

CITY OF COCKBURN

SUMMARY OF MINUTES OF SPECIAL COUNCIL MEETING HELD ON TUESDAY, 29 JULY 2003 AT 7:00 PM

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CITY OF COCKBURN

MINUTES OF SPECIAL COUNCIL MEETING HELD ON TUESDAY, 29 JULY 2003 AT 7:00 PM

PRESENT:

ELECTED MEMBERS

Mr S Lee	-	Mayor
Mr R Graham	-	Deputy Mayor
Ms A Tilbury	-	Councillor
Mr I Whitfield	-	Councillor
Mr A Edwards	-	Councillor
Ms L Goncalves	-	Councillor
Mr M Reeve-Fowkes	-	Councillor
Mrs V Oliver	-	Councillor

IN ATTENDANCE

Mr R. Brown	-	Chief Executive Officer
Mr D. Green	-	Director, Community Services
Mr A. Crothers	-	Director, Finance & Corporate Services
Mr S. Hiller	-	Director, Planning & Development
Mr J. Radaich	-	Manager, Engineering & Works
Mr A. Conroy	-	Manager, Parks
Mr K. Lapham	-	Manager, Finance
Mrs B. Pinto	-	Secretary/PA, Finance & Corporate Services
Mr C. Ellis	-	Communications Manager

1. DECLARATION OF MEETING

The Presiding Member declared the meeting open at 7.00 pm.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

Nil.

3. DISCLAIMER (Read aloud by Presiding Member)

Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position. Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.



4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS (by Presiding Member)

Nil

5 (SCM 29/07/2003) - APOLOGIES & LEAVE OF ABSENCE

Clr S Limbert	-	Apology
Clr K Allen	-	Apology

6 (SCM 29/07/2003) - PUBLIC QUESTION TIME

Bert Renner, Spearwood queried the following:

Firstly, the Fire Service Levy - he said he did not notice this being listed in the Budget Papers, why was this so? Director, Finance and Corporate Services replied, that the income derived from this is not included in the Budget, as it is not income for Council and including figures in the Budget would be overstating the income and expenditure to Council. It is a levy imposed by FESA for emergency services provided to the community. Council merely acted as a collection agency. Mr Renner asked what is the cost to the resident. Director, Finance and Corporate Services responded that for the average household it would be \$80 p.a.

Mr Renner also asked whether the security patrols for the district would be implemented in this Budget. Mayor Lee replied that it won't be initiated in this year's Budget. Council felt that it would need to develop a Business Plan initially to ascertain the type of security that suits the district on a 24 hour basis and a report would be forwarded to Council in the future, before a decision is made.

Mr Renner queried why was there a large variance in the amounts in the Statement of Cash Flows between the Budget 2002/03 (\$1,193,546) and the Estimated Actual 2002/03 (\$122,441) - GST Refunded by ATO? Mayor Lee requested Director, Finance and Corporate Services to respond to which he said that, he was unable to give an answer without investigating the discrepancy, and that he would provide a written response to Mr Renner.

Mr Renner also had a query regarding the exempt rubbish service rates at the Wattleup Shops. Mayor Lee asked Director, Finance and Corporate Services as to whether this still applied? He replied, yes, that is correct. Mr Renner asked whether the shops were still vacant? Director, Finance and Corporate Services was not sure whether this was still the case. Mayor Lee requested Director, Finance and Corporate Services to take this on notice and investigate the matter.

In response to Mr Renner's question about the 2002/03 surplus, Director, Finance and Corporate Services replied that it was little over \$1.1M.



7. DECLARATION BY COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS

Nil

8. (SCM 29/07/2003) - PURPOSE OF MEETING

The purpose of the Meeting is to adopt the Municipal Budget for the financial year 2003/04.

9. COUNCIL MATTERS

9.1 (MINUTE NO 2097) (SCM 29/07/2003) - MUNICIPAL BUDGET 2003/04 - SCHEDULES (5402) (ATC) (ATTACH)

RECOMMENDATION

That Council:

- (1) receive the report by the Director, Finance and Corporate Services on the Municipal Budget for 2003/04;
- (2) include the items listed in the following schedules in the 2003/04 Municipal Budget, as attached to the Agenda:
 1. New/Increased Projects
 2. Staff Requests
 3. Information Technology - Hardware/Software
 4. South Lake Leisure Centre - Capital
 5. Furniture and Equipment
 6. Road Works Infrastructure Program
 7. Footpath Infrastructure Program
 8. Parks Infrastructure Program
 9. Environmental Projects and Studies
 10. Buildings
 11. Waste Services - Capital
 12. Major Plant Program
 13. Light Fleet Program
 14. Minor Plant
 15. Donations and Contributions
 16. Community Safety Projects
 17. Social Services General Projects
 18. Summary of Fees and Charges
 19. Transfers to Reserve Fund
 20. Carried Forward Projects/Programs



COUNCIL DECISION

MOVED Cllr I Whitfield SECONDED Cllr A Tilbury that Council adopt the recommendation subject to the deletion of Schedules 1, 15, 18 and 19 which are to be dealt with separately.

CARRIED 8/0

Explanation

The deletion of the respective schedules was necessary, as there were proposed amendments which affect the items listed on Schedules 1, 15, 18 and 19.

Background

Council is required to adopt an annual budget by 31 August each financial year.

Submission

N/A

Report

A report by the Director, Finance and Corporate Services on the 2003/04 Municipal Budget is attached to the Agenda, together with schedules of items included in the proposed Budget. Items considered but not included in the proposed Budget are also attached to the report.

Strategic Plan/Policy Implications

The Budget provides funds for Council's activities in 2003/04.

Budget/Financial Implications

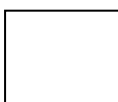
The above recommendations have been included in the proposed Budget for 2003/04.

Legal Implications

N/A

Community Consultation

N/A



Implications of Section 3.18(3) Local Government Act, 1995

Nil.

(MINUTE NO 2098) (SCM 29/07/2003) - NEW/INCREASED PROJECTS - ELECTRONIC SIGNS

COUNCIL DECISION

MOVED Clr I Whitfield SECONDED Clr A Tilbury that Council:

- (1) delete the proposed allocation of \$60,000 for the purchase of two electronic signs for advertising of Council events; and
- (2) increase the allocation to the Major Building Refurbishment Reserve Fund by \$60,000.

MOTION LOST 3/5

(MINUTE NO 2099) (SCM 29/07/2003) - NEW/INCREASED PROJECTS - INSTALLATION OF FAIRY LIGHTS

COUNCIL DECISION

MOVED Clr A Tilbury SECONDED Clr I Whitfield that Council:

- (1) delete the proposed allocation of \$64,000 for the installation of permanent fairy lights outside the Administration Building; and
- (2) increase the allocation to the Major Building Refurbishment Reserve Fund by \$64,000.

MOTION LOST 3/5

(MINUTE NO 2100) (SCM 29/07/2003) - NEW/INCREASED PROJECTS - SECOND PONTOON - COOGEE BEACH

COUNCIL DECISION

MOVED Clr A Tilbury SECONDED Clr I Whitfield that Council:

- (1) delete the proposed allocation of \$31,500 for the second pontoon at Coogee Beach;
- (2) increase the allocation to the Major Building Refurbishment Reserve Fund by \$4,000; and
- (3) reduce the transfer from the Community Recreation Facilities



Reserve Fund by \$27,500.

MOTION LOST 3/5

(MINUTE NO 2101) (SCM 29/07/2003) - SCHEDULE 1 - NEW/INCREASED PROJECTS

COUNCIL DECISION

MOVED Clr A Edwards SECONDED Clr L Goncalves that Council adopt the items listed in Schedule 1 - New/Increased Projects of the 2003/04 Municipal Budget, as attached to the Agenda.

CARRIED 8/0

(MINUTE NO 2102) (SCM 29/07/2003) - SCHEDULE 15 - DONATIONS AND CONTRIBUTIONS - COCKBURN WETLANDS EDUCATION CENTRE INC.

COUNCIL DECISION

MOVED Deputy Mayor R Graham SECONDED Clr M Reeve-Fowkes that Council include the items listed in the Donations and Contributions Schedule as attached to the Agenda subject to:

- (1) providing an additional \$5,000 donation to the Cockburn Wetlands Education Centre Inc. for the financial year 2003/04, to be used at the Centre's discretion;
- (2) accounting for the donation referred to in (1) as a separate item in its budget;
- (3) reviewing the donation referred to in (1) as part of its budget deliberations for the financial year 2004/05; and
- (4) reducing the transfer to the Major Building Refurbishment Reserve Fund by \$5,000.

CARRIED 8/0

EXPLANATION

It has been reported to Council by the Board that the Cockburn Wetlands Education Inc will experience financial difficulties for the financial year 2003/04. In addition to its current direct and indirect



financial support, Council is prepared to further assist the Centre with an additional donation for financial year 2003/04, subject to the matter being reviewed during next year's budget.

(MINUTE NO 2103) (SCM 29/07/2003) - SCHEDULE 18 - SUMMARY OF FEES AND CHARGES

COUNCIL DECISION

MOVED Clr L Goncalves SECONDED Clr V Oliver that Council adopt the fees and charges as listed in the Summary of Fees and Charges Schedule, as attached to the Agenda, subject to:

- (1) setting the charge for Building Plan Copies at \$10.00 per plan for residential properties and \$11.00 per plan for commercial properties; and
- (2) reducing the anticipated amount of income in Account 730-5410 Sale Plan Copies/Building Statistics from \$23,000 to \$11,000 with the transfer to the Major Building Refurbishment Reserve Fund being reduced by \$12,000.

CARRIED 8/0

EXPLANATION

Making people pay for up to three copies of something when they only need one is inequitable, as people are not paying for what they actually receive, unless they need three copies. The system should be based on 'user-pays' not on an across-the-board rate.

(MINUTE NO 2104) (SCM 29/07/2003) - WORK FOR THE DOLE PROGRAMS

COUNCIL DECISION

MOVED Clr I Whitfield SECONDED Clr V Oliver that Council:

- (1) allocate an extra \$80,000 to allow 'Work For The Dole' programs to be carried out on Council designated projects using Jobs West or other similar agencies to facilitate the works; and
- (2) reduces the transfer to the Major Building Refurbishment Reserve Fund by \$80,000.



AMENDMENT TO MOTION

MOVED Mayor S Lee SECONDED Cllr L Goncalves that Council:

- (1) allocate an extra \$80,000 to allow 'Work For The Dole' programs to be carried out on Council designated projects using Jobs West or other similar agencies to facilitate the works;
- (2) reduces the transfer to the Major Building Refurbishment Reserve Fund by \$80,000; and
- (3) split the funds allocated evenly between landscaping under the power lines in South Lake and the renovation/restoration of the bi-centennial trail at the rear of the Azelia Ley Museum.

AMENDMENT PUT AND CARRIED 5/3

AMENDED MOTION PUT AND CARRIED 5/3

EXPLANATION

Council is fortunate to have such resources and therefore need to target them and set goals in order to achieve them. These are two significant projects - the bi-centennial trail which was established in 1988 with Federal grant money, and also the area under the power lines in South Lake.

**(MINUTE NO 2105) (SCM 29/07/2003) - PHOENIX ROAD -
INSTALLATION OF RETICULATION AND ASSOCIATED
INFRASTRUCTURE**

COUNCIL DECISION

MOVED Cllr L Goncalves SECONDED Cllr V Oliver that Council:

- (1) allocate \$330,000 for the cost of installation of reticulation and associated infrastructure to the median strip of Phoenix Road between Hamilton Road and Stock Road;
- (2) allocate an additional \$18,000 for the maintenance of the median strip; and
- (3) reduce the transfer to the Major Building Refurbishment Reserve Fund by \$348,000.

CARRIED 5/3



EXPLANATION

Phoenix Road will have public art installed this year, so it makes sense to have the road in the best condition possible to showcase the art. The Southwell Redevelopment is also in close proximity to the road and the area needs an entry statement.

(MINUTE NO 2106) (SCM 29/07/2003) - SAIL TRAINING SHIP - COCKBURN PROJECT**COUNCIL DECISION**

MOVED Mayor S Lee SECONDED Cllr M Reeve-Fowkes that:

- (1) Council provide an allocation of \$500 in the 2003/04 Municipal Budget for the promotion of the Sail Training Ship City of Cockburn project; and
- (2) the transfer to the Major Building Refurbishment Reserve Fund be reduced by \$500.

CARRIED 8/0

EXPLANATION

Funds are required for minor expenses incurred in promoting the STS Cockburn Project such as postage, copying of promotional CD's etc.

(MINUTE NO 2107) (SCM 29/07/2003) - COCKBURN WETLANDS EDUCATION CENTRE - STRATEGIC BUSINESS PLAN**COUNCIL DECISION**

MOVED Cllr M Reeve-Fowkes SECONDED Cllr I Whitfield that:

- (1) Council allocate the sum of \$10,000 for the engagement of a Consultant/Specialist to prepare a Strategic Business Plan for the Cockburn Wetlands Education Centre and the proposed Atwell Resource Centre. The Plan to include:
 1. Identification of all the existing and potential stakeholders in both Centres.
 2. Identification of all possible sources of income for both Centres.



3. Possible options for Council (from minimal involvement to fully running both Centres).
 4. Estimations of income and costing of all investment that might be required of Council with each option.
 5. Recommendation on optimal size of both organisations and degree of overlap and competition for funding which might be expected from both organisations.
- (2) the transfer to the Major Building Refurbishment Reserve Fund be reduced by \$10,000.

CARRIED 7/1

EXPLANATION

The Wetlands Education Centre currently requires about \$70,000 per year to operate. It cannot reasonably get any smaller than it currently is. It continues to experience difficulties in attracting Federal and State grants. Council needs to be proactive in establishing the future possibilities for its commitments at both Atwell and those at Bibra Lake with the Wetlands Education Centre.

(MINUTE NO 2108) (SCM 29/07/2003) - CIVIC CENTRE - REFURBISHMENT OF FOYER

COUNCIL DECISION

MOVED Cllr L Goncalves SECONDED Cllr A Edwards that:

- (1) Council allocates \$23,000 for the refurbishment of the foyer area and toilets in the Civic Centre Hall; and
- (2) the transfer to the Major Building Refurbishment Reserve Fund be reduced by \$23,000.

CARRIED 8/0

EXPLANATION

The toilets and foyer area of the Civic Centre are below the standard expected by the community and need attention.



(MINUTE NO 2109) (SCM 29/07/2003) - SCHEDULE 19 - TRANSFERS TO RESERVE FUNDS**COUNCIL DECISION**

MOVED Cllr M Reeve-Fowkes SECONDED Cllr V Oliver that Council adopt the transfers to the Reserve Fund Schedule as attached to the Agenda, subject to the changes agreed to at this meeting.

CARRIED 8/0**(MINUTE NO 2110) (SCM 29/07/2003) - STATEMENT OF CASH FLOWS****COUNCIL DECISION**

MOVED Cllr V Oliver SECONDED Cllr A Edwards that the Statement of Cash Flows as tabled at the meeting, be included in the Municipal Budget for 2003/04.

CARRIED 8/0**EXPLANATION**

The Statement of Cash Flows was inadvertently not included in the AAS27 Budget format attached to the Agenda.

9.2 (MINUTE NO 2111) (SCM 29/07/2003) - MUNICIPAL BUDGET 2003/04 - DIFFERENTIAL RATES (5402) (ATC)**RECOMMENDATION**

That Council adopt the following in its 2003/04 Municipal Budget:

- (1) the rate in the dollar and minimum rate for Council's rate categories are:

Category	Minimum Rate	Rate in \$
Residential Improved	438.00	6.2341
Commercial/Industrial Improved	653.00	6.2400
Residential/Vacant	438.00	10.7986
Commercial/Industrial Vacant	653.00	10.8000
UFL Residential Improved	438.00	5.6107
UFL Residential Vacant	438.00	9.7188
Rural/Resource	438.00	0.4167
UFL Rural	438.00	0.3751

- (2) the charges for rubbish services be as follows:
1. The Rubbish Collection Charge be levied at \$169.00 per assessed collection service for a weekly domestic rubbish collection, with a mobile bin levy of \$27.00 applying to ratepayers who received their bin after 1 July 2000.
 2. The Rubbish Collection Charges be levied for non-rateable properties at an annual rate of \$274.00 per assessed service for a weekly collection.
 3. The Commercial, Industrial and Residential premises be charged \$169.00 per assessed service for a bulk service weekly collection, with a bulk bin levy of \$27.00 for all bins delivered after 1 July 1999.
 4. The new rubbish services commencing during the year 2003/04 be levied a mobile bin service charge of \$27.00 and a pro-rata charge based on \$169.00 p.a.
- (3) a discount of 5% be allowed on current rates provide that all rates and charges due are paid within thirty-five(35) days of the date of issue of the rate notice;
- (4) offer payment options for Rates and Service Charges of:
1. Pay in full and receive discount (on current rates only).
 2. Pay in two instalments.
 3. Pay in four instalments.
- provided that in all cases the first payment must be received within thirty-five(35) days of the issue date of the Rate Notice;
- (5) sets the following payment dates for instalment options:
1. Two instalments
 - first payment due 23 September 2003
 - second payment due 27 January 2004
 2. Four instalments
 - first payment due 23 September 2003
 - second payment due 25 November 2003
 - third payment due 27 January 2004
 - fourth payment due 30 March 2004
- (6) charge an administration fee of \$5.00 for the second and



- subsequent instalments;
- (7) the interest rate on instalment payments be 5.5% p.a. and the late payment interest rate be 11% p.a.;
 - (8) once-off extensions up to sixty(60) days be charged instalment interest from the due date but no administration fee;
 - (9) the Rates Incentive Scheme prizes apply for full payment within thirty-five(35) days of the date of issue of the Rate Notice; and
 - (10) impose a Service Charge of \$60.00 under Section 6.38(1) of the Local Government Act 1995 on each property owner in the Beeliar - Panorama Gardens district to meet the cost of providing Security Patrols in that district.

COUNCIL DECISION

MOVED C/r M Reeve-Fowkes SECONDED C/r I Whitfield that the recommendation be adopted.

CARRIED 8/0

Background

Council is required to adopt an annual Budget by 31 August each year.

Submission

N/A

Report

The recommendations shown above relate to the rate in the dollar to be charged, rubbish service charges, discount, payment options and penalty interest rates in the proposed Budget for 2003/04.

Strategic Plan/Policy Implications

The Budget provides funds for Council's activities in 2003/04.

Budget/Financial Implications

The above recommendations are included in the proposed Budget for 2003/04.



Legal Implications

N/A

Community Consultation

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil.

9.3 (MINUTE NO 2112) (SCM 29/07/2003) - ADOPTION OF THE MUNICIPAL BUDGET 2003/04 (5402 (ATC) (ATTACH)

RECOMMENDATION

That Council adopt the Municipal Budget for 2003/04 as attached to the Agenda and as amended at the meeting.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

MOVED Cllr M Reeve-Fowkes SECONDED Cllr A Tilbury that the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 8/0

Background

Council is required to adopt an annual Budget by 31 August each year.

Submission

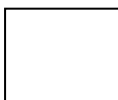
N/A

Report

The Municipal Budget, in the required AAS27 format, is attached to the Agenda.

Strategic Plan/Policy Implications

The Budget provides funds for Council's activities in 2003/04.



Budget/Financial Implications

The above recommendation adopts the Budget for 2003/04.

Legal Implications

N/A

Community Consultation

N/A

Implications of Section 3.18(3) Local Government Act, 1995

Nil.

10. (MINUTE NO 2113) (SCM 29/07/2003) - RESOLUTION OF COMPLIANCE (SECTION 3.18(3), LOCAL GOVERNMENT ACT 1995)

RECOMMENDATION

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (a) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (b) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (c) managed efficiently and effectively.

COUNCIL DECISION

MOVED Clr M Reeve-Fowkes SECONDED Clr A Tilbury that the recommendation be adopted.

CARRIED 8/0



11 (SCM 29/07/2003) - CLOSURE OF MEETING

Mayor Lee thanked all Councillors for doing a fine job in deliberating a fair Budget. It is a Budget of approximately \$70M, of which \$12M is carried forward funds and \$58M is the budget generated this evening.

Mayor Lee also thanked Director, Finance and Corporate Services and his staff for the professional way in which the Budget process was implemented. Mayor Lee complimented the Director, Finance and Corporate Services for the excellent financial management that has occurred in the City for a number of years.

MEETING CLOSED 8.32 PM

CONFIRMATION OF MINUTES

I, (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: Date:/...../.....

