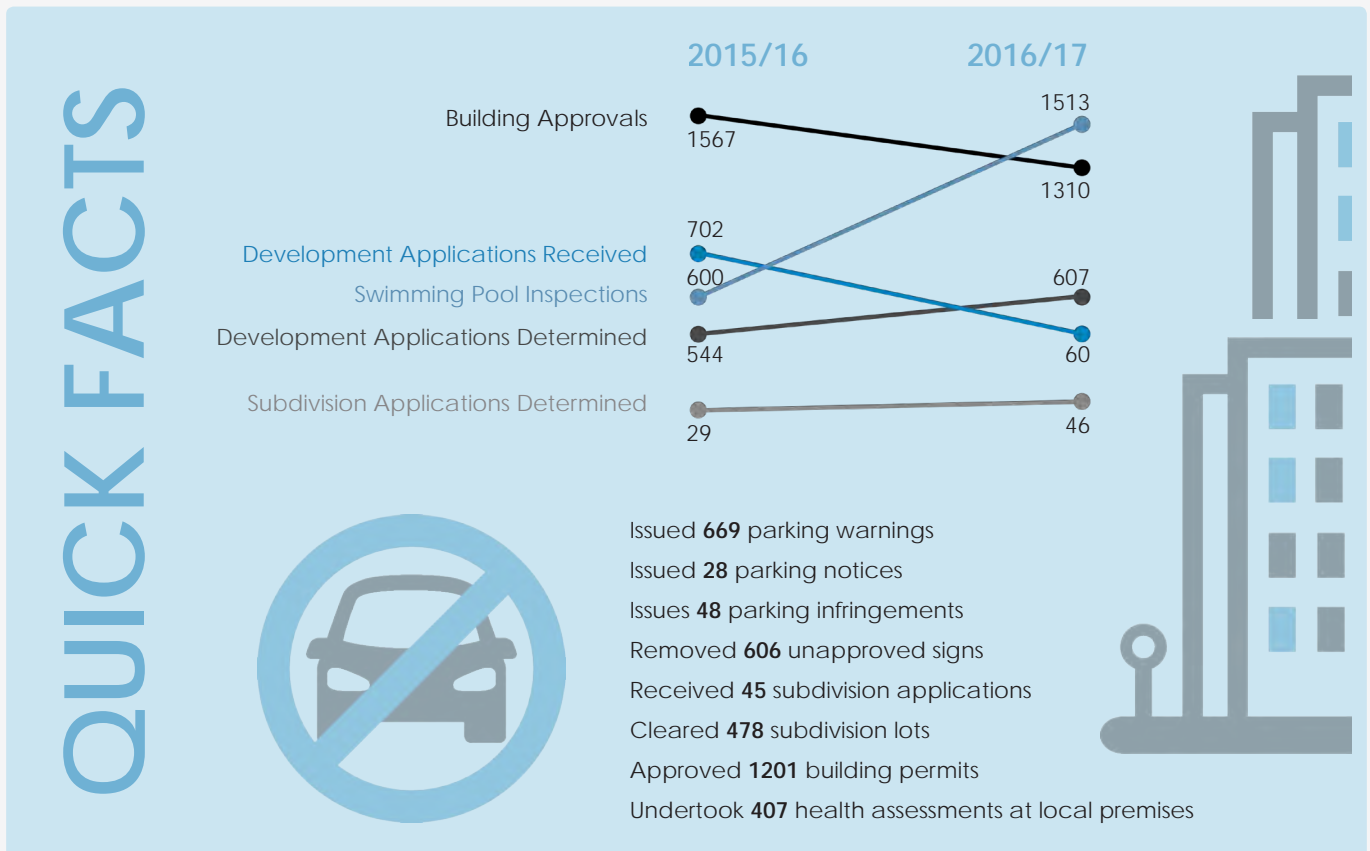
We are committed to providing ongoing training in best practice, systems, and financial literacy for our officers and Elected Members. A review of our service levels has been undertaken, and our teams are developing service team plans to use as guidelines to pursue key value-adding initiatives. The development of our draft Long Term Financial Plan will further highlight the way forward, by setting clear expectations about the rollout of our expenditure on capital projects.

# 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

This year, we have facilitated the creation of 478 new housing blocks and the new Glades Town Centre in Byford. Through the management of subdivision development, we ensure the provision of environmentally-sound quality infrastructure, and look for opportunities to create urban forests and develop active recreational spaces. This is achieved through the use of development and water management plans that determine the outcomes of subdivisions across Serpentine Jarrahdale. A number of these development plans and water management plans were assessed and approved throughout the year.



# BUILT ENVIRONMENT

## HIGHLIGHTS OF 2016/17

### **ALDI**

The Metropolitan East Joint Development Panel approved an Aldi Supermarket, including a retail area, storage, and office space of 1700m<sup>2</sup> within the Byford Town Centre.

### **Solar Farm**

The Metropolitan East Joint Development Panel approved a 30 megawatt solar farm and incidental tourist facility, office and site facilities on the southern side of Thomas Road, between the western side of Rice Road and the eastern side of Peverett Lane, in Oakford. The majority of the 75 hectare site will consist of fixed position solar panels, orientated to access natural sunlight to its optimum. The proposed solar panels will have a maximum height of 1.9 metres. The tourist space consists of a viewing area, nine car parking bays, a private bus drop-off and pick-up area, and a number of fixed benches and tables.

### **Woolworths in Byford**

The Metropolitan East Joint Development Panel, in consultation with Council, approved a large shop comprising of 3600m<sup>2</sup>, specialty stores with a total area of 799m<sup>2</sup>, a medical centre comprising of 459m<sup>2</sup> and a fast food business comprising of 132m<sup>2</sup> with amended conditions. This development also features a 'Multiple Use Corridor', with a width varying between 26 meters and 30 meters, and a carpark with over 200 bays.

### **Dome**

The Shire approved a Dome restaurant within the Byford town centre that will add a much needed restaurant and community hub within the fast-growing locality. It will be situated between South Western Highway and George Street, and Pitman Way to the south. The building itself is located towards the south of the site with the northern portion designated for car parking and an outdoor landscaped area, incorporating the creek. The building is two storey, with decked areas for outdoor seating. The first floor also includes space for multi-functional community use. The building will be constructed using corrugated iron, concrete and timber.

### **Service Station**

Council approved a service station in the Byford town centre on Lot 15 Abernethy Road. This has now been constructed and is providing convenience to the residents of Byford.

### **Stanley Road Precinct Local Structure Plan**

Council recommended the approval of the Stanley Road Precinct Local Structure Plan after a community consultation period. We requested that the Western Australian Planning Commission be true to the original intent of the Byford Structure Plan, Local Planning Policy No.74, and the Byford Detailed Area Plan protecting the character and aesthetics of the area. Changes were requested to the road widths, density and multi-use corridors as required by previous planning.



## Cardup Business Park Local Structure Plan

Council endorsed the Cardup Business Park with significant modifications to the access boulevard, including the provision of an entry statement, and resolving issues regarding the Bush Forever areas. Council also requested improved landscaping and vegetation to provide screening of the general industry activities, built form and products to mitigate the visual impacts emanating from the existing and future businesses.

## Doley Road Structure Plan

A Local Structure Plan has been successfully approved and endorsed by the Western Australian Planning Commission over the area of Urban Development zoned land, known as the 'Doley Road Precinct'. The Structure Plan provides landowners a coordinated approach to developing their properties, to ensure development aligns with the greater surrounds.

## KFC Byford

Council approved the planning application for KFC at Lot 27, 17 Abernethy Road, Byford, which is on the corner of Soldiers Road and Abernethy Road. This KFC will include a dine-in restaurant as well as a drive-thru takeaway.



# BUILT ENVIRONMENT

## APPROPRIATE CONNECTING INFRASTRUCTURE

This year saw us commence work on Abernethy Road in Byford, which is the largest road project we have ever undertaken. This project sees an \$18 million investment into the Byford community, with the ultimate construction of a second carriageway, between South Western Highway and Kardan Boulevard. Included in the project are upgrades to each of the intersections and the construction of new footpaths. The project will also see an upgrade to the railway crossing, new street lighting, and the relocation of the Telstra and NBN networks along Abernethy Road.

Also completed this year was the design for extension of the shared path connecting Byford and Mundijong. Partially funded by the Department of Transport, the construction of the path will commence in the 2017/18 financial year. The Department of Transport have committed to ongoing funding as we progress with this important project. We have also completed construction of various small footpaths across the Shire, including a temporary footpath on Kiernan Street in Mundijong.

After thorough public consultation, construction of the first stage of the Byford Skate Park is complete. At total completion, this project will see the delivery of a purpose designed and built skate, scooter and bike facility in the youth zone area of Briggs Park. The new facility will add a new element to the recreational opportunities presented in the Briggs Park precinct, which already includes the BMX track, sporting ovals and the Recreation Centre.



**Major road upgrades completed this year include:**

- Reconstruction of a section of Gossage Road
- Reconstruction of a section of Elliot Road
- Reconstruction of a section of Rowley Road
- Reconstruction of a section of Wright Road
- Reconstruction of a section of Masters Road
- Reconstruction of a section of Kargotich Road
- Upgrade of the Richardson Street and Tonkin Street intersection in Serpentine.
- Regular road resurfacing and grading maintenance



# LOCAL ECONOMY

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

## SUSTAINABLE INDUSTRIES

We continue to look to the future of our major projects, which include exciting new ventures. The freshly rezoned West Mundijong Industrial Area offers 440 hectares of strategically located industrial land that will attract serious commercial investors. Nearby Cardup Business Park spans 194 hectares and will provide a space for commercial investors to bring showrooms and logistics businesses closer to the intermodal hub that West Mundijong will provide. Together, these two developments will provide 12,500 local jobs, and will generate substantial economic output for the wider community.

The extension of Tonkin Highway from Thomas Road to the South West Highway in Mundijong is one of our long-term transformational project goals. Complimented by the realignment of the Mundijong freight rail line, the Tonkin Highway extension will provide greater transport connectivity and link the West Mundijong Industrial Area to freight links in Fremantle – and from there, the world.

Small business continues to be an area of focus for us, as we strive to promote local products and services. We maintain our close connection with the Serpentine Jarrahdale Community Resource Centre (SJ CRC)

to promote the SJ CRC Business Network, facilitating SME and microbusiness training and development workshops. We also provided regular business development and training information, and resource ID services to SJ CRC Business Network for distribution to their business database. We strengthened our connection to businesses within the community through delivering business forums to inform and educate Shire business owners and leaders about economic development activity and investment attraction strategies. As we move forward, we are always looking to find constructive ways to engage positively with our growing business community.

## TOURISM

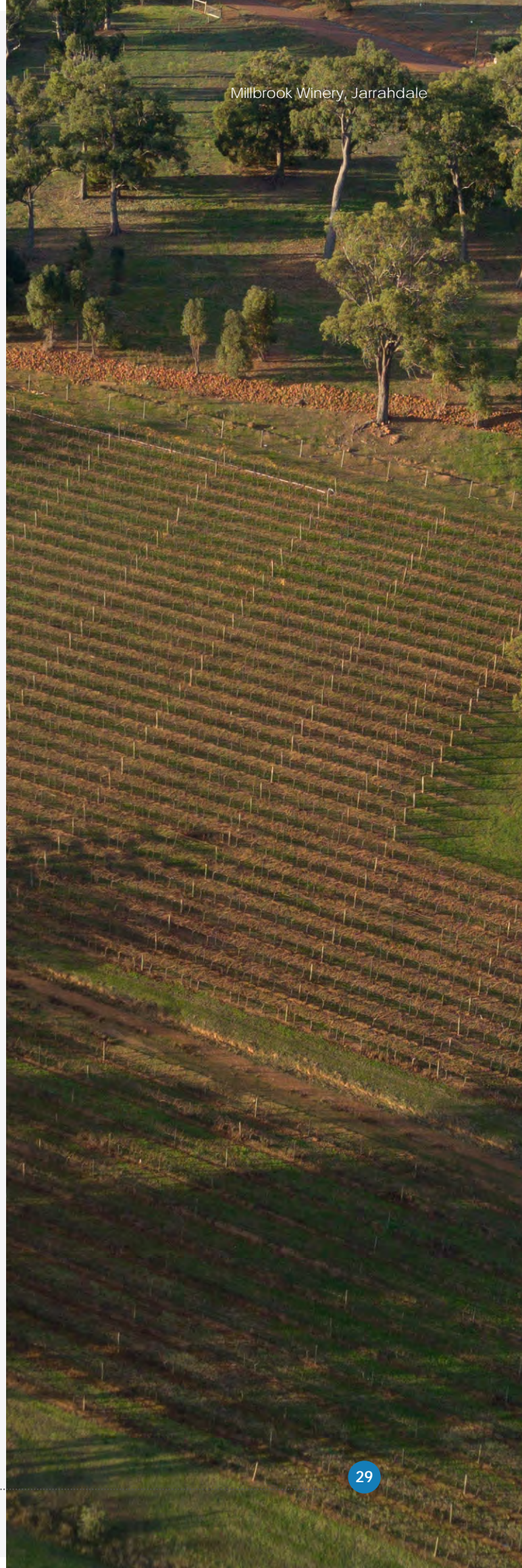
It's no secret that we have some of the most stunning natural attractions in the State. We'd love to share them with the world, through strategically developed tourism initiatives that will showcase the incredible beauty of the Australian native plants and animals while conserving and maintaining the integrity of our environment. Tourism is an exciting industry, and there are significant opportunities for us to grow and develop in this space.

We want to become an experience destination that will include major concerts, local events like the annual Jarrahdale

Log Chop, and adventure series such as the Spartan Race and motorsports. We also want to encourage people engaging with our natural environment through the development of wellness centres, glamping accommodation, trails activation, heritage tours, and food and wine trails. We're actively looking for service providers and investors to help us attract the right kind of tourism to Serpentine Jarrahdale.

## REGIONAL COLLABORATION

Serpentine Jarrahdale is fortunate to be a part of the vibrant and fast growing Peel Region, located between the Perth Metropolitan Area and Australia's South West. We enjoy strong collaboration with the other four Peel Region Councils, and strong support from the State Government as we work to address the challenges of fast population growth, infrastructure delivery, job creation, and the provision of social services such as health and education opportunities. We're also positioning ourselves to be more active in the youth services and aged care spaces, as we collaborate with regional programs to provide more services to our community.



# NATURAL ENVIRONMENT

## RESPONSIBLE RESOURCE MANAGEMENT

As we see more development across Serpentine Jarrahdale, it's more important than ever to ensure our natural assets are conserved and enhanced. We have begun the process of creating and implementing plans and strategies to be included in the Urban Forest Strategy, have been staunch in our support of our Rural Strategy, and continue to educate our community about environmentally sustainable practices through our partnerships with Landcare SJ and the 'switch your thinking' program.

## EXCELLENCE IN ENVIRONMENTAL MANAGEMENT

This financial year, we have undertaken an audit of the street trees we have within the local community. We have also continued to support the Peel Harvey Biosecurity Group in educating the community about controlling cotton bush in the local area, while managing the cotton bush within our reserves.

## ENVIRONMENTALLY ACTIVE COMMUNITY

### Trails

We have been collaborating with various regional groups for trails development including the Peel Trails Group, and the WA Horse Trails Implementation Committee, and working closely with the local SJ Trails Group to achieve trails outcomes. This work will become all the more important in the next financial

year as we look to ways to promote our local trails network and join it with other tourism initiatives across Serpentine Jarrahdale.

### Healthy Habitats

We also continue to work closely with Landcare SJ to achieve positive environmental outcomes across our community. We now have 12 public areas planted by community members, and we are engaging more locals through the Healthy Habitats program. This program has achieved six on-the-ground projects on private property, the completion of conservation zoning of one Healthy Habitats property, newsletter distribution, a community bus tour of three Healthy Habitats properties, and the protection and enhancement of 270 hectares of bushland on private property.

### Community education

We have run a series of environmentally geared programs throughout the year. Mundijong Public Library worked with the 'switch your thinking' team on children's activities based around sustainability, including making newspaper pots and miniature worm farms. They also continued the development of the Story Time herb and vegetable garden. Adult programs included information sessions on 'zero waste' and plastic-free living, fermentation; cutting kitchen waste, how to use a home energy audit kit, Op-shop glamour, and upcycling. The Library also continued their SJ Seed Swap program in conjunction with the SJ Food and Farm Alliance, and delivered a Seed Saving workshop.

## EMERGENCY SERVICES

We pride ourselves on the calibre of volunteerism across Serpentine Jarrahdale. Our Volunteer Bush Fire Brigades continually demonstrate an extraordinary commitment to our community.

### Number of Incidents

Byford	155
Jarrahdale	45
Keysbrook	13
Mundijong	64
Oakford	101
Serpentine	43
Shire (General)	123
<b>Total</b>	<b>544</b>

## TOTAL VOLUNTEER HOURS

	Strike/Initial Callout	Mop Up	Training	Administration	Maintenance	Public Education & Awareness	Busy Bee
Byford	1155.75	36	5018.25	556.25	646.5	435.25	0
Jarrahdale	685.5	48.75	1844.5	868.85	161.5	776.5	46.25
Keysbrook	254	240	212.5	364.5	10.5	10	18.5
Mundijong	1829.5	10.5	1035.4	603.8	436.45	275	25.75
Oakford	1137.75	75.75	3395.95	1454	687.025	551	347.75
Serpentine	415.8	63.5	1292.65	791.75	230.5	317	164.25
SES	285	0	1412	75	92	109.5	0
Totals	5763.3	474.5	14211.25	4714.15	2264.475	2474.25	602.5
Total Volunteer Hours	30504.425						

## Firebreak Inspections

Firebreak inspections are undertaken to enforce Council's Firebreak Notice issued under s.33 of the Bush Fires Act 1954. This requires all landowners and occupiers to take action to manage their property as specified in Council's Firebreak Notice and Fuel Hazard Reduction Notice. This notice is mailed to all ratepayers in October of every year.

### 2016/17 Firebreak Inspection Totals

Total no. of Properties: 11708

Total no. Infringements issued: 81

Total no. of Work Orders issued: 413

Total no. Contractor Notices issued: 18

# COMMUNITY WELLBEING

Residents are active, connected, and engaged in community decisions.

## ENGAGED COMMUNITY

### Healthy Active Communities

Over the past year, we have maintained our contribution to community events by setting up health information stalls and asking the community about their healthy active living needs. The Active Lifestyles stall at the SJ Community Fair included a very popular smoothie bike, and free local fresh fruit, over 150 people completed surveys and gave their opinions and thoughts on their local healthy food choices, their use of local trails and environmental health prevention and protection matters.

We have supported local community initiatives and workshops such as the SJ Food and Farm Alliance workshop, Women Producing Food in the Peel Region, and The Great Chook Symposium organised by Jarrahdale Primary School. We have continued to build relationships with the Serpentine Jarrahdale Recreation Centre, East Metro Population Health Services, the SJ Food and Farm Alliance, ECU and the Heart Foundation.

Into the future, we will continue to build engagement opportunities with our community. We are developing active living policies and programs, and will continuously review our Health and Wellbeing Strategy.

### Mundijong Public Library

It was a busy year for us at the Library, with new opening hours coming into effect in December 2016. This means improved access to the Library, with customers also now able to borrow 20 items at a time. More online resources are also available, supported by E-resource training sessions. Early literacy and creating good reading habits remain a strong focus for our Library.

## LIBRARY

#### Better Beginnings

kits distributed to local families with newborns —● 389

#### Sing With Me

toddlers engaged —● 350

#### Kindy Packs

going out to the community —● 546

#### Book Bugs

70 participants in Year 1 - running for 12 years —● 70

#### Book Worms

83 participants in Year 3 - running for 9 years —● 83

We had on average of



15 children attend each **STORY TIME** and **RHYME TIME** session



These programs are run in conjunction with Baby Yoga in the Library, and visits to local New Mothers groups. We're lucky to continue with wonderful support from the Child Health Nurse and local schools.

The Library ran a vast array of school holiday activities, including movie nights, makeup sessions, kite making workshops, dream catcher workshops, coding workshops, baby animal petting zoo experiences, a pirate show, and various craft initiatives. We delivered special events for children, including Reading Olympics, and loved supporting several students on work placement from local schools, TAFE and University courses.

We continued to support grown-up patrons across Serpentine Jarrahdale too, with a pop-up Library at the Byford Village Shopping Centre. We participated in the Dementia Friendly communities pilot, including staff training and community workshop, and encouraged our community to come together for our 'Hug Your Library' on Library Lovers' Day, which was filmed and posted on YouTube. We also continued our community history project, helping with family history enquiries and uncovering the history of Shire place and street names.



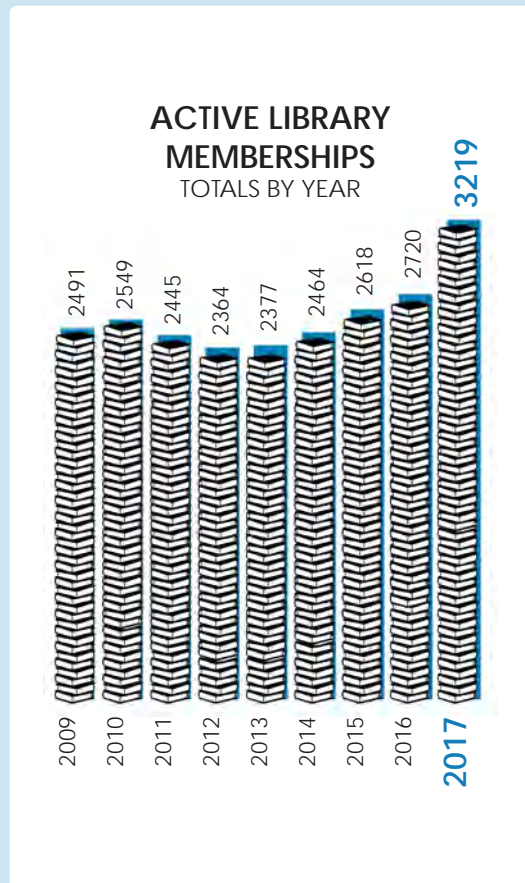
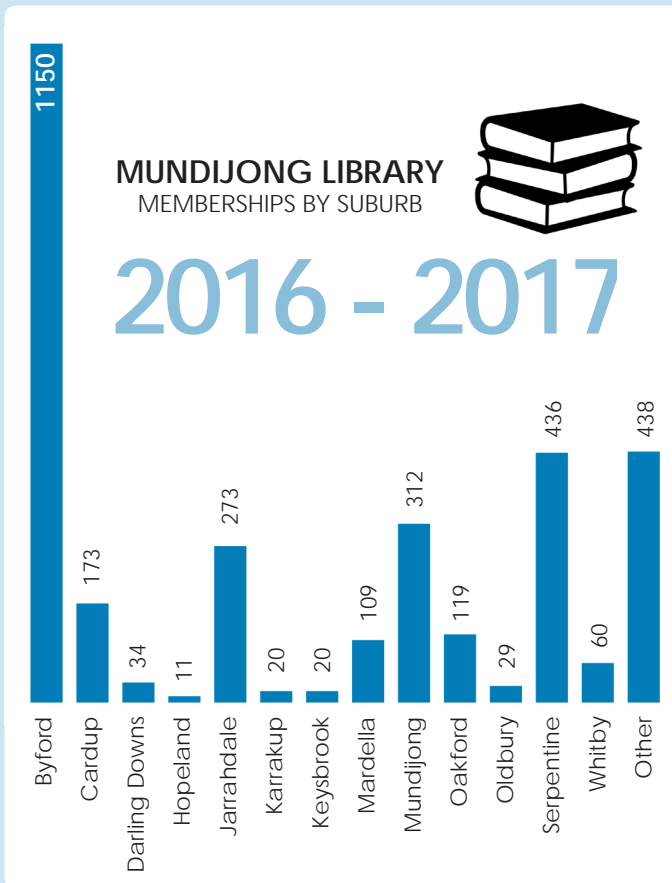
Our dream catcher workshop was a hit!

# COMMUNITY WELLBEING

Volunteers continue to be a strong support for our Library service, including our active SJ Library Friends. They have offered several events, funding, assisted with community and oral history work, and promoted the Library in the community.

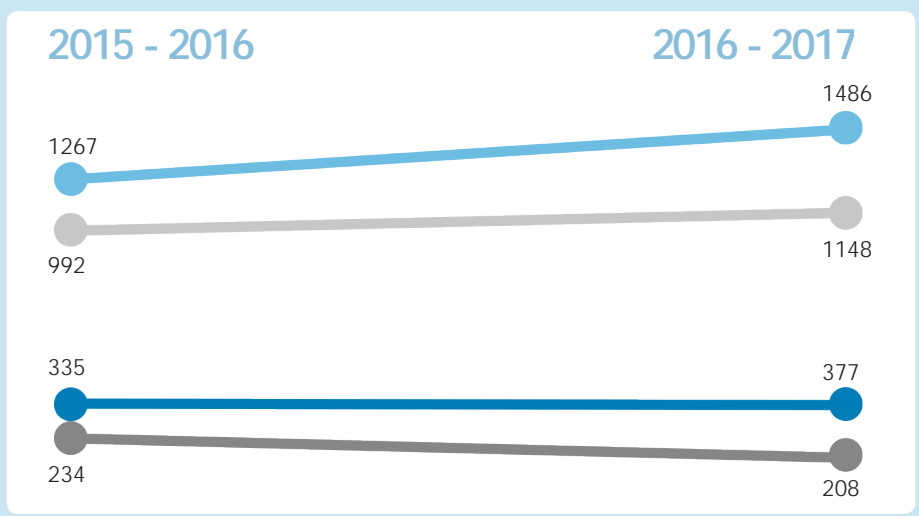
And just to prove our mantra that Libraries are 'more than just books', the local ukulele group have added an extra dimension to the Library space when they meet regularly on a Tuesday night!

This year we also joined the Peel Libraries Group. This group provides support and information to Libraries within the Peel region, and is another way we're showing our commitment to being a Peel Region Council.



## MEMBERSHIPS LISTED BY TYPE

- SENIOR
- ADULT
- YOUNG ADULT
- JUNIOR



## ACTIVE AND CONNECTED PEOPLE

Throughout the year, we delivered a range of community events, aiming to keep residents and visitors entertained, engaged, and active. These events included:

- Australia Day community breakfast
- ANZAC Day commemorative service and processional march
- Thank a Volunteer lunch
- National Parks Week
- School holiday activities
- Splendiferous Jolly Christmas
- National Volunteer Week
- Seniors morning teas
- Community safety events, including a series of annual community safety barbeques

## SUPPORTING OUR COMMUNITY

It's important to us that we continue to support our growing community. We understand that this support is essential across a diverse range of interests. We assist in many ways, from local grants and subsidies, to event sponsorship, and in-kind support from Shire officers with the expertise our community groups, clubs, and associations need.



## Grant Funding

This financial year, we administered over \$75,000 in Kidsport funding to support nearly 400 local youth participate in sport. We also provided funding assistance to local community groups:

WE GAVE	THIS AMOUNT	TO FUND THEIR
Byford BMX Club Inc.	\$1,000	First Aid program
Byford Community Kindergarten	\$1,750	Nature play area development
Serpentine Playgroup	\$1,000	Bike track development
Serpentine Jarrahdale Men's Shed Inc.	\$900	Design and drafting of facility
SJ Food and Farm Alliance Inc.	\$1,000	Trailer signage
Landcare SJ Inc.	\$1,000	Tree spades project
Lions Club of Serpentine Jarrahdale Inc.	\$590	BBQ and bunting
Mundijong Heritage Uniting Church and Community Garden	\$1,000	Signage and noticeboard
Serpentine Jarrahdale Youth Activity Group Inc.	\$990	Table saw
Byford Primary School	\$1,000	Edudance program
Girl Guides	\$1,137	Fridge and storage shelves
Jarrahdale Heritage Society Inc.	\$995	Archival materials
Anglican Parish of Serpentine Jarrahdale	\$1,117	Small playground and pew removal
Serpentine Jarrahdale Grammar School	\$907	Stephanie Alexander kitchen garden
Serpentine Jarrahdale RSL	\$1,650	ANZAC Day gunfire breakfast



Millbrook Winery, Jarrahdale

## Event Sponsorship

Over the past year, we issued 24 event approvals for a wide range of large sporting and community events, many of them part of a longer series. We also provided sponsorship for the following events:

WE GAVE	THIS AMOUNT	TO ORGANISE THEIR
Pony Club of WA Inc.	\$500	Active riding mounted games
Seniors Recreation Council	\$600	Peel aged care games
Byford Baptist Church	\$1,000	Concert in the park
Lions Club of Serpentine Jarrahdale	\$1,000	Jarrahdale Log Chop and Lions Country Fair
Byford Progress Association Inc.	\$1,000	Byford Carols by Candlelight
Jarrahdale Primary School P&C	\$500	Camp Out event
SJ Seniors Grant Inc.	\$1,000	Seniors Week event
West Byford Primary School P&C	\$500	Sausage Sizzle
SJ Youth Activity Group	\$1,000	Children's Christmas party
Byford Glades Community Garden Inc.	\$360	Community Garden opening
Byford BMX Club Inc.	\$500	State Super Series
Serpentine Jarrahdale RSL Inc.	\$8,000	ANZAC Day Dawn Service

# THE YEAR AHEAD

We recently consulted with our community to find out what projects sparked their interest and which services were important to them during the SJ Real Choices participatory budgeting process. Our community has given us their feedback, which has formed the foundation for the 2017/18 Annual Budget. During 2017/18, we will deliver a range of community projects, initiatives, infrastructure upgrades and construction of roads across the community.

## BUILDINGS AND FACILITIES

We will invest \$1.5 million in constructing new Shire buildings and facilities, and renewing existing ones. \$1.2 million will be spent in routine maintenance and the general running costs of our buildings and facilities.

PROJECT	TOTAL PROJECT COST 17/18	GRANT/OTHER FUNDING	COUNCIL FUNDED
<b>New Facilities</b>			
Byford Skate Park	346,635	50,000	296,635
Percy's Park Toilets	95,516	-	95,516
Jarrahdale Static Water Supplies	357,300	275,000	82,300
Library Self Service Machine	34,720	-	34,720
<b>Renewals and Upgrades</b>			
Administration Building - Roof Repairs and Relocation of Server Room	255,000	-	255,000
Watkins Road Transfer Station	40,000	-	40,000
Recreation Centre - Painting, Urinals and Fire Hydrant Booster	28,353	-	28,353
Briggs Park Cricket Net Resurfacing	8,900	-	8,900
Byford Tennis Courts	46,460	-	46,460
Building Renewals - Other	256,511	-	256,511

## PARKS AND GARDENS

A capital investment of \$372,000 will go towards the establishment of new parks and gardens, and renewing our existing ones. This includes \$100,000 for the detailed design of the major upgrade to the Briggs Park lower oval. In addition, \$2.9 million is to be spent on routine maintenance programs, ensuring that we retain the natural beauty of our public open spaces, and the high quality of our sporting reserves.

PROJECT	TOTAL PROJECT COST 17/18	GRANT/OTHER FUNDING	COUNCIL FUNDED
<b>New Facilities</b>			
Briggs Park Lower Oval Upgrade	100,000	-	100,000
Byford Dog Park	31,617	-	31,617
<b>Renewals and Upgrades</b>			
Parks and gardens renewals	225,600	-	225,600

## INFRASTRUCTURE – ROADS, FOOTPATHS, AND DRAINAGE

With an area of over 900km<sup>2</sup>, we are the second largest local government in the Perth metropolitan area with a road network of approximately 830km. In 2017/18, we will invest \$18.9 million in new road and footpath construction and renewal programs, and \$2.3 million on routine maintenance programs. \$360,000 will be invested in upgrading our drainage and \$1 million on routine maintenance.

PROJECT	TOTAL PROJECT COST 17/18	GRANT/OTHER FUNDING	COUNCIL FUNDED
<b>New Construction</b>			
Abernethy Road	13,649,220	10,887,296	2,761,924*
Soldiers Road Footpath	210,000	105,000	105,000
New Footpath Construction - Other	125,000	-	125,000
Thomas Road Design	116,298	116,298	-
<b>Renewals and Upgrades</b>			
Medulla Road	72,000	72,000	-
Kiln Road	73,000	73,000	-
Linton Street	85,000	85,000	-
Gossage Road	198,030	198,030	-
Elliot Road	315,821	315,821	-
Marsh Court	22,770	22,770	-
Orton Road	213,614	142,409	71,205
King Road	194,345	129,563	64,782
Nicholson Road	328,578	219,052	109,526
Wright Road	141,978	94,652	47,326
Soldiers Road	320,465	213,643	106,822
Road Renewals - Other	1,634,359	-	1,634,359
Footpath Renewals	140,800	-	140,800
Drainage Renewals	340,000	-	340,000
* The council funded portion of Abernethy Road will be loan funded.			

# THE YEAR AHEAD

## PLANNING FOR OUR FUTURE

Following the outcomes of our SJ 2050 program, this financial year we have committed \$1.26 million towards projects that continue to ensure communities are planned strategically and reflect community aspirations.

With the establishment of the Economic Development Advisory Committee this year, we will be investigating fresh investment opportunities to create a diverse economic environment.

The developer contribution plans will aim to collect funds from developers to spend on public open space, community facilities and infrastructure within those areas.

PROJECT	TOTAL PROJECT COST 17/18	GRANT/OTHER FUNDING	COUNCIL FUNDED
Aging well strategy	50,000	-	50,000
Equine Strategy	50,000	-	50,000
Sport and Recreation Strategy	80,000	-	80,000
Youth Strategy	55,000	-	55,000
Visitors Centre Investigation	25,000	-	25,000
Planning Projects	250,000	-	250,000
Developer Contribution plans - Byford, Mundijong Whitby, Mundijong Industrial Area	200,000	-	200,000
Economic Development	552,769	-	552,769

## COMMUNITY PROJECTS

We will be investing in various community projects across Serpentine Jarrahdale.



PROJECT	TOTAL PROJECT COST 17/18	GRANT/OTHER FUNDING	COUNCIL FUNDED
Community Events	265,000	-	265,000
switch your thinking	31,000	-	31,000
Library activities and outreach program	23,850	-	23,850
Landcare SJ	200,000	-	200,000
Youth Services - YMCA	266,290	-	266,290
Community Safety and Crime prevention	8,000	-	8,000

## COMMUNITY GRANTS

We will continue to support community groups and individuals in the Shire through a range of grants, with an amount of \$214,000 allocated in our budget for 2017/18.

Grants can be used to assist with travel costs for individuals chosen to represent their sport at a national or international level, and there are opportunities for sponsorship of youth leadership and training.

We can also assist local groups with the costs of incorporation, and funds are available to assist eligible groups with the costs of Public Liability Insurance. Local incorporated groups can also apply for grants to assist with equipment, events and projects. If your group has a larger project, you may be able to access funds through the Major Grants Scheme. Funds of up to \$50,000 are available for up to 50% of the total project cost.

## ENVIRONMENTAL MANAGEMENT

Our environment is important to us. We will continue to protect the biodiversity of significant areas of bushland as well as supporting the important work done by Landcare SJ, by way of a \$200,000 cash contribution and the provision of office space and administrative support. We will also maintain the free verge plant scheme.

In addition, we will spend \$866,000 towards protecting our environment through the strategic delivery of services and programs.

## FIRE PREVENTION

The Shire's Emergency Services team carries out fire prevention work which is highly valued by residents. This financial year \$683,179 has been allocated to our fire and emergency services and to support our volunteers.

# STATUTORY REPORTS

## RECORD KEEPING 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 of 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

Local Governments are required under the Disability Services Act (1993) amended in 2004, to have a Disability Access and Inclusion Plan (DAIP) to improve access and inclusion for people with disability.

The seven access and inclusion outcome areas specified in the Act aim to provide a mechanism for people with disability, their families and carers to access services, facilities and information, providing them with the same opportunities, rights and responsibilities enjoyed by all other people in the community.

The Shire of Serpentine Jarrahdale is committed to achieving the seven desired outcomes of its Plan. These include:

1. People with disability have the same opportunities as other people to access the services of, and any events organised by, the Shire of Serpentine Jarrahdale
2. People with disability have the same opportunities as other people to access the buildings and other facilities of the Shire of Serpentine Jarrahdale
3. People with disability receive information from the Shire of Serpentine Jarrahdale in a format that will enable them to access the information as readily as other people are able to access it

4. People with disability receive the same level and quality of service from the staff of the Shire of Serpentine Jarrahdale as other people receive from the staff of the Shire of Serpentine Jarrahdale
5. People with disability have the same opportunities as other people to make complaints to the Shire of Serpentine Jarrahdale
6. People with disability have the same opportunities as other people to participate in any public consultation by the Shire of Serpentine Jarrahdale
7. People with disability have the same opportunities as other people to obtain and maintain employment with the Shire of Serpentine Jarrahdale

Initiatives implemented this year include:

- DAIP linked to the Shire of Serpentine Jarrahdale's Corporate Business Plan and other Strategic Plans
- Shire coordinated events and activities accessible to people with disability
- Asset management program includes a maintenance program for footpaths
- As part of the asset renewal program a new BBQ with disabled access has been installed at Kandimak Reserve Byford and disability suitable play equipment at Bill Hicks Reserve



# STATUTORY REPORTS

## NATIONAL COMPETITION POLICY STATEMENT

The Federal and State governments have a Competition Principals 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, Sport, and Cultural Industries.

### 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 of 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, 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 Council have 'exclusive or near exclusive control of the market supply of this service?'
2. Dual function: Does Council have both a regulatory and supply function in this area of activity?

3. Willing competitors: If 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?

Council does not have a dual function role in any of the following service areas:

- Parks and gardens
- Roads
- Recreation services
- Cemetery management

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

### Legislation Review

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 proposal for alternatives

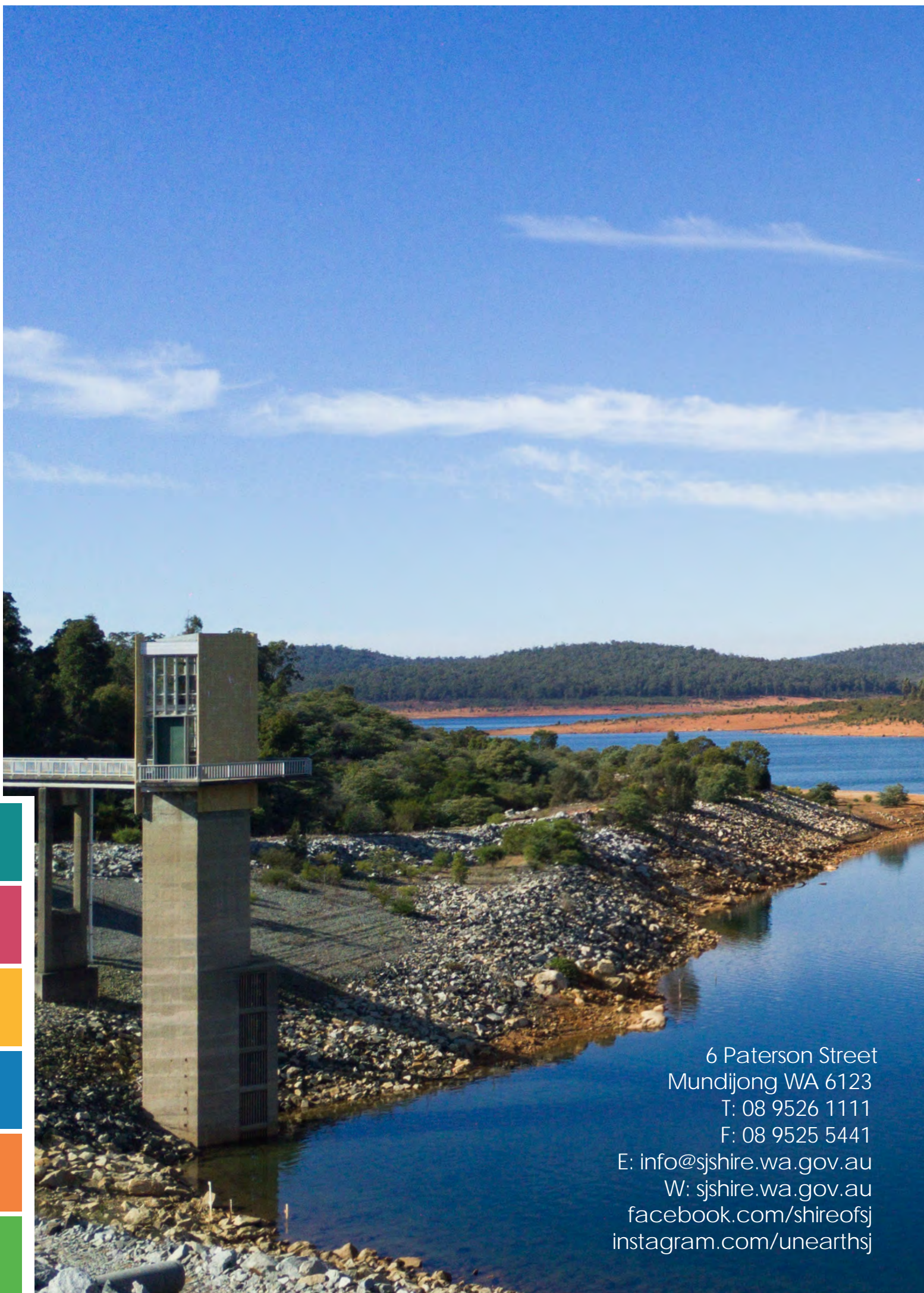
In conducting the review, in particular concerning provision of services, Council will consider the effect of local laws with regard to how they:

- 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 finding 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

	2017	2016	2015
100,000 -109,999	3	2	2
110,000 -119,999	6	1	1
120,000-139,999	1	1	0
140,000-149,999	3	3	2
210,000-219,999	1	1	1



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