

Minutes

| | | |
|--------|--|---|
| 1. | DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS: | 2 |
| 2. | RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE: | 2 |
| 3. | RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE: | 2 |
| 4. | PUBLIC QUESTION TIME: | 2 |
| 5. | APPLICATIONS FOR LEAVE OF ABSENCE: | 2 |
| 6. | PETITIONS/DEPUTATIONS/PRESENTATIONS: | 2 |
| 7. | CONFIRMATION OF MINUTES: | 3 |
| 8. | ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION: | 3 |
| 9. | MATTERS FOR WHICH MEETING MAY BE CLOSED:..... | 3 |
| 10. | REPORTS:..... | 4 |
| 10.1 | MANAGER FINANCE & ADMINISTRATION'S REPORT: | 4 |
| 10.1.1 | REVIEW OF DRAFT 2006/2007 BUDGET | 4 |
| 11. | QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN: | 9 |
| 12. | URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION: | 9 |
| 13. | MATTERS BEHIND CLOSED DOORS:..... | 9 |
| 14. | DATE OF NEXT MEETING:..... | 9 |
| 14.1 | SPECIAL BUDGET MEETING | 9 |
| 14.2 | JULY 2006 ORDINARY MEETING OF COUNCIL..... | 9 |
| 15. | CLOSURE: | 9 |

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:

The President, Councillor Girando, welcomed those present and declared the meeting open at 10.12 am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

| | |
|----------------------------|-------------------------------|
| Councillor M J Girando | President |
| Councillor J M Stacy | Deputy President |
| Councillor B J O'Callaghan | |
| Councillor J K Waite | |
| Councillor S A Beswick | |
| Councillor B J McDonald | |
| Councillor G W Eaton | |
| Mr G A Sherry | Chief Executive Officer |
| Mr P D Gillis | Manager Works and Services |
| Mr J A Randall | Manager Community Development |

Apologies:

| | |
|----------------|------------------------------------|
| Cr T K Pethick | |
| Mr D J Alcock | Manager Finance and Administration |

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:

Nil.

4. PUBLIC QUESTION TIME:

Nil.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Nil.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS:

Nil.

7. CONFIRMATION OF MINUTES:

Nil at this time.

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:

At any meeting Council the person presiding may announce or raise any matter of interest or relevance to the business of Council or propose a change to the order of business.

Members may move that a change in order of business proposed by the person presiding not be accepted and if carried the change does not take place.

Nil.

9. MATTERS FOR WHICH MEETING MAY BE CLOSED:

For the convenience of members of the public Council may identify, by decision, early in the meeting any matter on the agenda to be discussed behind closed doors and that matter is to be deferred for consideration as the last item of the meeting.

Items for which the meeting will be closed include:

Nil.

10. REPORTS:

10.1 MANAGER FINANCE & ADMINISTRATION'S REPORT:

10.1.1 REVIEW OF DRAFT 2006/2007 BUDGET

| | |
|-------------------------------|--------------|
| AUTHOR | Dacre Alcock |
| DISCLOSURE OF INTEREST | Nil |
| DATE OF REPORT | 13 June 2006 |
| FILE | B4.06 |

SUMMARY:

Consideration of matters to be included in Council's 2006/2007 Budget.

BACKGROUND:

Council is to discuss Council's 2006/2007 Draft Budget with a view to finalising the priority of those matters to be included in the document. The finalised Council 2006/2007 Budget will be adopted at a Special Meeting of Council expected to be held at the Coorow Administration Centre on Wednesday 5 July 2006.

Council will review the latest draft budget calculations to be provided by staff at the meeting. The information included in the Draft Budget is continuing to be fine tuned by staff. This will continue right up to formal adoption by Council in July 2006.

In reviewing the 2006/07 Draft Budget, Council should note that:

1. The Draft Budget is presented as a deficit budget with nearly every activity discussed by Council at some time included in the Draft Budget. Therefore currently a total of \$343,360 is required to be cut from expenditure programs and/or increased in revenue collections to balance the Draft Budget;
2. Staff have prioritised the expenditure on page two with the first activities cut being those activities assessed as a lower priority. It is anticipated that upon review Council will reach a consensus decision of funding priorities for the coming year;
3. A 5% rate increase has already been presumed and included in calculations; and
4. A loan of \$130,000 has been included for the purchase of a truck. This recommendation is made in the light of comments by Council's Auditors and the Department of Local Government and Regional Development that Council needs to reduce its level of loan borrowings.

ISSUES

Tourism

Council expends funds on area promotion activities. Part of this expenditure is linked to the tourism industry, but there is also a global economic development role for some activities.

In 2005/06 the Wildflower Country Tourism Group reprinted, with amendments, 20,000 copies of their Wildflower Country Brochure. This Brochure is of a particular high quality but its effectiveness could be questioned, particularly given there is no private investment in the brochure and little specific tourism information about the towns in the region. This group will

look to continue developing tourism in 2006/07 and neighbouring shires have indicated that they will include \$3,000 in their budgets to fund initiatives arising from this group.

The Turquoise Coast is a brand name that covers the Central Coast area, including the Shires of Carnamah, Coorow, Dandaragan and Gingin. The Shire of Dandaragan make a substantial contribution to tourism promotion in their shire and given the closeness of the two regions, the Jurien Bay based tourism operators group Pinnacles Country Promotions Inc. will seeking assistance from Council in their promotion activities. These activities that Council supported included in 2005/06 included

- an A2 Turquoise Coast Self Drive \$1,744
- Turquoise Coast website maintenance \$175
- promotions at Dowerin Field Day \$906

Council also participates in other area promotion activities during the year including:

- Australia's Coral Coast Coastal Planner Advertorial \$1,155;
- Indian Ocean Drive Advertorial \$713.

Council has been participating in the development of a feasibility study for the creation of a trail along the Old North Stock Route. Stockyard Gully Caves and Little Three Springs reserve in the shire of Coorow will be key components of any trail. It is anticipated that work on a development plan for the trail will commence next year and although this is expected to be grant funded, it would be advantageous if Council had some funds to be able to allocate towards the initiative if a contribution was required by Council.

Council also participates in other activities from time to time including adverts in the tourism material that ensures Council's towns are mentioned.

| Activity | Wildflower Country | Turquoise Coast | Other |
|--|--------------------|-----------------|--------------|
| Wildflower Country Initiatives | 3,000 | | |
| Turquoise Coast Initiatives | | 3,000 | |
| Coastal Planner/Indian Ocean Drive Ads | | | 2,000 |
| Old North Stock Route | | | 500 |
| Other | | | 1,000 |
| Totals | 3,000 | 3,000 | 3,500 |
| Total | | 9,500 | |

Housing

It is estimated that at the 30 June 2006 that Council will have \$87,000 in a Building Reserve from the sale of three houses in Coorow. These houses were identified for sale due to there poor condition and the scope of works required to bring them up to a reasonable standard. Two of these houses have been purchased by employees.

Presently Council has one vacant residence which will be offered to the vacant Plant Operator's position that is currently being advertised. This is a small residence and would not be suitable for more than a couple. As it is unlikely that this position will be filled locally, it will be extremely hard to fill this position and future positions without more suitable housing.

Another Plant Operator is living in a house that Council leases. If Council was to lose this lease, Council does not have a residence to offer this employee.

Council has been fortunate to purchase the residence at Lot 11 Spain Street, Coorow this financial year.

The 2006/07 Draft Budget includes the building of a transportable house in Coorow at a cost of \$185,000. Council has applied for a \$50,000 grant through the Country Housing Authority. The net cost to Council in the 2006/07 Draft Budget is \$50,000.

Community Economic Development Officer

Council provided a financial allocation to employ a part time Community & Economic Development Officer (CEDO) during 2005/06. At that time it was expected that the benefits of employing a CEDO would be assessed, prior to 2006/07 year. This was assessed at the March and April Ordinary Meetings of Council. At the April Ordinary Meeting of Council the following resolution was passed.

RESOLUTION: 2006-069
 Moved: Eaton Seconded: O'Callaghan
 That Council

1. approve the creation of a full time Community and Economic Development Officer position in the 2006/07 financial year and permit staff to begin the employment process for the Community and Economic Development Officer position in the 2005/06 financial year; and
2. establish annual economic and community targets and projects for the position.

CARRIED 6/1

Due to the draft budget shortfall for 2006/07 Council needs to decide if it can afford a fulltime CEDO or only a part time CEDO using existing staff or cannot afford a CEDO at all in the 2006/07 budget.

| FACTOR | EXPLANATION | 2006/07 | |
|---------------------|-------------------------|---------------|---------------|
| | | FULL TIME | PART TIME |
| | | \$ | \$ |
| Salary | Level 7.2 | 47,872 | 22,250 |
| Super 7% | Council sponsored Super | 3,296 | 1,800 |
| Super 9% | Guaranteed Super | 4,238 | - |
| Workers Comp | 2.90% | 1,568 | 650 |
| Uniform | | 600 | 300 |
| Vehicle Lease | \$1,065 per month | 12,780 | - |
| Vehicle Maintenance | Insurance, Fuel, etc | 6,000 | - |
| Housing Lease | Net \$200 a week | 10,920 | - |
| Mobile Phone | \$40 a month | 480 | - |
| Totals | | 87,754 | 25,000 |

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMENDATION:

That Council adopt a priority ranking of all Discretionary Activities for possible inclusion of these Discretionary Activities in Council's 2006/2007 Budget.

| Surplus/(Deficit) after Rates with 5% increase | | | (313,824) |
|--|------------------------------|--------|-----------|
| ACTIVITY | EXPLANATION | COST | DEFICIT |
| Maley Park Community Centre | keyed alike door locks | 2,000 | (311,824) |
| Public Open Space South Bay | | 60,000 | (251,824) |
| Communication Allowance | \$600 per Councillor | 4,800 | (247,024) |
| Consultant Fees Executive Staff | | 3,000 | (244,024) |
| Lot 50 Nairn Street | Garage | 9,000 | (235,024) |
| Coorow Scout Hall | Demolish scout hall | 10,000 | (225,024) |
| CEDO Vehicle Costs | | 6,000 | (219,024) |
| CEDO Vehicle Lease | | 12,780 | (206,244) |
| CEDO Housing Lease | | 10,920 | (195,324) |
| Leeman Rec Centre | Function area toilets | 87,050 | (108,274) |
| Street Maintenance Green Head | Tree removal Grigson Street | 7,000 | (101,274) |
| CEDO Wages, Super, Insurance | Part time position only | 32,574 | (68,700) |
| Library Automation | | 6,000 | (62,700) |
| Business Enterprise Centre | Contribution | 2,000 | (60,700) |
| Coorow Depot Shed | | 20,000 | (40,700) |
| Airstrip Maintenance | Flora study & veg. permit | 2,000 | (38,700) |
| Replace Leeman Broadcasting Hut | Net cash contribution | 5,000 | (33,700) |
| Lot 49 Nairn St | Carport | 3,000 | (30,700) |
| Maley Park Community Centre | window security screens | 3,200 | (27,500) |
| Lot 113 Bristol St | Patio | 2,500 | (25,000) |
| Change over Mechanics Vehicle | | 25,000 | 0 |
| Coorow Office Upgrade | | 55,000 | 55,000 |
| Lot 64 Nairn Street | Air conditioner & insulation | 9,000 | 64,000 |
| Lot 29 Spain Street | Water tank and stove | 2,500 | 66,500 |
| Lot 19 North St | Replace shower recess | 2,500 | 69,000 |
| Lot 11 Spain Street | Shed | 9,500 | 78,500 |
| Plasma Cutter | | 4,200 | 82,700 |
| CEDO - remove part time position | | 25,000 | 107,700 |
| Leeman Office | Replace front doors | 5,000 | 112,700 |
| Leeman Office | additional filing storage | 4,000 | 116,700 |
| Footpath Morcombe Road | | 11,250 | 127,950 |
| Coorow Medical Centre | Soundproofing | 2,000 | 129,950 |
| Aged Persons Units | Net cash contribution | 45,000 | 174,950 |
| Green Head Drainage | New pump | 5,000 | 179,950 |
| Coastal Limestone Cliffs | Contractor | 35,000 | 214,950 |
| Change over Truck | \$130,000 on loan | 9,940 | 224,890 |
| New House | Coorow | 50,000 | 274,890 |
| Tractor | | 90,317 | 365,207 |
| Fire Break Inspection | | 2,000 | 367,207 |

Council adjourned the meeting at 12.05 pm.

Council resumed the meeting at 12.37 pm.

RESOLUTION: 2006-099

Moved: Stacy

Seconded: Waite

That Council adopt a priority ranking of all Discretionary Activities for possible inclusion of these Discretionary Activities in Council's 2006/2007 Budget.

| | | |
|---|--------|-----------------|
| Surplus/(Deficit) after Rates with 5% increase | | -289,824 |
| Develop Public Open Space South Bay | 60,000 | -229,824 |
| Leeman Rec Centre | 87,050 | -142,774 |
| Coorow Scout Hall | 0 | -142,774 |
| CEDO Vehicle Costs | 6,000 | -136,774 |
| CEDO Vehicle Lease | 12,780 | -123,994 |
| CEDO Housing Lease | 10,920 | -113,074 |
| CEDO Wages, Super, Insurance | 32,574 | -80,500 |
| Communication Allowance | 4,800 | -75,700 |
| Consultant Fees Executive Staff | 3,000 | -72,700 |
| Lot 64 Nairn Street | 6,000 | -66,700 |
| Lot 50 Nairn Street | 9,000 | -57,700 |
| Airstrip Maintenance | 2,000 | -55,700 |
| Lot 49 Nairn St | 3,000 | -52,700 |
| Lot 113 Bristol St | 2,500 | -50,200 |
| Business Enterprise Centre | 2,000 | -48,200 |
| Street Maintenance Green Head | 7,000 | -41,200 |
| Change over Mechanics Vehicle | 25,000 | -16,200 |
| Maley Park Community Centre | 2,000 | -14,200 |
| Library Automation | 6,000 | -8,200 |
| Replace Leeman Broadcasting Transmission | 5,000 | -3,200 |
| Maley Park Community Centre | 3,200 | 0 |
| Coorow Depot Shed | 20,000 | 20,000 |
| Coorow Office Upgrade | 55,000 | 75,000 |
| Lot 64 Nairn Street | 3,000 | 78,000 |
| Reduce Discount from 6% to 5% | 10,000 | |
| Lot 29 Spain Street | 2,500 | 80,500 |
| Lot 19 North St | 2,500 | 83,000 |
| Lot 11 Spain Street | 9,500 | 92,500 |
| Plasma Cutter | 4,200 | 96,700 |
| CEDO - NO CEDO Part or full time | 25,000 | 121,700 |
| Leeman Office | 5,000 | 126,700 |
| Leeman Office | 4,000 | 130,700 |
| Footpath Morcombe Road | 11,250 | 141,950 |
| Coorow Medical Centre | 2,000 | 143,950 |
| Aged Persons Units | 45,000 | 188,950 |
| Green Head Drainage | 5,000 | 193,950 |
| Coastal Limestone Cliffs Management | 35,000 | 228,950 |
| Change over Truck | 9,940 | 238,890 |
| New House | 50,000 | 288,890 |
| Tractor | 90,317 | 379,207 |
| Fire Break Inspection | 2,000 | 381,207 |

CARRIED 7/0

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil.

12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:

Nil.

13. MATTERS BEHIND CLOSED DOORS:

Nil.

14. DATE OF NEXT MEETING:

14.1 SPECIAL BUDGET MEETING

7.00 pm on Wednesday 5 July 2006 at the Leeman Administration Centre, Leeman.

14.2 JULY 2006 ORDINARY MEETING OF COUNCIL

3.00 pm on Wednesday 19 July 2006 at the Maley Park Function Centre, Coorow.

15. CLOSURE:

There being no further business the President, Councillor Girando, closed the meeting at 2.47 pm.

These Minutes, consisting of pages 1 to 9 were confirmed by Council in Resolution No. 2006- , as a true and correct record on 21 June 2006.

Presiding Member: _____