



Annual Report 2013-2014



Shire of
Serpentine
Jarrahdale



Table of Contents

- 3. Shire President's Message
- 5. Chief Executive Officer's Message
- 8. Outline of Document
- 9. Governance and Leadership
- 11. Financial Sustainability
- 13. Built Environment
- 15. Local Economy
- 17. Natural Environment
- 19. Community Wellbeing
 - 23. The Year Ahead (2014/2015 Financial Year)
 - 24. Planning Initiatives
 - 24. Locality Funding
 - 25. Statutory Reports
 - 27. Statement of Salaries

Shire President's Message

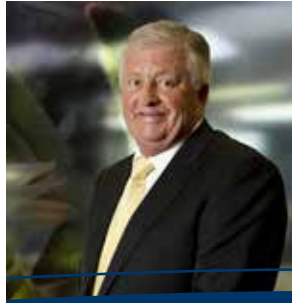
It certainly has been an eventful year in the Shire President's chair. Like the Chief Executive Officer, much of my time has been invested in fighting to save our Shire. From presentations to Premier Colin Barnett and Minister Tony Simpson to on the ground petitions with members of the Save SJ Shire group, it has been a significant battle.

I would like to take this opportunity to recognise the Shire of Serpentine Jarrahdale staff who have handled a difficult year with integrity. Despite looming Local Government Reform, Shire staff have continued to deliver a quality service, handled a growing number of planning and building applications, instigated major strategic planning projects, and worked with the local community to progress projects and events.

The Council as a decision making body has also considered so many planning applications during the year which will see our community evolve over the coming years. New shopping centres, expansions to schools, upgrades to major roads, and new footpaths to ensure the safety of our school children were all focuses of discussion and endorsement.

It was also wonderful to welcome so many new citizens to our community during Shire hosted Citizenship Ceremonies during the year. We are honoured to welcome them to the Shire, as they settle into Australian life.

Our community and locality funding programs helped various community organisations, assisting to fund sporting equipment, local events and initiatives. Some of the major locality projects funded during the year, to be implemented this financial year include a beautification project for Paterson Street, the commencement of the Abernethy Road upgrade, concept drawings for the Byford BMX track, playground equipment in Keysbrook, Percy's Park in Byford, and skate parks for Serpentine and Mundijong.



Shire
President
Cr Keith Ellis



Deputy Shire
President
Cr Sam Piipponen

Southern Ward



Councillor
Bruce Moore



Councillor
Gary Wilson



Councillor
Barry Urban

North Ward



Councillor
John Kirkpatrick



Councillor
John Erren



Councillor
Sandra Hawkins



Councillor
John Rossiter

North West Ward

Chief Executive Officer's Message

There is no doubt that my role as Chief Executive Officer during the 2013-2014 financial year was occupied with our fight to Save the Shire of Serpentine Jarrahdale. This followed the State Government's announcement in February 2013 that Local Government Reform would proceed, and that the Shire of Serpentine Jarrahdale was under threat, with moves for amalgamation with the City of Armadale.

Residents will be aware that the Minister has recently endorsed the recommendation of the Local Government Advisory Board to progress boundary changes which will see the north of our Shire governed by the City of Armadale and the southern portion to Mundijong Road going to the Shire of Murray.

During the year, my time as a Chief Executive Officer has been divided between overseeing the Shire of Serpentine Jarrahdale as an organisation and working with other concerned Councils as part of the Councils for Democracy group, established to progress legal proceedings investigating the validity of the Local Government Reform process.

Whilst the year has been challenging at times, we have also celebrated significant achievements. During the year the Jarrahdale Skate Park project was completed, Briggs Park and Clem Kentish Oval were rejuvenated with upgrades, and Byford Town Centre was transformed with the final stages of the Byford Beautification Project.

I encourage all residents to remain active during community consultation opportunities with the City of Armadale and the Shire of Murray to ensure the best possible future for our unique and vibrant locality.



Chief Executive Officer
Richard Gorbunow

- Communications and Marketing
- Councillors
- Governance
- Local Government Reform



Director Corporate and Community
Alan Hart

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



Director Planning
Brad Gleeson

- Health and Building
- Planning
- Rangers and Compliance



Director Engineering
Gordon Allan

- Emergency Services
- Engineering
- Environment
- Operations



“ Sustainable. Connected. Thriving! ”

The Pinwheel

Serpentine Jarrahdale's Sustainability Pinwheel represents the connection of the Shire's six vision categories:

Governance and Leadership

Financial Sustainability

Built Environment

Local Economy

Natural Environment

Community Wellbeing

The six categories come together to unite, creating a community which is sustainable, connected and thriving!



The Shire of Serpentine Jarrahdale's annual report and achievements for the 2013-2014 year are outlined in accordance with the Shire's vision categories listed within our Strategic Community Plan:

Governance and Leadership

Financial Sustainability

Built Environment

Local Economy

Natural Environment

Community Wellbeing

Governance and Leadership

Local Government Reform

During the year, the Executive Services team led by the CEO researched and collated information for the Shire's proposal and submission to the Local Government Advisory Board regarding the future of Serpentine Jarrahdale as part of the State Government's Local Government Reform.

During early 2014, the Shire instigated legal proceedings against the State Government, questioning the validity of the Local Government Reform process. The Shire along with other metropolitan Councils have progressed with legal action through the Councils for Democracy group.

Strategic Community Plan

In July 2013, the Shire published their Strategic Community Plan 2013-2022, and made it available to the public via hard copy, email and online versions. The Plan which was developed in consultation with the community outlines Council and community objectives across six vision categories:

Governance and Leadership - this category relates to strong leadership, capable Councillors, listening, learning and developing a progressive organisation.

Financial Sustainability - our financial plans defines the high level financial policies, commitments, positions and parameters which guide the development of service levels, rating and other income, expenditure and fiscal management.

Built Environment - calling for sustainable planning and design, the built environment vision category requires the Shire to go beyond individual disciplines in considering a variety of economic, social and environmental impacts in long term planning. A good example is our work with the Tonkin Highway extension.

Local Economy - the Shire is committed to delivering a healthy economy for residents and local business to enjoy. This vision category concerns itself with sustainable industries, tourism and regional collaboration.

Natural Environment - our natural environment is one of Serpentine Jarrahdale's greatest assets. Meeting the objectives of this vision category will see responsible resource management, excellence in environmental management and maintaining our status as an environmentally active community.

Community Wellbeing - it is vital for our community to connect and engage in local decisions. This vision category will create an active and connected community.

Strategic Planning

Council has continued its visionary planning for the development of the Shire to 2031, balancing this with community expectations and environmental aspects which the Shire is renowned for. Projects include the Rural Strategy Review, updating Local Planning Policies, and adoption of District and Local Structure Plans. The Serpentine Townsite Local Structure Plan was also commenced.

Structure Planning

Council has finalised a number of important Local Structure Plans (LSP) in the Byford and Mundijong areas including the Byford Town Centre LSP, in which Council actively pursued achieving the multi-use corridor, drainage and built form outcomes in accordance with community desires.

Building Services

This year has been incredibly busy with the number of building applications continuing to increase by almost 40%. A recent review of other local governments found that our remarkably efficient building team is processing more building applications per officer than any of our adjoining Councils.

Predictions indicate that the current increasing trend will continue which will more than challenge our small building team who are looking to maintain a high standard of customer service and process for building applications. We continue to review processes and improve technologies to help more customers lodge applications online, and to enable us to track processing times electronically.

Records

The Shire's Records staff continued to scan and register incoming correspondence each day, handling a total of 46,159 items including 988 health and building applications, and 651 development applications.

Record keeping training sessions were held for each new staff member employed at the Shire, ensuring staff are aware of their record keeping compliance obligations and to undertake training in the use of the electronic record keeping system. A project to implement a new workflow module for the record keeping system was initiated towards the end of the financial year.

This module will enable the right people to have immediate access to the documents they need when they need them. The project is aimed at improving customer service by reducing response times to incoming correspondence and streamlining the flow of information through the organisation.

Information Technology Help Desk

2013-2014	2012-2013
1,905 support calls	1,282 support calls
Average of 749 resolved on the same day.	

Several major tasks were completed during the year including software upgrades, hardware relocations and equipment repairs. A new telephone system based on VOIP technology was rolled out across the organisation to replace the Shire's outdated telephony. The new phone system is fully integrated with Microsoft Lync, an up-to-date and cost effective messaging and video conferencing application designed to streamline internal communication and improve customer service.

Geographic information System (GIS)

Ongoing support was provided throughout the year to Shire departments utilising the Geographic information System including Strategic Planning, Statutory Planning, Building Services, Environmental Services, Community Development, Emergency Services and the Rates team.

The key task for the year was the upgrade of the IntraMaps installation from IntraMaps 7.5 to IntraMaps 8.0. IntraMaps 8.0 is a major update with substantial internal changes reflected in the services it can provide and changes mainly to the administrative environment. Shire staff rely on IntraMaps for matters relating to planning, building and health to identify sites and zoning.

Freedom of Information

Eleven applications for access to documents under the Freedom of Information (FOI) Act were processed during the year and no reviews of the decisions were requested. The Information Statement was updated and a copy placed on the Shire website.



Financial Sustainability

Responsible Management

The Shire commissioned Talis Consultants Pty Ltd to undertake a full inventory verification and visual condition survey of the Shire's sealed and unsealed road network. The objective was to use the updated data to undertake predictive modelling using dTIMS software modelling system, to determine long term network funding requirements through the generation of an optimised Forward Works Program (FWP), and to prioritise major capital projects to ensure long term financial sustainability.

Parks and reserves including fire breaks are currently on asset pick up and valuation.

Asset Management Systems data is also continually updated in Roman/QGIS/Intramaps with all developers being required to submit information before the end of a stage defects liability period.

Fair Value of Land and Buildings was performed by Valuers in 2013/2014. Plant, equipment, furniture, land, and buildings are now all recorded at fair value as at 30 June 2014. In the 2014-2015 financial year, roads and remaining infrastructure will be valued at fair value, which is in line with the Local Government Act 1995 phasing in approach to fair value accounting of Local Government fixed assets.

An insurance valuation review was performed at the same time as the valuations of fair value took place. All land and buildings have been updated to ensure sufficient cover is applied in the event an insurance claim is required.

Improvements to Internal Rating Processes'

The rates team moved to an electronic account enquiries system due to the volume of sales advice being received. This has improved the time taken to process account enquiries, orders and requisitions and has enabled business efficiencies.

Review of the Farmland Concession

The Farmland Concession Review was conducted in the 2013-2014 financial year. The concession provides for a 31% discount off the rural rate category for properties undertaking a rural enterprise and also meet the criteria outlined in the Farmland Concession Policy. The Review occurs every two years, in which properties have to reapply for the concession. The next Review will take place in 2015/2016.

Financial Sustainability

The Shire has retired debt of \$2.99 million in the 2013/2014 financial year. This was as a result of the Byford Development Contribution Plan being approved by the Minister for Planning, and has significantly reduced the Shire's outstanding debt level as at 30 June 2014 to \$2.797 million.

The Shire has recognised that planning for the future and to remain financially sustainable, funds need to be placed into reserve. The Shire transferred an additional \$2.22 million into reserves in the 2013-2014 financial year. The leave reserve now covers the long service liability of staff and in the 2013-2014 financial year increased by \$510K. Asset management and community facilities reserve also received a significant increase of \$725K in the 2013-2014 financial year. Light fleet reserve increased by \$390K. \$73K was transferred into the Natural Disaster Recovery Management Reserve which represents 0.5% of rates.

Review of Council Policies

A review of the following Council Policies occurred during the financial year to ensure Council is adhering to legislation, reflecting best practice, and optimising business efficiency:

1. Valuation of Land Policy

Valuation of Land Policy was introduced for business efficiency when applying to the Minister for Local Government to change rural properties to urban when subdivision occurs.

2. Asset and Depreciation Policy

Asset and Depreciation Policy was updated to reflect fair value accounting, asset classes, capitalisation rates, and timeline for fair value, which were in line with the Local Government Act 1995 and business efficiencies.

3. Councillor Entitlements Policy

Councillor Entitlements Policy was updated to reflect the changes made by the Salaries and Allowance Tribunal determination.

Built Environment



Projects that were completed in 2013-2014 are outlined below:

Byford Central Ablution and Storage

This facility which includes a kitchen with external serving area and storage rooms was built under contract last year with finishing works such as the concrete surround, awning and surrounding turf being arranged and delivered in-house. The facility has now been commissioned and is being used by the BMX and Tee-ball clubs. The building has been designed with capacity for the addition of a second storey.

Briggs Park Storage Facility

During the year, a storage facility was constructed at Briggs Park for users of the space to store sporting equipment and other items.

Refurbishment of Old Jarrahdale Post Office (Museum)

In partnership with Jarrahdale Heritage Society, the Shire of Serpentine Jarrahdale with funding from the Department of Local Government and Regional Development upgraded the Museum roof, undertook landscaping to the garden, reclad and painted the exterior of the building.

Jarrahdale Skate Park

The planning stages were undertaken for Jarrahdale Skate Park during the year, including a feasibility study, site selection and the development of the concept design in consultation with community members and the Department of Sport and Recreation, who provided funding to undertake planning for the facility. This project was completed this financial year.

Shade Sails for Kalimna Oval

During the year, in a bid to create a sun smart environment for local children, shade sails were installed over Kalimna Oval.

Mundijong Oval Upgrade Infrastructure

The upgrade to Mundijong Oval involved the replacement of the bore pump with a more suitable structure, together with reticulation improvements and extension to serve the area near the club rooms and the Shire administration area.

Clem Kentish Oval Upgrade Infrastructure

The work at this location included the installation of subsoil drainage, reticulation improvements and extensions, installation of a new water tank with surrounding fence and the purchase of winter sport covers for the cricket pitch.

Hopeland School Restoration Work

Hopelands School was restored during the year, with a new roof, painting to the building exterior and replacement of verandahs at the site.

Local Economy



Byford Town Centre

Council has adopted the Local Structure Plan, 'Built Form', and 'Guidelines for the Development of the Public Realm'. The Shire will finalise the Access and Parking Strategy in late 2014. These documents provide the framework for the development of the town centre in Byford.

West Mundijong Industrial Area

Council has forwarded the West Mundijong Industrial Area Metropolitan Scheme Amendment and District Structure Plan to the Western Australian Planning Commission ready for the private sector and landowners commence development of the site.

Cardup Business Park Local Structure Plan

The Local Structure Plan has been submitted and will be assessed this financial year. This is the result of many hours of negotiation and discussion to balance the need for economic development, and the protection of the community from the adverse effects of the new developments.

Rural Strategy Review 2013

The Rural Strategy Review has been finalised and adopted by Council and will allow for adoption by the Western Australian Planning Commission. Adoption of this Strategy delivers an environment ready for future rezoning and subdivision in the Shire.

Serpentine Local Structure Plan

The Local Structure Plan has been advertised and submissions have been collated. Council approval should occur early in the new financial year.

Economy.id

The Shire has acquired software to effectively monitor and project economic activity in the Shire. This is a significant step forward as it provides Council with the ability to assess development projects, and their economic benefit to the community.

Tonkin Highway Business Case

Council has been instrumental in driving the business case for the development of this important infrastructure. The business case outlining the medium term importance of the Highway has been presented to the Minister for Transport for consideration and budgeting in coming financial years.

Peel Harvey Biosecurity Group

Established this year as a regional collaboration, the Peel Harvey Biosecurity Group includes State, local agencies and the farming community members, which will help to reduce plant and animal pests in the Region and work to create more sustainable farm land management.

Natural Environment



Jarrahdale Skate Park

The Jarrahdale Skate Park was designed, and construction commenced this year in such a way to minimise the impact on its immediate forest environment. The site has always been targeted for interpretive information to raise awareness of responsible resource management, and to foster an environmentally active community.

Landcare SJ

The Shire of Serpentine Jarrahdale continued their support for Landcare SJ through the planting season, fostering an environmentally active community with many of their plantings utilising volunteers on Shire managed or Shire reserved lands.

Biodiversity

The Shire continued to lead the way with receiving one of the highest biodiversity milestone awards at the Western Australian Local Government Association local government awards event. The award recognised the implementation and reporting on the implementation of the Shire's Local Biodiversity Strategy to the community.

The Parks and Gardens team have made a significant contribution to the Shire's natural environment during the year, including:

- 'Pruning Under Power Lines' programme completed throughout the Shire.
- Extension to the reticulation systems at Mundijong Oval and Clem Kentish Oval.
- Streetscape enhancements at various locations on Mead Street.
- Landscaping improvements at the Serpentine Jarrahdale Recreation Centre in Byford.
- Landscaping the surrounds of the new Jarrahdale Skate Park.

Progress has been made across waste management services at the Shire, outlined below:

- The kerbside collection delivered under contract arrangements with Perth Waste continues to run well. With the urbanised growth of the Shire, the number of bins for collection is increasing by around 30 per month. Increases are also being experienced in areas such as street and park bins, provision of bins for community events and provision of dog bags at parks and ovals.
- An external supplier delivered our hard waste/green waste collections this year. There were some issues with the timeliness of the collections as the contractor is resource constrained. This will need to be taken into consideration with any future arrangements made in this area.
- Negotiations seen an arrangement with the City of Armadale to accept E (electrical) waste free of charge at their Hopkinson Road site.
- Illegal disposal of litter is increasingly becoming a problem. An extra crew has been established with collection of this waste forming one of their core duties. The cost and convenience of disposal are issues that appear to impact on this problem.
- The tender review process for common waste receipt and management facility is well progressed through Rivers Regional Council, designed to reduce material going to landfill and to achieve other environmental aims.

Community Wellbeing

World Environment Day Conference

85 delegates enjoyed a full day environmental conference featuring Dr Karl Kruszelnicki, Western Australian author and activist Dr Peter Dingle and a host of local presenters, including representatives from Landcare SJ, and the City of Mandurah. The Conference was held in June at Jhana Grove Meditation Retreat.

Byford Beautification and Streetscapes Project

The completion of the final stage of the Byford Beautification and Streetscapes Project enhanced the Byford Town Centre along South Western Highway. Funding was made possible through the Locality Funding Program. Main Roads also contributed a puffin crossing, with signals, streetlights and resurfacing both carriageways red to amplify the reduction of the speed limit to 50 kph from Larsen Road to Abernethy Road. Thanks to local community members Colleen Rankin and Stephen White who were the drivers of this project.

Whitby Falls Public Access and Amenity Project

The Shire has appointed BCL Pty Ltd to construct the civil and landscaping components of this project. Fencing, the toilet block and revegetation have been awarded to specialty sub-contractors as cost saving measures. This project is funded through the Royalties for Regions with project management being provided as the Shire's contribution.

Health Survey

The Health team developed a health survey and went out into the community to survey over 400 stakeholders and gauge their opinion regarding healthy active living. The survey results will inform a review of the current Health Plan, and the development of the new Municipal Health Plan, which will set new priorities and core tasks and identify healthy, active living programs.

Health Services

The Health Team has seen an increase in the number of customer service requests requiring detailed investigations of pollution events and impacts on amenity in several localities. In some important cases residents from these localities and Shire officers have worked together to communicate issues to operators and produce some very positive outcomes. Residents from Mundijong Whitby, Oakford and members of The SJ Ratepayers Association must be commended for their efforts and a proactive approach to some very complicated investigations.

Local Events

Community Services have been active in the community organising and hosting Australia Day celebrations, a commemorative service for ANZAC Day, acknowledgement supper for our many volunteers and community BBQs held in conjunction with our local Police and Neighbourhood Watch. Many local community groups have also received financial support from the Shire to deliver their own events.

During the year, Shire staff developed a coordinated booking system for community or commercial events, leading to a pilot program with Jarrahdale Log Chop and the SJ Community Resource Centre Community Fair.

Crime Prevention and Ewatch

During the year, Shire staff worked with volunteer Bush Fire Brigades on design-out crime initiatives.

The ewatch system has been changed with registrations and newsletters now being centralised through the WA Police Strategic Community Engagement Division. The Shire currently has over 750 subscribers to the initiative. A community safety survey was carried out and received in excess of 300 responses.

Partnership with YMCA

During the year, the delivery of the Recreation Centre management and seniors recreation services were awarded to the YMCA. Youth Services for the Shire will also be handled by the organisation, with case workers commencing networking with local youth.

Progress with Local Sporting Facilities

The Briggs Park Master Plan was finalised and presented to Council for advertising for public comment during the year. Feasibility and community liaison work was undertaken on the reopening of the former St John Ambulance building in Serpentine, Briggs Park cricket wicket, a potential new club house at Serpentine Golf Club, Byford BMX Track, playgrounds in Keysbrook and Hopeland, skatepark equipment relocation, and planning for capital works plan.

Locality Funding Program

The Program has had a revamp of the policy and a community workshop was held to promote the changes and encourage local groups to apply for funding for projects which will benefit their localities.

Banners in the Terrace

Shire staff worked with students from Byford Secondary College to create the Shire's entry for the WA Local Government Association's Banners in the Terrace program, delivered during Local Government Week in July each year.

Community Agency Liaison

Ongoing discussions and some site visits were held with a range of community service providers including Home Help Local, Communicare, Anglicare, Partners in Recovery and Juniper Community to enable and support their proposed and changing services within the Shire, and to link them with other partners including local service providers and Youth Services (YMCA).

Appointment of Club Development Officer

Funding of \$40,000 was received from the Department of Sport and Recreation over two years towards a new contract term for a Club Development Officer. This extended the position to 3 days per week to commence in July this year, with an Officer recently appointed.

Serpentine Jarrahdale Library Friends Inc.

Active since 2011. Membership 60.

Coordinated and provided volunteer interviewers for "SJ Remembers", the Library's Oral History Program. Nine long term residents of the Shire have already been interviewed, with more interviews planned for the coming year. The Library Friends accessed Lotterywest funds to train members of the community in oral history interviewing.

Travel editor and author Stephen Scourfield and author Anna Jacobs visited the Shire and presented to local residents.

Second hand book sales were held monthly at the Library, raising money and delivering a regular event for people to socialise, whilst increasing awareness of the Library services. Proceeds from the book sales have led to donations by Friends of chairs and cupboards for the Young Adult area

Serpentine Jarrahdale Library Friends also provided volunteers to help with Library events, and drivers for the weekly Books On Wheels service available to housebound customers. As at June 2013, 21 members receive this service.



Community Wellbeing

Library Week May 2014

Mundijong Public Library was nominated by the SJ Library Friends Inc for the Australia Library and Information Association's Australia's Favourite Library promotion. During Library Week, Mundijong Library were awarded Western Australia's Favourite Library.

Great celebrations were held during Thank You Week after Library Week, to thank the community for supporting their Library to be exceptional, and for the voting.

Events held during Library Week included two National Simultaneous Story Time sessions, one at the Library and another at the Recreation Centre, a visit from author Barb Gurney, a morning tea hosted by SJ Library Friends and a session with the Better Beginnings Book Cubby.

Library Statistics

Financial Year	Issues	Ref Enquiries	ILL's	Total Members
2010/2011	71,402	2,782	6,361	2445
2011/2012	68,578	2,886	6,222	2364
2012/2013	66,658	2,484	6,605	2417
2013/2014	66,492	2,232	6,774	2464

Children's Services

Regular activities are offered to families during school holidays. Sessions have included Lego Super Sand Art, Fairy session - musical adventures for children, and a face painting workshop for teenagers.

Changes were made to the children's area to enhance layout, labelling and filing the junior fiction material by genre.

Nearly all playgroups were visited during 2014 to raise awareness of the Library.

CommuniCare have commenced a weekly parents and babies session at the Library.

During February 2014, Lego Club commenced. It is a monthly session held on a Saturday morning with a maximum of 20 children, and continues to enjoy full bookings.

Year 1 Book Bugs and Year 3 Bookworm clubs are reading reward incentive programs. All year 1 and 3 classrooms are visited each year. During the year, Library staff distributed 305 packs to Year 1 and 283 packs to Year 3, and also presented awards.



Year	Book Bug	Bookworm
2011	51	29
2012	47	42
2013	40	33
2014 (as at June 30)	56	44

Better Beginnings - Babies, Kindy and Pre-primary

Better Beginning's Literacy kits for families with newborns are distributed via Child Health Nurses. 363 families received a bag during the 2013/2014 year. Families receiving these kits are also invited to a baby massage session held each term at the Library.

Kindy and Pre-primary Visits

Library staff visited all schools in the Shire to meet with children and undertake a literacy presentation to parents. Literacy kits were distributed to 269 kindy and 298 preprimary children in term 1 or 2 during the 2014 school year.

Library events for adults have included:

Jarrahdale Heritage
Native Orchids of WA
Grow our Flora
Safe Travels
Creative Writing
Christmas When I was Young.
'Backyard Chickens'
Kitchen Gardens
Cyber Safety.

National Novel Writing Month in November 2013

National Novel Writing Month in November 2013, called Write Along the Highway, is a combined event with libraries from the local government authorities of Armadale, Gosnells and Victoria Park. Mundijong offered three adult writers' sessions and a weekly Write in session.

Mental Health Week

Library supported the Mental Health Week program organised by the SJ Wellness group including two de-cluttering workshops and R U OK morning teas.





The Year Ahead (2014/2015 Financial Year)

Major Community Projects for 2014/2015	Expenditure
Byford Country Club (combined total including grants)	\$5,500,000
Byford and Districts BMX Club Track	\$600,000
Construction of Kalimna Oval Club Facility - Stage 1	\$460,000
Mundijong ANZAC Memorial	\$453,000
Locality Funding Program	\$180,000
Minor Upgrade of Briggs Park Lower Oval	\$150,000
Mundijong Pavilion	\$120,000
Serpentine St. John Ambulance Building	\$112,000
Feasibility Studies for Oval Club/Youth Facilities	\$90,000
Keysbrook Playground	\$80,000
Serpentine Skate Park	\$55,000
Community Funding Program	\$40,000
Tourism and Small Business Contribution	\$40,000
Australia Day Event	\$35,000
Switch Your Thinking Membership	\$34,000
Briggs Park Pavilion Toilet Upgrade	\$30,000
Forest Green Reserve Play Equipment	\$30,000
Get Healthy SJ Plan and Implementation	\$30,000
Library Activities and Community Outreach	\$24,000
Air Conditioning at Eric Senior Pavilion	\$20,000
Hopeland Playground	\$20,000
Skate Park Equipment Relocation	\$20,000
Percy's Park Basketball Playing Area	\$11,500

Planning Initiatives

This financial year, Council will commit \$1.2 million towards projects which continue to ensure that communities are well planned.

Projects include:

Byford Development Contribution Plan	Mundijong Whitby Development Contribution Plan
Byford Town Centre Implementation	Population Projections Program
Local Planning Strategy	Rural Strategy Review
Mundijong West Industrial Area	Serpentine Local Structure Plan Implementation
Mundijong Structure Plan Implementation	

The Development Contribution Plans for Byford and Mundijong will collect funds from developers to spend on important infrastructure such as roads, community facilities, and public open space (including ovals) in those areas.



Locality Funding

Council will continue to support community groups in the Shire. Grants are available to help with sporting equipment, seating, shade sails, and other needs.

If your group has a larger project, you may be able to access locality funding to help secure major grants. Council is also looking at ways it can assist community groups with insurance cover.

For further details please contact our Community Services team on 9526 1139.

Statutory Reports

Record Keeping Statement

Shire of Serpentine Jarrahdale and all of its employees are committed to good and compliant record keeping practices. Internal review and training strategies have been developed and implemented to ensure that all are aware of their compliance responsibilities, and that the Information Management System is operating in accordance with the Record Keeping Plan.

Annual reviews are conducted. The results of all record keeping procedures and policies, any resulting amendments are authorised and communicated to staff and Councillors. The Internet and Email Usage and 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 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 role 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.

As part of the Shire's DAIP, an implementation plan and accessibility kit 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 following six (6) 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.

Through the review a 7th outcome was added which aims to encourage employers to hire people with disabilities.

Some examples of achievements during the year include:

- The development of an events management package and internal process to enable better access to information and services for community event organisers, including improvements to safety, access and quality of events.
- Concept drawings developed for the Byford BMX track have been designed to cater for all abilities through different levels on the starting ramp.
- Auslan interpreters and/or audio loop for events and council meetings have been investigated and considered, however no requests for this service have been received.
- Mundijong Library purchased two larger print books, and an audio book for adult patrons to enjoy.

The DAIP is available to view on the Shire's website.

Statement of Salaries

Salary Range

\$	2014	2013
100,000 - 109,999	2	1
110,000 - 119,999	1	0
120,000 - 129,999	0	3
130,000 - 139,999	0	1
140,000 - 149,999	3	0
150,000 - 159,999	0	1
160,000 - 169,999	0	1
180,000 - 189,999	0	1
190,000 - 259,999	1	0
260,000 - 269,999	0	1



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