

**MINUTES**

**OF THE**

**SPECIAL MEETING OF COUNCIL**

**HELD ON**

**MONDAY 14 APRIL 2014**

**AT 6.30PM IN THE COUNCIL CHAMBERS**

**MELVILLE CIVIC CENTRE**

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**MINUTES OF THE SPECIAL MEETING OF THE COUNCIL HELD IN THE COUNCIL CHAMBERS, MELVILLE CIVIC CENTRE, 10 ALMONDBURY ROAD, BOORAGOON, COMMENCING AT 6.30PM ON MONDAY, 14 APRIL 2014.**

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**1. OFFICIAL OPENING**

The Presiding Member welcomed those in attendance to the meeting and declared the meeting open at 6:30pm. Mr J Clark, Governance and Compliance Program Manager, read aloud the Disclaimer that is on the front page of these Minutes and then His Worship the Mayor, R Aubrey, read aloud the following Affirmation of Civic Duty and Responsibility.

**Affirmation of Civic Duty and Responsibility**

I make this Affirmation in good faith on behalf of Elected Members and Officers of the City of Melville. We collectively declare that we will duly, faithfully, honestly, and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the City's Code of Conduct and Standing Orders to ensure the efficient, effective and orderly decision making within this forum.

**2. PRESENT**

His Worship the Mayor, Russell Aubrey

**COUNCILLORS**

Cr M Reynolds (Deputy Mayor)  
Cr N Foxtan  
Cr R Aubrey  
Cr C Robartson, Cr R Willis  
Cr C Schuster, Cr N Pazolli  
Cr J Barton  
Cr R Hill, Cr P Phelan

**WARD**

University  
University  
City  
Bull Creek/Leeming  
Applecross/Mount Pleasant  
Bicton/Attadale  
Palmyra/Melville/Willagee

**3. IN ATTENDANCE**

Dr S Silcox	Chief Executive Officer
Mr M Tieleman	Director Corporate Services
Mr B Dawkins	Manager Neighbourhood Amenity
Mr J Christie	Director Technical Services
Mr S Cope	Director Urban Planning
Mr L Hitchcock	Executive Manager Legal Services
Mr J Clark	Governance & Compliance Program Manager
Mr B Taylor	A/Manager Finance & Information Services
Mr W Nicholls	A/Senior Management Accountant
Mr N Fimmano	Governance & Property Officer
Ms R Davis	Minute Secretary

At the commencement of the meeting there were no members of the public and no members from the Press in the Public Gallery.

**4. APOLOGIES AND APPROVED LEAVE OF ABSENCE****4.1 APOLOGIES**

Nil.

**4.2 APPROVED LEAVE OF ABSENCE**

Cr Taylor-Rees	Bicton/Attadale Ward
Cr Macphail	City Ward

**5. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION) AND DECLARATIONS BY MEMBERS****5.1 DECLARATIONS BY MEMBERS WHO HAVE NOT READ AND GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPERS PRESENTED BEFORE THE MEETING.**

Nil.

**5.2 DECLARATIONS BY MEMBERS WHO HAVE RECEIVED AND NOT READ THE ELECTED MEMBERS BULLETIN.**

Nil.

**6. QUESTION TIME**

Nil.

**7. DECLARATIONS OF INTEREST****7.1 FINANCIAL INTERESTS**

Nil.

**7.2 DISCLOSURE OF INTEREST THAT MAY CAUSE A CONFLICT**

Nil.

**8. APPLICATIONS FOR NEW LEAVES OF ABSENCE**

Nil.

**9. IDENTIFICATION OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

Nil.

**10. REPORTS OF THE CHIEF EXECUTIVE OFFICER****SUSPENSION OF STANDING ORDERS**

At 6.36pm Cr Schuster moved, seconded Cr Aubrey -

**That Standing Orders Local Law Clause 9.5 be suspended allowing Elected Members permission to speak more than once.**

At 6.36pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

At 7.30pm Cr Reynolds left the meeting and returned at 7.33pm.

At 7.31pm Cr Phelan left the meeting and returned at 7.33pm.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)**  
**(ATTACHMENT)**

Ward : All  
 Category : Operational  
 Subject Index : Budgeting – Review  
 Customer Index : City of Melville  
 Disclosure of any Interest : No Officer involved in the preparation of this report has a declarable interest in this matter.  
 Previous Items : T13/3402 – Draft Regional Natural Resource Management (NRM) Strategy and Business Plan Implementation  
 Works Programme : Not Applicable  
 Funding : Not Applicable  
 Responsible Officer : Wayne Nicholls  
 Acting Senior Management Accountant

**AUTHORITY / DISCRETION**

**DEFINITION**

<input type="checkbox"/>	Advocacy	<i>When the 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>	<b><i>The substantial direction setting and oversight role of the Council. e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i></b>
<input type="checkbox"/>	Legislative	<i>Includes adopting local laws, town planning schemes &amp; policies.</i>
<input type="checkbox"/>	Review	<i>When the Council operates as a review authority on decisions made by Officers for appeal purposes.</i>
<input type="checkbox"/>	Quasi-Judicial	<i>When the Council determines an application/matter that directly affects 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 town 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>
<input type="checkbox"/>	Information	<i>For the Council/Committee to note.</i>

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****KEY ISSUES / SUMMARY**

- This report outlines the Elected Members involvement in the annual budget preparation process.
- The report also presents the 2014/2015 Requests for Additions to Baseline Budget, identifies where the total requests exceed the funding identified in the Long Term Financial Plan adopted by Council in December 2013, and requests the Council's consideration and decision on whether or not to include the requested additions in the 2014/2015 Draft Annual Budget.

**BACKGROUND**

During budget update discussions at recent Elected Member Information Sessions, some Elected Members questioned when and how Elected Members would be involved in the budget preparation process.

This report outlines the manner in which Elected Members provide the strategic guidance which the Financial Services Team, Budget Responsible Officers and the Operational and Executive Management Teams use to formulate the draft budgets that are placed before Council for consideration and adoption.

The report also places before Council those budget requests that have been considered and supported by the Executive Management Team as worthy of further consideration by the Council, but which fall outside of the funding allocations identified in the Long Term Financial Plan that was adopted by the Council in December 2013.

**DETAIL**

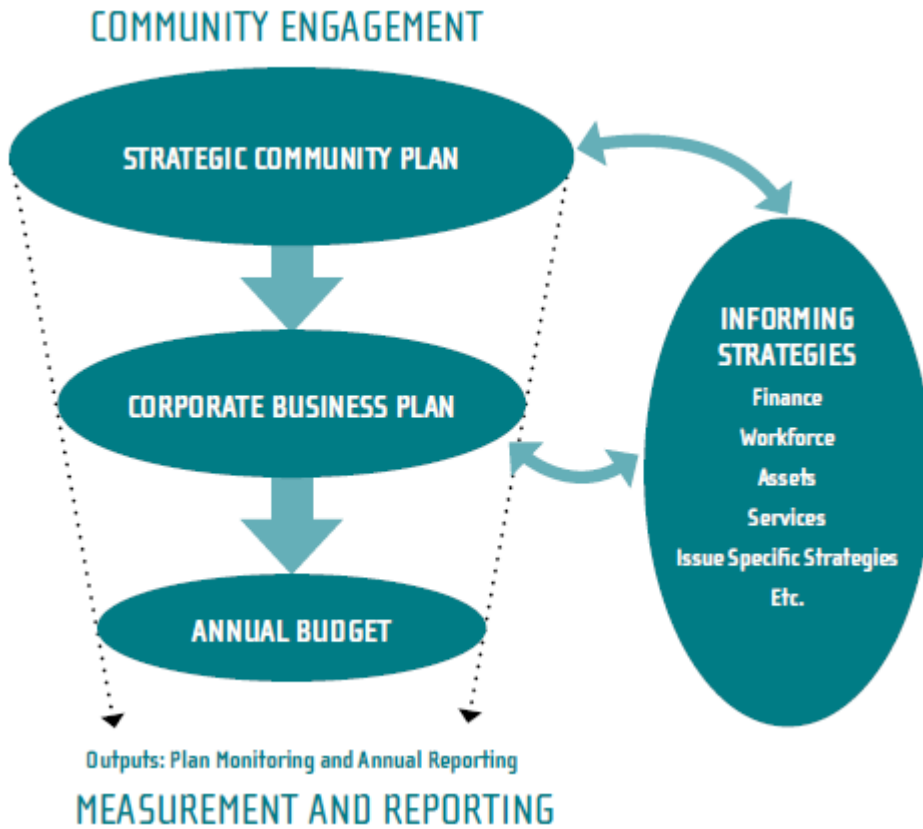
The Annual Budget is the final document that is prepared at the end of a detailed Integrated Corporate Planning process. This process, depicted in the diagram below, is guided by the Department of Local Government's Integrated Planning and Reporting Framework and Guidelines.

The Draft Annual Budget placed before the Council each year is formulated so as to ensure that the aspirations of the Community, which are summarised in the Strategic Community Plan and Neighbourhood Plans can be met. The basis for formulating the annual budget is the Long Term Financial Plan (LTFP), which seeks to provide for the overall costs of providing the products and services delivered by the City in order to meet community expectations.

The manner in which these products and services are delivered is guided by the adopted Strategies, Plans, Service Levels, Schemes and Policies of Council. The Integrated Planning Framework also contains specific plans that are developed to address the asset and workforce resources required to enable the delivery of products and services and define the level of services that will be funded.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

Formulation of the Draft Annual Budget is therefore an incremental process and input to this process by Council takes place via the adoption of various strategies, plans and policies and specific Council decisions made during the course of a year.



In previous years the inclusion of new budget items in the annual budget has been achieved by a process of the City's Executive Management Team (EMT) vetting, prioritising and including the requests in the Draft Finalised Budget placed before Council for adoption.



**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

This year the EMT supported requests are being presented to Council prior to budget adoption in order to provide Elected Members with more opportunity to be involved in the City's budget preparation. In addition, consideration of these items prior to presentation of the final budget document should make for a budget adoption where Elected Members are more familiar with the finalised budget document, having been involved in the preliminary decision making required to be made during it's compilation.

The items listed are budget requests, submitted by Budget Responsible officers and Operational Managers that have been considered by the EMT for inclusion in the 2014/2015 Annual Budget. The total value of these requests does however exceed the funding provided for in the revised LTFP adopted by Council in December 2013. As the inclusion of budget items additional to the LTFP will influence the level of the projected rate rise, it is appropriate for Council to consider the benefit to the community of these requests. The list of budget requests are shown on the attachment [6065 Draft Budget Requests](#).

The LTFP adopted by Council in December 2013 resulted in a balanced position i.e. Opening funds plus revenue raised from all sources plus transfers from reserves less total operating and capital expenditure and transfers to reserves equalled zero.

The December 2013 LTFP used the following assumptions to arrive at a balanced position:

- opening funds \$Nil
- projected rate in the dollar (\$) increase of 5.5% plus growth in the rates base of 0.50% being a total rate revenue increase of 6.0%;
- total employee costs forecast to grow at 4.25%;
- general cost increases expected to be 3.43%;
- construction costs forecast to increase by 4.8%; and
- utility costs forecast to rise by 4.0%.

The Additions to Baseline Budget new requests supported by the EMT for the 2014/2015 budget total \$2,036,460. By comparison, the expenditure approved by Council for these requests in the LTFP was \$1,467,632. The expenditure supported by the EMT for presentation to Council, over and above the amount set in the Long Term Financial Plan, is therefore \$568,828. The expenditure not supported by the Executive Management Team for presentation to Council was \$582,204. The full list of Requests for Additions to Baseline Budget is included as an attachment to this report. Those items supported in full or part by the EMT are shown with a green tick and those items not supported are shown with a red cross.

**Special Project Funding – LTFP \$1,077,440 – EMT Supported Requests Total \$1,095,050.** Exceeds LTFP amount by \$17,610 equivalent to a 0.03% rate increase.

1. Fair Value Valuation expenses - \$50,000 (no additional rate impact). An amount of \$50,000 was provided in the LTFP to fund valuation work to be undertaken in order to comply with recent changes to the Accounting Standards.
2. Asset Management Surveys - \$200,000 (no additional rate impact). An amount of \$200,000 was provided in the LTFP to fund asset condition survey work.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

3. Regional Natural Resource Management (RNRM) Strategy – \$32,500 (0.055% rate impact). To fund the City of Melville contribution to the South West Groups Draft RNRM Strategy funding for 2014/2015. This item was considered at the Ordinary Meeting of Council 18 June 2013. Funding was approved for 2013/2014 and the matter of future years funding was referred to 2014/2015 Budget.
4. Local Government Reform Professional Consultancies – \$210,000 (no additional rate impact). An amount of \$250,000 was provided in the LTFP to fund work to be undertaken in preparation for local government reform. Work may include cost incurred in meeting requests for information for the Local Government Advisory Board and work to undertake organisational restructure, staff training costs, employment and advertising expenses.
5. Reform Data Migration Consultancy – \$40,000 (no additional rate impact). An amount of \$250,000 was provided in the LTFP to fund work to be undertaken in preparation for local government reform. This money will fund data migration consultancy costs to transfer data from Canning, Cockburn and Fremantle councils, in the event that Local Government Reform goes ahead as expected.
6. Traffic Counts – \$40,000 (0.067% rate impact). On various occasions during the past year Elected Members have expressed the desire to obtain more frequent up to date traffic counts. The increasing demands for traffic count data due to speeding and traffic congestion complaints has highlighted issues with the currency of data available at the present time. These funds are requested to fund the collection of more regular traffic count data.
7. Waste Review - \$100,000 (Funded from the Refuse Facilities Reserve). To fund a review of Waste Services offered by the City. This review has already been approved by Council but is included in this report as it is not identified in the Long Term Financial Plan.
8. Strategic Urban Planning (SUP) Projects – Total \$522,550 (0.879% total rate impact)
  - Access Advisory Group - \$1,050 (0.002% rate impact)
  - SUP Project CPS 5 Review - \$60,000 (0.101% rate impact)
  - SUP Project Garden City - \$31,000 (0.052% rate impact)
  - SUP Project Property Rationalisation - \$152,500 (0.256% rate impact)
  - SUP Project Canning Bridge - \$21,500 (0.036% rate impact)
  - SUP Project Development Contributions - \$169,000 (0.284% rate impact)
  - SUP Project Parking Strategy - \$72,500 – (0.122% rate impact)
  - SUP Project Place Plans - \$15,000 – (0.025% rate impact)

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

**Permanent Changes Funding – LTFFP \$390,192 – EMT Supported Requests Total \$896,494.** Exceeds LTFFP amount by \$506,302 equivalent to a 0.851% rate increase.

9. Library Catalogue Discovery Layer – \$18,210 (0.031% rate impact). To fund the replacement of the existing library catalogue website with a new contemporary, easy to use system that enables users to have increased functionality and address the need to allow greater access and usability of the library system. The new interface will allow functions such as being able to search for physical library items along with new electronic resources. The existing platform is outdated and will have limited future upgrades by the service provider.
10. Art Collection Maintenance – \$12,000 (0.020% rate impact). To fund the maintenance and repair of public art.
11. Murdoch Activity Centre Maintenance - \$384,875 (0.647% rate impact). To fund the maintenance of the area to be transferred to the City of Melville from the Department of Health. The full amount of maintenance cost is estimated at \$746,061. The amount requested represents the amount over and above that provided for in the Long Term Financial Plan.
12. Public Access way Maintenance – \$32,500 (0.055% rate impact). To fund an increase in the level of maintenance of public access ways from two visits to three visits per year. The maintenance undertaken includes mowing, spraying of weeds, pruning etc.
13. Increase in Street Trees – \$41,550 (0.070% rate impact). To fund an increase of 100 x 100L trees per annum as proposed at the Ordinary Meeting of Council 10 December 2013.
14. Meter Calibration – \$28,700 (0.048% rate impact). To fund the calibration of water meters as a mandatory requirement imposed by the Department of Water.
15. Carawatha Park Development – \$22,641 (0.038% rate impact). To fund the commencement of scheduled maintenance following the completion of the park development. These funds will provide for maintenance for the period 1 March 2015 to 30 June 2015.
16. Main Roads Median Maintenance – \$44,000 (0.074% rate impact). To fund an additional two visits by a contractor to maintain the median strips along Canning and Leach Highways, South Street and Stock Road. The current level of maintenance is considered insufficient and does not meet the City's maintenance standards.
17. Herbicide Operations Streetscapes – \$48,500 (0.082% rate impact). To fund an increase from two to three applications of herbicide to ensure that the City's streetscapes are weed free.
18. Fleet Operating Costs associated with new plant and vehicle capital purchase requests - \$26,875 (0.045% rate impact).

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

The Capital Program Budget for the new requests supported by the EMT to be funded from General Purpose Funding, for the 2014/2015 budget, totalled \$16,611,691. By comparison, the expenditure approved by Council to be funded from General Purpose Funding for these requests in the Long Term Financial Plan was \$16,428,043. The expenditure supported by the Executive Management Team for presentation to Council, over and above the amount set in the Long Term Financial Plan, is therefore \$183,648. The expenditure not approved by the Executive Management Team for presentation to Council was \$25,940.

**Capital Program Funding – LTFP \$16,428,043 – EMT Supported Requests Total \$16,611,691.** Exceeds LTFP amount by \$183,648 equivalent to a 0.309% rate increase.

19. Contaminated Sites Monitoring - \$100,000 (no additional rate impact, funded from reserve). This amount represents funding required for additional bores to be installed. While this item will not have any rate impact, it is included in this report as it is not identified in the Long Term Financial Plan.
20. Revised Capital Works Program - \$38,259 (no additional rate impact, funded from reserve). This amount represents the increase in the capital works program over that planned. While this item will not have any rate impact, it is included in this report as it is not identified in the Long Term Financial Plan.
21. Parking Meters Fiona Stanley Hospital Precinct - \$50,000 (0.084% rate impact) To fund the installation of parking meters on roads in the Fiona Stanley Hospital Precinct. The meters would assist in regulating parking in the area and provide some income toward the cost of maintenance of the area.
22. Leisure Fit Equipment – New – \$30,000 (0.050% rate impact). To fund the fit out of the current Group Training Room with multifunctional equipment to attract more business and better utilise the room.
23. Bin Surrounds and Enclosures – \$97,000 (0.163% rate impact) To fund new bin surrounds for Point Walter, Deep Water Point, Heathcote, Bicton Quarantine, Riseley Precinct, and associated ongoing maintenance.
24. Additional Security at Council and Committee Meetings - \$9,555 (0.016% rate impact) To fund for the attendance of a security officer at meetings attended by Elected Members. This proposal was put forward by Elected Members following an incident after a recent Agenda Briefing Forum. The budget provides for one security officer in attendance for four hours at each Ordinary Meeting of Council, Agenda Briefing Forum and Elected Members Information Session.
25. New plant and vehicle requests: - \$76,950 (0.13% rate impact). Request includes \$26,786 to purchase an addition to the light vehicle fleet, \$42,364 net of sales to fund an upgrade to a truck to include a tipper tray in replacement of a fixed tray and \$7,800 for a heavy duty specialised trailer for carrying mowers and associated small plant.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****STAKEHOLDER ENGAGEMENT****I. COMMUNITY**

Not applicable.

**II. OTHER AGENCIES / CONSULTANTS**

Not applicable.

**STATUTORY AND LEGAL IMPLICATIONS**

*Local Government Act 1995*

**1.3. Content and intent**

*Section 1.3 (3) In carrying out its functions a local government is to use its best endeavours to meet the needs of current and future generations through an integration of environmental protection, social advancement and economic prosperity.*

**2.7 Role of council**

*(1) The council —*

*(a) governs the local government's affairs; and*

*(b) is responsible for the performance of the local government's functions.*

*(2) Without limiting subsection (1), the council is to —*

*(a) oversee the allocation of the local government's finances and resources; and*

*(b) determine the local government's policies.*

**3.1. General function**

*(1) The general function of a local government is to provide for the good government of persons in its district.*

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

*Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and the raising of rates and charges and fees and charges.*

**5. CEO's duties as to financial management**

*(1) Efficient systems and procedures are to be established by the CEO of a local government —*

- (a) for the proper collection of all money owing to the local government; and*
- (b) for the safe custody and security of all money collected or held by the local government; and*
- (c) for the proper maintenance and security of the financial records of the local government (whether maintained in written form or by electronic or other means or process); and*
- (d) to ensure proper accounting for municipal or trust —*
  - (i) revenue received or receivable; and*
  - (ii) expenses paid or payable; and*
  - (iii) assets and liabilities; and*
- (e) to ensure proper authorisation for the incurring of liabilities and the making of payments; and*
- (f) for the maintenance of payroll, stock control and costing records; and*
- (g) to assist in the preparation of budgets, budget reviews, accounts and reports required by the Act or these regulations.*

*(2) The CEO is to —*

- (a) ensure that the resources of the local government are effectively and efficiently managed; and*
- (b) assist the council to undertake reviews of fees and charges regularly (and not less than once in every financial year); and*
- (c) undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the local government the results of those reviews.*

The items presented in this report will have an impact on the preparation of the 2014/2015 budget, which will be prepared in order to meet these statutory obligations.

**FINANCIAL IMPLICATIONS**

The items detailed in this report would have financial implications in the 2014/2015 budget if approved. In total, the budget requests listed above would have a total financial impact of \$1.246 million, or an equivalent rate increase of 2.095% when compared to the total rates of \$59.480 for 2014/2015 when compared to the Long Term Financial Plan. The financial impacts of the individual budget requests are detailed above.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)**  
**(ATTACHMENT)**

**STRATEGIC, RISK AND ENVIRONMENTAL MANAGEMENT IMPLICATIONS**

The Strategic Risks associated with the funding the City's operations have been extracted from the Strategic Risks Register and shown below. Specific actions undertaken by the Council during the development and adoption of the Annual Budget will impact on the level of these risks. Following a review of the risks implicit in the subject of this report, no extreme risks have been identified, however medium and high risks have been identified.

<b>Risk Statement</b>	<b>Level of Risk</b>	<b>Risk Mitigation Strategy</b>
R2.1 Funding changes and / or unforeseen changes to assumptions in the Long Term Financial Plan may result in reduced levels of service	Moderate consequences which are almost certain, resulting in a <b>High</b> level of risk.	<ul style="list-style-type: none"> <li>• Annual review of Long Term Financial Plan assumptions</li> <li>• Mandatory and discretionary products and services reviews (Public Benefit Test and the Executive Functions Test)</li> <li>• Asset Management planning</li> <li>• Organisational Salary Review (OSR) process</li> <li>• Policy for acquisition and disposal of land assets (Land Asset Management Strategy)</li> <li>• Business Excellence including Continuous Improvement Teams / Process Improvement Teams</li> <li>• Monthly financial reporting to Council</li> </ul> Review of budgetary cycle and discussion on LTFP with Council
R2.2 Cost shifting due to legislative or regulatory changes (i.e. Cat Act, Building Act, Emergency Services Levy) results in financial strain	Moderate consequences which are almost certain, resulting in a <b>High</b> level of risk.	<ul style="list-style-type: none"> <li>• Lobbying and making submissions to state government agencies</li> <li>• Public education</li> <li>• Applications for grant funding</li> <li>• Review of fees and charges</li> <li>• Alliances with WALGA and LGMA</li> </ul>

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)**  
**(ATTACHMENT)**

<p>R2.3 Legislative restrictions or failure to develop alternative revenue streams or a broader rate base mix results in an over-reliance on residential rates to fund the City's operations</p>	<p>Moderate consequences which are almost certain, resulting in a <b>High</b> level of risk.</p>	<ul style="list-style-type: none"> <li>• Lobbying state government agencies</li> <li>• Land Asset Management Strategy</li> <li>• Local Planning Scheme</li> <li>• Grant availability register and applications made</li> <li>• Review of the long term sustainability of the current community and sporting groups lease, management and licence arrangements</li> <li>• Reform submissions</li> <li>• Review of fees and charges</li> <li>• Differential, Service Charges and Special Area rating</li> <li>• Unit cost reviews</li> <li>• Specific project (i.e. John Connell, Tompkins Park)</li> <li>• Structure planning for Activity Centres and Key Transport Corridors</li> </ul>
<p>R2.5 Loss of federal and state grant support results in an inability to maintain services, assets or deliver projects</p>	<p>Moderate consequences which are almost certain, resulting in a <b>High</b> level of risk.</p>	<ul style="list-style-type: none"> <li>• Lobbying state and federal government agencies</li> <li>• South West Group alliance</li> <li>• Land Asset Management Strategy to generate alternative revenue streams</li> <li>• Audit assurance of grant acquittal</li> <li>• Review of rate revenue</li> <li>• Review of fees and charges</li> </ul>
<p>R3.4 Failure to adequately fund and resource natural environment (e.g. foreshore rehabilitation and maintenance) results in environmental damage and threatens the integrity of City assets and infrastructure</p>	<p>Moderate consequences which are almost certain, resulting in a <b>High</b> level of risk.</p>	<p>Asset Management planning Natural Area Asset Management Plan (NAAMP) Foreshore Management Plan Long Term Financial Plan ISO 14001 Accreditation</p>



**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)**  
**(ATTACHMENT)**

<p>R4.5 Lack of resources results in an inability to deliver capital, maintenance, major projects and contract management</p>	<p>Moderate consequences which are almost certain, resulting in a <b>High</b> level of risk.</p>	<p>Continuous Improvement processes and frameworks Business Planning Process Improvement processes Setting realistic expectations on deliverables Workforce planning Project management and project prioritisation Corporate planning processes Asset management planning Long Term Financial Plan Cross functional teams Annual Budgets Business Plans Performance Reporting at all levels Appropriate training for staff Online Workplace Learning (OWL) Services review Ensure sound Financial policy positions are adopted by Council and that the consequences of insufficiently funding the City's operations are well understood.</p>
<p>An excessive quantum of funding is requested by some officers and directed towards areas of expenditure that are not a priority of the Community and Council or a Technical or Statutory requirement.</p>	<p>Minor consequences which might occur at some stage, resulting in a <b>Medium</b> level of risk.</p>	<p>Ensure budget development process is sound &amp; subject to independent review by all Managers, Finance &amp; Council.</p>

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****POLICY IMPLICATIONS**

The budget has been developed on the principles outlined in the Council's policies

- CP-008 Financial Sustainability – Forward Financial Planning and Funding Allocation;  
To establish clear principles and guidelines that will form the basis for the development of:-
  1. the Long Term Financial Plan;
  2. the Annual Budget;
  3. the Funding Allocation Prioritisation Methodologyto ensure;
  - a. robust and transparent financial planning processes are established;
  - b. good stewardship of the City of Melville's (City) assets and the continuing delivery of services both now and into the future; andsignificant annual variations in rates and charges are eliminated.
- CP-024 Asset Financing and Borrowing Policy,  
To affirm that the preferred policy position of Council is to remain debt free, and should that not be practicable, to set out the circumstances in which the Council may consider Borrowings or Other Financial Accommodation to fund the acquisition, renewal or construction of specified assets and to provide guidance as to the appropriate terms of any such borrowing.
- CP-025 Accounting Policy.  
To provide a policy framework for the financial management of the City of Melville that secures the accuracy and reliability of accounting data, financial reporting and budgeting and ensures that all statutory obligations and Australian Accounting Standards are met.

**ALTERNATE OPTIONS AND THEIR IMPLICATIONS**

There are no alternative options presented.

**CONCLUSION**

The items presented in this report for consideration by Elected Members are considered by officers to be appropriate for inclusion in the 2014/2015 Annual Budget.

Each budget request has been shown separately below in order to enable clarity on each Officer Recommendation.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****RESUMPTION OF STANDING ORDERS**

At 7.33pm Cr Schuster moved, seconded Cr Aubrey -

**That the Meeting resume Standing Orders.**

At 7.33pm, the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)                      APPROVAL**

- 1.        That the Council endorse the inclusion of the Fair Value Valuation expenses budget request in the 2014/2015 Annual Budget - (no additional rate impact, funded in LTFP)**

At 7.38pm, the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)                      APPROVAL**

- 2.        That the Council endorse the inclusion of the Asset Management Surveys budget request in the 2014/2015 Annual Budget - (no additional rate impact, funded in LTFP)**

At 7.38pm, the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

At 7.49pm, the CEO left the meeting and returned at 7.50pm.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 3. That the Council endorse the inclusion of The Regional Natural Resource Management Strategy budget request in the 2014/2015 Annual Budget - \$32,500 (0.055% rate impact) that represents the City of Melville's contribution to the South West Group for the costs of developing the Regional Natural Resource Management Strategy**

At 7.40pm Cr Barton moved, seconded Cr Pazolli –

**That the Council reject the inclusion of The Regional Natural Resource Management Strategy budget request in the 2014/2015 Annual Budget.**

At 7.56pm, the Mayor submitted the motion, which was declared -

**LOST (2/9)**

<b>Vote Result Detailed</b>	
Cr Barton	Yes
Cr Pazolli	Yes
Cr Aubrey	No
Cr Foxtton	No
Cr Hill	No
Cr Phelan	No
Cr Reynolds	No
Cr Robartson	No
Cr Schuster	No
Cr Willis	No
Mayor Aubrey	No

At 7.57pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

4. That the Council endorse the inclusion of the Local Government Reform Professional Consultancies budget request in the 2014/2015 Annual Budget - (no additional rate impact, funded in LTFP)

At 7.58pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

5. That the Council endorse the inclusion of the Reform Data Migration Consultancy budget request in the 2014/2015 Annual Budget - (no additional rate impact, funded in LTFP)

At 7.58pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

6. That the Council endorse the inclusion of the Traffic Counts budget request for the 2014/2015 Annual Budget - \$40,000 (0.067% rate impact)

At 7.59pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

7. That the Council endorse the inclusion of the Waste Review budget request for the 2014/2015 Annual Budget - (no rate impact, funded from the Refuse Facilities Reserve)

At 7.59pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

At 8.00pm, Cr Aubrey left the meeting and returned at 8.02pm.

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 8. That the Council endorse the inclusion of the Strategic Urban Planning Projects budget request for the 2014/2015 Annual Budget - \$522,550 (0.879% total rate impact)**

At 8.02pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 9. That the Council endorse the inclusion of the Library Catalogue Discovery Layer budget request for the 2014/2015 Annual Budget - \$18,210 (0.031% rate impact)**

At 8.02pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 10. That the Council endorse the inclusion of the Art Collection Maintenance budget request for the 2014/2015 Annual Budget - \$12,000 (0.020% rate impact)**

At 8.03pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

At 8.03pm Cr Foxtton left the meeting and returned at 8.04pm

At 8.07pm, Mr B Taylor left the meeting

At 8.08pm, Cr Barton left the meeting

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 11. That the Council endorse the Murdoch Activity Centre Maintenance budget request for the 2014/2015 Annual Budget - \$384,875 (0.647% rate impact)**

At 8.10pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

At 8.11pm Cr Barton returned to the meeting.

At 8.11pm Mr B Taylor returned to the meeting.

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)                      APPROVAL**

- 12.     That the Council endorse the inclusion of the Public Access Way Maintenance budget request for the 2014/2015 Annual Budget - \$32,500 (0.055% rate impact)**

At 8.10pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)                      APPROVAL**

- 13.     That the Council endorse the inclusion of the Increase in Street Trees budget request for the 2014/2015 Annual Budget - \$41,550 (0.070% rate impact)**

At 8.10pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)                      APPROVAL**

- 14.     That the Council endorse the inclusion of the Meter Calibration budget request for the 2014/2015 Annual Budget - \$28,700 (0.048% rate impact)**

At 8.10pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)                      APPROVAL**

- 15.     That the Council endorse the inclusion of the Carawatha Park Development budget request for the 2014/2015 Annual Budget - \$22,641 (0.038% rate impact)**

At 8.11pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 16. That the Council endorse the inclusion of the Main Roads Median Maintenance budget request for the 2014/2015 Annual Budget - \$44,000 (0.074% rate impact)**

At 8.14pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 17. That the Council endorse the inclusion of the Herbicide Operations Streetscapes budget request for the 2014/2015 Annual Budget - \$48,500 (0.082% rate impact)**

At 8.15pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

At 8.15pm, Cr Pazolli left the meeting

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 18. That the Council endorse the inclusion of the Fleet Operating Costs associated with new plant and vehicle capital budget request for the 2014/2015 Annual Budget - \$26,875 (0.045% rate impact)**

At 8.15pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 19. That the Council endorse the inclusion of the Revised Contaminated Sites Monitoring budget request for the 2014/2015 Annual Budget - \$100,000 (no rate impact, funded from the Refuse Facilities Reserve)**

At 8.15pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

- 20. That the Council endorse the inclusion of the Revised Capital Works Program budget request for the 2014/2015 Annual Budget - \$38,259 (no rate impact, funded from the Infrastructure Asset Management Reserve)**

At 8.16pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**



**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

At 8.17pm Cr Pazolli returned to the meeting.

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

21. That the Council endorse the inclusion of the Parking Meters Fiona Stanley Precinct budget request for the 2014/2015 Annual Budget - \$50,000 (0.084% rate impact)

At 8.17pm the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

22. That the Council endorse the inclusion of the Leisure Fit Equipment – New budget request for the 2014/2015 Annual Budget - \$30,000 (0.050% rate impact)

At 8.17pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065) APPROVAL**

23. That the Council endorse the inclusion of the Bin Surrounds and Enclosures budget request for the 2014/2015 Annual Budget - \$97,000 (0.163% rate impact)

At 8.21pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**OFFICER RECOMMENDATION (6065) APPROVAL**

24. That the Council endorse the inclusion of the Additional Security at Council and Committee Meetings budget request for the 2014/2015 Annual Budget - \$9,555 (0.016% rate impact)

**COUNCIL RESOLUTION (6065)**

At 8.21pm Cr Foxtton moved, seconded Cr Aubrey –

**That the Council reject the inclusion of the Additional Security at Council and Committee Meetings in the Annual Budget for 2014/2015.**

At 8.22pm, the Mayor submitted the motion, which was declared -

**CARRIED (8/3)**

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)**

<b>Vote Result Detailed</b>	
Cr Aubrey	Yes
Cr Foxtton	Yes
Cr Phelan	Yes
Cr Pazolli	Yes
Cr Reynolds	Yes
Cr Robartson	Yes
Cr Willis	Yes
Mayor Aubrey	Yes
Cr Barton	No
Cr Hill	No
Cr Schuster	No

Cr Foxtton provided the following reason:

That additional security was not considered to be necessary due to the practice of leaving the Civic Centre accompanied by at least one other person.

**OFFICER RECOMMENDATION & COUNCIL RESOLUTION (6065)**

**APPROVAL**

- 25. That the Council endorse the inclusion of the New Plant and Vehicle budget request for the 2014/2015 Annual Budget - \$76,950 (0.13% rate impact)**

At 8.24pm, the Mayor submitted the motion, which was declared –

**CARRIED UNANIMOUSLY EN BLOC (11/0)**

**11. EN BLOC ITEMS**

At 8.25pm Cr Reynolds moved, seconded Cr Foxtton -

**That the recommendations for items 1 – 23 and 25, be carried En Bloc.**

At 8.25pm the Mayor submitted the motion, which was declared

**CARRIED UNANIMOUSLY (11/0)**

<b>Vote Result Detailed</b>	
Cr Aubrey	Yes
Cr Barton	Yes
Cr Foxtton	Yes
Cr Hill	Yes
Cr Phelan	Yes
Cr Pazolli	Yes
Cr Reynolds	Yes
Cr Robartson	Yes
Cr Schuster	Yes
Cr Willis	Yes
Mayor Aubrey	Yes

**C14/6065 - CONSIDERATION OF 2014/2015 DRAFT BUDGET REQUESTS (REC)  
(ATTACHMENT)****12. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**13. MOTIONS WITHOUT NOTICE BY ABSOLUTE MAJORITY OF THE COUNCIL**

Nil.

**14. CLOSURE**

There being no further business to discuss the Mayor declared the meeting closed at 8.27pm.