



Shire of Northam  
*Heritage, Commerce and Lifestyle*

# **Shire of Northam**

## **Minutes**

### **Special Council Meeting**

**29 June 2017**



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## 1. DECLARATION OF OPENING

The Shire President, Cr S B Pollard declared the meeting open at 7:06pm.

## 2. ATTENDANCE

### Council:

Shire President	S B Pollard
Deputy Shire President	T M Little
Councillors	D G Beresford
	J E Williams
	J Proud
	R W Tinetti
	C L Davidson
	U Rumjantsev
	C R Antonio
	D A Hughes

### Staff:

Chief Executive Officer	J B Whiteaker
Executive Manager Engineering Services	C D Kleynhans
Executive Manager Development Services	C B Hunt
Executive Manager Community Services	R Rayson
Executive Manager Corporate Services	C Young
Executive Assistant – CEO	A C Maxwell

### Gallery:

Northam Chamber of Commerce	Paul Tomlinson
Northam Aero Club	Dave McFarlane
	Errol Croft
	Matt Bignell
Avon Valley Advocate	Carla Hildebrandt

### 2.1 APOLOGIES

Nil.

### 2.2 APPROVED LEAVE OF ABSENCE

Nil.

## 3. DISCLOSURE OF INTERESTS

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Annual Budget Overview & Endorsement of the Draft Budget	12.1 & 12.2	Cr DG Beresford	Impartiality	Lines on Airstrip and payment to Aero Club for toilet cleaning. Member of Aero Club.

Item Name	Item No.	Name	Type of Interest	Nature of Interest
Annual Budget Overview & Endorsement of the Draft Budget	12.1 & 12.2	Cr JEG Williams	Impartiality	Secretary of Bakers Hill Progress Association (member of Clackline & Spencers Brook) – All potential recipients of funding.
Annual Budget Overview & Endorsement of the Draft Budget	12.1 & 12.2	Cr SB Pollard	Impartiality	He is President of the Northam Amateur Basketball Association which is impacted by Shire works.
Annual Budget Overview	12.1	Cr CR Antonio	Impartiality	Relating to budget considerations. Member of the Northam Chamber of Commerce, President of Avon Hockey Association – potential funding and member of the Southern Brook Community Association, Grass Valley Progress Association and Northam Agricultural Society who are all potential recipients of funding/grants.
Annual Budget Overview	12.1	Cr RW Tinetti	Impartiality	Northam Cemetery – He is a Funeral Director. Northam Chamber of Commerce – He is a member of the Northam Chamber of Commerce.
Endorsement of the Draft Budget	12.2	Cr J Proud	Impartiality	Former member and Vice President of Northam Chamber of Commerce.
Endorsement of the Draft Budget	12.2	Cr RW Tinetti	Indirect Financial / Financial	Items include possible Shire purchase of artificial turf, chairs marquee for Northam Cemetery. He is a Funeral Director.
Endorsement of the Draft Budget	12.2	Cr U Rumjantsev	Impartiality	The CEO of Basketball WA is a personal friend and is occasionally involved with Wild Cats; and  Community grants, RSL Building Committee member.
Endorsement of the Draft Budget	12.2	Cr TM Little	Impartiality	He is a member of community groups and associations mentioned in the agenda who may receive funding (Wundowie Progress and Men's Shed President).

#### 4. ANNOUNCEMENT BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)

Nil.

## 5. PUBLIC QUESTION/STATEMENT TIME

### 5.1 PUBLIC QUESTIONS

#### Northam Chamber of Commerce – Paul Tomlinson

**Basis of Question:** In relation to the Differential Rate Levy, Mr Tomlinson asked whether the Council can consider providing the full amount of the funding to the Northam Chamber of Commerce.

Mr Tomlinson provided some background in relation to the purpose of the levy, outlining it was first established pre-amalgamation of the Shire and Town of Northam. When established, it was proposed that \$60,000 be raised through differential rates and be provided to the Chamber to undertake various functions such as marketing and area promotion. As the years progressed, the amount of differential rates being levied increased however the Chamber still only received the \$60,000.

Further background was provided in relation to the Swan Chamber of Commerce and how they successfully operate. Mr Tomlinson outlined that the Northam Chamber has submitted a proposal which included a number of items such as being a one stop shop for all business enquiries. Mr Tomlinson advised that through the feedback received, it is understood that the Shire can sometimes be hard to approach. The Chamber is also proposing to employ a full time Executive Officer, find a suitable office space and provide free membership to business paying the differential rate to increase membership and involvement.

Mr Tomlinson advised that the Chamber is keen to develop a strong working relationship with the businesses and Shire and hoped that this can be possible.

**Response:** The CEO advised that the Minister is required to approve differential rates and Council must provide a reason for levying these. The reason provided in previous years has been for marketing and promotion however it should be noted that there is no requirement to do this through the Chamber.

Mr Whiteaker advised that although the Chamber has not received the 100% of differential rates levied in the recent few years, Council does undertake marketing and promotion of its own and these funds can contribute to the costs for this.

Clarification was sought in relation to whether the constitution is governed by area. Mr Tomlinson confirmed that it is not, however The Executive Manager Corporate Services advised that only commercial properties within the Northam town site and Avon Industrial Park currently pay the differential rate.

Northam Aero Club – Dave McFarlane

**Basis of Question:** Mr McFarlane asked the Council to consider increasing the management fee for the Northam Aero Club to \$10,000.

Some background information was provided, outlining that the fee was set at \$6,000 several years ago and has not been subject to a review since being established.

Mr McFarlane advised that the Aero Club undertake a range of work at the Airport which would otherwise be a more significant cost to Council should this be undertaken by a contractor. In addition, a lot of this is undertaken by volunteers.

**Response:** It was advised that a decision will be made in relation to this when Council considers the budget consideration list.

Clarification was sought from Councillors in relation to whether the toilets were accessible by the public. Mr McFarlane advised that they are available for public use and are used quite frequently.

Clarification was sought from Council in relation to whether it was a possibility to charge a landing fee. Mr McFarlane advised that some airports charge this, however the cost to manage this is believed to outweigh the amount received. This is due to the fee

being set on the size of the aircraft with most being light (approximately \$15.00 per movement).

Mr Young departed the Council Chambers at 7:23pm and returned at 7:24pm.

Mr Hunt departed the Council Chambers at 7:37pm and returned at 7:41pm.

## **5.2 PUBLIC STATEMENTS**

Nil.

## **6. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil.

## **7. RECEIVING OF PETITIONS, PRESENTATIONS AND DEPUTATIONS**

### **7.1 PETITIONS**

Nil.

### **7.2 PRESENTATIONS**

Nil.

### **7.3 DEPUTATIONS**

Nil.

## **8. APPLICATION FOR LEAVE OF ABSENCE**

Nil.

## **9. CONFIRMATION OF MINUTES**

Nil.

## **10. ITEMS BROUGHT FORWARD FOR THE CONVENIENCE OF THOSE IN THE PUBLIC GALLERY**

## **11. REPORTS OF COMMITTEE MEETINGS**

Nil.

## 12. SPECIAL ITEMS

Cr DG Beresford declared an "Impartiality" interest in item 12.1 – Annual Budget Overview as he is a member of the Aero Club - Lines on Airstrip and payment to Aero Club for toilet cleaning.

Cr JEG Williams declared an "Impartiality" interest in item 12.1 – Annual Budget Overview as she is Secretary of Bakers Hill Progress Association (member of Clackline & Spencers Brook) – All potential recipients of funding.

Cr SB Pollard declared an "Impartiality" interest in item 12.1 – Annual Budget Overview as he is President of the Northam Amateur Basketball Association which is impacted by Shire works.

Cr CR Antonio declared an "Impartiality" interest in item 12.1 – Annual Budget Overview relating to budget considerations. Member of the Northam Chamber of Commerce , President of Avon Hockey Association – potential funding and member of the Southern Brook Community Association, Grass Valley Progress Association and Northam Agricultural Society who are all potential recipients of funding/grants.

Cr RW Tinetti declared an "Impartiality" interest in item 12.1 – Annual Budget Overview relating to Northam Cemetery – He is a Funeral Director. Northam Chamber of Commerce – He is a member of the Northam Chamber of Commerce.

### 12.1 ANNUAL BUDGET OVERVIEW

<b>Address:</b>	Shire of Northam
<b>Owner:</b>	Shire of Northam
<b>File Reference:</b>	8.2.8.1
<b>Reporting Officer:</b>	Colin Young Executive Manager Corporate Service
<b>Responsible Officer:</b>	Colin Young Executive Manager Corporate Service
<b>Voting Requirement</b>	Simple Majority

#### BRIEF

To provide information to Elected Members in relation to the budget process and influencing factors.

#### ATTACHMENTS

Attachment 1: Draft Budget (supplied separate).

## BACKGROUND / DETAILS

The development of the draft budget as presented is the culmination of many months preparatory work undertaken by each individual Department under the guidance of the Executive Manager Corporate Services, Mr Colin Young. The budget process to date has included the following key elements;

- Endorsement of draft road program 1 January 2017
- Endorsement of the long term financial plan 15 March 2017
- Adoption of the 2017/18 fees and charges 17 May 2017
- Endorsement of the draft plant program 17 May 2017
- Endorsement of draft footpath program 17 May 2017
- Endorsement of Community Assistance Applications 17 May 2017
- Endorsement of draft building maintenance program 25 June 2017

The budget document has very much been guided by a number of key planning documents including;

- Strategic Community Plan;
- Corporate Business Plan; and
- Long term Financial Plan

The staff have also been through a rigorous assessment process to ensure that the departmental and individual item draft budget allocations both reflect the intent of the Councils planning documents and ensure sufficient resource to meet the established objectives.

As Elected Members would be aware, the Long Term Financial Plan reports on a number of key performance indicators, which are reflective of the Local Government Act 1995 requirements. The following information provides an indication as to how the Council is performing against a number of the key indicators;

2017/18		
Ratio	LTFP	Draft Budget
Debt Service Ratio	9.57%	12.08%
Operating Surplus Ratio	4.68%	2.50%
Own Source Revenue Ratio	75.64%	73.50%

The draft budget as presented does not include any repayments for the additional debt that is proposed to be taken, if this debt was held for the entire year and taken over a 10 year period at 3.45% interest per annum; the debt service ratio would be approximately 8.78%.

Debt Service Ratio

Measures the Council's ability to service debt out of its uncommitted or general purpose funds available for its operations. Councils with a higher proportion of revenue from rates can also effectively operate at lower debt service ratios as they are more able to generate income (through rate increases) to cope with the debt burden.

If Ratio > 10	accepted as reasonable.
If Ratio > 5 and <10	exercise caution around debt management.
If Ratio <5	debt management may be an issue and needs to be considered in context of overall financial position.

#### Operating Surplus Ratio

Effectively highlights the scale / extent of any operating surplus or deficit in relation to the overall size of the local government. A sustained period of deficits will erode that local government's ability to maintain both its operational service level and asset base.

If Ratio > 0.15	strong operating surplus which gives flexibility in relation to future operational service levels and asset base.
If Ratio > 0.00 and < 0.15	should closely monitor with improvements made where possible to increase capacity to give flexibility in relation to future operational service levels and asset base.
If Ratio <= 0.00	experiencing an operating deficit.

It is worth noting that while the draft budget indicates a small operating deficit, this does not allow for in excess of \$300,000 of operating costs which Council will carry forward into the 2017/18 financial year. When taking this into account, the Council will return a small operating surplus.

#### Own Source Revenue Ratio

Measures the local government's ability to cover operating expenses from own source revenue. The higher the ratio, the more self-reliant the local government is. Allows greater flexibility as less external funds are required for operational purposes.

If Ratio > 0.9	satisfactory.
If Ratio > 0.6 and < 0.9	will need to improve if it hopes to maintain and improve the current service levels of its asset base.
If Ratio < 0.6	needs to examine the level of its own source revenue given current levels of operating expenses.

### **CONSIDERATIONS**

### Strategic Community / Corporate Business Plan

Objective G2: Improve organisational capability and capacity.  
Strategy G2.3: Operate in a financially sustainable manner.

### Financial / Resource Implications

Refer to Attachment 1.

### Legislative Compliance

Nil.

### Policy Implications

Nil.

### Stake Holder Engagement / Consultation

Consultation has occurred with Councillors and staff.

### Risk Implications

Nil.

### OFFICER'S COMMENT

The Following Changes have been carried out to the draft budget since the Budget Workshops, they are presented in the table below; the current surplus calculated incorporating a 3.5% rate increase over the 2016/17 rate revenue as presented is \$217,781.

Account/Job	Description	Reason	Amount	C/FWD, Grants
<b>Surplus Deficit</b>			<b>232,635.00</b>	
6425	POS Improvements	Additional Payment 16/17	19,651.00	-19,651.00
04052082	Audit Fees	Inclusion Internal Audit	20,000.00	
04042112	Regional Council Expenses	Removed Provision for Equipment	1,000.00	
10302002	Consultants	Removed Developer Contribution Plan that had been duplicated	5,000.00	
13452142	Festivals and Events	Increase Wundowie Iron Festival Fun	1,000.00	
04058002	Admin Overheads	General Adjustment	146.00	
6428	Lighting Hoopers Park	Removed from Budget due to job being completed 16/17	10,000.00	-10,000.00
11342032	Lock and Light Program	Omitted Budget in in error	19,880.00	19,880.00
04059034	Intra Maps	Omitted Budget in in error	9,352.00	9,352.00
<b>Surplus Deficit</b>			<b>217,781.00</b>	

Wages & Salaries

There has been a provision included within the budget for a general 2% increase in salaries across the organisation. In addition there has been minor changes to the structure of the Development and Community Services Departments to better reflect the needs of Council, they are highlighted below;

1. Health Department, Administration Assistant position removed, and the inclusion of an Environmental Sustainability Officer funded by a NRM grant received during 2016/17 for the 2017/18 year.
2. Building Department, proposed removal of the Trainee Building Surveyor replaced by a 4 day per week Development Services Officer.
3. Planning Department, removal of a Planning Officer and inclusion of a Compliance Officer.
4. Rangers Department, removal of a Ranger's Position.
5. Community Services, inclusion of a part-time Administration Assistant.
6. Swimming Pool, Removal of the Aquatics Center Manager.
7. AEIC, a new trainee has been employed.

In addition to the above there is also the inclusion of two additional Works staff in the Considerations list for the Rural Drainage crew, please refer considerations list for details. The table below represents the total increase as presented, the additional drainage crew has not been included:

Total Gross Budgeted Salaries 2016/17	7,081,977
Total Gross Budgeted Salaries 2017/18	7,105,189
Difference	23,212
<b>Percentage increase</b>	<b>0.33%</b>

With road program funding now confirmed and detailed costing completed, the following proposed road projects have been removed from the 2017/18 proposed Road Program which were previously endorsed by Council in May 2016.

Location	SLK From	SLK To
Yilgarn Avenue	2400	2800
Cecil Road	10	140
Jennapullin Road	880	2100
Spencers Brook Road	11900	14600
Spencers Brook Road	16400	17400
Mitchell Ave	1700	4100
Bryant Street	300	400
Stoke Avenue	150	270

Council has in previous years taken a responsible approach to increasing rates. The table below illustrates the Council's position over the last 4 years. The proposed 3% rate increase is in line with the parameters established within the Long Term Financial Plan.

Year	2013/14	2014/15	2015/16	2016/17	2017/18 proposed	2017/18 LTFP
% Rate Increase	5.0	5.0	3.5	2.86	3.5	3.5

#### Projected Surplus

A provision for the end of year tied surplus (30 June 2017) of \$6,295,090 has been incorporated into the current draft budget. This is offset with corresponding expenses for projects that are being proposed to be carried forward including an allocation of \$195,363 of untied allocated to the AEIC. A calculation of any residual (additional untied) surplus will be undertaken with a separate report to be provided to Council recommending how these funds can be allocated.

The draft budget as presented indicates a surplus of \$217,781. This surplus was calculated taking into account a general increase in rates of 3.5% with a provision made for the additional \$170,000 in rates that will be raised due to the change in valuation for rural residential properties within the Shire, (being phased in second year 2/3 GRV, 1/3 UV). In regards to a general rate increase, for every one percent (1%) increase Council will yield approximately \$90,000.

#### Local Government Cost Index

WALGA reported that the Local Government Cost Index (LGCI) is forecasted to increase by 2.0% for the 2017/2018 financial year. Increasing from the 2016/17 actual increase of 1.0%.

Figures show that the Perth CPI also increased by 1.0% for the twelve months to March 2017. This is however a general measure of inflation, and is not specific to the cost increases faced by local governments in providing services to their local communities. The LGCI as presented above is specific to local government and therefore a more valuable measure of inflation for Council.

#### Debt Retirement 2014/15

As Council is aware, the Council retired in excess of \$1,000,000 in debt during the 2014/15 financial year. This represented a saving in interest and principal repayments of approximately \$258,965. Given the Council Long Term Financial Plan identifies the need to leverage additional debt in future year's staff have identified these savings as a transfer to the Recreation and Community Facilities Reserve \$158,965 and \$100,000 to the Plant Reserve. This has been done to protect Council from over committing to operational requirements at the risk of impacting its ability to leverage required debt moving forward.

### Waste Services

Staff have identified that Waste Services as listed in Sanitation - Household Refuse should be a cost neutral service. Future rehabilitation and development requirements at the rubbish site will potentially require significant funds, hence transferring funds to reserve is being recommended. With this in mind the draft budget incorporates a transfer to the Refuse Site Reserve of \$56,940. The follow capital and cell development works have also been included in the budget;

- Cell Development Inkpen \$142,560
- Drainage Works Old Quarry C/Fwd \$100,000

### **RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.3073**

**Moved: Cr Little**

**Seconded: Cr Hughes**

**That Council receives the budget overview as presented, endorsing the removal of the following projects from the draft road program as referred to budget by Council In January 2017;**

- a. Yilgarn Avenue**
- b. Cecil Road**
- c. Jennapullin Road**
- d. Spencers Brook Road (SLK 11900 to 14600)**
- e. Spencers Brook Road (SLK 16800 to 17400)**
- f. Mitchell Ave**
- g. Bryant Street**
- h. Stoke Avenue**

**CARRIED 10/0**

Mr C Hunt departed the Council Chambers at 7:45pm and returned at 7:47pm

Cr J Proud declared an "Impartiality" interest in item 12.2 - Endorsement of the Draft Budget as he is a former member and Vice President of Northam Chamber of Commerce.

Cr RW Tinetti declared an "Impartiality" interest in item 12.2 - Endorsement of the Draft Budget as Items include possible Shire purchase of artificial turf, chairs marquee for Northam Cemetery. He is a Funeral Director.

Cr U Rumjantsev declared an "Impartiality" interest in item 12.2 - Endorsement of the Draft Budget as the CEO of Basketball WA is a personal friend and is occasionally involved with Wild Cats. In addition, relating the community grants, he is a RSL Building Committee member.

Cr TM Little declared an "Impartiality" interest in item 12.2 - Endorsement of the Draft Budget as he is a member of community groups and associations mentioned in the agenda who may receive funding (Wundowie Progress and Men's Shed President).

## 12.2 ENDORSEMENT OF THE DRAFT BUDGET

<b>Address:</b>	Shire of Northam
<b>Owner:</b>	Shire of Northam
<b>File Reference:</b>	8.2.8.1
<b>Reporting Officer:</b>	Colin Young Executive Manager Corporate Service
<b>Responsible Officer:</b>	Colin Young Executive Manager Corporate Service
<b>Voting Requirement</b>	Simple Majority

### BRIEF

For Council to give consideration to matters raised by Elected Members and the presented consideration list for incorporation into the 2017/18 annual budget.

### ATTACHMENTS

Attachment 1: Considerations List, supplied to Elected Members as a separate attachment to this agenda/minutes.

### BACKGROUND / DETAILS

All Elected Members were provided with the opportunity to attend small workshops to allow the Council Finance team to provide an outline of the budget document as presented, answer questions, and provide clarifications.

These workshops were well attended and the feedback received from Elected Members has been positive.

The budget document consisted of the draft budget and a list of items for consideration. At the budget workshops Elected Members were provided the opportunity to raise/identify issues they felt warranted further detailed discussion or debate at the Budget Meeting.

## CONSIDERATIONS

### Strategic Community / Corporate Business Plan

Objective G2: Improve organisational capability and capacity.

Strategy G2.3: Operate in a financially sustainable manner.

The budget has been developed in accordance with the broad parameters established in the range of Council planning documents.

### Financial / Resource Implications

Budget Endorsement.

### Legislative Compliance

Nil.

### Policy Implications

Nil

### Stakeholder Engagement / Consultation

Consultation has occurred with Councillors and Staff.

### Risk Implications

Nil.

## OFFICER'S COMMENT

As a result of the assessments by staff and the workshops held with Elected Members the following information is provided for discussion;

### Consultants

This item was raised by a Councillor for discussion and clarification, consultant fees relate to the items disclosed in the table presented below;

Consultant Fees Governance	
	\$
HR Consultants	5,000.00
Crime Prevention Plan	5,000.00
Branding Marketing Northam	20,000.00
Business Case	10,000.00

Reconciliation Action Plan C/fwd	5,000.00
Community Plan C/fwd	10,000.00
Business Case CBD C/fwd	60,000.00
Urban Renewal planning C/fwd	30,000.00
Strategic Community Plan C/fwd	20,000.00
Perceptions Survey Staff C/fwd	10,000.00
<b>Total</b>	<b>175,000.00</b>
<b>Consultant Fees Planning</b>	
Review Town Centre Parking Strategy	10,000
Update Community Infrastructure Plan	10,000
Review Developer Contribution Plan	10,000
Review TPS #6 LPS	30,000
Omnibus Amendment	5,000
Miscellaneous	5,000
<b>Total</b>	<b>70,000</b>

Avon River, Investigations Environmental Works, \$10,000

The Environmental Sustainability Officer will have a report carried out on the river with the aim of developing a program of vegetation and water rehabilitation.

Neighbouring Shires Rate in the Dollar Comparison

GRV Rated Properties 16/17								Average Revenue per Property
	Properties	Rate Dollar	Minimum	Waste	Rateable Value	Rate Revenue		
Northam	Residential	4837	9.298	890	247	59537089	5944233	1229
	Commercial	309	10.285	890	247	13164597	1380268	4467
Cunderdin		510	9.7551	642	301	4603702	497671	976
Goomalling		430	12.23	940	N/A	1724663	383359	892
Toodyay	General	502	12.62	1265	230	5939508	818106	1630
	Commercial	38	15.04	1265	250	1272357	194280	5113
	Commercial							
	Industrial	10	13.78	1265	N/A	193636	26683	2668
	Rural	2	12.62	1265	N/A	24752	3168	1584
Mundaring		11502	7.7868	790	465	219679369	17212644	1496
York		1961	11.673	1480	200	23735550	3159403	1611
UV Rated Properties 16/17								Average Revenue per Property
	Properties	Rate Dollar	Minimum		Rateable Value	Rate Revenue		
Northam	Rural Local	444	0.584	890		139643202	843270	1899

	<b>Rural Regional</b>	<b>330</b>	<b>0.484</b>	<b>890</b>	<b>127639339</b>	<b>652947</b>	<b>1979</b>
	<b>Rural Small Holdings</b>	<b>83</b>	<b>0.6974</b>	<b>890</b>	<b>15808000</b>	<b>110539</b>	<b>1332</b>
Goomalling	General Rural	293	0.7373	1090	157821094	1197926	4088
	Special Rural Zone 2	18	1.23	1090	1851500	23041	1280
		69	0.62	1090	20646500	133539	1935
Cunderdin	Mining	1	0.9566	642	17928	642	642
	General	377	0.9566	642	143593400	1393545	3696
Toodyay	General UV	1933	1.0167	1265	279756535	3070478	1588
	Morangup	363	0.907	1265	70417000	624773	1721
	UV Rural	230	0.9189	1265	150612000	1383974	6017
Mundaring	UV Rural	238	0.4841	998	158485000	767226	3224
York		654	0.8873	1480	241289671	2270807	3472

### Chamber of Commerce

The following information was requested by an Elected Member, the Northam Chamber of Commerce has 95 registered Members.

### Footpath Minson Avenue

A request was received from an Elected Member to include for consideration a footpath from Grey Street to Gordon Place on the south side of Minson Avenue.

### National Ballooning Championships

Total estimated Visitors during the 2015 Championships was 5,000 with an estimated total economic benefit of \$2,232,000, State Wide. Tourism WA have informed Staff that a Cost Benefit Analysis will be carried out after this year's event to assert the economic benefit from the Championship's.

Staff are suggesting that the Council assess the items listed within this report and make a determination if the information provided warrants any further action in relation to amending the draft budget document.

Once this has been completed Council will need to make an assessment of the items on the consideration list and determine which of these will and will not be included in the final budget document.

At the completion of the above process, the Council will be in a position to endorse its draft budget, in the context of the impact this will have on rate revenues. Once the Council has adopted the draft budget staff will finalise

rate modelling, advertise the rates as required by the Local Government Act 1995 and present a final report to Council in August for adoption.

*(The total rates increase percentage will be calculated by dividing the projected 16/17 rate requirement by the actual rates levied at June 30, 2016 plus interim rates raised during 2016/17 and the \$170,000 to be raised from the reclassification of UV rated properties to GRV rated properties).*

#### **RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.3074**

**Moved: Cr Hughes**  
**Seconded: Cr Antonio**

**That Council suspends Standing Orders 9.1 to 9.3 to allow further discussion pertaining to the budget content.**

**CARRIED 10/0**

Discussion was held around the footpaths within the draft budget. Cr Pollard queried replacing the footpath on Fitzgerald Street, Poole Street to Hatton Street with continuing a footpath on Fitzgerald Street from Millington Street to Poole Street as it was believed that this portion of footpath after the Grand Hotel was not sufficient/satisfactory.

#### **MOTION / COUNCIL DECISION**

**Minute No: C.3075**

**Moved: Cr Pollard**  
**Seconded: Cr Hughes**

**That Council amend the 2017/18 draft budget as presented to replace the footpath on Fitzgerald Street, from Poole Street to Hatton Street with continuing a footpath on Fitzgerald Street from Millington Street to Poole Street.**

**CARRIED 10/0**

Ms Hildebrandt departed the Council Chambers at 8:02pm and returned at 8:03pm.

Ms Hildebrandt left the Council Chambers out 8:05pm.

Clarification was sought in relation to the Northam Senior Citizens and Bakers Hill RSL community grants which did not appear to be within the draft budget document. Mr Whiteaker, Mr Rayson and Mr Young departed the Council Chambers at 7:52pm to review this matter. Mr Whiteaker, Mr Rayson and Mr Young returned to the Council Chambers at 7:57pm and the Chief Executive Officer advised that the grants did not appear to be included, consequently it will be added to the budget consideration list so that the amount not included is considered when adopting the draft budget.

The following discussion was held around the 2017/18 Budget Consideration list presented:

- Elected Members indicated interest to include the item for the Henry Street oval covers for benches;
- Elected Members indicated interest to include the item for the Silversport Programme. Clarification was sought in relation to the success of the 2016/17 programme, with the Executive Manager Community Services confirming that it was highly successful. It was queried whether this initiative/programme should be the responsibility of the State Government (i.e., Department of Sport & Recreation).
- Elected Members indicated interest to include the item for the Refurbishment Avon Descent Start Tower. Clarification was sought in relation to whether this is Council owned, it was confirmed that as it is on Council property, Council owns this and holds responsibility. It was raised that a gate on the entrance to the stairs may be beneficial to prevent accidents occurring.
- Three Elected Members indicated an interest to install Outdoor Digital Kiosks. As there was not a majority, this item was not included. Discussion was held around the benefits of these and any unknown costs associated with installation. Concerns were also raised in relation to vandalism.
- Elected Members did not indicate an interest to install lighting on the BMX Track.
- Elected Members indicated interest to include the Northam Balloon Fiesta item. Clarification was sought in relation to the total funds committed to this event. The CEO advised that there is \$20,000 for the National Ballooning Championships in the draft budget, however this consideration item is for funding for Council to hold an opening event for the Championships. A Lotterywest grant of \$30,000 has been secured to assist with this and Officers are seeking an additional \$15,000.
- Limited interest was indicated by Elected Members to include the Concerts in the Park. Discussion was held around the success of these in past years, the Executive Manager Community Services advised that Officers were proposing to hold these in conjunction with a community event however no interest has been provided by the community groups that have been approached.
- Elected Members indicated interest to include the Wildcats v Adelaide 36rs item. The interest from Cr Rumjantsev and Cr Pollard was noted.

Discussion was held around the expected number of ticket sales, economic impact and this being held on the same weekend as the National Ballooning Championships.

- Limited interest was indicated by Elected Members to include a bus shelters at Glenmore Estate. Discussion was held around a precedent being set and also concerns that the number of children at each stop can vary from year to year.
- Elected Members indicated interest to include the line marking at the Northam Airport. Discussion was held around this being a safety matter.
- Elected Members indicated interest to include the reticulation at George Nuich Park. Discussion was held around using funds from the Public Open Space Reserve providing that they were not committed to other areas.
- Elected Members indicated interest to include the upgrade to Bernard Park Bridge. Clarification was sought in relation to the work being completed. It was queried whether this can be funded from the Recreation and Community Facilities Reserve (RCFR) which was confirmed as an option.
- Elected Members initially indicated an interest to include the additional Cemetery lot, however upon a final review it was agreed not to include this item. Discussion was held around whether it was possible to undertake these work in the following financial year and whether there is sufficient space until this time. The Executive Manager Engineering Services indicated that there would be sufficient space to postpone this item until the 2018/19 financial year.
- Elected Members indicated an interest to include the excavator and Rural Drainage Crew. Discussion was held in relation to the purpose of the crew, the type of excavator proposed to be purchased and also the amount being funded from the Plant and Equipment Reserve.
- Elected Members indicated an interest to include the grader blade, new pozitrac and profiler attachment.
- Limited interest was indicated by Elected Members to include the Minson Avenue car park landscaping.
- Limited interest was indicated by Elected Members to include the Town Hall balcony item. Discussion was held around not being able to secure funding for this.
- Elected Members indicated an interest to include the Dogs Day out event.
- Limited interest was indicated by Elected Members to include the item for the Bakers Hill car event and it was suggested that the applicants apply for this funding through the community grants process.
- Limited interest was indicated by Elected Members to include the item for the Northam Pistol Club fencing as Officers are meeting with the Club to discuss options a possibility of the Club relocating.
- Elected Members indicated an interest to include the Northam Aero Club management item. Discussion was held around the fee not being reviewed for several years.

*Cr Tinetti departed the Council Chambers at 9:31pm as he declared an "Indirect Financial / Financial" Interest in item 12.2 – Endorsement of Draft Budget as items include possible Shire purchase of artificial turf, chairs marquee for Northam Cemetery. He is a Funeral Director.*

- Limited interest was indicated by Elected Members to include the Cemetery marquee, turf and chairs. There was discussion around the Funeral Directors providing this and also issues relating to safety (e.g. securing the marquee). This items was removed from deliberations.

Cr Tinetti returned to the Council Chambers at 9:34pm.

- Elected Members indicated an interest to include the differential rates levy for the Northam Chamber of Commerce. The impartiality interest for Cr Antonio, Cr Tinetti and Cr Proud was noted. Discussion was held around the original purpose of levying this fee and its intent was to be provided to the Chamber of Commerce. Discussion was held around the differential rate amount increasing however the fee to Chamber of Commerce remaining at \$60,000, it was clarified that Council also undertakes marketing for tourism and area promotion where the remaining funds can be utilised. Brief discussion held around setting key performance indicators for the Chamber of Commerce.
- Elected Members indicated an interest to include the Feasibility Study upgrade of current Wundowie Football Club to create central hub. Discussion was held around this item being included in the Wundowie Community Plan and the funds being sourced from the RCFR Reserve.
- Elected Members indicated an interest to include the item for upgrading the Wundowie basketball courts. Discussion was held around this item being included in the Wundowie Community Plan and the funds being sourced from the RCFR Reserve.
- Limited interest was indicated by Elected Members to include the Feasibility study Wundowie swimming pool refurbishment.
- Limited interest was indicated by Elected Members to include the bus shelters as per the discussions held for the shelters in Glenmore Avenue, Bakers Hill.
- Elected Members indicated an interest to include the upgrade of the caravan dump point.
- Limited interest was indicated by Elected Members to upgrade the pump in Wundowie. Discussion was held around the existing pump. It was understood that this may be sufficient and therefore the upgrade would not be required.
- Interest was indicated by Elected Members for the kerbing and street lighting in Spencers Brook however discussion was held around the high cost associated with street lighting. It was suggested that one component be completed at this stage. It was suggested that the

kerbing be undertaken as part of Council's kerbing program with funds already being allocated in the draft budget.

- Limited interest was indicated by Elected Members to include the Minson Avenue footpath south side from Grey Street to Gordon Place. Discussion was held around the costing being an estimate due to insufficient notice of this item.
- Elected Members did not indicate an interest to increase the Elected Members fees.

Mr Bignell left the Council Chambers at 10:02pm.

Mr Hunt departed the Council Chambers at 10:10pm and returned at 10:10pm.

Cr Rumjantsev departed the Council Chambers at 10:10pm and returned at 10:12pm.

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.3076**

**Moved: Cr Little**

**Seconded: Cr Rumjantsev**

**That Council resumes Standing Orders 9.1 to 9.3 to allow formal debate pertaining to the budget content.**

**CARRIED 10/0**

The Shire President adjourned the meeting at 10:24pm. The meeting recommenced at 10:31pm.

**RECOMMENDATION / COUNCIL DECISION**

**Minute No: C.3077**

**Moved: Cr Proud**

**Seconded: Cr Antonio**

**That Council endorse the 2017/18 Draft Budget as presented with the following adjustments;**

- 1. Including the following items from the considerations list presented;**

Item	Amount	Other Funding	Net Impact on Rates
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Henry Street Oval Covers for Benches	5,000	0	5,000
Silversport Programme	20,000	0	20,000
Refurbishment Avon Descent Start Tower	5,000	0	5,000
Northam Balloon Fiesta	45,000	30,000 (Lotterywest grant)	15,000
Line Marking Northam Aero Club	30,000	0	30,000
Wildcats v Adelaide 36rs ( net cost 24,000 less 9,000)	15,000	0	15,000
Retic bottom portion George Nuich Park	25,000	25,000 (POS Trust Fund)	0
Upgrade Bernard Park Bridge	15,000	15,000 (RCFR)	0
4T Excavator - Rural Drainage Crew	201,000	95,000 (Plant Reserve)	106,000
Grader Blade new Pozitrac	10,800	10,800 (Plant Reserve)	0
Profiler Attachment 610mm new Pozitrac	18,600	18,600 (Plant Reserve)	0
Dogs Day Out	4,000	0	4,000
Northam Aero Club Management	4,000	0	4,000
Differential rates Levy/ Chamber of Commerce additional over \$60,000	67,000	0	67,000
Feasibility Study upgrade of current Wundowie Football Club to create central hub	25,000	25,000 (RCFR)	0
Upgrade Wundowie basketball court	80,000	80,000 (RCFR)	0
Upgrade of Caravan Dump Point	3,500	0	3,500
Northam Senior Citizen's Social Club Grant	3,000	0	3,000
RSL Bakers Hill Grant	3,251	0	3,251
<b>Total</b>	<b>580,151</b>	<b>299,400</b>	<b>280,751</b>

**2. Authorise the Chief Executive Officer to advertise the proposed differential rating based on an estimated total rates levied increase of approximately 3.51%**

**CARRIED 10/0**

**13. MATTERS BEHIND CLOSED DOORS**

Nil.

**14. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**15. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION**

Nil.

**16. DECLARATION OF CLOSURE**

There being no further business, the Shire President, Cr S B Pollard declared the meeting closed at 10:41pm.

"I certify that the Minutes of the Special Meeting of Council held on Thursday, 29<sup>th</sup> June 2017 have been confirmed as a true and correct record."

\_\_\_\_\_ President

\_\_\_\_\_ Date

