



TOWN OF CLAREMONT

ORDINARY COUNCIL MEETING

MINUTES

TUESDAY 16 JUNE, 2015

Stephen Goode

CHIEF EXECUTIVE OFFICER

Date:

DISCLAIMER

Would all members of the public please note that they are cautioned against taking any action as a result of a Council decision tonight until such time as they have seen a copy of the Minutes or have been advised, in writing, by the Council's Administration with regard to any particular decision.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	1
2	APPLICATIONS FOR LEAVE OF ABSENCE	1
3	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	1
4	DISCLOSURE OF INTERESTS	2
5	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .	2
6	PUBLIC QUESTION TIME	2
7	PUBLIC STATEMENT TIME	2
8	PETITIONS/DEPUTATIONS/PRESENTATIONS.....	2
8.1	PETITION.....	2
	8.1.1 SCHOOL DROP OFF AND PICK UP AREA IN RICHARDSON AVENUE.....	2
9	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS.....	2
10	ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETING MAY BE CLOSED TO THE PUBLIC	3
11	BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING	3
12	REPORTS OF COMMITTEES.....	4
12.1	LAKE CLAREMONT COMMITTEE	4
	12.1.1 LAKE CLAREMONT OPERATIONAL MANAGEMENT PLAN 2015-16	4
12.2	AUDIT AND RISK MANAGEMENT COMMITTEE	9
	12.2.1 STRATEGIC AND OPERATIONAL RISK REPORTS - JUNE 2015	9
	12.2.2 FINANCIAL MANAGEMENT REVIEW - MAY 2015	12
13	REPORTS OF THE CEO.....	15
13.1	PLANNING AND DEVELOPMENT	15

- 13.1.1 ADOPTION OF MODIFICATIONS TO COUNCIL POLICY
LV128 – NEP DESIGN GUIDELINES 15
- 13.2 CORPORATE AND GOVERNANCE..... 19**
 - 13.2.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR
THE PERIOD ENDING 30 APRIL 2015 19
 - 13.2.2 LIST OF PAYMENT 1-31 MAY 2015..... 22
 - 13.2.3 2015-16 BUDGET 24
- 13.3 INFRASTRUCTURE 34**
 - 13.3.1 STIRLING ROAD AND STIRLING HIGHWAY
INTERSECTION WORKS 34
- 14 ANNOUNCEMENTS BY THE PRESIDING PERSON..... 38**
- 15 ELECTED MEMBERS’ MOTIONS OF WHICH PREVIOUS NOTICE HAS
BEEN GIVEN..... 38**
- 16 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE
PERSON PRESIDING OR BY DECISION OF MEETING 38**
- 17 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE
CLOSED TO THE PUBLIC 38**
- 18 FUTURE MEETINGS OF COUNCIL 38**
- 19 DECLARATION OF CLOSURE OF MEETING 38**

TOWN OF CLAREMONT
ORDINARY COUNCIL MEETING
16 JUNE, 2015
MINUTES

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Deputy Mayor Bruce Haynes welcomed members of the public, staff and Councillors and declared the meeting open at 7:00 PM.

2 APPLICATIONS FOR LEAVE OF ABSENCE

Moved Cr Kelly, seconded Cr Lorenz

That Mayor Barker be granted leave of absence for Ordinary Council Meeting 16 June 2015.

CARRIED(103/15)
(NO DISSENT)

3 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

ATTENDANCE

Deputy Mayor Bruce Haynes (Presiding)	East Ward
Cr Karen Wood	West Ward
Cr Peter Browne	West Ward
Cr Peter Edwards	West Ward
Cr Jill Goetze	South Ward
Cr Paul Kelly	South Ward
Cr Chris Mews	South Ward
Cr Alastair Tulloch	East Ward
Cr Anita Lorenz	East Ward

Mr Stephen Goode (Chief Executive Officer)

Mr Les Crichton (Executive Manager Corporate and Governance)

Mr David Vinicombe (Executive Manager Planning and Development)

Mr Saba Kirupanather (Executive Manager Infrastructure)

Ms Katie Bovell (Governance Officer)

Twelve members of the public

Two members of the press

APOLOGIES/LEAVE OF ABSENCE

Mayor Barker – Leave of Absence

4 DISCLOSURE OF INTERESTS

NIL

5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

NIL

6 PUBLIC QUESTION TIME

**Ms Chris Pidgeon, 15 Richardson Avenue, Claremont.
Re: Richardson Avenue Parking Strategy.**

Question:

Are you aware that not all of the ratepayers within the immediate vicinity and directly affected by the Richardson Avenue parking strategy have received legible if any notification of the proposed strategy?

Answer:

The Chief Executive Officer confirmed it had been drawn to his attention that ratepayers within the area had not been notified. The decision at the time was to inform residents, not ratepayers, which meant that some people who probably should of been notified have not been. The Town is currently considering how to rectify this.

7 PUBLIC STATEMENT TIME

NIL

8 PETITIONS/DEPUTATIONS/PRESENTATIONS**8.1 PETITION****8.1.1 SCHOOL DROP OFF AND PICK UP AREA IN RICHARDSON AVENUE**

Moved Cr Kelly, seconded Cr Mews

That the petition on the proposed installation of parking bays for a school drop off and pick up area in Richardson Avenue be received.

**CARRIED(104/15)
(NO DISSENT)**

9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved Cr Lorenz, seconded Cr Mews

That the minutes of the Ordinary Meeting of Council held on 2 June 2015 be confirmed.

**CARRIED(105/15)
(NO DISSENT)**

**10 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETING
MAY BE CLOSED TO THE PUBLIC**

NIL

11 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING

NIL

12 REPORTS OF COMMITTEES

12.1 LAKE CLAREMONT COMMITTEE

12.1.1 LAKE CLAREMONT OPERATIONAL MANAGEMENT PLAN 2015-16

File Ref:	PRK00123-3
Attachments:	Updated Lake Claremont POS Operational Plan 2015-16 Lake Claremont Revegetation Progress Map
Responsible Officer:	Saba Kirupanather Executive Manager Infrastructure
Author:	Andrew Head Manager Parks & Environment
Proposed Meeting Date:	16 June 2015

Purpose

For Council to endorse the amended draft Operational Management Plan 2015-16 Lake Claremont Public Open Space (POS) for 2015-16 financial year.

Background

In conjunction with the development of the Lakeway Subdivision and closure of the long nine hole golf course, the Claremont Council approved the Lake Claremont Management Plan 2010, the Lake Claremont Parkland Concept Plan December 2010 and the Lake Claremont Implementation Plan: Revegetation Section (mid 2000). These plans have guided the development and management of nature and recreational spaces at Lake Claremont and its surrounds for the past five years.

The Lake Claremont Management Plan is under review as it is nearing the end of its currency. The Lake Claremont Management Plan was withdrawn from the 17 March 2015 meeting due to numerous concerns arising from the Q&A session. Further review of the Plan is currently on hold while the Lake Claremont Recreation Use Working Party consider the use of the parkland as a recreation resource for the community. The goal is to ensure the outcomes of the working party and the Lake Claremont Management Plan do not conflict.

In the meantime this operational plan has been developed to support the annual works program at the site.

Discussion

The majority of works scheduled for 2015-16 are directed towards maintaining the aesthetics, functionality and safety of the natural and infrastructure components of the nature and recreational spaces.

New funded works for 2015-16 included in the plan are:

- Extension of woodland revegetation in the north eastern section of the site.
 - Extension of the wetland buffer revegetation on the eastern side of the lake which includes all low plantings to provide views of the lake.
-

- Site preparation and revegetation fencing (where appropriate) of woodland revegetation sites adjacent to Alfred Road, north of the Elliot Road cul-de-sac and north of the dual use path linking Lapsley Road to the lake.

These works are required to acquit competitive grant funding already won by the Friends of Lake Claremont to source plant stock and undertake the planting program.

Site preparation and fencing work for the winter 2015 planting site has already been completed from the 2014-15 Budget.

Subject to Council allocations in the budget, the following projects may also need to be completed in the 2015-16 financial year:

- Installation of a pathway to link the City of Nedlands installed crossing to the existing dual use path which links Adderley Street, Mount Claremont to the lake (New Initiative).
- Expansion of the Stirling Road car park (Lake Claremont Concept Plan Initiative).
- Construction of Henshaw Drain infiltration swale (Lake Claremont Management Plan 2010 Initiative)

Additional works, such as the activation of the Mulder Park precinct and Dog exercise area will await the recommendations arising from the Recreation Working Party and outcomes of the resulting community consultation.

The operational plan and revegetation progress map were taken to the Lake Claremont Committee Meeting on 28 May 2015 and the amended resolution from the unconfirmed minutes was that;

The Committee recommends that Council endorses the amended draft Lake Claremont Public Open Space Operational Management Plan 2015-16.

Past Resolutions

Ordinary Council Meeting 5 May 2015, Resolution 73/15:

That Council;

1. *Includes for consideration \$50,000 to install a nutrient and sediment stripping detention basin on the Henshaw Drain stormwater outlet as per the 2010 Lake Claremont Management Plan in the draft 2015-16 capital works budget.*
2. *Includes for consideration \$20,000 to install an access pedestrian path from Alfred Road crossing west of Lisle Street.*
3. *Notes site preparation, for FOLC grant funded works for the Alfred Road Woodland and pocket Banksia Tuart woodland plantings in the parkland eastern side of Lake Claremont, be funded from the Lake Claremont Surrounds maintenance budget.*
4. *Notes a funding contribution for site preparation for wetland buffer work may be received for consideration in the 2015-16 midyear review should FOLC win a Community Heritage and Icon Grant.*

5. *Include the Committee's recommended works for consideration in the draft 2015-16 Budget.*

*CARRIED
(NO DISSENT)*

Financial and Staff Implications

Resource requirements for programmed works are in accordance with existing budgetary allocation. The current budget 2014-15 for Lake Claremont Parkland maintenance is \$189,761. Item 3 of Council Resolution 73/15 is included in the operational management plan attached.

The proposed Lake Claremont Parkland maintenance budget for 2015-16 is \$204,047. Item 4 of Council Resolution 73/15 is included in the operational management plan attached and is subject mid-year review.

Budget Items recommended to Council by the Lake Claremont Committee at its meeting held 2 April 2015 were approved by Council at the Ordinary Meeting held 5 May 2015 to be included for consideration in the draft 2015-16 Budget. Item 1 and Item 2 of Council Resolution 73/15 are not included in the operational management plan attached and are subject to Council approval of the Draft 2015-16 Budget.

Policy and Statutory Implications

Specific Documents relating to the management of Lake Claremont:

- Lake Claremont Management Plan 2010 (TOC)
- Lake Claremont Parkland Concept Plan December 2010 (TOC)
- Implementation Plan: Revegetation Section (TOC)
- State Planning Policy 2.8 Bushland Policy for the Perth ... Region (WAPC)
- Bush Forever 2000 (WAPC)
- Environmental Protection (Swan Coastal Plain Lakes) Policy 1992 (WAEPA)
- Environmental Protection (Clearing of Native Vegetation) Regs 2004 (DER)
- Section 18 – Aboriginal Heritage Act 1972.
- [Perth] Capital City Planning Framework 2013 (WAPC)
- AANZEEC Guidelines for Fresh and Marine Waters 2000 (DOW)
- WESROC Storm Water Management Strategy 2002 (TOC)

Publicity

Majority of activities are 'business as usual' works and as such do not require promotion. Revegetation works are promoted by Friends of Lake Claremont through their website and Facebook page and through local media. Town Talk articles will be published on project works.

Strategic Community Plan

Liveability

We are an accessible community, with well maintained and managed assets, and our heritage preserved for the enjoyment of the community.

- Clean, usable, attractive, accessible streetscapes and public open spaces.
- Develop the public realm as gathering spaces for participation and enjoyment.

People

We live in an accessible and safe community that welcomes diversity, enjoys being active and has a strong sense of belonging.

- Maintain, effectively manage and enhance the Town's community facilities in response to a growing community.
- Create opportunities for and access to social participation and inclusion in support of community health and well being.

Environment

We are a leader in responsibly managing the build and natural environment for the enjoyment of the community and continue to provide sustainable, leafy green parks, streets and outdoor spaces.

- Strive for innovative environmental design practices in new developments and redevelopments.
- Constantly seek and implement best options for waste management and water usage.
- Provide education and communication on leading practices to the community.
- Implement sound environmental practices as reflected in the WESROC Climate Change Risk Assessment Project.

Governance and Leadership

We are an open and accountable local government that encourages community involvement and strives to keep its community well informed.

- Provide and maintain a high standard of governance, accountability, management and strategic planning.

Urgency

Approval of the plan will assist with the continuation of the maintenance and planting works for 2015-16.

Voting Requirements

Simple majority decision of Council required.

Moved Cr Wood, seconded Cr Browne

That Council endorses the amended draft Lake Claremont Public Open Space Operational Management Plan 2015-16.

AMENDMENT

Moved Cr Browne, seconded Cr Kelly

That the Lake Claremont Committee be asked to consider the trimming of trees in the northern part near the path and that they also be asked to consider the removal of any fences that have served their purpose.

AMENDMENT WITHDRAWN BY MOVER AND SECONDER

THE PRIMARY MOTION WAS PUT

Moved Cr Wood, seconded Cr Browne

That Council endorses the amended draft Lake Claremont Public Open Space Operational Management Plan 2015-16.

**CARRIED(106/15)
(NO DISSENT)**

12.2 AUDIT AND RISK MANAGEMENT COMMITTEE

Items 12.2.1 to 13.1.1 were carried en bloc.

12.2.1 STRATEGIC AND OPERATIONAL RISK REPORTS - JUNE 2015

File Ref:	RSK/00168
Attachments:	Strategic Risk Report - June 2015 Operational Risk Report - June 2016
Responsible Officer:	Les Crichton Executive Manager Corporate and Governance
Author:	Les Crichton Executive Manager Corporate and Governance
Proposed Meeting Date:	16 June 2015

Purpose

Report recommends Council receive the Strategic and Operational Risk Reports – June 2015 and note the Chief Executive Officer review of the appropriateness and effectiveness of the Town's systems and procedures in relation to risk, internal control and legislative compliance.

Background

At its meeting of 8 June 2015, the Audit and Risk Committee reviewed the attached Strategic and Operational Risk Reports – June 2015 as required under Regulation 16 of the *Local Government (Audit) Regulations 1996*, and recommended;

That the Audit and Risk Committee;

- 1. Notes the Operational Risk Report*
- 2. Notes the Strategic Risk Report*
- 3. Request the Executive Manager Corporate & Governance review the 'Effectiveness of Control' ratings within each report.*
- 4. Receives on quarterly basis, an updated report detailing status of all strategic risks and those operational risks with a high rating.*
- 5. Recommends Council notes the results of the Chief Executive Officer's review of the appropriateness and effectiveness of the Town's systems and procedures in relation to risk management, internal control and legislative compliance.*

Discussion

The Town has undertaken a review of its risk profile and established a set of Strategic and Operational Risks for review by the Committee.

The attached reports detail all strategic risks and those operational risks that have been assessed as high.

Information from external auditors has indicated that with respect to external audit requirements, the main view is one of compliance with the Audit Regulations.

To this end local governments will be asked if they have undertaken the reviews and if they have met the statutory deadline. In undertaking the review, there will be an expectation that the local government has formed an opinion as to the appropriateness and effectiveness of the framework in place.

The appropriateness and effectiveness of the framework in place will be treated as a compliance exercise and that an expectation exists that over time the framework, processes and controls in place will improve.

The Town has a framework in place and has considered draft operational and strategic risks, reviewed its terms of reference for the Committee, and its reporting requirements with regard to the regulation.

Staff have reviewed existing controls for the strategic and operational risks identified and provided comment on the appropriateness and effectiveness of controls in place. While the *Inherent* status recognises those inbuilt (and unlikely to change) elements of each risk identified, the *Revised* status details an assessment of the effectiveness of controls in place to mitigate those risks. These are detailed within the Operational Risk and Strategic Risk Reports.

In instances where determined controls have not been deemed appropriate, and therefore ineffective, comment on progress to address this gap is also provided.

Past Resolutions

Ordinary Council Meeting 3 December 2014, Resolution 193/14:

That Council adopt the; 1. Draft Risk Management Framework 2. Draft Risk Categories 3. Draft Audit Committee – Terms of Reference as presented.

CARRIED

Financial and Staff Implications

Resource requirements are in accordance with existing budgetary allocation.

Policy and Statutory Implications

Local Government (Audit) Regulations 1996;

16 *Audit committee, functions of An audit committee –*

(c) *is to review a report given to it by the CEO under regulation 17(3) (the CEO's report) and is to –*

- i. report to the council the results of that review; and*
- ii. give a copy of the CEO's report to the council.*

17 *CEO to review certain systems and procedures*

(1) *The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to –*

- (a) risk management; and*
-

- (b) *internal controls; and*
- (c) *legislative compliance.*
- (2) *The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.*
- (3) *The CEO is to report to the audit committee the results of that review.*

Publicity

N/A

Strategic Community Plan**Governance and Leadership**

We are an open and accountable local government that encourages community involvement and strives to keep its community well informed.

- Provide and maintain a high standard of governance, accountability, management and strategic planning.

Urgency

N/A

Voting Requirements

Simple majority decision of Council required.

Moved Cr Wood, seconded Cr Edwards**That Council;**

1. **Receives the 'Strategic Risk Report - June 2015' and 'Operational Risk Report - June 2015' , and**
2. **Notes the results of the Chief Executive Officer's review of the appropriateness and effectiveness of the Town's systems and procedures in relation to risk management, internal control and legislative compliance.**

**CARRIED(107/15)
(NO DISSENT)**

12.2.2 FINANCIAL MANAGEMENT REVIEW - MAY 2015

File Ref:	FIM/00055
Attachments:	Town of Claremont Financial Management Review - May 2015
Responsible Officer:	Stephen Goode Chief Executive Officer
Author:	Les Crichton Executive Manager Corporate and Governance
Proposed Meeting Date:	16 June 2015

Purpose

Report recommends Council receive the Financial Management Review May 2015 Report and notes the Chief Executive Officer's review of the appropriateness and effectiveness of the Town's financial management systems and procedures.

Background

At its meeting of 8 June 2015, the Audit and Risk Committee reviewed the 'Financial Management Review – May 2015' report, together with management responses, and recommended;

That the Audit and Risk Committee:

- *Receives Financial Management Review May 2015 Report;*
- *Notes the findings and management response in relation to the items identified for improvement within the Report, and*
- *Recommends Council notes the results of the Chief Executive Officer's review of the appropriateness and effectiveness of the Town's financial management systems and procedures.*

The Local Government Act 1995 and associated regulations requires the Chief Executive Officer to review the appropriateness and effectiveness of the Town's financial systems. This review is to be undertaken no less than once in every four financial years, with the outcomes of the review to be reported to the Council.

In addition to the annual audit, the Town engaged Auditors to undertake an annual financial management review (FMR) for each year of its three year appointment (2012-13 to 2014-15). The previous FMR review under this arrangement was completed by the auditors in May 2014 and presented, with management response, to the Audit and Risk Committee meeting on 4 June 2014 and Council at its OCM held 17 June 2014.

This FMR is for the period 1 July 2014 to 31 March 2015.

Discussion

As detailed within the report (Attachment 1), the review concluded the Town maintains appropriate and effective financial management systems and procedures.

Of the areas examined, two were noted for improvement, down from three identified in the 2014 review.

The result demonstrates the Town's ongoing commitment to continued improvement in financial management practices. In addition to no high risk matters identified, all areas noted have been addressed/completed following issue of the FMR report.

The Audit Committee reviewed the findings and management responses, and recommended Council notes the results of the Chief Executive Officer's review of the appropriateness and effectiveness of the Town's financial management systems and procedures.

Past Resolutions

Ordinary Council Meeting 17 June 2014, Resolution 84/14:

That Council

1. *Receives Financial Management Review May 2014 Report, and*
2. *Notes the results of the Chief Executive Officer's and staff review of the appropriateness and effectiveness of the Town's financial management systems and procedures*

CARRIED

Financial and Staff Implications

Resource requirements are in accordance with existing budgetary allocation.

Policy and Statutory Implications

*Local Government Act 1995: Division 4 - General Financial Provisions
Local Government (Financial Management) Regulations 1996 : Part 2 - 5(2)c -
Financial Management Review.*

Publicity

N/A

Strategic Community Plan**Governance and Leadership**

We are an open and accountable local government that encourages community involvement and strives to keep its community well informed.

- Provide and maintain a high standard of governance, accountability, management and strategic planning.

Urgency

N/A

Voting Requirements

Simple majority decision of Council required.

Moved Cr Wood, seconded Cr Edwards

That Council

- 1. Receives the Financial Management Review - May 2015 Report, and**
- 2. Notes the results of the Chief Executive Officer's review of the appropriateness and effectiveness of the Town's financial management systems and procedures.**

**CARRIED(107/15)
(NO DISSENT)**

13 REPORTS OF THE CEO

13.1 PLANNING AND DEVELOPMENT

13.1.1 ADOPTION OF MODIFICATIONS TO COUNCIL POLICY LV128 – NEP DESIGN GUIDELINES

File Ref:	LND/00091
Attachments:	<u>Extracts from the existing Claremont NEP Design Guidelines and Associated Draft Modifications</u>
Author:	David Vinicombe Executive Manager Planning and Development
Proposed Meeting Date:	16 June 2015

Summary

- LandCorp has prepared Design Guidelines (DGs) for the North East Precinct (NEP) together with Detailed Area Plans (DAPs) which provide development requirements within NEP Structure Plan (SP).
- Council adopted the DGs for the NEP as Council Policy together with DAPs as variations to the SP on 9 December 2014.
- Council resolved on 7 April 2015 to adopt proposed modifications to Council Policy LV128 - North East Precinct Design Guidelines (LV128) for the purpose of public consultation and advertise the modifications to the Design Guidelines and Detailed Area Plans for Lots 508, 509, 510 and 512 for a period of 21 days.
- Council resolved on 19 May 2015 to approve the changes to the DAPs relative to Lots 508, 509, 510 and 512.
- The DGs have been advertised in accordance with TPS3 cl.82 and no submissions have been received.
- Council is requested to approve the changes to the DGs in accordance with TPS3 provisions subject to further changes identified in this report which are proposed to clarify and address a number of concerns raised by Elected Members of Council prior to advertising.

Purpose

The intent of this report is for Council to approve modifications to the Design Guidelines for the North East Precinct (NEP) Structure Plan (SP) in accordance with the provisions of TPS3.

Background

The following table outlines key dates regarding this proposal:

Date	Item/Outcome
18 December 2012	Council adopts changes to the NEP SP, proposed DGs and DAPs subject to minor modifications pending further discussions between LandCorp and the Town's CEO.
9 December 2014	Adoption of the DGs including minor amendments to the DAP and DGs.
7 April 2015	Council supports advertising of proposals.
19 May 2015	Council approves changes to the DAPs for Lots 508, 509, 510 and 512.

Past Resolutions

Council resolved on 7 April 2015 as follows:

That Council resolve, pursuant to clause 82 of Town Planning Scheme No. 3 adopt the proposed modifications to Council Policy LV128 NEP Design Guidelines for the purpose of public consultation and advertise the modifications to the Design Guidelines and Detailed Area Plans for Lots 508, 509, 510 and 512 for a period of 21 days.

Statutory Considerations

The Town is able to adopt and review planning policies under cl.82 of TPS3. Cl.82 states as follows:

82. PLANNING POLICIES:

- (1) *The Council may prepare a planning policy (herein called a Policy) which may make a provision for any other matters related to the planning or development of the Scheme Area and which may be prepared so as to apply:*
 - (a) *generally or in a particular class of matter or in particular classes of matters*
 - (b) *throughout the Scheme Area in one or more parts of the Scheme Area and may amend or add to or rescind a Policy so prepared.*
- (2) *A Policy shall become operative only after the following procedures have been completed:*
 - (a) *The Council having prepared and adopted a draft Policy shall publish a notice once a week for two consecutive weeks in a local paper circulating within the Scheme Area giving details of where the draft Policy may be inspected, and in what form and during what period (being not less than 21 days) submissions may be made.*
 - (b) *Policies which the Council considers may be inconsistent with other provisions of the Scheme or with State and regional planning policies are to be submitted to the Commission for consideration and advice.*
 - (c) *The Council shall review the draft Policy in the light of any submissions made and advice received and shall then resolve either to finally adopt the draft Policy with or without modification, or not to proceed with the draft Policy.*

- (d) *Following final adoption of a Policy, notification of the final adoption shall be published once in a newspaper circulating within the Scheme Area.*
- (3) *A Policy may be rescinded by:-*
- (a) *Preparation or final adoption of a new Policy pursuant to this clause specifically worded to supersede an existing Policy; and*
- (b) *publication of a formal notice of rescission by the Council twice in a local newspaper circulating in the district.*
- (4) *A Policy shall not bind the Council in respect of any application for planning approval but the Council shall have due regard to the provisions of the Policy and the objectives which the Policy is designed to achieve before making a decision.*
- (5) *Any Policy prepared under this clause shall be consistent with the Scheme and where any inconsistency arises the Scheme shall prevail.*

If Council finally adopts the modifications to LV128 as planning policy, a notice will be published in accordance with cl.82 and it will come into effect from that date.

Consultation

Consultation was undertaken in accordance with cl.82. The policy was advertised in the Post newspaper on 16 May and 23 May 2015. A copy of the advertisement was placed on the Town's website and also at the front counter at Council offices Number One Claremont.

Advertising closed on 8 June 2015 and no submissions were received.

Discussion

In considering modifications to the DAPs relative to Lots 508, 509, 510 and 512 (and associated subdivision proposals), consequential modifications to the DGs were identified. These changes included:

- Removal of the "3 – Transit Plaza" text relative to the Urban Design – 4.2 Interface to the Public Domain requirements on page 4 (inclusive of modifications to the location plan to remove "3" and modify "2" relative to the shape of "Shenton Walk").
- Inclusion of a new "3 – Goods Shed Plaza" text on page 4 relative to the Urban Design – 4.2 Interface to the Public Domain requirements as follows:
3 – Goods Shed Plaza – A small plaza linking Shenton Road with the Claremont Train Station and developed to provide opportunities for active edges, alfresco café experiences, seating and public art in a manner which respects the site's cultural significance and heritage.
- Change to Fig 2 on page 7 to remove POS from the Transit Plaza area and modify the shape of "Shenton Walk".
- Change the shape of "Shenton Walk" on the plan contained on page 21 - Built Form 5.2.3 Oval's Edge Interface Zone requirements.

- Modify the shape and landscaping detail of “Shenton Walk” on the Landscape Concept Masterplan contained in the Landscaped Design requirements on page 38 – together with associated changes to the location of the transplanted Canary Island Date Palm trees – from original proposed site at the front of “Graylands Plaza” to the rear of “Shenton Walk”.

It should be noted that the inclusion of the Goods Shed Plaza text on page 4 relative to the Urban Design – 4.2 Interface to the Public Domain requirements resulted from discussions with LandCorp during the consultation period to address concerns raised by Elected Members regarding the POS fronting the Goods Shed. Although the area in front of the Goods Shed is retained as POS as part of the SP, part 4.2 does not presently reference this piece of POS in the same way as other POS areas.

Conclusion

It is proposed that Council adopt the advertised changes to LV128 North East Precinct Design Guidelines, modified to clarify the inclusion of details relating to the Goods Shed Plaza text on page 4 relative to the Urban Design – 4.2 Interface to the Public Domain in accordance with cl.82 of TPS3.

Voting Requirements

Simple majority decision of Council required.

Moved Cr Wood, seconded Cr Edwards

That Council:

1. Pursuant to clause 82 of Town Planning Scheme No. 3, finally adopt the draft modifications the North East Precinct Design Guidelines as modifications to Council Policy LV128 North East Precinct Design Guidelines subject to a further variation to include the following addition to part 4.2 Interface to the Public Domain:
3 – Goods Shed Plaza – A small plaza linking Shenton Road with the Claremont Train Station and developed to provide opportunities for active edges, alfresco café experiences, seating and public art in a manner which respects the site’s cultural significance and heritage.
2. Place a Notice in the Post newspaper to inform the public of the adopted modifications to Council Policy LV128 North East Precinct Design Guidelines.

**CARRIED(107/15)
(NO DISSENT)**

13.2 CORPORATE AND GOVERNANCE

13.2.1 MONTHLY STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 30 APRIL 2015

File Ref:	FIM/00062-02
Attachments:	Statement of Financial Activity for period ending 30 April 2015 Infrastructure Assets – 2014-15 Schedule of Works
Responsible Officer:	Les Crichton Executive Manager Corporate and Governance
Author:	Hitesh Hans Finance Manager
Proposed Meeting Date:	16 June 2015

Purpose

The report presents the Monthly Financial Report (MFR) to the end of April 2015, provides a summary of the financial performance of Council's operations for the period, and recommends the Monthly Financial Report (MFR) be noted.

Background

The MFR is presented in accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* and is made up of:

- Statement of Financial Activity.
- Infrastructure Assets 2014-15 Schedule of Works.

The comments on variances compare actual expenses and revenue against the 2014-15 Budget revised as part the mid-year budget review. The Revised 2014-15 Budget was adopted by Council on 17 February 2015.

Discussion

Summary

The closing surplus of \$4,742,543 is \$1,469,237 above the projected surplus of \$3,273,307. This variance is mainly due to timing differences (actual expenditure to date above or below planned expenditure), increased revenue, and timing on reserve fund transfers.

Further review of the 2014-15 Closing Surplus (and above variance) was conducted as part of the 2015-16 budget process. During this process additional savings of \$169,942 was identified which was incorporated into the 2015-16 Budget. Also identified were carry forwards projects (works more likely to be completed in 2015-16 than the current year).

No further adjustments to the budget have been identified or recommended. Areas contributing to the variance are:

Operating revenue - \$296,727 above budget

- Fees & Charges - \$205,238 above budget mainly due to increase in Fines and Penalties \$22K, Aquatic Centre \$156K and parking fees \$30K. However Leased Premises (dept 1105) is under the budget by (\$44K) due to timing of the income.
- Interest Earning - \$70,780 above budget due to timing and an increase in investment holdings.
- Reimbursements - \$28,445 above budget mainly due to reimbursement of legal expenses, utility expenses (leased premises), and other minor reimbursements.

Operating expenditure - \$712,321 below budget

- Materials and Contracts - \$581,743 due to timing differences and savings across all business units with the more significant variances within;
 - Infrastructure - \$170K (roads, CBD maintenance, street tree, street sweeping, plant operations and administration services [timing, savings and C/F])
 - Special Projects - \$33K (SLAP, SMH [timing, C/F])
 - Environmental Health and Ranger Services - \$78K (street parking signs, VMS, IT expenses, education program [timing, savings and C/F])
 - Administration & Governance – \$16K (local govt reform, office expenses, materials and contracts, building maint. [\$125K timing & savings]) & (\$109K) of overspend on consultancy cost to defend ATO audit on GST on land sales (offset by overall organisational savings).
 - Planning and Building services - \$52K of which \$33K is identified as savings and \$19K is timing related.
 - Waste Management - \$50K is due to timing of the invoices.
- Employee Costs - \$122,474 under budget due to timing across training, recruitment, OHS \$33K, insurance \$16K and superannuation \$50K. FBT expense is however over the budget by (\$27K) due to the increase in FBT rates and taxable value of the new vehicle.
- Utilities – (\$13,683) over the budget due to increased consumption at various other buildings. Some of over expenditure is offset by increase in reimbursement from lessees.

Capital expenditure – \$418,214 under budget

As detailed within the capital works schedules, the capital expenditure comprises;

- \$276,360 under budget in infrastructure works. Attachment 2 provides further detail on the projects and variance explanation.
- \$141,854 under budget on land, building, transfers to reserve, plant and equipment capital expenditure due to timing. Note 10 of Attachment 1 provide a breakdown of these items.

Capital income - \$14,893 under budget

- (\$40,000) is a timing variance relating to proceeds from sale of asset.
- (\$88,781) is due to the timing in receipt of the non-operating grants from Main Roads.
- \$117,880 of variance is as a result of transfer from reserve processed ahead of budget timing.

Past Resolutions

Ordinary Council Meeting 05 May 2015, Resolution 74/15:

That Council note the Financial Statement of Activity for the period 1 July 2014 to 31 March 2015.

Financial and Staff Implications

Resource requirements are in accordance with existing budgetary allocation.

Policy and Statutory Implications

Local Government Act 1995.

Local Government (Financial Management) Regulations 1996.

Publicity

N/A

Strategic Community Plan**Governance and Leadership**

We are an open and accountable local government that encourages community involvement and strives to keep its community well informed.

- Provide and maintain a high standard of governance, accountability, management and strategic planning.
- Maintain long term financial stability and growth.

Urgency

N/A

Voting Requirements

Simple majority of Council is required.

Moved Cr Kelly, seconded Cr Lorenz

That Council notes the Financial Statement of Activity for the period 1 July 2014 to 30 April 2015.

**CARRIED(108/15)
(NO DISSENT)**

13.2.2 LIST OF PAYMENT 1-31 MAY 2015

File Ref:	FIM00062
Attachments:	Schedule of Payments 1 - 31 May 2015
Responsible Officer:	Les Crichton Executive Manager Corporate and Governance
Author:	Edwin Kwan Finance Officer
Proposed Meeting Date:	16 June 2015

Purpose

For Council to note the payments made in May 2015.

Background

Council has delegated to the CEO the exercise of its power to make payments from the Municipal Fund or Trust Fund. The CEO is then required to prepare a list of accounts, for recording in the Minutes, detailing those payments made since the last list was presented.

Discussion

Attached is the list of all accounts paid totalling \$1,480,736.79 during the month of May 2015.

The attached schedule covers:

• Municipal Funds electronic funds transfers (EFT)	\$	964,240.89
• Municipal Fund vouchers (39339-39350)	\$	34,013.95
• Municipal Fund direct debits	\$	405,687.15
• Trust Fund electronic funds transfer (EFT)	\$	76,794.80
• Trust Fund vouchers	\$	0.00.

All invoices have been verified, and all payments have been duly authorised in accordance with Council's procedures.

Past Resolutions

Ordinary Council Meeting 19 May 2015, Resolution 89/15:

THAT Council notes all payments made for April 2015 totalling \$1,556,694.94 comprising;

The attached schedule covers:

• Municipal Funds electronic funds transfers (EFT)	\$	1,066,732.62
• Municipal Fund vouchers (39330-39338)	\$	19,116.79
• Municipal Fund direct debits	\$	418,182.64
• Trust Fund electronic funds transfer (EFT)	\$	52,662.89
• Trust Fund vouchers	\$	0.00.

Financial and Staff Implication

Resource requirements are in accordance with existing budgetary allocation.

Policy and Statutory Implications

Regulations 12- 13 of the *Local Government (Financial Management) Regulations* 1996.

Town of Claremont Delegation Register Item 37.

Publicity

N/A

Urgency

N/A

Voting Requirements

Simple majority decision of Council required.

Moved Cr Wood, seconded Cr Mews

THAT Council notes all payments made for May 2015 totalling \$1,480,736.79 comprising;

Municipal Funds electronic funds transfers (EFT)	\$	964,240.89
Municipal Fund vouchers (39339-39350)	\$	34,013.95
Municipal Fund direct debits	\$	405,687.15
Trust Fund electronic funds transfer (EFT)	\$	76,794.80
Trust Fund vouchers	\$	0.00.

**CARRIED(109/15)
(NO DISSENT)**

13.2.3 2015-16 BUDGET

File Ref:	FIM/00055
Attachments:	Town of Claremont Budget 2015-16
Responsible Officer:	Les Crichton Executive Manager Corporate and Governance
Author:	Hitesh Hans Finance Manager
Proposed Meeting Date:	16 June 2015

Purpose

Purpose of report is to present the Draft 2015-16 Budget for Council adoption

Background

The Draft 2015-16 Budget (budget) has been prepared in accordance with Council's Annual Budget Policy. The budget was advertised for public comment closing 15 June 2015 and no feedback has been received at the time of writing the report.

This budget reflects consolidation of the operating, capital and one-off operating projects presented at Elected Member forums over the past three months, together with agreed adjustments and updated year end surplus adjustment.

DiscussionOverview

The budget continues to deliver the strategic objectives outlined in Council's Strategic Community Plan. The main features of the 2015-16 Budget include:

- continuation of the broad range of statutory and discretionary services generating a net operating surplus of \$2,743,491. These funds are available for asset development and renewal (capital works), transfer to reserves including interest earnings, and loan reduction
 - continued investment in the renewal of the Town's infrastructure with a budget provision of \$2.176M, an increase from \$1.779M in 2014-15
 - an FTE resource requirement of 73.37. This compares to 68.90 for 2014-15. The 4.0% salary increase under the Town's Enterprise Agreement is included estimated in December 2015 under the Enterprise Agreement
 - an estimated surplus of \$575,705 brought forward from 30 June 2015 providing additional funds for 2015-16 budget. However this projection may change which will be addressed as part of a future budget review
 - a 2.9% increase in rates
 - retirement of \$2 million at maturity of the \$7.5 million loan raised in 2010 to part fund acquisition of Council's property located at 333 Stirling Highway
 - a nominal projected year end surplus of \$63,756.
-

Capital Projects

Capital and renewal works proposed within this budget totals \$2.716M with renewal expenditure representing 90% of that recommended by our various asset management plans.

The proposed program comprises:

Renewal

Road infrastructure

Wright St – resheet	\$ 205,730	
Mount St - resheet	\$ 81,090	
Fraser St - resheet	\$ 96,408	
Victoria Ave – resheet	\$ 532,117	
Cornwall St - resheet	\$ 186,926	<u>\$ 1,101,541</u>

Footpaths

Langsford St west	\$ 34,000	
Stirling Highway	\$ 66,700	
Wright St east	\$ 37,000	
Victoria Ave	\$ 63,000	
Servetus St	\$ 16,000	
Kingsmill St	\$ 12,000	
Chester Rd	\$ 12,000	
Vaucluse St	\$ 41,000	
Brown St west	\$ 12,000	
Additional provision	\$ 157,640	<u>\$ 451,340</u>

Other

Museum car park	\$ 82,000	
Stirling Rd underpass art work	\$ 50,000	
Shenton Pl/The Cedus St light	\$ 85,000	
Richardson Rd drop off	\$ 80,000	
Bay View Tce traffic calming	\$ 25,000	
Drainage	\$ 60,000	<u>\$ 382,000</u>

Parks & Gardens

- Henshaw Lane swale	\$ 50,000	
- Nedlands path connection	\$ 20,000	
- fencing, parking, dog agility	\$ 40,000	
Hatchett Park deck – stage 2	\$ 35,000	
Swanbourne shop reticulation	\$ 20,000	
Stirling Road – car park extension	\$ 52,000	
Maclagan Park retaining wall	\$ 5,000	
Flow meters	\$ 20,000	<u>\$ 242,000</u>

Land & Building

CBD public toilet	\$ 250,000	
Tower lights x 2 – Aquatic Centre	\$ 26,000	
Hand rail – Aquatic /Golf course	\$ 16,000	
Golf Course - asbestos & access	\$ 30,000	
Meals on Wheels - upgrade	\$ 25,000	

Meals on Wheels/Museum	\$ 6,000	
Lot 13 Stirling Hwy review	\$ 40,000	<u>\$ 393,000</u>
Plant	\$ 0	<u>\$ 0</u>
Furniture & Equipment		
Desk top renewal program	\$ 30,000	
CCTV maintenance program	\$ 10,000	
CCTV – museum upgrade	\$ 7,000	
Health Inspection software	\$ 10,000	
Website upgrade	\$ 40,000	
Software upgrade	\$ 50,000	<u>\$ 147,000</u>

Reserve Transfers

Reserve Fund transfers to be undertaken within 2015-16 are:

To Reserves

Swimming Pool Upgrade	\$ 80,000	
Increased rates income from 2015-16		
Valuation increases	\$ 177,000	
Proceeds from sale of Lot 15 Claremont Crescent	\$ 509,091	
333 Stirling Highway - Lease	\$ 236,500	
Interest Earnings on Reserve Funds	<u>\$ 347,088</u>	<u>\$1,349,679</u>

From Reserves

Repayment of Loan	\$ 1,830,560	
Lot 13 Stirling Hwy works	\$ 40,000	
333 Stirling Highway - Loan Interest	<u>\$ 369,250</u>	<u>\$2,239,810</u>

Total Reserves as at 30 June 2016 is projected to be \$10,691,572 compared to projected \$11,581,703 as at 30 June 2015.

Staffing Levels

Full Time Equivalent (FTE) has increased 4.47 to 73.37 from 2014-15. The adjustments reflect the ongoing review of the organisation's structure to deliver the Town's priorities effectively and efficiently.

The increase comprises;

Corporate & Governance	Parking/Rangers (+2.125)
People & Places	Human Resources (+0.263)
	Communications Officer (+0.4)
	Library (+0.15)
Chief Executive Office	Business Improvement Manager (+1.00)

Provision for the Business Improvement Manager position forms part of the *Claremont Way* initiative endorsed by Council at its meetings of 7 and 21 April 2015.

The update also reflects approved changes implemented during the 2014-15 year.

In terms of cost, employee expenditure increases \$642,348 (9.7%) against the revised employee budget reflecting the increase FTE and scheduled 4% Enterprise Agreement increase effective from January 2015.

Rates

The budget projects \$13.22M to be raised from rates. This has been estimated as follows:

Adjusted to reflect full year rating (increased GRV)	\$12,777,655
2.9% (CPI + 1.1%) rates growth to fund operations & renewal	\$ 370,552
Interim rating	\$ 74,733
Total Rates	<u>\$13,222,940</u>

Each 1% increase provides an additional \$127,776 of rate income.

Council has also approved the increase in the Special Area Rate (SAR) on commercial properties within the Business Improvement District (Stirling Highway – Stirling Road – Guger Street – Leura Avenue). This funding is matched by Councils contribution of \$120,000, providing a total of \$240,000 for the next three years to fund business development initiatives within the BID.

Closing Balance (2015-16 Surplus C/Fwd)

The 2015-16 Budget results with a closing surplus balance of \$63,756.

Opening Balance (2014-15 Surplus B/Fwd)

The projected 2014-15 surplus following completion of the 2014-15 Budget Review has been estimated at \$405,763. A further review of the current budget has identified a \$169,942 increase in forecasted closing surplus for 2014-15 financial year. These cost savings and increased revenues make available additional funding for an increased opening surplus for the 2015-16 year.

The final opening balance can only be finalised after end of the financial year, however it expected adjustments will mainly comprise of works not completed. Any adjustments will have minimal impact on the 2015-16 Budget with incomplete works carried forward or, where appropriate, transferred to reserves.

Fees & Charges

Most fees and charges generally reflect an average increase of around 3% however some, such as the Planning Building compliance fees, have been introduced to reflect recovery for costs incurred.

Past Resolutions

Ordinary Council Meeting 2 June 2015, Resolution 98/15:

That Council

Endorses presentation of the Draft Annual Budget 2015-16, as amended, for public comment ending 15 June 2014, highlighting the significant elements including:

- *A 2.9% rate increase*

• <i>Net Operating Surplus</i>	\$2,729,490
• <i>Infrastructure Capital Works</i>	\$2,137,880
• <i>Other Capital Projects</i>	\$ 540,000
• <i>Funding of capital through mix of operational surplus, reserve funds and debt.</i>	
• <i>Loan reduction funded by Reserves</i>	\$2,000,000

CARRIED

Ordinary Council Meeting 2 June 2015, Resolution 97/15:

That Council:

1. *Continue to impose a Specified Area Rate on the defined Town Centre BID area (being the area bounded by Stirling Highway, Stirling Road, Guger Street and Leura Avenue) for a further three year period to a maximum amount of \$120,000.*
2. *The approved purposes for which the rates may be expended are:*
 - i. marketing, advertising and publicity;*
 - ii. improved signage/way finding*
 - iii. festivals*
 - iv. street activities*
 - v. electronic apps (to support above)*
 - vi. employees directly engaged in implementing the approved purposes.*
3. *In accordance with section 6.47 of the Local Government Act 1995 the rate be waived for all residential properties within the defined area.*

CARRIED BY AN ABSOLUTE MAJORITY

Ordinary Council Meeting 2 June 2015, Resolution 96/15:

That Council include provision of \$25,000 in the 2015-16 Budget for 50% contribution towards artist's fees for a Free Community Concert at Claremont Park.

CARRIED

Ordinary Council Meeting 19 May 2015, Resolution 92/15:

That Council considers an allocation of \$10,000 in the 2015-16 draft Budget to assist local initiatives to support improved groundwater quality management.

CARRIED

Ordinary Council Meeting 5 May 2015, Resolution 73/15:

That Council;

1. *Includes for consideration \$50,000 to install a nutrient and sediment stripping detention basin on the Henshaw Drain stormwater outlet as per the 2010 Lake Claremont Management Plan in the draft 2015-16 capital works budget.*

2. *Includes for consideration \$20,000 to install an access pedestrian path from Alfred Road crossing west of Lisle Street.*
3. *Notes site preparation, for FOLC grant funded works for the Alfred Road Woodland and pocket Banksia Tuart woodland plantings in the parkland eastern side of Lake Claremont, be funded from the Lake Claremont Surrounds maintenance budget.*
4. *Notes a funding contribution for site preparation for wetland buffer work may be received for consideration in the 2015-16 midyear review should FOLC win a Community Heritage and Icon Grant.*
5. *Include the Committee's recommended works for consideration in the draft*

CARRIED

Ordinary Council Meeting 21 April 2015, Resolution 67/15:

That the Chief Executive Officer prepare a report on painting the Stirling Road underpasses with anticipated costs, funding options and possible timelines.

CARRIED

Ordinary Council Meeting 21 April 2015, Resolution 58/15:

That Council

1. *Endorses the Claremont way best practice and continuous improvement proposal.*
2. *Approves a two year contract staff position which is a temporary addition to the approved FTE to provide a dedicated resource to support the CEO in achieving the Claremont way objectives.*
3. *Further consider project funding as part of the 2015-2016 Budget.*

CARRIED

Ordinary Council Meeting 7 April 2015, Resolution 53/15:

That Council include for consideration in the 2015-16 Budget, a \$25,000 increase to the annual contribution to SHINE Community Care. This contribution would be subject to other Council's increasing their funding by a similar proportion.

CARRIED

Ordinary Council Meeting 7 April 2015, Resolution 50/15:

That Council

1. *Endorse, for consultation with residents in Richardson Avenue between Cliff Way and Wilson Street and Methodist Ladies College and Christ Church Grammar School, all options (see attachment) of the draft concept plan for the installation of 90° angled parking bays in the verge area on the east side of Richardson Avenue between Wilson Street and Cliff Way:*

- *With the reduction of carriageway width of Richardson Avenue to accommodate adequate length of car bays*
 - *With speed humps on both ends of the proposed parking area as the preferred school drop off/pick up area*
2. *Include the works for consideration in the 2015-16 Budget.*

CARRIED

Ordinary Council Meeting 17 February 2015, Resolution 16/15:

That Council

- *Consider allocation of \$20,000 as part of the mid-year review for the replacement of the “poor” condition decks within Hatchett Park*
- *Include for consideration in the 2015-16 Budget allocation of \$35,000 for completion of deck replacement, installation of junior swing and bin enclosure within the reserve.*

CARRIED BY AN ABSOLUTE MAJORITY

Special Council Meeting 3 June 2014, Resolution 82/14:

- Adoption of 2014-15 Budget.

Financial and Staff Implications

Financial and resource implications have been considered within the budget formulation process.

Policy and Statutory Implications

Local Government Act 1995 : Part 6 – Financial Management

- Division 2 - Annual Budget
- Division 5 – Financing Local Government Activities
- Division 6 – Rates and Service Charges

Council Policy - LG503 : Annual Budget Preparation and Plan for the Future Review.

Publicity

As set out in Council Policy LG503, the draft 2015-16 Draft Budget was advertised for public comment closing 15 June 2015. Copies were made available at Council’s Administration Centre, Library, and website.

An information flyer will be sent out with the rates notice detailing the main aspects of the 2015-16 Budget and a full copy of the budget document will be available on Council’s website, Administration Centre and Library. A special ‘Budget’ edition of Town Talk will also be published in the local paper.

Strategic Community Plan

Governance and Leadership

We are an open and accountable local government that encourages community involvement and strives to keep its community well informed.

- Provide and maintain a high standard of governance, accountability, management and strategic planning.
- Maintain long term financial stability and growth.
- Provide responsive and responsible leadership.

Liveability

We are an accessible community, with well maintained and managed assets, and our heritage preserved for the enjoyment of the community.

- Maintain and upgrade infrastructure for seamless day to day usage.
- Provide a responsible and well managed urban environment, with sustainable development outcomes.

People

We live in an accessible and safe community that welcomes diversity, enjoys being active and has a strong sense of belonging.

- Maintain, effectively manage and enhance the Town's community facilities in response to a growing community.
- Recognise and celebrate the Town's history and culture through arts and events programs.

Environment

We are a leader in responsibly managing the build and natural environment for the enjoyment of the community and continue to provide sustainable, leafy green parks, streets and outdoor spaces.

- Create opportunities for varied transport options that reduce carbon emissions and other impacts of a growing town.
- Constantly seek and implement best options for waste management and water usage.

Urgency

N/A

Voting Requirements

ABSOLUTE MAJORITY DECISION OF COUNCIL REQUIRED.

Moved Cr Wood, seconded Cr Browne

Part A – Municipal Fund Budget for 2015-16

Pursuant to the provisions of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulation 1996*, Council adopt the Municipal Fund Budget as attached for the Town of Claremont for the 2015-16 financial year with includes the following:

- Statement of Comprehensive income by Nature and Type on Page 2 showing a net result for that year of \$1,003,957
- Statement of Comprehensive income by Program on Page 3 to 4 showing a net result for that year of \$1,003,957
- Statement of Cash Flow on Page 5
- Rate Setting Statement on Page 6 showing an amount required to be raised from rates of \$13,222,940
- Budget to and forming Part of the Budget on pages 7 to 36.

Part B – Rates and Charges

The following schedule of rates and charges for the year ending 30 June 2016 be adopted;

a) **General Rate**

5.6930 cents in the dollar of gross rental value

Minimum Rate: \$1,240 per assessment

A charge of \$374.00 (GST exempt) per annum for each standard rubbish service that is provided in addition to the one standard service provided to rateable properties;

A charge of \$304.00 (GST exempt) per annum for an upgraded rubbish service to rateable properties;

A charge of \$435.00 (GST exempt) per annum for each additional rubbish service to rateable properties and

A charge of \$440.00 (GST exempt) per annum for each standard service provided to non-rateable properties.

b) **Specified Area Rate**

\$0.2610 cents in the dollar of gross rental value

No minimum

To be levied on all properties, commercial and residential, bounded by Stirling Highway, Stirling Road, Guger Street and Leura Avenue;

Specified Area Rates levied on Residential properties is to be waived.

c) **Administration Charge for instalments**

\$16.50 per instalment notice for formal rate instalment plans.

d) **Administration Charge for ad-hoc instalments**

\$70.00 per instalment for ad-hoc instalment plans approved by the Town.

- e) **Interest Rate for Instalments (including ad-hoc instalments)**
5.5% per annum calculated at a daily rate of 0.0151% from due date of instalment.
- f) **Interest rate for late payment of rates**
11.00% per annum calculated at a daily rate of 0.030% charged on amounts that are not paid within 35 days after the date of issue of notice until the day before the payment is received.
- g) **Rate Instalment Options and Due Dates**
- Payment in full**
One payment with no interest or instalment charges if paid within 35 days after the date of the service appearing on the rate notice.
- Payment by four instalments**
First payment to be received on or before 5.00pm 35 days after the date of issue of notice including one quarter of rates due and all arrears. Second, third and final instalments are to be paid at two monthly intervals thereafter. Payment by instalments will incur instalment administration charges and instalment interest charges as detailed in c) and e).
- Payment by arrangement**
Payment by an ad-hoc instalment plan (other than the four instalment plan) approved by the Town, will incur an administration and interest charges as detailed in d) and e).

Part C – General Fees and Charges for 2015-16

Pursuant to section 6.16 of the *Local Government Act* 1995, the Fees and Charges detailed in the section titled ‘Fees and Charges are adopted.

Part D – Material Variance Reporting for 2015-16

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulation* 1996, and AASB 1031 Materiality, Council adopt the value of \$20,000 to be used in the Statement of Financial Activity for reporting material variances for the 2015-16 financial year.

**CARRIED BY AN ABSOLUTE MAJORITY(110/15)
(NO DISSENT)**

13.3 INFRASTRUCTURE

13.3.1 STIRLING ROAD AND STIRLING HIGHWAY INTERSECTION WORKS

File Ref:	RDS/00265
Responsible Officer:	Saba Kirupanather Executive Manager Infrastructure
Author:	Nick King Manager Engineering Services
Proposed Meeting Date:	16 June 2015

Purpose

To update on the progress of the proposed works at the Stirling Highway, Queenslea Drive and Stirling Road intersection.

Background

In the 2011-12 financial year, the Town sought State Blackspot funding through Main Roads WA [MRWA] to undertake improvement works at the intersection of Stirling Highway, Queenslea Drive and Stirling Road. The funding was approved where two third of the cost is borne by Main Roads WA and the remaining one third is borne by the Town of Claremont. The improvement works were to upgrade the traffic signals and pedestrian movements while also installing a left slip lane on Stirling Road to Stirling Highway.

The Town commissioned a private consultant to undertake the detailed design of the intersection improvement works in early 2012. This design was approved by the Town in mid 2012 which included all items in the funding approval.

Once the designs were approved and finalised, the Town's officers began the process of moving, removing and updating the services that hindered the approved design. Included in these works were upgrading streetlights and relocating telecommunication pits.

Due to previous issues with service authorities such as Western Power, the Town held off on all works until all services were upgraded and relocated. It was confirmed that all services were upgraded and relocated in late 2014.

When confirming that the approved design was still to current standards, MRWA advised the standards had changed.

Late in 2014 the Town commissioned another consultant to assess the previous design while also updating to the current standards. During this process the Town liaised with MRWA approvals and traffic signal sections directly to fast track this process.

The final revised draft design was verbally approved by MRWA this month.

Discussion

The Town when seeking the State Blackspot funding for the Stirling Highway, Queenslea Drive and Stirling Road intersection back in 2011, assumed the works would be completed within the standard timeframe of 18 months for these types of construction jobs.

During the process from its early stages, the Town has modified its own internal processes and procedures in an attempt to complete these larger scale jobs within a reasonable timeframe. However, due to the Town's internal staff not having the capabilities or training to undertake such designs, this process has been slowed due to the reliability on external design consultants. This external consultant during these designs has a standard turnaround time of approximately 2-3 weeks to undertake a minor change, which built up over a long period with many changes being made.

Although these internal issues were minimal compared to the delay caused by service authorities, the main issue has been the upgrading of the street lights which took almost twenty four months.

Due to the long delay between the funding approval and the service relocations, the Town commissioned another design consultant to review the previously approved drawings. During this process it was noted that the old drawings were not up to current standards, therefore changes needed to be made. Before the changes were made, an onsite meeting was undertaken between the Town's officers, the design consultant and MRWA traffic signal installer to confirm the final design to be approved.

The standard approval time from MRWA is approximately 6-8 weeks from applying to approval. This takes into account the internal processes within MRWA being the traffic signal approval, signs and line marking approval and final sign off by the Traffic Services Coordinator. However, from early 2015 this process has been fast tracked, due to the urgency of this project to be completed without further delay, where the feedback time by MRWA has been cut to no more than two weeks. There were few times that the design has to be changed for the traffic signals and civil works.

As MRWA verbally approved the final design in early June 2015, the written approval is expected by mid June 2015. The works after this point are dependent on when the traffic signal installer can undertake the work. The Town can commission its earthworks contractor soon after this is confirmed. It is expected to start the civil works by the Town in late June 2015 and the traffic signal works to start in early July 2015. Most of the civil works in the area north side of the Highway will be done before the Shenton Road closure for undergrounding of high voltage power. Minor civil works mostly on the south side of the Highway will continue during school holidays. Mostly all of the traffic signal works will be done during the night. Stirling Road/ St Quentin Avenue works will take place soon after the undergrounding of high voltage power works are completed in August 2015. The Avion Way one way and upgrade works will take place in September 2015 and will be completed before mid November 2015.

Past Resolutions

Ordinary Council Meeting 18 December 2012, Resolution 244/12:

THAT Council:

1. *Approves the proposed left turn slip lane, median island widening and other works at the intersection of Queenslea Drive/Stirling Road & Stirling Highway, Claremont;*
2. *Reaffirms the construction of a roundabout at the intersection of Stirling Road and St Quentin Avenue;*
3. *Allocates \$70,000 from the Claremont Joint Venture Reserve for the above project.*

*CARRIED BY AN ABSOLUTE MAJORITY
(NO DISSENT)*

Financial and Staff Implications

Due to the upgrading to current standards, the project may go over the original budget figure. However, two third funding contribution will be requested from MRWA for any project cost overrun, similar to other projects in the past. One third could be accommodated from the savings of other capital and maintenance works.

The budget, grants and expenditure shown below are for both Stirling Highway/ Stirling Road/ Queenslea Drive and Stirling Road/ St Quentin Avenue projects as they are done together.

Total budget is:	\$393,620
Grant from MRWA is:	\$294,000
Grant received to date:	\$215,200
Grant remaining to be received:	\$78,800
Expenditure to date	\$118,094

Additional expenditure estimated is: \$80,000.

Policy and Statutory Implications

MRWA Design Standards.
Local Government Act 1995.

Publicity

To include an item in the Town Talk.

Strategic Community Plan

Liveability

We are an accessible community, with well maintained and managed assets, and our heritage preserved for the enjoyment of the community.

- Maintain and upgrade infrastructure for seamless day to day usage.

Urgency

It is a progress update report, hence no urgency.

Voting Requirements

Simple majority decision of Council required.

Moved Cr Kelly, seconded Cr Goetze

That Council notes the progress update report of works at the intersection on Stirling Highway, Stirling Road and Queenslea Drive.

**CARRIED(111/15)
(NO DISSENT)**

14 ANNOUNCEMENTS BY THE PRESIDING PERSON

Deputy Mayor Haynes announced that while the Mayor has been on leave he deputised the Citizenship ceremony and will be attending a dinner on his behalf.

15 ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

16 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF MEETING

NIL

17 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

NIL

18 FUTURE MEETINGS OF COUNCIL

Ordinary Council Meeting, 7 July 2015.

19 DECLARATION OF CLOSURE OF MEETING

There being no further business, the presiding member declared the meeting closed at 7:30 PM.

Confirmed this day of 2016.

PRESIDING MEMBER