



**City of Belmont**  
**ORDINARY COUNCIL MEETING**  
**MINUTES**  
**TABLE OF CONTENTS**

28 June 2016

<b>ITEM</b>	<b>SUBJECT HEADING</b>	<b>PAGE</b>
<b>NOTICE OF MEETING</b>		
<b>1.</b>	<b>OFFICIAL OPENING .....</b>	<b>1</b>
<b>2.</b>	<b>APOLOGIES AND LEAVE OF ABSENCE .....</b>	<b>2</b>
<b>3.</b>	<b>DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT .....</b>	<b>2</b>
3.1	FINANCIAL INTERESTS .....	2
3.2	DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY .....	2
<b>4.</b>	<b>ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS .....</b>	<b>2</b>
4.1	ANNOUNCEMENTS.....	2
4.2	DISCLAIMER.....	2
4.3	DECLARATIONS BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTLY BEFORE THE MEETING .....	3
<b>5.</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>3</b>
5.1	RESPONSES TO QUESTIONS TAKEN ON NOTICE .....	3
5.2	QUESTIONS FROM MEMBERS OF THE PUBLIC .....	3
5.2.1	MS J GEE, 44B TREAVE STREET, CLOVERDALE.....	3
5.2.2	MR R FOSTER, 140 COOLGARDIE AVENUE, REDCLIFFE.....	4
5.2.3	MR J POLKINGHORNE, 89 BOULDER AVENUE, REDCLIFFE .....	6
5.2.4	MRS V POLKINGHORNE, 89 BOULDER AVENUE, REDCLIFFE.....	6
<b>6.</b>	<b>CONFIRMATION OF MINUTES/RECEIPT OF INFORMATION MATRIX .....</b>	<b>7</b>
6.1	ORDINARY COUNCIL MEETING HELD 24 MAY 2016 .....	7
6.2	INFORMATION MATRIX FOR THE AGENDA BRIEFING FORUM HELD 21 JUNE 2016.....	7
<b>7.</b>	<b>QUESTIONS BY MEMBERS ON WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION).....</b>	<b>7</b>
<b>8.</b>	<b>QUESTIONS BY MEMBERS WITHOUT NOTICE .....</b>	<b>7</b>

<b>ITEM</b>	<b>SUBJECT HEADING</b>	<b>PAGE</b>
9.	<b>NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION .....</b>	<b>8</b>
10.	<b>BUSINESS ADJOURNED FROM A PREVIOUS MEETING .....</b>	<b>8</b>
11.	<b>REPORTS OF COMMITTEES .....</b>	<b>8</b>
12.	<b>REPORTS OF ADMINISTRATION .....</b>	<b>8</b>
12.1	DEVELOPMENT ASSESSMENT PANELS (NOTICE OF MOTION (CR POWELL) – 22 MARCH 2016 ORDINARY COUNCIL MEETING).....	9
12.2	ADOPTION OF FEES AND CHARGES FOR 2016-2017.....	13
12.3	2016-2017 RATE SETTING BUDGET.....	17
12.4	2016-2017 RATE CALCULATIONS .....	37
12.5	DELEGATED AUTHORITY REGISTER REVIEW 2016-2017 .....	43
12.6	TENDER 12/2016 - SUPPLY AND INSTALLATION OF LANDSCAPE WORKS - COPLEY PARK UPGRADE STAGE 1 .....	49
12.7	TENDER 13/2016-CONSTRUCTION OF KERBING AND ASSOCIATED WORKS.....	54
12.8	ACCOUNTS FOR PAYMENT – MAY 2016.....	58
12.9	MONTHLY ACTIVITY STATEMENT AS AT 31 MAY 2016.....	61
13.	<b>REPORTS BY THE CHIEF EXECUTIVE OFFICER.....</b>	<b>67</b>
13.1	REQUESTS FOR LEAVE OF ABSENCE .....	67
13.2	NOTICE OF MOTION (CR BASS) – PROVISION OF TOILET FACILITIES AT SELBY PARK .....	67
14.	<b>MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....</b>	<b>74</b>
15.	<b>CLOSURE .....</b>	<b>74</b>

### **ATTACHMENTS INDEX**

- Attachment 1 – Item 12.1 refers
- Attachment 2 – Item 12.2 refers
- Attachment 3 – Item 12.3 refers
- Attachment 4 – Item 12.3 refers
- Attachment 5 – Item 12.3 refers
- Attachment 6 – Item 12.4 refers
- Attachment 7 – Item 12.4 refers
- Attachment 8 – Item 12.5 refers
- Attachment 9 – Item 12.8 refers
- Attachment 10 – Item 12.9 refers

### **CONFIDENTIAL ATTACHMENTS INDEX**

- Confidential Attachment 1 – Item 12.6 refers
- Confidential Attachment 2 – Item 12.6 refers
- Confidential Attachment 3 – Item 12.7 refers
- Confidential Attachment 4 – Item 12.7 refers
- Confidential Attachment 5 – Item 12.7 refers

**Councillors are reminded to retain  
the OCM Attachments for discussion with the Minutes**

## MINUTES

### PRESENT

Cr P Marks, Mayor (Presiding Member)	East Ward
Cr R Rossi, JP, Deputy Mayor	West Ward
Cr L Cayoun	West Ward
Cr P Hitt	West Ward
Cr M Bass ( <i>arr 7.02pm</i> )	East Ward
Cr B Ryan	East Ward
Cr P Gardner	South Ward
Cr J Powell	South Ward
Cr S Wolff	South Ward

### IN ATTENDANCE

Mr S Cole	Chief Executive Officer
Mr R Garrett	Director Corporate and Governance
Mr R Lutey	Director Technical Services
Mrs J Hammah	A/Director Community and Statutory Services
Mr J Olynyk, JP	Manager Governance
Mr S Monks	Manager Finance
Mr S Morrison ( <i>arr 7.03pm</i> )	Manager Works
Mrs M Lymon	Principal Governance and Compliance Advisor
Ms D Morton	Media and Communications Officer
Ms D Uniza	Compliance Administrator
Ms E Cashman	Senior Governance Officer

### MEMBERS OF THE GALLERY

There were six members of the public in the gallery and no press representative.

#### 1. OFFICIAL OPENING

The Presiding Member opened the meeting at 7.01pm, welcomed those in attendance and read the Acknowledgement of Country.

***It is important that we acknowledge the traditional owners of the land on which we are meeting today the Noongar Whadjuk people and pay respect to Elders both past and present***

The Presiding Member invited Cr Ryan to read aloud the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers. Cr Ryan read aloud the affirmation.

**Affirmation of Civic Duty and Responsibility**  
***I make this affirmation in good faith and declare that I will duly, faithfully, honestly, and with integrity fulfil the duties of my office for all the people in the City of Belmont according to the best of my judgement and ability. I will observe the City's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.***

7.02pm Cr Bass entered the meeting.

**2. APOLOGIES AND LEAVE OF ABSENCE**

Mr N Deague (Apology) Director Community and Statutory Services

**3. DECLARATIONS OF INTEREST THAT MIGHT CAUSE A CONFLICT**

**3.1 FINANCIAL INTERESTS**

Nil.

**3.2 DISCLOSURE OF INTEREST THAT MAY AFFECT IMPARTIALITY**

<b>Name</b>	<b>Item No and Title</b>
Cr R Rossi	Item 12.1 Development Assessment Panels (Notice of Motion (Cr Powell) - 22 March 2016 Ordinary Council Meeting)
Cr P Marks	Item 12.1 Development Assessment Panels (Notice of Motion (Cr Powell) - 22 March 2016 Ordinary Council Meeting)
Cr J Powell	Item 12.1 Development Assessment Panels (Notice of Motion (Cr Powell) - 22 March 2016 Ordinary Council Meeting)

7.03pm The Manager Works entered the meeting.

**4. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS**

**4.1 ANNOUNCEMENTS**

Nil.

**4.2 DISCLAIMER**

**7.04pm The Presiding Member advised the following:**

*"I wish to draw attention to the Disclaimer Notice contained within the agenda document and advise members of the public that any decisions made at the meeting tonight, can be revoked, pursuant to the Local Government Act 1995.*

*Therefore members of the public should not rely on any decisions until formal notification in writing by Council has been received.*

*Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material."*

**4.3 DECLARATIONS BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTLY BEFORE THE MEETING**

Nil.

**5. PUBLIC QUESTION TIME**

**5.1 RESPONSES TO QUESTIONS TAKEN ON NOTICE**

Nil.

**5.2 QUESTIONS FROM MEMBERS OF THE PUBLIC**

7.04pm The Presiding Member drew the public gallery's attention to the rules of Public Question Time as written in the Agenda. In accordance with rule (I), the Mayor advised that he had registered three members of the public who had given prior notice to ask questions.

The Presiding Member invited the public gallery members who had yet to register their interest to ask a question to do so. No further registrations were forthcoming.

**5.2.1 MS J GEE, 44B TREAVE STREET, CLOVERDALE**

1. What awards are available internally and externally for HACC Services? Has Council put HACC Services forward for any awards?

**Response**

The Chief Executive Officer advised that internally, staff can be nominated for a City of Belmont Star Award. There are various external awards that HACC Services can be nominated for.

The Chief Executive Officer advised that the question would be taken on notice to investigate specific external awards that HACC Services can be nominated for and whether City of Belmont HACC Services have been put forward for any awards.

2. What is the cost of putting the Belmont Bulletin in a plastic sleeve? Why is Council wasting ratepayers money on this?

**Response**

The Director Corporate and Governance advised that total costs could not be definitively stated at this time, however the approximate cost of distribution across the City, which includes the plastic sleeve is \$0.68 per copy of the Belmont Bulletin.

The plastic sleeve ensures the protection of the publication from rain, water and dirt. The Belmont Bulletin has been distributed in this manner for two years, and the price of this distribution option is lower than other distribution options. It was also advised that the plastic sleeve is biodegradable and at this stage it has been concluded that this is the best distribution method.

*Item 5.2.1 Continued*

**The Presiding Member advised that the question would be taken on notice to provide the exact costs and the timeline of implementation of this distribution method.**

**5.2.2 MR R FOSTER, 140 COOLGARDIE AVENUE, REDCLIFFE**

Mr Foster advised that he does not receive the Belmont Bulletin.

**Response**

**The Presiding Member advised that he would provide Mr Foster with a copy of the latest Belmont Bulletin and investigate why he was not receiving the publication.**

1. On the 15/6/2016 I wrote an email to the Mayor and the CEO of the CoB headed, 'accident time in Brearley Avenue', outlining that I had knowledge of 3 accidents at the intersection of Brearley Avenue and that the safety of the road users/residents was being compromised.

To date I have had NO answer to this email but had an answer to an email written the next day to the same two recipients telling me of the joyous news that Minister of Transports letter had just been posted.

With the closure of Second Street to Brearley avenue, the intersection of First Street and Brearley Avenue becomes the ONLY pedestrian and vehicle access to both sides of the suburb.

Voting Saturday in the burb is going to be the best fun you can have besides poking your eye out with a stick.

Buses, cabs, cars and trucks including the car rental trucks are now using First Street to access Greater Belmont via Boulder/Kanowna and Stanton.

Will I be getting an answer to the first email regarding accidents and will the safety issues be addressed?

**Response**

**The Presiding Member advised that he had the email with him and that he believed that the email was more of a statement and did not realise that it required a response. Now that Mr Foster has advised that he would like a response, one will be forthcoming.**

Mr Foster advised that residents in the area are angry and have been telling authorities that the First Street/Brearley Avenue intersection is dangerous for five to six years. Now the area is stuck with this intersection until the train station is completed, which will continue to be used by traffic to and from the airport.

**Response**

**The Presiding Member advised that since the closure of Second Street for the construction work he has received emails detailing problems with the Boulder Avenue/Brearley Avenue intersection, the Brearley Avenue/First Street intersection, the Boulder Avenue/First Street intersection and traffic on Kanowna Avenue past the schools.**

*Item 5.2.2 Continued*

**The Director Technical Services advised that the City was aware of the enquiries made and that the contractor and the Public Transport Authority (PTA) are monitoring the traffic through a traffic safety provider and an independent auditor.**

**The City is also mindful that there will be further traffic changes when Brearley Avenue is closed south of First Street. Safety issues and concerns will change once this closure occurs and will be dealt with as and when they arise.**

2. 3 weeks ago there was a verge tree pruned across the road from us by the CoB, the larger branches were cleaned up but small branches and leaf litter weren't. The tree still has dead foliage hanging in it waiting to fall. This I might add has been the second time this year. Why is the CoB becoming so slack in the Redcliffe DA6?

**Response**

**The Presiding Member advised that the question would be taken on notice.**

3. At the last OCM several Councillors asked the question saying "we have done everything in our power to help (the residents of the DA6) what more can we do?"

Unfortunately the Councillors who agreed with that statement, have shown that they have no knowledge of the situation merely regurgitating what is put in front of them by the CoB.

My question is; why don't these Councillors talk to the residents and ratepayers and find out why 140 or so residents and ratepayers turn up to a special electors meeting and why the Mayor sent a letter to the Minister of Transport before the Special Electors meeting but didn't outline the residents and ratepayers concerns regarding the closure of Brearley Avenue?

**Response**

**The Presiding Member advised that approximately 40 people attended the recently held Special Electors' Meeting and 140 signed the request for a Special Electors' Meeting.**

**The Presiding Member advised that Council has had involvement in the development of DA6 for over two years and in that time meetings have been attended where possible. The Presiding Member advised that the only meeting that he did not attend was a meeting three days before the Ordinary Council Meeting before a decision on DA6 was to be made, and as the meeting could not be attended by all Councillors he did not believe it was appropriate to attend.**

**The Presiding Member advised that the letter from the Minister for Transport was in response to a letter from Council, written months earlier. The delayed response from the Minister makes the letter look out of context with the Special Electors' Meeting and the issues raised at that meeting. The Minister was subsequently informed of what has occurred at the Special Electors' Meeting by the Member for Belmont and proceeded to answer questions from the Special Electors' Meeting in that same letter.**

*Item 5.2.2 Continued*

The Councillors who voted in favour of the Vision Plan were not convinced that leaving Brearley Avenue open permanently was a good option and the closure of Brearley Avenue may be justified given the accidents occurring. As advised, the Minister is leaving Brearley Avenue partially open temporarily and will assess the situation to determine what the best option will be.

**5.2.3 MR J POLKINGHORNE, 89 BOULDER AVENUE, REDCLIFFE**

1. Are there any plans to control traffic down residential streets? Traffic has increased in the area and a counter was in place before Second Avenue was closed for construction.

**Response**

The Director Technical Services advised that the City is looking carefully at the issue. For the time being, detours need to be in place so that infrastructure can be developed. The detour routes and provisions are also being reviewed, with an additional give way sign being placed at the Boulder Avenue/Second Street intersection. It is inevitable that there will be more traffic in the area while the detours are in place and the City is working with the PTA and the contractors to monitor the situation to ensure the best possible solution.

2. Is there any way to control the speed of traffic through the detour? Traffic speeds down the street are worrying.

**Response**

The Director Technical Services advised that the speed of traffic through the detour is being monitored and the contractor is doing what is possible to control speed.

When Brearley Avenue is closed south of First Street the situation will be monitored, as the number of people who will use this route to travel through the area is unknown. The City will work with the PTA to address issues as and when they arise.

**5.2.4 MRS V POLKINGHORNE, 89 BOULDER AVENUE, REDCLIFFE**

1. The speed counter has now been taken away, how is speed in the area being watched?

**Response**

The Director Technical Services advised that the counter measures a number of factors and only takes into account 'average' speed. The counter was in place to conduct a pre-count before works in the area commenced. A count will also be conducted when the work has been completed and there is not considered to be any benefit in leaving the counter in place.



*Item 5.2.4 Continued*

Officers are monitoring the area and liaise with those on site and the PTA to see what the traffic is doing while the work is being undertaken. Residents and road users also inform the City of the traffic situation and this information is passed on to the PTA and traffic management contractors.

2. Could the traffic counters be left in place as they slow traffic down?

**Response**

The Director Technical Services advised that slowing traffic down was not the primary function of the counters; therefore the City does not use that technique.

7.28pm As there were no further questions, the Presiding Member declared Public Question Time closed.

**6. CONFIRMATION OF MINUTES/RECEIPT OF INFORMATION MATRIX**

- 6.1 ORDINARY COUNCIL MEETING HELD 24 MAY 2016**  
(Circulated under separate cover)

**OFFICER RECOMMENDATION**

***POWELL MOVED, GARDNER SECONDED. That the minutes of the Ordinary Council Meeting held on 24 May 2016 as printed and circulated to all Councillors, be confirmed as a true and accurate record.***

**CARRIED 9 VOTES TO 0**

- 6.2 INFORMATION MATRIX FOR THE AGENDA BRIEFING FORUM HELD 21 JUNE 2016**  
(Circulated under separate cover)

**OFFICER RECOMMENDATION**

***WOLFF MOVED, RYAN SECONDED. That the Information Matrix for the Agenda Briefing Forum held on 21 June 2016 as printed and circulated to all Councillors, be received and noted.***

**CARRIED 9 VOTES TO 0**

- 7. QUESTIONS BY MEMBERS ON WHICH DUE NOTICE HAS BEEN GIVEN (WITHOUT DISCUSSION)**

Nil.

- 8. QUESTIONS BY MEMBERS WITHOUT NOTICE**

Nil.

**9. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON  
PRESIDING OR BY DECISION**

Nil.

**10. BUSINESS ADJOURNED FROM A PREVIOUS MEETING**

Nil.

**11. REPORTS OF COMMITTEES**

Nil.

**12. REPORTS OF ADMINISTRATION**

**WITHDRAWN ITEMS**

Item 12.1 was withdrawn at the request of Cr Powell  
Item 12.2 was withdrawn at the request of Cr Rossi  
Item 12.3 was withdrawn at the request of Cr Gardner  
Item 12.4 was withdrawn at the request of Cr Rossi  
Item 12.5 was withdrawn at the request of Cr Rossi

**BASS MOVED, RYAN SECONDED,**

*That with the exception of Items 12.1, 12.2, 12.3, 12.4, and 12.5, which are to be considered separately, the Officer Recommendations for Items 12.6, 12.7, 12.8 and 12.9, be adopted en bloc by an Absolute Majority decision.*

**CARRIED BY ABSOLUTE MAJORITY 9 VOTES TO 0**

**Note:**

Cr P Marks, Cr R Rossi and Cr J Powell disclosed an interest that may affect impartiality in Item 12.1 Development Assessment Panels (Notice of Motion (Cr Powell) – 22 March 2016 Ordinary Council Meeting).

**12.1 DEVELOPMENT ASSESSMENT PANELS (NOTICE OF MOTION (CR POWELL) – 22 MARCH 2016 ORDINARY COUNCIL MEETING)**

**BUILT BELMONT**

**ATTACHMENT DETAILS**

<b><u>Attachment No</u></b>	<b><u>Details</u></b>
<b>Attachment 1 – Item 12.1 refers</b>	<a href="#"><b>Letter to Minister/Western Australian Planning Commission/Department of Planning</b></a>

Voting Requirement : Simple Majority  
Subject Index : 35/002–Notices of Motions  
115/014–Development Assessment Panel Application  
Location / Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : 22 March 2016 Ordinary Council Meeting Item 13.3  
Applicant : N/A  
Owner : N/A  
Responsible Division : Community and Statutory Services

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To consider the matter of Council seeking Government support for a comprehensive review of the operation and structure of Development Assessment Panels (DAPs) in Western Australia, as originally submitted to Council through a Notice of Motion prepared by Councillor Powell.

*Item 12.1 Continued*

### **SUMMARY AND KEY ISSUES**

That Council consider seeking Government support for a comprehensive review of the operation and structure of DAPs in Western Australia through the following motion:

That the Mayor writes to the Minister for Planning, the Chairman of the Western Australian Planning Commission (WAPC) and the Director General of the Department of Planning, raising matters pertaining to the operation of DAPs.

### **LOCATION**

N/A.

### **CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

### **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

There are no significant policy implications evident at this time.

### **POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

### **STATUTORY ENVIRONMENT**

*Planning and Development (Development Assessment Panels) Regulations 2011.*

### **BACKGROUND**

There has been an increasing level of disquiet amongst some local governments and the community arising from the decisions of DAPs. One opinion is that DAPs should be abolished, but this is seen to be an unlikely outcome. It is seen to be preferable for a review of DAPs making them more accountable.

The experience from the City of Belmont is primarily that the Metro Central JDAP makes discretionary decisions in the absence of proper consideration of the strategic plans and reports which underpin Local Planning Scheme No. 15 (LPS15), or the Council's Local Planning Policies, some that have been in place in much the same form for a decade or more.

The recent Supreme Court ruling for the proposed 44 storey Lumiere Apartment Tower in South Perth set aside the JDAP decision because of the residential/commercial mix. This is a land use decision and the JDAP exceeded its right of discretion by allowing the proposal.

*Item 12.1 Continued*

At the 22 March 2016 Ordinary Council Meeting, Council considered a Notice of Motion submitted by Councillor Powell and endorsed the following recommendation:

**AMENDED COUNCILLOR RECOMMENDATION**

**POWELL MOVED, ROSSI SECONDED,**

***That Council:***

- A** ***Refer the matter of the operation and structure of Development Assessment Panels to a future Information Forum, with a view to writing to the Minister for Planning, the Chairman of the Western Australian Planning Commission and the Director General Department of Planning identifying the Council's concerns.***
- B** ***Request a report to be presented at the Information Forum on the developments approved by the Metro Central Joint Development Assessment Panel to date.***

**CARRIED 9 VOTES TO 0**

**Reason:**

**With the aim to provide clarification and ensure due process is followed in regard to this matter.**

Following the Council resolution, Councillors were presented with additional information and discussed the matter at a Special Information Forum (Item 5.2) held on Wednesday, 27 April 2016.

Discussion and debate raised several pertinent issues. At the Information Forum both the strengths and the weaknesses of the DAPs were addressed and some suggestions for improvement raised. [Attachment 1](#) is a draft copy of a suggested letter from the Mayor detailing areas of concern and some suggested improvements to the existing system to ensure an open and robust planning system which has regard for the greater community.

**OFFICER COMMENT**

The composition of the DAP with three specialist members and two local government elected members removes much of the planning control from the local Council. The Council ultimately has to bear the consequences of the DAP decisions. Regrettably, the community does not appreciate the process and will blame Councillors or the Council as a whole.

The City of Belmont has a proud history of proper town planning and as best as possible, engaging with the community. It has implemented State Government strategic planning requirements that have demanded sound leadership from the Council for over 30 years.

Along with other changes to state controls such as the Residential Design Codes, some decisions of the DAP have the effect of undermining the strategic thought behind local planning schemes and it is considered that this will ultimately lead to a very prescriptive approach to development control, with little room for variation or innovation. The stifling of innovation as a consequence of the DAP having limited concern for strategic and policy

*Item 12.1 Continued*

intent would be disappointing, however until sufficient weight is given to local issues in discretionary matters this may well be a likely outcome.

The matters of concern in relation to DAPs are areas that can all be improved upon and as such it is recommended that suggested improvements be highlighted with the responsible agency.

As per the requirements of Council's resolution at the 22 March 2016 Ordinary Council Meeting, and the discussion at the Special Information Forum, a letter from Council seeking government support for a comprehensive review of the operation and structure of DAPs in Western Australia was drafted (refer [Attachment 1](#)).

### **FINANCIAL IMPLICATIONS**

There are no financial implications evident at this time.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

Sections of the community feel disenfranchised from the Planning process as a result of state government decisions and processes.

7.35pm Cr Bass departed the meeting.

7.36pm Cr Bass returned to the meeting.

7.36pm Cr Hitt departed the meeting.

### **COUNCILLOR RECOMMENDATION**

#### **POWELL MOVED, ROSSI SECONDED,**

*That the Mayor write to the Minister for Planning, the Chairman of the Western Australian Planning Commission and the Director General Department of Planning, seeking their support for a comprehensive review of the operation and structure of Development Assessment Panels in accordance with the matters detailed in [Attachment 1](#).*

**CARRIED 8 VOTES TO 0**

#### **Reason:**

There is concern by Council Representatives on the Metro Central Joint Development Assessment Panel, City Officers and community members about the operation and structure of the Joint Development Assessment Panel.

## 12.2 ADOPTION OF FEES AND CHARGES FOR 2016-2017

### BUSINESS EXCELLENCE BELMONT

#### ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 2 – Item 12.2 refers	<a href="#">Fees and Charges for 2016-2017</a>

Voting Requirement	: Absolute Majority
Subject Index	: 54/004 – Budget Documentation Council
Location/Property Index	: N/A
Application Index	: N/A
Disclosure of any Interest	: Nil
Previous Items	: N/A
Applicant	: N/A
Owner	: N/A
Responsible Division	: Corporate and Governance

#### COUNCIL ROLE

- |                                     |                       |   |
|-------------------------------------|-----------------------|---|
| <input type="checkbox"/>            | <b>Advocacy</b>       | <i>When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | <b>Executive</b>      | <i>The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | <b>Legislative</b>    | <i>Includes adopting local laws, local planning schemes and policies.</i>   |
| <input type="checkbox"/>            | <b>Review</b>         | <i>When Council reviews decisions made by Officers.</i>   |
| <input type="checkbox"/>            | <b>Quasi-Judicial</b> | <i>When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |

#### PURPOSE OF REPORT

To adopt Council's fees and charges applicable for the 2016-2017 financial year.

#### SUMMARY AND KEY ISSUES

Each Division has reviewed its fees and charges for the 2016-2017 Budget process and Council needs to endorse each Division's review. This report brings all the fees and charges together for inclusion in the 2016-2017 Budget.

*Item 12.2 Continued*

### **LOCATION**

N/A

### **CONSULTATION**

No public consultation was considered to be required in respect to this matter.

### **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Plan Key Result Area: Business Excellence.

**Objective:** Achieve excellence in the management and operation of the local government.

**Strategy:** Ensure Council is engaged at a strategic level to enable effective decision making

### **POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

### **STATUTORY ENVIRONMENT**

Section 6.16 (1) of the *Local Government Act 1995* states:

*“A local government may impose\* and recover a fee or charge for any goods or service it provides or proposes to provide, other than a service for which a service charge is imposed.*

*\* Absolute majority required.”*

Section 6.16 (3) states further that:

*“Fees and charges are to be imposed when adopting the annual budget but may be —  
(a) imposed\* during a financial year; and  
(b) amended\* from time to time during a financial year.*

*\* Absolute majority required.”*

### **BACKGROUND**

In order to comply with the provisions of the *Local Government Act 1995*, all fees and charges to be levied by Council for the financial year are to be submitted for adoption by Council.



*Item 12.2 Continued*

### **OFFICER COMMENT**

Each Division has reviewed the fees and charges applicable to their particular area and their recommendations are submitted through this report to Council for consideration as part of the Budget adoption process.

The consolidated schedule of fees and charges presented with this report has a similar format to the one to be adopted as part of the budget process and includes a description of how the fee or charge was calculated based on one of the following categories:

- Cost recovery. Recovery of the costs to provide the service.
- Statutory. Fee or Charge established by Legislation or Regulation.
- Benchmarked. Comparisons with other Local Governments or organisations.

The schedule presented with this report also includes those fees and charges applicable in 2015-2016 to enable a comparison. Those that have changed are highlighted. Some fees are listed as 'to be deleted' for a number of reasons. This includes changes in regulations, information being readily available online or the service is no longer provided directly by the City.

It should also be noted that many of these fees do not include GST as most are exempt from GST under *A New Tax System (Goods and Services Tax) Act 1999*. A full list of all fees and charges and their GST implications is also presented as part of the final Budget process.

### **FINANCIAL IMPLICATIONS**

In the adopted Budget, the table detailed will also show the level of income being budgeted as a result of the imposition of these fees and charges. This is a requirement for the Budget document that will be presented for formal adoption in the prescribed manner.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

There are no social implications at this time.

*Item 12.2 Continued*

**OFFICER RECOMMENDATION**

1. That the review of the Fees and Charges 2016-2017 shown in [Attachment 2](#) be endorsed by Council for the 2016-2017 financial year.
2. That Officers be authorised to advise any affected parties of the new fees and charges immediately to ensure collection systems are in place by 1 July 2016 where required.

**AMENDED OFFICER RECOMMENDATION**

**ROSSI MOVED, POWELL SECONDED,**

1. *That the review of the Fees and Charges 2016-2017 shown in amended [Attachment 2](#) be endorsed by Council for the 2016-2017 financial year.*
2. *That Officers be authorised to advise any affected parties of the new fees and charges immediately to ensure collection systems are in place by 1 July 2016 where required.*

**CARRIED 8 VOTES TO 0**

**Reason:**

To align statutory planning services fees with the *Planning and Development Regulations 2009*, and Regulation 77 (1) (c) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

**12.3 2016-2017 RATE SETTING BUDGET**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b><u>Attachment No</u></b>	<b><u>Details</u></b>
<b>Attachment 3 – Item 12.3 refers</b>	<a href="#"><b>Annual Budget 2016-2017</b></a>
<b>Attachment 4 – Item 12.3 refers</b>	<a href="#"><b>Construction Summary 2016-2017</b></a>
<b>Attachment 5 – Item 12.3 refers</b>	<a href="#"><b>Reserve Accounts</b></a>

Voting Requirement : Simple Majority  
Subject Index : 54/004 - Budget Documentation Council  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Corporate and Governance

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To present the 2016-2017 Rate Setting Budget for consideration.

**SUMMARY AND KEY ISSUES**

To consider the 2016-2017 Budget and endorse the Municipal Fund Budget for Rate Setting Purposes so that the differential rates in the dollar can be advertised in the lead up to the formal adoption of the Budget at the Ordinary Council Meeting on 26 July 2016.

*Item 12.3 Continued*

**LOCATION**

N/A

**CONSULTATION**

The City's research that drives the development of the Strategic Community Plan and the Corporate Business Plan also flows into the development of the Annual Budget. Research is conducted annually with the community and outcomes from the Strategic Community Plan are funded through the Annual Budget.

**STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Community Plan Key Result Area: Business Excellence Belmont.

**Objective:** Achieve excellence in the management and operation of the local government.

**Strategy:** Ensure Council is engaged at a strategic level to enable effective decision making.

The rate setting budget provides the financial framework to enable the objectives and outcomes of the Strategic Community Plan to be achieved.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY ENVIRONMENT**

There are no specific statutory implications as Council is not adopting its budget through this process. This report is a step in the process that enables the required advertising of proposed differential rates, and culminates in the adoption of the Budget in the prescribed manner at the Ordinary Council Meeting on 26 July 2016.

**BACKGROUND**

The budget working papers are attached and follow the same basic format as previous years.

*Item 12.3 Continued*

The Budget Report as attached contains the following information:

- 2015-2016 Adopted Budget
- 2015-2016 Revised Budget (as reviewed in March 2016)
- 2015-2016 Actual's to 25 May 2016
- 2016-2017 Budget estimates
- Percentage Increase
- Comments providing further explanation where applicable.

The attachment has been summarised so that the costs associated with each Council building, park or capital project are reported as a total. This is consistent with previous years.

**Attachment 3 – Annual Budget 2016-2017**

The format of the working papers is in fact the City of Belmont Rate Setting Budget as it is the City's Cash Budget and shows the projected incomes and expenditures for 2016-2017. This particular report does not deal with the rate in the dollar setting process as that is the subject of a separate report in this Agenda. Once Council is satisfied with the Rate Setting Budget the rates in the dollar etc. are dealt with in the Rate Calculations Report.

The budget allows for rubbish charges/fees to remain constant (i.e. 0% increase) in 2016-2017 resulting in the (base) rubbish charge remaining at \$293.30. Associated waste disposal costs have remained stable during 2015-2016 due to low energy costs and a reduction in tonnes going to landfill. Although waste disposal costs are expected to slightly increase during 2016-2017 the current base rubbish charge will be able to absorb such an increase, due to the above factors.

As rubbish charges are a fee for service and aim to cover costs only, any surplus funds from this service are transferred to the Waste Management Reserve.

As reported in the Rate Calculations report, the forecasted Consumer Price Index (CPI) for Perth is forecasted to be 1.75% during 2016-2017. The Western Australian Local Government Association (WALGA) Local Government Cost Index (LGCI) is forecasted to be 1.30% during 2016-2017.

The following table illustrates the change in CPI for the period since March 2015.

<b><i>The Annual CPI for the Period Ended</i></b>	<b><i>%</i></b>
March 2015	1.4
June 2015	1.2
September 2015	1.1
December 2015	1.4
* March 2016	0.7

*\*Impacted by new dwelling purchases*

*Item 12.3 Continued*

It is important for Council to adopt a budget that takes account of any inflationary factors. The draft budget has been prepared adopting a responsible approach to rate increases and operating expenditures, but still delivering some major projects. This Budget has used an average growth factor of approximately 1.75%, although utility costs are forecasted to increase by as much as 4.5% and salary related costs (Wage Price Index) 1.75%. As the latter is heavily influenced by the private sector, an index of 2.75% has been used for the 2016-2017 budget.

A balanced budget has been achieved with a 1.47% increase in the rate yield. This continues the strategy of increasing rates in line with relative forecasted price indices and sufficiently to offset the budget deficit. This strategy is supported by a thorough review of expenditure budgets with a zero based budget being the starting point for the Rate Setting Budget. The budget is a key component in the Integrated Planning Reporting process and enables Council to financially resource key actions as identified in the Corporate Business Plan. This ensures budgets remain focused on the community's needs. Expenditure efficiency measures as supported by Councils Purchasing Policy are also considered and factored into the budget process.

### **OFFICER COMMENT**

Each Division has provided a report on its 2016-2017 Budget to highlight particular parts of their budget and add further explanation to the comments contained in the working papers.

The key factors driving the preparation of the 2016-2017 Budget are:

- Delivering the outcomes of the Strategic Community Plan through the Key Actions of the Corporate Business Plan
- Maintaining a viable workforce through effective attraction and retention
- Being responsive to research results i.e. crime and safety, business engagement
- Increase communications with the community and community development
- Maintaining service delivery
- Maintaining infrastructure based on Asset Management Plans.

This report is designed to address some of the major items or projects contained within the budget and not each individual line item.

### **Chief Executive Officer's Division**

#### **Chief Executive Officer**

There are no significant changes from the prior year other than a reduction in the Consulting budget with the proposed budget sufficient to finalise the Faulkner Park Precinct Master Plan and a review of the Belmont Sports and Recreation Club.

#### **Human Resources**

The majority of accounts in this section are very much in line with the previous year's budget with the additional salary budget resulting from a part-time Occupational Safety and Health Officer offset by a reduction in Consulting and Training.

*Item 12.3 Continued*

## **Corporate and Governance Division**

### **Executive Services**

Executive Services covers those areas related to Governance support services. This includes Governance, Strategic Planning, Business Improvement, Legal, Compliance and Tenders and Contract management. The increase across these sections relates mainly to organisational salary increases, local law review project and organisational based contract management and business improvement training i.e. Business Excellence and Quality Assurance. A substantial rise in the order of 23% for postage costs is evident due to Australia Post increasing its charges. A new position is included and focuses upon the continuous improvement of the Corporate Business Planning processes which will encompass the strategic and operational processes associated with the Strategic Community and Corporate Business Plans, supporting strategies and plans to ensure compliance with legislation, Integrated Planning and Reporting Advisory Standards and the development and management of a Corporate Policy Framework (excludes Council Policies).

### **Records Management**

The majority of accounts in this section are very much in line with the previous year's budget.

### **Governance – Elected Members Support**

The majority of accounts are in line with last year. Elected members' fees and allowances have been budgeted in line with previous years and to accord with the Salaries and Allowances Tribunal determination. Elected members conferences, associated costs and miscellaneous expenses have been reduced based upon current usage trends.

### **Belmont Trust**

This section reflects the cost of managing the Trust land. An amount for preparation costs for possible legal activities is also included, as well as an allocation for a strategic planning process for the Trust land. It should be noted that this section also includes investment returns of the Belmont Trust Reserve. These investment returns are transferred back into the Belmont Trust Reserve and expenditure incurred by the Belmont Trust is recovered from the Belmont Trust Reserve, so the impact on the Municipal Fund is nil.

### **Finance Department**

The majority of accounts in this section are very much in line with the previous year's budget although consultants have been reduced.

### **Financing Activities**

As a result of current market conditions, a net return of 2.80% has been identified for investments. The rate is based on forecasts from the City's financial advisor. Returns on reserve investments are transferred to reserve and have no impact on the municipal budget.

The City's rates and other operational income are currently being invested in term deposits, and therefore returns are entirely dependent on the currently available investment rates from the major institutions.

*Item 12.3 Continued*

Insurance

Insurance premiums were less than budgeted in 2015-2016 and are expected to remain fairly constant for 2016-2017 based on estimates provided by the Local Government Insurance Service. The Workers Compensation budget has been increased to allow for a claim/adjustment in 2016-2017.

Transfers to Reserve

This budget provides sufficient funds for transfer to the relatively short term 'operational expense smoothing' reserve needs such as employee entitlements, election expenses and revaluation expenses. There remains a strong commitment to placing monies in Reserve Accounts for specific purposes and each Reserve Account earns and retains investment income to ensure it retains its value. The budgeted investment income in relation to the Reserve Accounts for 2016-2017 is \$1.1M.

A copy of the projected Reserve Account balances including all movements is included as an attachment for the period ending 30 June 2017. The most notable transfer is an increase to the Land Acquisition Reserve (\$7.1M) which relates to the net revenue from proposed land sales and acquisitions during the year.

The budgeted 2016-2017 Reserve Balances are provided in [Attachment 5](#).

Rates

A full rates report is presented as part of this agenda. In summary, the budget is based on a 1.47% increase in rate yield and an allowance for natural growth in the rates base of 3%, 2% and 1% for Residential, Commercial and Industrial respectively.

General Purpose Income

The Grants Commission Financial Assistance Grant (FAG) remains as the main item in general purpose income with the full FAG budgeted in 2016-2017 unlike the current financial year in which only 50% was received due to a prepayment in 2014-2015.

Information Technology (IT)

There is an increase of \$101,000 in operating expenditure and \$213,000 in capital expenditure in 2016-2017. The increase in the operating expenditure is mainly due to the allocation of \$75,000 for a new Library Management System. The significant capital item relates to \$358,000 for server and storage hardware upgrades. The current IT servers and storage equipment is 5 years old and due for replacement. The upgrade of the storage and the server hardware in 2016-2017 is essential to maintain an effective IT Disaster Recovery Plan and to meet the necessary processing power and capacity required for core business services.

Communications and Marketing

The Marketing and Communications budget funds the areas of marketing, promotions, media and communications as well as community events. The 2016-2017 Budget continues to focus on providing a broad range of community events to create a sense of belonging and ownership in our community, consistent with the City's vision. In addition, there continues to be a focus on communicating and consulting with our community to ensure that they are kept up to date and informed of Council activities.



*Item 12.3 Continued*

Successful events such as the additional movie night as part of the Let's Celebrate Belmont Festival and the Community Race Day have once again been budgeted for this financial year.

Although there have been some budget increases, the more significant adjustment relates to the position of a part-time Communications Officer going to full-time to assist with the added work-load in the media and communications area, particularly in the area of consultation and social media.

**Property and Economic Development**

Significant items in this section include:

- Land Sales - Revenue from sale of the Matheson Road subdivision (\$4,500,000) and 52 Grandstand Road (\$3,150,000). This is a carry-over from 2015-16. All proceeds will be transferred to the Land Acquisition Reserve
- Land Purchases – The budget includes the purchase of land for the Belgravia Road Reserve (\$350,000) and 464 Belmont Avenue (\$30,450) pursuant to provisions in the *Planning and Development Act 2005*

**Technical Services Division**

The major capital works preliminary programs covering roads, drainage and paths were submitted to Council for discussion at its Information Forum meeting of 12 April 2016.

An additional budget has been included to allow for a new Co-ordinator Infrastructure position to support the growing number of developments and projects within the City.

The preliminary budget for each program is based on the necessary funding specified in the respective Asset Management Plans. An additional budget amount of \$3,174,130 has been included to allow for the Surrey Road Bike Boulevard Stages 1 and 2, installation of underground power in Belmont Avenue and continued enhancement of Belmont Avenue. The following provides a brief account of the major areas of expenditure in each program.

**Roads Program**

Major works programmed in the coming financial year include:

- A municipal road renewal program valued at \$4.9M
- \$1,760,335 towards the Belmont Avenue road rehabilitation between Alexander Road and Great Eastern Highway (Stage 1) plus an additional \$1,824,130 for underground power and further enhancements
- \$382,919 Belgravia Street – road rehabilitation between Gabriel Street and Scott Street
- \$340,000 Newlyn Street – construct additional parking bays between Francisco Street and Campbell Street
- \$225,000 Johnson Street – intersection of McKeon Street, roundabout upgrade
- \$150,000 Abernethy Road – Casella Street intersection, pavement reconstruction
- \$120,000 Abernethy Road – Wright Street Intersection, extension of right turn pocket
- 25 other individual roads projects ranging in values.

*Item 12.3 Continued*

Funding Sources through operational and capital grants total \$4.67M, this includes:

- \$818,475 allocation from the Federal Roads to Recovery Program
- \$95,000 from the Federal Black Spot Program
- \$298,826 from the Metropolitan Regional Road Group Direct Grant administered by Main Roads
- \$2,537,485 from the National Stronger Regions Fund (NSRF)
- \$920,000 from the Department of Transport (DoT).

The schedule of all capital works can be found in [Attachment 4](#) - Construction Summary 2016-2017.

### Drainage

The drainage works program has been developed through the review of the current stormwater network to ensure that an acceptable level of service is achieved based on the Drainage Asset Management Plan. The drainage projects have been identified and listed for funding as reflected in the budget.

The list consists of ten cost items which include projects for drainage extensions, upgrades, and the replacement of old pipes penetrated by tree roots. As a requirement of the Drainage Asset Management Plan, funding to undertake a condition survey of drainage pipes using Closed Circuit Television (CCTV) survey has also been included.

Other cost items include the replacement of old and inefficient chute-type gullies and the upgrade of pollutant control measures to improve stormwater quality. As for drainage maintenance, funding is separately allocated for gully pit educting, cleaning of gross pollutant traps, root cutting and pipe cleaning to improve and extend the life of the drainage asset.

### Paths

The draft program maintains Council's commitment to the ongoing upgrade and repair of the existing path infrastructure to minimise potential liability. The rehabilitation program continues to address paths identified and prioritised in the ten year financial plan.

Next year's program commences the upgrade and rationalisation of the existing footpath network in Severin Walk. This initial investment starts at Francisco Street and takes in the connection to the pedestrian foot bridge over the Water Corporation's open drain at a cost of \$45,250. There is also provision within other general accounts to install access handrails, tactile paving, new signage, alterations to ramps, and other small works. 18 path replacement projects have been prioritised based on the last condition audit.

On the new path construction program the City will be expanding upon the works completed by Gateway WA. Two infill sections will be installed along Abernethy Road at Hazelhurst Street and in front of the St John's Ambulance Service in Kewdale at a cost of \$50,137.

There will also be a network expansion emanating from the recently installed traffic signals at the intersection of Abernethy Road and Noble Street; with the construction of new paths along Noble Street, Belmont Avenue, Cole Street and Burchell Way with a collective cost of \$105,125.

The total funding of the path construction programme amounts to \$0.74M (net).

*Item 12.3 Continued*

Asset Management

The City's Asset Management data register software 'Assetfinda' has recently been upgraded to include a new field data collection module for Microsoft users for the first time. This will enhance the ability of staff to collect asset information in the field but will now remove the time consuming and costly integration of new data into the software data base.

WALGA will cease supplying support for all WA municipalities using the Road Asset Management System (RoMAN II), as of the 30 June 2016. The package will be rebadged as RAMM (Road Assessment Maintenance Management) with support and future development of the software reverting to the New Zealand based software developer. This should not result in any operational changes to the way in which the software is utilised by the City.

The focus for the Asset Section in 2016-2017 is to:

- Continue refining the City's Asset Management Plans and processes in line with the State Government's Integrated Planning requirements
- Continue the detailed collection of drainage asset data to determine network age
- Undertake a new high speed laser profile road condition survey to update the data held within the RAMM to develop a new 10 year Works Program.

The continuous cycle of asset data collection will ensure improvement in the Council's asset knowledge and assist in the formation of accurate financial data for long term financial planning.

Grounds Operations

Grounds Operations accommodates the traditional areas of Parks Maintenance and Parks Construction and is designed to assist with the continuous improvement of the City's parks and reserves, with the ultimate aim of providing a high quality experience for residents and visitors to the City of Belmont.

Parks Maintenance is a significant and substantial area with a total of 309 hectares of parkland and public open space, with over 200 hectares of this being maintained to a high standard. These areas include active, passive and premier reserves, rehabilitated environmental areas, streetscape treatments and verges, the Swan River foreshore, the management of arboricultural assets and other areas.

Historically there has been a sustained increase in the area of Parkland and Public Open Space, which in turn has the effect of increasing the operational maintenance costs for the City of Belmont. Council should be aware that whilst the standard of Parkland and Public Open Space development continues to increase, as do the expectations of the residents for the City to continue to deliver a value for money, quality service.

There is an allocation of \$100,000 specifically for the on-going development and implementation of the Urban Forest Strategy which includes funds for the development and rollout of a Canopy Plan, aerial mapping, tree data pick-up, software and for developing community and schools partnerships for tree planting programs.

*Item 12.3 Continued*

The significant construction projects (including funding sources) can be summarised as follows:

- A municipal program valued at approximately \$1.84M (net) which includes projects funded from reserve to the value of \$708,537 and developer contributions of \$940,000
- \$1,270,000 to develop Stage 1 of the Bilya Kard Boodja Lookout landscape concept plan (\$940,000 funded by developer)
- \$560,000 for the upgrade of Copley Park Stages 1 and 2
- \$301,000 for the ongoing replacement of playground equipment and soffitall installation program and minor facility renewal to the Volcano Playground
- \$245,000 for irrigation upgrades to a number of small parks plus Central Control
- \$242,000 for various park improvements associated with the irrigation upgrades
- \$50,000 for provision of Outdoor Exercise equipment at Hardey Park
- \$150,000 for Shopping Centre Revitalisation works
- \$140,000 for Sporting Facilities Renewal Program
- \$80,000 for Forster Park batting cage and pitch realignment
- \$50,000 for provision of shade at Wilson Park playground.

Environment

The focus of the Environment budget in 2016-2017 is concentrated on design development of future foreshore stabilisation projects and implementation of the Environment and Sustainability Strategy 2016-2021. As such, the operating budget for Environmental Services has increased while the budget for capital projects has decreased significantly in comparison to last year's budget.

Capital improvements include:

- \$50,000 to undertake temporary foreshore repairs at Garvey Park foreshore required to ensure safety of park users
- \$50,000 to undertake erosion control along 27 linear metres adjacent Ascot Racecourse foreshore path.

TravelSmart

Implementation of the TravelSmart Plan includes key strategic actions identified for the areas of community, schools, workplaces, City staff and planning and infrastructure. The plan focuses on encouraging cycling, public transport, walking and carpooling as alternatives to sole occupant vehicle transport.

The TravelSmart budget has increased by 13% to support actions identified in the endorsed City of Belmont TravelSmart Plan.

The TravelSmart budget builds on previous years allowing for growth in popular activities and community events. Additional funds have been allocated to the Belmont Bike to Work Breakfast, Community Learn to Ride Courses and bike education for local primary schools. New proposals such as collecting cycle usage data and an allocation to commence the updating of the Belmont Bike Plan have been included. The Belmont Local TravelSmart Map is also due to be updated and reprinted which only occurs every second year.

*Item 12.3 Continued*

There is an allocation of \$33,503 to support the ongoing operation of the Belmont BUSlink shuttle bus service linking the Belmont Mixed Business Area to Belmont Forum. This has decreased by 26% in comparison to last year due to reduced operating costs and an increase in external sponsorship.

**Community and Statutory Services Division**

The Community and Statutory Services Division covers the following major activities.

Planning Department

- Short-term and long-term strategic land use planning
- Regulation and enforcement of development through implementation of the Local Planning Scheme.

Building Services Department

- Building Control – issuance of building and swimming pool licences
- Construction and maintenance of Council buildings
- Information Officers – staff at the front counter.

Health and Ranger Services

- Environmental Health Control
- Rangers
- Community Safety and Crime Prevention
- Criminal Damage (Graffiti) removal.

Community Development

- Home Care Services and Assistance with Care and Housing for the Aged (ACHA)
- Seniors accommodation
- Senior Citizens Centre
- Youth Services
- Grants and Donations
- Volunteer Programs
- Aboriginal and Culturally and Linguistically Diverse (CALD) programs
- Sister City.

Community Place Making

- Library
- Heritage
- Community Wellbeing.

*Item 12.3 Continued*

The following sections provide more detailed information on major budget aspects of the above activities.

Planning Department

A restructure of the Planning Department to meet growing demands has led to the addition of two casual Planning Officers and a Compliance Officer. Other adjustments to note are summarised below.

Consultant's Fees:

- Local Structure Plan – Development Area 6 (Redcliffe/Perth Airport) (budget: \$565,000) to facilitate the redevelopment of the subject area by producing a structure plan and implementation model in cooperation with the Western Australian Planning Commission (WAPC).
- Golden Gateway/Ascot Kilns Structure Plan Preparation (budget: \$78,000) to complete the Structure Planning Project (in partnership with the WAPC).
- Great Eastern Highway Corridor Plan Preparation (budget: \$200,000) to produce a Corridor Plan for Great Eastern Highway to address land use, traffic and built form outcomes.
- Specialist Joint Development Assessment Panel (JDAP) advice (\$40,000) being the estimated cost of providing specialist external advice to JDAP on matters arising.

Planning Application Fees (income):

- In reviewing the projected development within the City during the next financial year it is noted that large scale developments will continue to occur along Great Eastern Highway and is reflected in the fee income budget (\$0.9M).

Building Services Department

Building Control

The budget allocations in Building Control are generally in line with previous years and have taken into account trends over previous years and current requirements. The only notable change is an allowance for a full complement of staff plus the addition of the Project Management Coordinator position to oversee the documentation and future construction of the Faulkner Civic Precinct Community Centre.

The \$405,000 allocated to building application fee income is a \$50,000 reduction based on current income trends and the continuing uncertainty of the building industry.

Building Operations

The budget allocations in Building Operations are generally in line with previous years and have taken into account trends and current requirements.

The format for the presentation of the building construction and maintenance budgets continues to reflect the requirements to be addressed in asset management. The grouping of the budget is presented in four principal activities namely: Rehabilitation/Renewal/Disposal; Capital Upgrades/Expansion; Maintenance and Operating Costs.

*Item 12.3 Continued*

Building Construction (Renewal and Capital Upgrade)

The total cost of the Building Capital Works Program for 2016-2017 is \$1,334,000 for asset renewal and \$1,860,000 for capital upgrade; these are offset by \$776,464 of projected income from various sources, which results in a net amount to be funded by the municipal fund of \$2,417,536.

Funding items include:

- A total of \$254,464 towards the upgrade to the Miles Park Community Centre. This includes a \$155,369 contribution from the Department of Sport and Recreation Community Sporting and Recreation Facilities Fund (CSRFF) for upgrades to the change room/toilets and storage facilities and a further \$99,095 from Lotterywest towards refurbishing the multi-purpose room used by various community groups
- \$150,000 from reserve to carryout repairs to the roof, eaves and gutters at the Belmont Nursing Home
- \$150,000 from reserve to carryout office alterations within the Civic Centre
- \$80,000 from reserve to carryout roof repairs and roof painting at the Wahroonga and Ascot Close Independent Living Units
- \$52,000 from reserve to continue with repairs to jetty and boardwalk structures in the City.

Building renewal and capital upgrade projects have been compiled from long-term asset management programs enabling Council to spread the impact on its financial resources. As noted last year, the timing of the listed items and the items themselves, will over the years have to be flexible and/or changed to meet the ever-changing demands on Council facilities and the available funds. Projects to be considered for future years will continue to be reviewed as part of the Asset Management Plan and Renewal Program reviews.

As part of ongoing asset management planning, all Council facilities have been assessed. This will allow the most appropriate maintenance (routine and special), renewal and/or capital upgrades and construction programs to be developed. This will also give rise to a well-developed prioritised works program that may differ from previous priorities.

Major capital projects listed for consideration for 2016-2017 include:

Rehabilitation/Renewal Projects

- BB1501 – Belmont Nursing Home (\$150,000) - Contribution to upgrade asset issues as identified with the tenant
- BB1603 - Miles Park Community Centre (\$860,000) - Remaining professional fees and construction cost associated with the alterations and upgrade at the Miles Park Community Centre (includes the new umpire change room)
- BB1701 – Miles Park Sports Lights (\$75,000) - Stage 1 upgrade to sports lighting
- BB1703 – Peet Park Public Toilet Upgrade (\$75,000) - Refurbish the public toilets and alter the facility to incorporate an umpires' change room.

*Item 12.3 Continued*

Capital Upgrade Projects

- BB1410 - Civic Centre Revitalisation Project (\$1,250,000) - Professional fees associated with the Faulkner Civic Precinct Community Centre project
- BB1411 – Administration Office Alterations (\$150,000) - Office space alterations to meet operational requirements
- BB1606 – Peet Park Storage Shed (\$60,000) - The provision of additional storage facilities for clubs
- BB1607 – Middleton Park Storage Shed (\$75,000) - The provision of additional storage facilities for clubs
- BB1704 – Senior Citizens (\$250,000) - Relocation of the Senior Citizens Club operations to alternative accommodation during the construction of the Faulkner Civic Precinct Community Centre.

A summary of all Building Construction projects can be found in [Attachment 4](#), Construction Summary 2016-2017.

Building Maintenance

The operating budget includes allowances for costs such as cleaning, public building compliance, various utility charges and building insurance. The Operating budget for 2016-2017 is \$1,553,752. The overall operating budget for 2016-2017 has decreased in expenditure from the previous year by 0.51%. This reduction can be attributed to the reduced cost in the cleaning contract and the ongoing installation of energy efficient equipment and fittings being installed in some facilities, which is reducing utility costs.

Maintenance costs are based on work determined as being required, requests received during the year, contingencies for un-programmed maintenance and programmed maintenance activities. The allocation for 2016-2017 is \$1,094,683, a budget increase of 4.54%. This increase is due to the ongoing maintenance at the Oasis Leisure Centre, the painting programme and general increase in maintenance due to wear and tear at facilities because of increased use. In recent years the City has upgraded many of its community facilities to a high standard. The upgraded facilities are well utilised by the community, which results in increased wear and tear. The increase in budget reflects the funds needed to maintain the facilities to a high standard.

Vandalism costs are based on trends from previous years. The allocation for 2016-2017 is \$60,209 which is a budget increase of 0.37%.

The overall Building Maintenance budget has remained very similar as the previous year with a slight increase of 1.49% to \$2,708,644.

Councillors should note that the Building Operations budget includes all Council owned buildings. These budgets appear in various sections of the municipal budget.

Building Operations Overheads

The Building Operations Overheads budget is generally in line with 2015-2016 allocations. These overhead costs are recouped by allocations attracted from building maintenance works during 2016-2017.



*Item 12.3 Continued*

Health and Ranger Services Department

Crime Prevention

The City of Belmont's Community Safety and Crime Prevention (CSCP) Plan continues to provide the community with initiatives to improve the safety, security and wellbeing of residents, businesses and visitors.

The CSCP Plan works in partnerships with State and Government agencies as well as with private service providers.

During 2016-2017 the City will continue to implement its CCTV network to cover more locations and consolidate existing systems. As some of the cameras have been installed for over six years some are due for replacement. However, since the City started installing CCTV the price of the cameras has reduced considerably while their performance has increased dramatically. The City's network is now one of, if not the best CCTV systems in the country and continues to act as a deterrent to criminal activity, engenders a sense of safety and comfort to the community and allows the provision of quality evidence to WA Police.

The AlarmAssist program continues to be taken up by residents and businesses at a lower rate than in previous years.

Constable Care has proven to be such a success that the City is again expanding the agreement to involve, in addition to current services, Lost Child Services at some of the City events.

Recorded Criminal Damage (Graffiti) has continued to decrease since the beginning of 2013 which can be contributed in part to the City's ongoing prompt removal of graffiti and ongoing police operations that targeted specific offenders.

The Community Watch patrol continues to provide an excellent service to the City and statistics show the demand for their services increasing.

Health Services

Due to increasing demands on the Section an additional Environmental Health Officer has been budgeted for in 2016/2017. This will allow officers to be able to fulfil all their inspections within required times without the need to employ the services of a consultant, be more proactive in their approach and be able to deal with all complaints including out of hours issues such as early building noise, more efficiently.

As with previous years, both Immunisation and Mosquito Management Programs provide essential services to the community at a more than reasonable cost. Both are seen as vital in preventing disease in the community and as such the City's ongoing provision of these services is of great importance.

Environmental Health work continues to increase with changing community needs, such as noise related complaints, taking up officer time. Redevelopment continues at the airport and more temporary and new food premises have been opening or are being refurbished.

*Item 12.3 Continued*

It is expected in the new financial year that the Public Health Bill 2014 will pass through both houses of the Parliament of WA and will receive Royal Assent, resulting in the revocation of the current *Health Act 1911 (as amended)*. After the Governor's Assent of the Public Health Bill, and the new Act is in force, it will, as time goes on, place more and more demands on the City's resources as the State Government devolves current responsibilities for many preventative disease issues in the community to local governments.

The budget for Sanitation (rubbish charges) has been covered in the 'Background' section of this report.

Ranger Services

The additional Ranger position budgeted for last financial year, in response to concerns raised about lack of Ranger enforcement out with the current normal roster, has been filled but currently only with a temporary Ranger. When the additional position is filled permanently the new roster will be implemented providing extended coverage over the weekends.

Community Development Department

Home and Community Care (HACC)

- The HACC programs have been thoroughly reviewed which has resulted in many adjustments, although given it is a fully funded program there is no impact on the City's budget
- \$1,713,522 - HACC contract - HACC budgets will continue to be reviewed closely at the October and March budget reviews
- \$163,500 – Anticipated fees and charges.

Youth and Family Services

- \$670,022 - Youth Services Tender Contract commences 1 July 2016 – Young Men's Christian Association (YMCA) WA
- \$14,900 - Grant income from the Department of Child Protection for Case Management support provided by YMCA at Belmont City College (only guaranteed for first quarter of 2016-2017)

Seniors and Disability Programs

- \$74,659 - Employment of Senior's and Disability Engagement Officer which had been included in the 2015-2016 Authorised Budget
- \$30,000 - Consultant to commence review of Age Friendly Community Plan expiring in 2016.

Community Services

- Coordinator Youth and Community Projects salary moved from Youth Services budget to Community Services

Grants and Donations

- \$36,000 – Men's Shed Memorandum of Understanding (MOU) funds

*Item 12.3 Continued*

Aboriginal and Culturally and Linguistically Diverse (CALD) Programs

- \$15,000 - Purchase of Software to translate City's website into non-english languages as per Multicultural Action Plan Key Action
- \$15,000 - Welcome to Country services for City of Belmont formal events and activities in accordance with the recently developed protocol.

Sister City

- \$40,000 – Funds to cover MOU operations for student exchange delegations (administration responsibilities returned to Community Development Department).

Community Place Making Department

There are no significant changes in regards to the Library and Heritage.

Community Wellbeing

The Community Wellbeing section is committed to enhancing the health and wellbeing of the City's residents and promoting a sense of place and identity through artistic endeavours. The Community Wellbeing team will also play a strong role in Council's new direction in 'Community Place Making' by supporting the Manager Community Place Making with place activation initiatives.

During 2016-2017 the Community Wellbeing team will continue to implement the City's Leisure, Arts and Lifestyle plan with major focus on:

- Progressing the master planning process for the Belmont Oasis Leisure Centre
- Commencing an infrastructure and community needs assessment for 400 Abernethy Road to guide the future planning of the precinct
- Assisting in the development of the City's Place Making Strategy
- Being one of two metropolitan Councils to pilot the State Government's new initiative, SilverSport. The initiative supports eligible seniors to participate in sport and active recreation and will cover costs associated with sporting club memberships or physical activity program fees of up to \$200 per person until 30 June 2017, subject to available funding
- With support from the Department of Sport and Recreation, the City will continue to provide a Club Engagement Officer as a valuable resource to the City's local sporting clubs. With approximately 2,300 individual members, the City's clubs will be supported to help build their capacity and strengthen their ability to deliver sport and recreation services to the local community
- Consultation phase of the Wilson Park master planning process.

**FINANCIAL IMPLICATIONS**

The adoption of this report will ultimately drive the formal adoption of the budget, as this report performs the role of the rate setting process. Whilst the actual rate calculation process is the subject of a separate report, the rate setting process settles the required income and expenditures that when combined with the rates levied, results in a balanced budget.

*Item 12.3 Continued*

The budget is also partially funded by the estimated opening balance. The net actual incomes and expenditures of each Division have been reviewed with the likelihood of a surplus at 30 June 2016 of \$2.99M which is mainly derived by prepaid grants, additional income as well as underspends across the organisation. The latter includes IT, Consulting, Councillor (i.e. Training and Allowances) and Maintenance (Streetscapes) expenses.

The preparation of the City's Annual Budget continues to be a challenging process as the economy continues to soften, community's expectations increase, the cost of legislative compliance grows and the desire to make Belmont a better place to live and work remains strong. Balancing priorities and allocating sufficient funds to meet the community's needs including those actions identified through the Corporate Business Plan is a key driver of the City's Annual Budget process. The preparation of the 2016-2017 Annual Budget has been no exception.

The following summary represents the 2016-2017 Rate Setting Budget as it stands now:

<b>a) Estimated Opening Balance</b>	(2,995,000)
<b>b) Chief Executive Officer/Human Resources</b>	802,882
<b>c) Corporate and Governance</b>	(34,636,804)
<b>d) Technical Services</b>	19,302,396
<b>e) Statutory and Community Services</b>	17,026,526
<b>f) Closing Balance</b>	500,000
	<hr/>
	Nil

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

**OFFICER RECOMMENDATION**

That Council endorse:

1. The Rate Setting Budget (Annual Budget) as shown in [Attachment 3](#).
2. The Construction Summary 2016-2017 in [Attachment 4](#).
3. The Reserve Accounts Budget as shown in [Attachment 5](#).

*Item 12.3 Continued*

7.41pm Cr Hitt returned to the meeting.

**Note:**

Cr Gardner put forward the following Alternative Councillor Motion.

Items 1, 2 and 3-5 were voted on separately.

**ALTERNATIVE COUNCILLOR MOTION**

**GARDNER MOVED, BASS SECONDED,**

That Council not endorse:

1. Account 921503-00-1386-000 Catering – Meals \$60,000

**LOST 4 VOTES TO 5**

*For: Bass, Cayoun, Gardner, Hitt  
Against: Marks, Powell, Rossi, Ryan, Wolff*

**Reason:**

Remove \$60,000 recurrent funding for catering for Council meetings and workshops and allow for debate amongst Councillors on the item.

**GARDNER MOVED, BASS SECONDED,**

That Council not endorse:

2. Account 921503-32-3252-000 Equipment \$25,000 and that the \$25,000 be donated to a suitable charity appeal as a new budget item.

**LOST 4 VOTES TO 5**

*For: Bass, Cayoun, Gardner, Hitt  
Against: Marks, Powell, Rossi, Ryan, Wolff*

**Reason:**

Utilise the \$25,000 funding proposed for the purchase of Christmas lights and reallocate this amount to a donation to a suitable charity appeal. The selection of a suitable charity appeal should be based on the preference of Councillors, to be gathered at a future Information Forum.

*Item 12.3 Continued*

**ROSSI MOVED, POWELL SECONDED,**

***That Council endorse:***

- 3. *The remainder of the Rate Setting Budget (Annual Budget) as shown in [Attachment 3](#).***
- 4. *The Construction Summary 2016-2017 in [Attachment 4](#).***
- 5. *The Reserve Accounts Budget as shown in [Attachment 5](#).***

**CARRIED 8 VOTES TO 1**

*For: Bass, Cayoun, Gardner, Marks, Powell, Rossi, Ryan, Wolff  
Against: Hitt*

**12.4 2016-2017 RATE CALCULATIONS**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b><u>Attachment No</u></b>	<b><u>Details</u></b>
<b>Attachment 6 - Item 12.4 refers</b>	<a href="#"><u>2016-2017 Rate Model</u></a>
<b>Attachment 7 - Item 12.4 refers</b>	<a href="#"><u>Statement of Objectives and Reasons for Each Differential and Minimum Payment</u></a>

Voting Requirement : Simple Majority  
Subject Index : 54/004–Budget Documentation Council  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Corporate and Governance

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person’s right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To set the rates in the dollar, minimum payments, rubbish charges and associated charges for 2016-2017.

**SUMMARY AND KEY ISSUES**

This report covers the new rates in the dollar that are calculated for the forthcoming 2016-2017 rating period. The minimum payments together with the separate rubbish charge and all payment arrangements are also resolved via this report.

*Item 12.4 Continued*

## **LOCATION**

N/A

## **CONSULTATION**

The advertising of Council's intention to levy the proposed differential rates in the dollar and minimum payments and the invitation to make submissions is designed to fulfil the consultation process required by the *Local Government Act 1995*.

The Statement of Objectives and Reasons for each Differential and Minimum Payment ([Attachment 7](#)) is also included for Council endorsement. This Statement is made available to the public and explains why each differential and respective rates and minimum payments are proposed.

## **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Plan Key Result Area: Business Excellence Belmont.

**Objective:** Achieve excellence in the management and operation of the local government.

**Strategy:** Ensure Council is engaged at a strategic level to enable effective decision making.

The rate setting budget provides the financial framework to enable the objectives and outcomes of the Strategic Plan to be achieved.

## **POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

## **STATUTORY ENVIRONMENT**

There are no statutory implications as Council is not adopting its budget through this process. This report is a further step in the process that will result in the adoption of the Budget in the prescribed manner on 26 July 2016.

## **BACKGROUND**

A final and significant step in the preparation of the Budget is the process of setting the rates to be charged for the 2016-2017 rate levy.

Landgate sets the Gross Rental Values (GRV) and the Council determines the rate in the dollar. The GRV is multiplied by the rate in the dollar to give the total rates payable.

Council has three differential rates being Residential, Commercial and Industrial. The Marina differential is no longer required given the rates concession that existed under the Deed of Lease has now expired.



*Item 12.4 Continued*

Council must also set a minimum payment for each rating category that cannot be charged on more than 50% of the total properties for any rate category i.e. Residential, Commercial or Industrial.

As reported in the Rate Setting Budget report, the forecasted Consumer Price Index (CPI) for Perth is forecasted to be 1.75% during 2016-2017. The Western Australian Local Government Association (WALGA) Local Government Cost Index (LGCI) is forecasted to be 1.30% during 2016-2017. The setting of Council's rates must take account of economic factors to ensure the real value of funds does not decrease and reduce the funds available to continue Council services and complete the capital works programme.

**OFFICER COMMENT**

The first exercise is to analyse the growth in valuations for each rate category. The following table shows the values applicable after annual growth has been included.

The following table lists total valuations used for modelling.

<b>Rate Category</b>	<b>Values 2015-2016</b>	<b>Values 2016-2017</b>	<b>% Change</b>
Residential	350,421,790	373,264,390	6.13%
Commercial	157,146,520	157,458,886	0.19%
Industrial	149,490,777	150,693,459	0.81%
Marina	277,680	N/A	N/A
	657,336,767	681,416,735	3.32%

The following explanations are provided for each rate model which will form the basis for the recommendations that come from this report.

***Rate Model No 1 (Refer [Attachment 6](#))***

This model is the final outcome that was adopted for the 2015-2016 rating year.

***Rate Model No 2 (Refer [Attachment 6](#))***

This model shows the current GRV's that would apply for the 2016-2017 rating year and no rate increase. By applying the same rates in the dollar, differentials and minimum payments that applied in the 2015-2016 rating year to the updated GRV's, an amount of \$33,925,881 is generated.

***Rate Model No 3 (Refer [Attachment 6](#))***

This model shows the outcome of applying the new values in accordance with the revaluation, as well as an adjusted rate in the dollar and minimum payment for each differential. The data in the table is consistent with the final suggested scenario presented at the 7 June 2016 Information Forum. An increase in total rates revenue of 1.47% is incorporated into this model. This model produces rate income of \$34,425,195 and results in a balanced 2016-2017 Budget.

*Item 12.4 Continued*

The final process in Model 3 is to review the minimum payments. The following table shows the impact of the suggested minimum payments, compared to the existing minimum payments.

<b>Rate Category</b>	<b>Existing Minimums</b>	<b>No. of Properties</b>	<b>%</b>	<b>Proposed Minimums</b>	<b>No. of Properties</b>	<b>%</b>
Residential	790	5606	34.24%	800	5555	32.17%
Commercial	930	183	16.79%	945	182	16.61%
Industrial	950	9	1.98%	965	8	1.74%
Marina	930	0	0.00%	N/A	N/A	N/A

The Residential minimum payment has increased to \$800.00 (1.3% increase rounded to the nearest \$5.00). The Commercial minimum has increased to \$945.00 (1.6% increase rounded to the nearest \$5.00). The Industrial minimum has increased to \$965.00 (1.6% increase rounded to the nearest \$5.00).

The proposed increase in both the rate in the dollar and minimum payments for each differential is consistent with past rating practices and strategies in that the increase is considered in light of forecasted price increases and to ensure a balanced budget is achieved.

Other issues that Council needs to consider in relation to the Rate Setting process are the rubbish charges and the statutory levies applicable to rates instalments and penalties.

The budget allows for rubbish charges/fees to remain constant (i.e. 0% increase) in 2016-2017 resulting in the (base) rubbish charge remaining at \$293.30. Associated waste disposal costs have remained stable during 2015-2016 due to low energy costs and a reduction in tonnes going to landfill. Although waste disposal costs are expected to slightly increase during 2016-2017 the current base rubbish charge will be able to absorb such an increase.

As rubbish charges are a fee for service and aim to cover costs only any surplus funds from this service are transferred to the Waste Management Reserve.

The statutory Swimming Pool Levy for mandatory inspections is set at \$13.75 per annum.

### **FINANCIAL IMPLICATIONS**

The adoption of this report sets the rate calculations, rubbish charges and other charges that will be included in the Budget that will be adopted in the prescribed manner at the 26 July 2016 Ordinary Council Meeting.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

There are no social implications at this time.

Item 12.4 Continued

**OFFICER RECOMMENDATION**

**ROSSI MOVED, POWELL SECONDED,**

1. *That the following general rates be endorsed for rate setting purposes that equate to a 1.50% increase in the total rate levy.*

<b>Rate</b>	<b>Cents in the Dollar</b>
<b>Residential</b>	<b>4.6289</b>
<b>Commercial</b>	<b>5.3695</b>
<b>Industrial</b>	<b>5.3927</b>

2. *That the following minimum payments that result in a 1.3%, 1.6% and 1.6% increase for Residential, Commercial and Industrial respectively be endorsed.*

<b>Rate</b>	<b>\$</b>
<b>Residential</b>	<b>800</b>
<b>Commercial</b>	<b>945</b>
<b>Industrial</b>	<b>965</b>

3. *That in accordance with Section 6.46 of the Local Government Act 1995, Council offers a 5% discount to ratepayers who pay the full amount owing within 35 days of issuing the rate notice.*
4. *That in accordance with previous practice, Council continues to offer incentive prizes for payment of rates within 35 days of issuing the rates notice.*
5. *That Council offer the following instalments for payment of Council Rates:*
  - a) *Single payment (all charges);*
  - b) *Two equal instalments (all charges); or*
  - c) *Four equal instalments (all charges)**in accordance with Section 6.45 of the Local Government Act 1995.*
6. *That in accordance with Section 6.45 of the Local Government Act 1995, Council imposes a \$20.00 Administration Fee for all instalment options (excluding registered pensioners/seniors).*
7. *That in accordance with Section 6.45 of the Local Government Act 1995, Council imposes the maximum instalment interest rate allowable. This is currently 5.5% and is applicable to the four instalment option.*
8. *That in accordance with Section 6.51 of the Local Government Act 1995, Council imposes the maximum penalty interest rate allowable. This is 11% and is applicable to overdue rates (including alternate arrangements).*
9. *That Council continue to offer arrangements to Ratepayers suffering hardship in accordance with Council's Policy relating to the payment of rates and in accordance with Section 6.49 of the Local Government Act 1995. (In general, this will only apply to single residential property, owner/occupier).*

*Item 12.4 Continued*

10. ***That the payments in lieu of rates received by Council continue to be rated at the Commercial Differential Rate in the dollar on Gross Rental Values.***
11. ***That the following Rubbish Charges be endorsed that equate to a 0% increase:***
  - a) ***\$293.30 per annum for one 240 litre cart removed weekly***
    - ***additional full service = \$293.30***
    - ***additional service rubbish = \$205.31***
    - ***additional service recycling = \$102.66***
  - b) ***\$395.96 per annum for non-rateable properties for one 240 litre cart removed weekly; (\$293.30 for additional services)***
  - c) ***Exempted Commercial and Industrial properties = \$102.66***
  - d) ***R80 and above coded multi-residential properties (excludes flexible coded) = \$205.31 per unit.***
12. ***That a Swimming Pool Levy for mandatory inspections is set at \$13.75 per annum.***
13. ***That the Statement of Objectives and Reasons for each Differential and Minimum Payment is endorsed by Council.***
14. ***That in accordance with Section 6.36 of the Local Government Act 1995, note that the Director Corporate and Governance will advertise the proposed differential rates in the dollar for the statutory 21 day period.***

**CARRIED 9 VOTES TO 0**

**12.5 DELEGATED AUTHORITY REGISTER REVIEW 2016-2017**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b><u>Attachment No</u></b>	<b><u>Details</u></b>
<b>Attachment 8 – Item 12.5 refers</b>	<b><a href="#">Proposed Delegated Authority Register 2016-2017</a></b>

Voting Requirement	:	Absolute Majority
Subject Index	:	11/005 – Delegation of Powers/Authorisations - Forms
Location/Property Index	:	N/A
Application Index	:	N/A
Disclosure of any Interest	:	Nil.
Previous Items	:	OCM 23 June 2015 – Item 12.6
Applicant	:	N/A
Owner	:	N/A
Responsible Division	:	Corporate and Governance

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To seek Council endorsement of the proposed 2016-2017 Delegated Authority Register as detailed in [Attachment 8](#).

**SUMMARY AND KEY ISSUES**

In accordance with section 5.46 of the *Local Government Act 1995*, the Delegated Authority Register is to be reviewed at least once in every financial year.

The Delegated Authority Register is structured to provide for a best practice approach to the City's operations and efficiency in the delivery of strategic outcomes.

*Item 12.5 Continued*

### **LOCATION**

N/A

### **CONSULTATION**

The Senior Management Group and all designated employees have been consulted regarding the proposed amendments to the Delegated Authority Register.

The proposed Delegated Authority Register was presented at the 10 May 2016 Information Forum.

### **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Community Plan Key Result Area: Business Excellence.

**Objective:** Achieve excellence in the management and operation of the local government.

**Strategy:** Ensure Council is engaged at a strategic level to enable effective decision making.

### **POLICY IMPLICATIONS**

Policy BEXB32 – Decision Making is applicable as it sets out how the City ensures that decisions are made at an appropriate level within the organisation. The principles of this policy have been applied in developing the delegations proposed for Council's consideration.

### **STATUTORY ENVIRONMENT**

The following sections of the *Local Government Act 1995* are applicable when considering delegations:

s5.16 Delegations of some powers and duties to certain committees

s5.17 Limits on delegations of powers and duties to certain committees

s5.18 Register of delegations to committees

s5.42 Delegation of some powers and duties to other employees

s5.43 Limits on delegations to CEO

s5.44 CEO may delegate powers and duties to other employees

s5.45 Other matters relevant to delegations under this division

s5.46 Register of, and records relevant to, delegations to CEO and employees.

*Item 12.5 Continued*

A number of other pieces of legislation allow for delegation in Western Australia. Those which are relevant to the City's Delegated Authority Register are listed below:

- *Local Government Act 1995*
- *Building Act 2011*
- *Bush Fires Act 1954*
- *Cat Act 2011*
- *Dog Act 1976*
- *Food Act 2008*
- *Health Act 1911*
- *Liquor Control Act 1988*
- *Main Roads Act 1930*
- *Planning and Development Act 2005*
- *Strata Titles Act 1985*
- *Local Government (Administration) Regulations 1996*
- *Local Government (Financial Management) Regulations 1996*
- *Local Government (Functions and General) Regulations 1996*
- *Local Government Act (Uniform Local Provisions) Regulations 1996*

## **BACKGROUND**

The Delegated Authority Register was last reviewed at the Ordinary Council Meeting of 23 June 2015 – Item 12.6.

The City, in developing and reviewing delegations, applied the principles outlined in the City's Decision Making and Compliance Management Models. The delegations are structured to be defined and specific in order to support a greater level of control and clearly identify decisions which occur under Delegated Authority.

The use of delegations is supported by the Department of Local Government and Communities (the Department), and a guideline for the creation, use and review of delegations has been published by the Department – Local Government Operational Guideline No. 17 – Delegations.

## **OFFICER COMMENT**

Delegations by Council are an effective way to reduce red tape and improve customer satisfaction through quicker decision making processes. Using the power of delegation appropriately assists local governments to efficiently deal with a wide range of operational matters that are minor, administrative in nature and time consuming.

Certain safeguards are incorporated into delegations such as limiting the use of when a delegation can be exercised as well as granting appeal rights to the Council when an impacted individual is aggrieved with an Officer's decision. Furthermore, Officers are not obliged to use a delegation and at times will defer a matter to Council where it is determined to be significant in nature.

*Item 12.5 Continued*

This review has been undertaken in line with the Department's Local Government Operational Guideline No. 17 – Delegations. Input has been sourced from Councillors, the Senior Management Group and Designated Employees.

Proposed amendments are captured in the following table:

<b>Delegation Number</b>	<b>Delegation</b>	<b>Recommendation</b>	<b>Officer Comment</b>
<b>DA01</b>	<b>Appointment of Authorised Officers</b>	<b>Amendment</b>	<b>Addition of the following: City of Belmont Local Laws, Litter Act 1979, Control of (Off-Road Areas) Vehicles 1976, Health Act 2011, and Bushfires Act 1954.</b>
DA02	Powers of Entry	No change	No change
DA03	Road Closures – Temporary	No change	No change
DA04	Tenders	No change	No change
<b>DA05</b>	<b>Acquisition and Disposal of Land</b>	<b>Amendment</b>	<b>Removal of delegation for “Disposal of 24 Ashworth Street, Cloverdale”</b>
DA06	Disposal of Assets	No change	No change
DA07	Appoint Acting Chief Executive Officer	No change	No change
DA08	Municipal Fund/Procedures and Payments	No change	No change
DA09	Trust Fund/ Procedures and Payments	No change	No change
DA10	Waiver or Concessions – Granting	No change	No change
DA11	Investments	No change	No change
DA12	Recovery of Unpaid Rates	No change	No change
DA13	Bank Accounts	No change	No change
DA14	Extension for Rate Exemption Application	No change	No change
DA15	Authorised Officer – Variation of Meeting Date – Annual Electors Meeting	No change	No change
DA16	Dogs – Keeping of Three Dogs	No change	No change
DA17	Gratuity Payments	No change	No change
DA18	Determination of Applications for Legal Representation for Council Members and Employees	No change	No change
DA19	Common Seal	No change	No change
DA20	Donations – Disaster Relief	No change	No change
DA21	Public Art	No change	No change
DA22	Community Contribution Funds	No change	No change
DA23	Execution of Documents not requiring the Common Seal	No change	No change
DA24	Receiving of Legal Documents to be Served on the City	No change	No change



*Item 12.5 Continued*

<b>Delegation Number</b>	<b>Delegation</b>	<b>Recommendation</b>	<b>Officer Comment</b>
DA25	Building Act 2011	No change	No change
DA26	Verge Permits	No change	No change
<b>DA27</b>	<b>Development Applications</b>	<b>Amendment</b>	<b>Addition of s7- s10 of Planning and Development (Local Planning Schemes) Regulations 2015</b>
<b>DA28</b>	<b>Development Applications/ Minor Variations</b>	<b>Amendment</b>	<b>Addition of s7- s10 of Planning and Development (Local Planning Schemes) Regulations 2015</b>
<b>DA29</b>	<b>Development Applications – City Developments on Reserved Land</b>	<b>Amendment</b>	<b>Addition of s7- s10 of Planning and Development (Local Planning Schemes) Regulations 2015</b>
DA30	Preliminary and Final Built Strata Approval	No change	No change
DA31	Bush Fires Act – Powers and Functions	No change	No change
DA32	Main Roads – Control of Advertisements	No change	No change
DA33	Prohibition Orders	No change	No change
DA34	Registration of Food Business	No change	No change
DA35	Food Act 2008 – Prosecutions	No change	No change
DA36	Liquor Licensing – Section 39 Certificates	No change	No change
DA37	Liquor Licensing – Section 40 Certificates	No change	No change

**FINANCIAL IMPLICATIONS**

There are no financial implications evident at this time.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

*Item 12.5 Continued*

**OFFICER RECOMMENDATION**

That Council endorse the 2016-2017 Delegated Authority Register as detailed in [Attachment 8](#).

**\*\*ABSOLUTE MAJORITY REQUIRED\*\***

**AMENDED OFFICER RECOMMENDATION**

**ROSSI MOVED, CAYOUN SECONDED,**

***That Council endorse the 2016-2017 Delegated Authority Register as detailed in amended [Attachment 8](#).***

**\*\*ABSOLUTE MAJORITY REQUIRED\*\***

**CARRIED 9 VOTES TO 0**

**12.6 TENDER 12/2016 - SUPPLY AND INSTALLATION OF LANDSCAPE WORKS - COPLEY PARK UPGRADE STAGE 1**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b><u>Attachment No</u></b>	<b><u>Details</u></b>
<b>Confidential Attachment 1 – Item 12.6 refers</b>	<a href="#"><u>Tender 12/2016 - Evaluation Matrix</u></a>
<b>Confidential Attachment 2 – Item 12.6 refers</b>	<a href="#"><u>Tender 12/2016 - Price Schedule</u></a>

Voting Requirement : Absolute Majority  
Subject Index : 114/2016-12  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Technical Services

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To seek Council approval to award Tender 12/2016 - Supply and Installation of Landscape Works - Copley Park Upgrade Stage 1.

*Item 12.6 Continued*

## **SUMMARY AND KEY ISSUES**

This report outlines the process undertaken to invite and evaluate tenders for the first stage of landscape works at Copley Park and includes a recommendation to award Tender 12/2016 in accordance with the requirements of the *Local Government Act 1995*.

Thirty one sets of tender documents were issued to prospective tenderers. Ten organisations were represented at a mandatory site inspection with the following seven submitting a response:

- BCL Group Pty Ltd
- Environmental Industries
- Le Grove Landscaping
- MG Group WA
- Nature Play Solutions
- Phase3 Landscape Construction
- Wattle Facilities Group.

## **LOCATION**

Copley Park, Kooyong Road, Rivervale



## **CONSULTATION**

The City of Belmont developed a Vision Plan for Copley Park and held an Open Day in July 2015. The plans for the park were on display and the community were invited to provide comment either on the day or online via the City's webpage.

The overall result of the consultation was community support for the upgrade of the park.

*Item 12.6 Continued*

### **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Community Plan Key Result Area: Natural Belmont.

**Objective:** Protect and enhance our natural environment.

**Strategy:** Develop quality public open space in accordance with community needs.

### **POLICY IMPLICATIONS**

BEXB28–Purchasing

#### **POLICY OBJECTIVE**

This policy aims to deliver a high level of accountability whilst providing a flexible, efficient and effective procurement framework.

### **STATUTORY ENVIRONMENT**

This issue is governed in the main by the *Local Government Act 1995*, in particular Section 3.57 which states that “a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services”.

### **BACKGROUND**

An invitation to tender for the Supply and Installation of Landscape Works - Copley Park Upgrade Stage 1 was advertised in the West Australian on Wednesday, 11 May 2016, closing on Tuesday, 31 May 2016 at 2pm.

### **OFFICER COMMENT**

The Evaluation Committee consisted of the Coordinator Contracts and Tenders, Manager Parks and Environment and Parks Projects Coordinator.

The tenders were assessed on the same selection criteria included within the tender, being:

	<b>CRITERIA</b>	<b>WEIGHTING</b>
1	Experience	30%
2	Company Capacity	30%
3	Methodology	20%
4	Safety	10%
5	Price	10%
	<b>TOTAL</b>	<b>100%</b>

*Item 12.6 Continued*

The scope of works for the Stage 1 upgrade of Copley Park includes:

- Earthworks, clearing and demolition
- Hard landscape works
- Supply and installation of furniture and play equipment
- Supply and installation of lighting
- Soft works
- Supply and installation of irrigation system.

The tenderers that submitted responses ranged from civil construction companies to landscapers to play space specialists, each with their own strengths and varying degrees of relevant experience.

Environmental Industries is a landscape contractor and has been trading in Western Australia for 35 years. They have completed several projects with playgrounds and have experience in soft landscaping and irrigation installations.

MG Group has undertaken some high profile civil construction projects including hardscaping, landscaping and playground installations.

Both companies demonstrated they have the capacity and understanding to undertake the project and to achieve the required outcome; however, MG Group scored slightly higher on the Evaluation Matrix (refer [Confidential Attachment 1](#)) and is therefore the recommended supplier.

### **FINANCIAL IMPLICATIONS**

The tendered prices are detailed in [Confidential Attachment 2](#) - Price Schedule with a difference of \$180,000 between the lowest and the highest price.

A pre-tender estimate of \$250,000 was provided by the landscape architects who prepared the technical specifications with an additional \$26,000 for the lighting design and this amount was allowed for in the 2015-2016 budget.

The successful tender is 20% higher than the pre-tender estimate with sufficient funds being included in the 2016-2017 (draft) budget.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

The upgrade of Copley Park will:

- Ensure that the community has access to the services and facilities it needs
- Assist in developing community capacity
- Support community groups
- Enhance a sense of community and the image of Belmont
- Contribute to an environment where residents are safe and feel safe.

*Item 12.6 Continued*

**OFFICER RECOMMENDATION**

***That Council:***

- 1. Accept the tender submitted by MG Group WA for Supply and Installation of Landscape Works - Copley Park Upgrade Stage 1 for the sum of \$339,737.65 excluding GST as the most advantageous.***
- 2. Include an allocation in the 2016-2017 financial year budget for the required funds as detailed in this tender.***

<b><i>**ABSOLUTE MAJORITY REQUIRED**</i></b>
--

***OFFICER RECOMMENDATION ADOPTED EN BLOC –  
REFER TO RESOLUTION APPEARING AT ITEM 12***

**12.7 TENDER 13/2016-CONSTRUCTION OF KERBING AND ASSOCIATED WORKS**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b>Attachment No</b>	<b>Details</b>
<b>Confidential Attachment 3 – Item 12.7 refers</b>	<a href="#"><u>Tender 13/2016 - Evaluation Matrix</u></a>
<b>Confidential Attachment 4 – Item 12.7 refers</b>	<a href="#"><u>Tender 13/2016 - Price Schedule</u></a>
<b>Confidential Attachment 5 – Item 12.7 refers</b>	<a href="#"><u>Tender 13/2016 - Cost Comparison</u></a>

Voting Requirement : Absolute Majority  
Subject Index : 114/2016-13  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Technical Services

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To seek Council approval to award Tender 13/2016 - Construction of Kerbing and Associated Works.



*Item 12.7 Continued*

### **SUMMARY AND KEY ISSUES**

This report outlines the process undertaken to invite and evaluate tenders and includes a recommendation to award Tender 13/2016 in accordance with the requirements of the *Local Government Act 1995*.

The City has elected not to extend the contract of the current contractor (Kerb Direct) due to performance issues and therefore needed to undertake a tender process.

The tender is for the construction of kerbing and associated works for a period of one year with two, one year extension options at the sole discretion of the City.

Fifteen sets of tender documents were issued to prospective tenderers and three responses were received as follows:

- All Civils WA Pty Ltd
- Allstate Kerbing and Concrete
- Kerbing West Extruded Concrete Kerbing.

### **LOCATION**

N/A

### **CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

### **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Community Plan Key Result Area: Built Belmont.

**Objective:** Maintain Public Infrastructure in accordance with sound Asset Management practices.

**Strategy:** Manage the City's infrastructure and other assets to ensure that an appropriate level of service is provided to the community.

**Corporate Key Action:** Maintain Assets in accordance with Asset Management Strategy and associated Plans.

### **POLICY IMPLICATIONS**

BEXB28–Purchasing

#### **POLICY OBJECTIVE**

This policy aims to deliver a high level of accountability whilst providing a flexible, efficient and effective procurement framework.

*Item 12.7 Continued*

## **STATUTORY ENVIRONMENT**

This issue is governed in the main by the *Local Government Act 1995*, in particular Section 3.57 which states that “a local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services”.

## **BACKGROUND**

An invitation to tender for Construction of Kerbing and Associated Works was advertised in the West Australian on Wednesday, 11 May 2016, closing on Thursday, 26 May 2016 at 2pm.

## **OFFICER COMMENT**

The Evaluation Committee consisted of the Coordinator Contracts and Tenders, Coordinator Works and Construction Supervisor.

The tenders were assessed on the same selection criteria included within the tender, being:

	<b>CRITERIA</b>	<b>WEIGHTING</b>
1	Experience	20%
2	Company Capacity	20%
3	Methodology	20%
4	Safety	10%
5	Price	30%
	<b>TOTAL</b>	<b>100%</b>

Allstate Kerbing and Concrete is a local organisation that was established in 2010. Their submission demonstrated that they have good experience in the construction of kerbing and can provide a quality product on time and to budget.

Kerbing West has been providing kerbing services in WA for 27 years. They have the capacity to complete all works themselves without having to use subcontractors and their specialised equipment ensures that the work is of a consistently high standard.

Kerbing West has previously undertaken kerbing works for the City of Belmont for a number of years and demonstrated that they are a reliable contractor that provides a quality service. Having achieved the highest score on the Evaluation Matrix (refer [Confidential Attachment 3](#)) they are the recommended supplier.

*Item 12.7 Continued*

### **FINANCIAL IMPLICATIONS**

Average expenditure for kerbing works over the last three financial years has been approximately \$250,000 per annum.

The tendered rates are detailed in [Confidential Attachment 4](#) - Price Schedule while [Confidential Attachment 5](#) - Cost Comparison estimates the annual expenditure based on the most commonly used items. The comparison indicates a price increase of 50% on the current prices; however the City was very dissatisfied with the quality of work that was provided by the previous contractor (Kerb Direct), which involved extra costs in officer time having to supervise and due to project delays.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

There are no social implications at this time.

### **OFFICER RECOMMENDATION**

*That Council:*

- 1. *Accept the tender submitted by Kerbing West Extruded Concrete Kerbing for Construction of Kerbing and Associated Works in accordance with the schedule of rates provided; and***
- 2. *Award the contract to Kerbing West Extruded Concrete Kerbing for an initial term of one year commencing 1 July 2016 with option of two, one year extensions at the sole discretion of the City.***
- 3. *Include an allocation in the 2016-2017 financial year budget for the required funds as detailed in this tender.***

<b>**ABSOLUTE MAJORITY REQUIRED**</b>
---------------------------------------

**OFFICER RECOMMENDATION ADOPTED EN BLOC –  
REFER TO RESOLUTION APPEARING AT ITEM 12**

**12.8 ACCOUNTS FOR PAYMENT – MAY 2016**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b>Attachment No</b>	<b>Details</b>
<b>Attachment 9 – Item 12.8 refers</b>	<b><a href="#">Accounts for Payment – May 2016</a></b>

Voting Requirement : Simple Majority  
Subject Index : 54/007 – Creditors – Payment Authorisations  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Corporate and Governance

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

Confirmation of accounts paid and authority to pay unpaid accounts.

**SUMMARY AND KEY ISSUES**

A list of payments is presented to the Council each month for confirmation and endorsement in accordance with the *Local Government (Financial Management) Regulations 1996*.

*Item 12.8 Continued*

**LOCATION**

N/A

**CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

**STRATEGIC COMMUNITY PLAN IMPLICATIONS**

There are no Strategic Community Plan implications evident at this time.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY ENVIRONMENT**

Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* states:

*“If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:*

- (a) the payee's name*
- (b) the amount of the payment*
- (c) the date of the payment*
- (d) sufficient information to identify the transaction.”*

**BACKGROUND**

Checking and certification of Accounts for Payment required in accordance with *Local Government (Financial Management) Regulations 1996*, Clause 12.

**OFFICER COMMENT**

The following payments as detailed in the Authorised Payment Listing are recommended for confirmation and endorsement.

Municipal Fund Cheques	786936 to 786971	\$215,607.58
Municipal Fund EFTs	EF044180 to EF044615	\$3,155,750.44
Municipal Fund Payroll	May 2016	\$1,390,592.77
Trust Fund EFTs	EF044181 to EF044183 and EF044337	\$62,829.62
Total of Payments for May 2016		<u>\$4,824,780.41</u>

*Item 12.8 Continued*

**FINANCIAL IMPLICATIONS**

Provides for the effective and timely payment of Council's contractors and other creditors.

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

**OFFICER RECOMMENDATION**

*That the Authorised Payment Listing for May 2016 as provided under [Attachment 9](#) be received.*

***OFFICER RECOMMENDATION ADOPTED EN BLOC –  
REFER TO RESOLUTION APPEARING AT ITEM 12***

**12.9 MONTHLY ACTIVITY STATEMENT AS AT 31 MAY 2016**

**BUSINESS EXCELLENCE BELMONT**

**ATTACHMENT DETAILS**

<b>Attachment No</b>	<b>Details</b>
<b>Attachment 10 – Item 12.9 refers</b>	<a href="#"><u>Monthly Activity Statement as at 31 May 2016</u></a>

Voting Requirement : Simple Majority  
Subject Index : 32/009-Financial Operating Statements  
Location/Property Index : N/A  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Corporate and Governance

**COUNCIL ROLE**

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

**PURPOSE OF REPORT**

To provide Council with relevant monthly financial information.

**SUMMARY AND KEY ISSUES**

The following report includes a concise list of material variances and a Reconciliation of Net Current Assets at the end of the reporting month.

*Item 12.9 Continued*

**LOCATION**

N/A

**CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

**STRATEGIC PLAN IMPLICATIONS**

There are no Strategic Plan implications evident at this time.

**POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

**STATUTORY ENVIRONMENT**

Section 6.4 of the *Local Government Act 1995* in conjunction with Regulations 34 (1) of the *Local Government (Financial Management) Regulations 1996* requires monthly financial reports to be presented to Council.

Regulation 34(1) requires a monthly Statement of Financial Activity reporting on revenue and expenditure.

Regulation 34(5) determines the mechanism required to ascertain the definition of material variances which are required to be reported to Council as a part of the monthly report. It also requires Council to adopt a “percentage or value” for what it will consider to be material variances on an annual basis. Further clarification is provided in the Officer Comments section.

**BACKGROUND**

The *Local Government (Financial Management) Regulations 1996* requires that financial statements are presented on a monthly basis to Council. Council has adopted ten percent of the budgeted closing balance as the materiality threshold.

**OFFICER COMMENT**

The Statutory Monthly Financial Report is to consist of a Statement of Financial Activity reporting on revenue and expenditure as set out in the Annual Budget. It is required to include:

- Annual budget estimates
- Budget estimates to the end of the reporting month
- Actual amounts to the end of the reporting month
- Material variances between comparable amounts
- Net current assets as at the end of the reporting month.



*Item 12.9 Continued*

Previous amendments to the Regulations fundamentally changed the reporting structure which requires reporting of information consistent with the “cash” component of Council’s budget rather than being “accrual” based.

The monthly financial report is to be accompanied by:

- An explanation of the composition of the net current assets, less committed\* and restricted\*\* assets
- An explanation of material variances\*\*\*
- Such other information as is considered relevant by the local government.

*\* Revenue unspent but set aside under the annual budget for a specific purpose.*

*\*\* Assets which are restricted by way of externally imposed conditions of use e.g. tied grants.*

*\*\*\* Based on a materiality threshold of 10 percent of the budgeted closing balance as previously adopted by Council.*

In order to provide more details regarding significant variations as included in [Attachment 10](#) the following summary is provided.

<b>Report Section</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>Comment</b>
<b>Expenditure – Capital</b>			
Computing	414,057	349,674	Capital expenditure for upgrading the library management system has largely been deferred until next year.
Property & Economic Development	810,450	730,000	The purchase of 3 Belmont Ave is currently on hold.
Belmont HACC Services	163,500	13,460	Variance relates to client management software that will be upgraded next financial year.
Technical Services	867,060	806,973	Variance relates to outstanding invoices for the Esplanade Foreshore Restoration project.
Grounds Operations	578,860	230,198	Certain projects (e.g. Copley Park Stage 1 & Bilya Kard Boodja) have been re-budgeted for next financial year.
Road Works	5,028,320	3,964,220	Projects are generally tracking well although the Surrey Rd Boulevard (fully funded) will occur next financial year.
Footpath Works	669,279	342,120	It is expected that due to the deferral of jobs there will be an under-spend this year.
Drainage Works	857,710	706,231	Projects are generally tracking well with invoices paid one month in arrears.
Operations Centre	992,405	804,901	Plant is currently on order.
Building Operations	640,521	480,102	Projects are generally tracking well with invoices paid one month in arrears.
<b>Expenditure – Operating</b>			
Finance Department	1,726,391	1,667,900	Variance predominantly relates to Activity Based Costing (ABC’s) allocations.
Computing	1,889,265	1,769,447	Business applications and licensing costs are expected to be under budget.

Item 12.9 Continued

<b>Report Section</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>Comment</b>
Marketing & Communications	1,479,117	1,331,595	Budget spread issue regarding event and sponsorship costs.
Insurance	923,417	873,157	Insurance costs are slightly less than expected.
Chief Executive Officer	837,927	743,115	Variance relates to consulting costs which are expected to be under budget.
Human Resources	1,118,127	1,031,825	Employee related and consulting costs are below budget.
Governance	3,098,069	2,771,564	Variance predominantly relates to ABC's.
Health	990,510	901,542	Slightly under budget regarding legal costs and ABC's.
Belmont HACC Services	2,096,859	2,011,606	Budget spread issue regarding internal cost allocations.
Town Planning	2,641,152	2,554,854	Consulting costs are currently under budget.
Sanitation Charges	4,551,555	4,480,444	It is expected sanitation costs will be below budget.
Ruth Faulkner Library	1,939,256	1,835,493	Variance predominantly relates to ABC's.
Grounds Operations	4,569,727	4,491,074	Contractor and consulting costs are currently under budget.
Grounds Overheads	1,327,651	1,203,196	Employee related costs are below budget.
Road Works	991,147	830,923	Unplanned road maintenance costs are less than expected.
Streetscapes	1,157,644	1,066,091	Verge/tree maintenance costs are below budget.
Drainage Works	302,963	354,881	Unplanned drainage maintenance costs are more than expected.
Building Control	1,053,051	1,001,427	Variance predominantly relates to ABC's.
Public Works Overheads	1,376,344	1,314,335	Variance predominantly relates to ABC's.
Technical Services	2,167,844	1,982,514	Consulting costs and ABC's are under budget.
Other Public Works	697,828	759,932	Private works related expenditure is above budget.
<b>Revenue – Capital</b>			
Property and Economic Development	(5,500,000)	(1,174,000)	Land sales have been re-budgeted for the next financial year.
<b>Revenue – Operating</b>			
Finance Department	(1,785,690)	(1,667,900)	ABC recoveries are below budget.
Computing	(2,010,415)	(1,769,447)	ABC recoveries are below budget.
Reimbursements	(208,083)	(157,791)	Reimbursable expenses are less than expected.
Records Management	(754,780)	(686,450)	ABC recoveries are below budget.
Human Resources	(1,220,359)	(1,031,825)	ABC recoveries are below budget.
Rates	(42,967,004)	(43,114,288)	Interim rates (Residential) are higher than expected.
Financing Activities	(911,379)	(1,098,812)	Investment returns are expected to be above budget.
Faulkner Park Retirement Village	(161,250)	(324,715)	Income received from unit sales is higher than expected.
Town Planning	(1,669,062)	(1,533,154)	Legal and ABC recoveries are below budget.

Item 12.9 Continued

<b>Report Section</b>	<b>YTD Budget</b>	<b>YTD Actual</b>	<b>Comment</b>
Sanitation Charges	(5,499,416)	(5,592,658)	Fee income from waste collection is higher than expected.
Community and Recreation Service	(125,594)	(245,204)	Prepaid SilverSport grant.
Grounds Overheads	(1,364,102)	(1,307,695)	Overhead recoveries are below budget.
Road Works	(232,843)	(293,379)	Outstanding grant income.
Public Works Overheads	(1,481,372)	(1,294,900)	Overhead recoveries are below budget.
Plant Operating Costs	(1,371,379)	(1,076,962)	Plant recoveries are below budget.
Other Public Works	(30,708)	(170,159)	Private works reimbursement income is above budget.

In accordance with *Local Government (Financial Management) Regulations 1996*, Regulation 34 (2)(a) the following table explains the composition of the net current assets amount which appears at the end of the attached report.

<b>Reconciliation of Nett Current Assets to Statement of Financial Activity</b>		
<b>Current Assets as at 31 May 2016</b>	<b>\$</b>	<b>Comment</b>
Cash and investments	52,940,455	Includes municipal and reserves
- less non rate setting cash	(34,841,733)	Reserves
Receivables	1,949,871	Rates levied yet to be received and Sundry Debtors
ESL Receivable	(181,995)	ESL Receivable
Stock on hand	229,127	
<b>Total Current Assets</b>	<b>20,095,725</b>	
<b>Current Liabilities</b>		
Creditors and provisions	(7,036,986)	Includes ESL and deposits
- less non rate setting creditors & provisions	2,272,363	Cash Backed LSL, current loans & ESL
<b>Total Current Liabilities</b>	<b>(4,764,623)</b>	
<b>Nett Current Assets 31 May 2016</b>	<b>15,331,102</b>	
<b>Nett Current Assets as Per Financial Activity Report</b>	<b>15,331,102</b>	
Less Restricted Assets	(598,516)	Unspent grants held for specific purposes
Less Committed Assets	<b>(14,232,586)</b>	All other budgeted expenditure
<b>Estimated Closing Balance</b>	<b>500,000</b>	

**FINANCIAL IMPLICATIONS**

The presentation of these reports to Council ensures compliance with the *Local Government Act 1995* and associated Regulations, and also ensures that Council is regularly informed as to the status of its financial position.

*Item 12.9 Continued*

**ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

**SOCIAL IMPLICATIONS**

There are no social implications at this time.

**OFFICER RECOMMENDATION**

*That the Monthly Financial Reports as at 31 May 2016 as included in [Attachment 10](#) be received.*

***OFFICER RECOMMENDATION ADOPTED EN BLOC –  
REFER TO RESOLUTION APPEARING AT ITEM 12***

### 13. REPORTS BY THE CHIEF EXECUTIVE OFFICER

#### 13.1 REQUESTS FOR LEAVE OF ABSENCE

Nil.

#### 13.2 NOTICE OF MOTION (CR BASS) – PROVISION OF TOILET FACILITIES AT SELBY PARK

### BUILT BELMONT

#### ATTACHMENT DETAILS

<u>Attachment No</u>	<u>Details</u>
Attachment 11 – Item 13.2 refers	<a href="#"><u>19 April 2016 Memorandum – Provision of Public Toilets at Selby Park and Peachey Park</u></a>

Voting Requirement : Absolute Majority  
Subject Index : 35/002 Notices of Motion  
Location/Property Index : 13 Morrison Street, Redcliffe  
Application Index : N/A  
Disclosure of any Interest : Nil  
Previous Items : N/A  
Applicant : N/A  
Owner : N/A  
Responsible Division : Corporate and Governance

#### COUNCIL ROLE

- Advocacy** *When Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.*
- Executive** *The substantial direction setting and oversight role of the Council eg adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.*
- Legislative** *Includes adopting local laws, local planning schemes and policies.*
- Review** *When Council reviews decisions made by Officers.*
- Quasi-Judicial** *When Council determines an application/matter that directly affect a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of quasi-judicial authority include local planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

#### PURPOSE OF REPORT

To consider a Notice of Motion prepared by Councillor Bass in relation to including provisions for toilet facilities in Selby Park, Redcliffe in the 2016-2017 budget.

Item 13.2 Continued

### **SUMMARY AND KEY ISSUES**

Councillor Bass has submitted a Notice of Motion to be presented to the 28 June 2016 Ordinary Council Meeting for Council to consider including provisions for toilet facilities in Selby Park, Redcliffe in the 2016-2017 budget.

### **LOCATION**

13 Morrison Street, Redcliffe WA 6104



### **CONSULTATION**

There has been no specific consultation undertaken in respect to this matter.

### **STRATEGIC COMMUNITY PLAN IMPLICATIONS**

In accordance with the Strategic Community Plan Key Result Area: Business Excellence Belmont

**Objective:** Achieve excellence in the management and operation of the local government.

*Item 13.2 Continued*

**Strategy:** Ensure Council is engaged at a strategic level to enable effective decision making.

**Strategy:** Ensure community requirements drive internal policies and processes.

In accordance with the Strategic Community Plan Key Result Area: Social Belmont

**Objective:** Create a city that leads to feelings of wellbeing, security and safety.

**Strategy:** Activate public spaces as a means to improving community spirit and sense of belonging.

In accordance with the Strategic Community Plan Key Result Area: Natural Belmont

**Objective:** Protect and enhance our natural environment.

**Strategy:** Develop quality public open space in accordance with community needs.

In accordance with the Strategic Community Plan Key Result Area: Built Belmont

**Objective:** Maintain public infrastructure in accordance with sound asset management practices.

**Strategy:** Manage the City's infrastructure and other assets to ensure that an appropriate level of service is provided to the community

### **POLICY IMPLICATIONS**

There are no significant policy implications evident at this time.

### **STATUTORY ENVIRONMENT**

The installation of an automated public toilet on this site will require a Development Approval and a Building Permit prior to any work commencing on site.

### **BACKGROUND**

A Notice of Motion by Councillor Bass reads as follows:

*“Motion:*

*That Council include toilet facilities in Selby Park Redcliffe in council budget 2016-2017.*

*Reason:*

*This park is well used by our residents, and needs toilet facilities to stop people using trees as a toilet.”*

Item 13.2 Continued

### **OFFICER COMMENT**

At the 12 April 2016 Information Forum, the agenda item 'Proposed 2016-2017 Capital Works Program as per Asset Management Plans' was presented and discussed by Council. A request was made to consider the installation of public toilets at Selby Park for possible inclusion in the 2016-2017 financial year budget. This request was investigated and a memorandum was circulated to Councillors on 19 April 2016 detailing the results of the investigation (refer [Attachment 11](#)).

In considering the installation of an automated public toilet at this location, similar to the one recently installed at Wilson Park, there are a number of significant issues to be addressed. These issues include but are not limited to:

- Likely usage patterns;
- The availability of utilities (water, sewer and power); and
- Other significant works proposed at this site, by Council or others.

Officers carried out a desktop investigation for the Selby Park site, noting the following results and comments.

### **Selby Park**

It would appear that a possible site for the provision of toilet facilities is adjacent to the demolished Greenshields Kindy site, near the corner of Morrison Street and Greenshields Way.





*Item 13.2 Continued*

### **Likely Usage Patterns**

This will require further investigation, particularly in conjunction with any upgrade works proposed at this location.

### **Availability of Utilities**

As this proposed site is adjacent to the previous site of the Greenshields Kindy, it would appear that the required services are available; however, it is likely that the water supply will need upgrading.

### **Significant works proposed:**

The infrastructure on this reserve is fast approaching a point where a major renewal is required. This work has been tentatively scheduled to commence the design phase during the 2017-2018 financial year. It would seem prudent to consider the provision of an automated public toilet in this design process and if deemed a priority, allow appropriate budget for the construction during the following years.

### **Conclusion**

Due to the other major projects already included in the proposed 2016-2017 financial year budget, considering the available resources, the significant investigations and the need for public consultation for this site, it is not likely that any work would occur during the 2016-2017 financial year.

The provision of public toilets at this site needs to be considered in light of the preliminary work that is necessary.

Capital works proposed for the 2016-2017 financial year were further discussed at the 7 June 2016 Special Information Forum and the 14 June 2016 Information Forum as part of the development of the 2016-2017 budget.

It is important to consider all implications, consult with the community and obtain a costing for the construction of infrastructure or development of a reserve prior to a Council decision being made. Unplanned placement of a toilet block has the potential to compromise the overall enhancement of the park. Once implications are known the cost of works could be included through the budget review process.

*Item 13.2 Continued*

### **FINANCIAL IMPLICATIONS**

Using the recently installed automated public toilet at Wilson Park as a guide and without a specific location for the toilet at Selby Park also taking into consideration the available services, it is likely that the toilet installation at Selby Park would require a budget of \$200,000.

Following from consultation with Council at the 12 April 2016 Information Forum, the 7 June 2016 Special Information Forum and the 14 June 2016 Information Forum, the draft 2016-2017 budget has been developed and is currently balanced with the included capital works.

If this project is included the 2016-2017 budget there will be either an additional rates increase of approximately 0.5% or it will be necessary to delete or postpone other capital works currently included in the Capital Works Program, or make use of Reserve funds currently intended for other purposes.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications at this time.

### **SOCIAL IMPLICATIONS**

The provision of an appropriately located public toilet would provide a facility for the community.

*Item 13.2 Continued*

**COUNCILLOR RECOMMENDATION**

**BASS MOVED, HITT SECONDED,**

**That Council include toilet facilities at Selby Park Redcliffe in the City's Budget 2016-2017.**

**\*\*ABSOLUTE MAJORITY REQUIRED\*\***

**LOST 3 VOTES TO 6**

*For: Bass, Hitt, Ryan  
Against: Cayoun, Gardner, Marks, Powell, Rossi, Wolff*

**Reason:**

**This park is well used by our residents, and needs toilet facilities to stop people using trees as a toilet.**

**Note:**

**Cr Rossi foreshadowed the following motion.**

**FORESHADOWED MOTION**

**ROSSI MOVED, POWELL SECONDED,**

***That Council consider a new toilet facility at Selby Park at the time of the Selby Park redevelopment.***

**CARRIED 8 VOTES TO 1**

*For: Cayoun, Gardner, Hitt, Marks, Powell, Rossi, Ryan, Wolff  
Against: Bass*

**Reason:**

**To facilitate proper planning for the redevelopment of Selby Park the correct placement of the public toilet facility needs to be considered during the design phase.**

**14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil.

**15. CLOSURE**

There being no further business the Presiding Member closed the meeting at 9.15pm.

---

---

**MINUTES CONFIRMATION CERTIFICATION**

The undersigned certifies that these minutes of the Ordinary Council Meeting held 28 June 2016 were confirmed as a true and accurate record at the Ordinary Council Meeting held 26 July 2016.

Signed by the Person Presiding: 

PRINT name of the Person Presiding: Cr. ROBERT ROSSI

---

---