



TAMALA PARK
REGIONAL COUNCIL

Meeting of Council

AGENDA

Thursday 3 August 2006
City of Stirling, 5pm

TAMALA PARK
REGIONAL COUNCIL
(TPRC)
COMPRISES THE
FOLLOWING
COUNCILS:

Town of Cambridge
City of Joondalup
City of Perth
City of Stirling
Town of Victoria Park
Town of Vincent
City of Wanneroo

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TAMALA PARK REGIONAL COUNCIL

Councillors of the Tamala Park Regional Council are respectfully advised that the ordinary meeting of Council will be held in Parmelia Room of the City of Stirling, 25 Cedric Street, Stirling, at 5pm on Thursday 3 August 2006.

The business papers pertaining to the meeting follow.

Your attendance is requested.

Yours faithfully

R A CONSTANTINE
A/Chief Executive Officer

MEMBERSHIP

| OWNER COUNCIL | MEMBER | ALTERNATE MEMBER |
|-----------------------|--|-----------------------------|
| Town of Cambridge | Mayor Anderton | Cr Barlow |
| City of Joondalup | Mayor Pickard Cr John | Cr Fishwick * Cr Jacob * |
| City of Perth | Cr Evangel | Cr Sutherland |
| City of Stirling | Mayor Tyzack Cr Boothman Cr Clarey Cr Stewart | Cr Ham Cr Rose |
| Town of Victoria Park | Cr Nairn | Cr Skinner |
| Town of Vincent | Mayor Catania | Deputy Mayor Farrell |
| City of Wanneroo | Mayor Kelly Deputy Mayor Salpietro | Cr Treby Cr Roberts |

*** Declaration of office to be completed**

PRELIMINARIES

1. OFFICIAL OPENING

DISCLOSURE OF INTERESTS

2. PUBLIC STATEMENT/QUESTION TIME

3. APOLOGIES AND LEAVE OF ABSENCE

- Cr Troy Pickard (City of Joondalup)
- Cr John (City of Joondalup)
- Cr Russel Fishwick (City of Joondalup)

- Cr Eleni Evangel (City of Perth) has leave of absence from 30 June 2006 to 8 August 2006

4. PETITIONS

5. CONFIRMATION OF MINUTES

- Ordinary meeting of Council – 8 June 2006

Proposed amendments to ordinary Council Minutes of 8 June 2006 be as follows:

Members Present to include the following:

- Wayne Wright
- Garry Hunt
- Jason Buckley
- John Bonker
- John Giorgi
- Lewis Bond

Item 9.5 – Elected Member Allowances

- 4.2. That the amounts calculated in (3 and 4.1) be increased ~~from~~ **by** \$2,400 for each regular Council member ~~by~~ **from** \$1,000 per annum to \$3,400 per annum while the Council does not authorise regular Council members do not claim separate telecommunications, IT allowances or travelling allowance to meetings.

6. **ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)**

7. **MATTERS FOR WHICH MEETING MAY BE CLOSED**

8. **REPORTS OF COMMITTEES**

9. **ADMINISTRATION REPORTS**

9.1 BUSINESS REPORT – PERIOD ENDING 31 JULY 2006

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: A/Chief Executive Officer

Recommendation

That the Business Report to 31 July 2006 be received.

Report Purpose

To advise Council of matters of interest not requiring formal resolutions.

Relevant Documents

Attachments: Nil
Available for viewing at the meeting: Nil

Background

The business of the Council requires adherence to many legislative provisions, policies and procedures that aim at best practice. There are also many activities that do not need to be reported formally to the Council but will be of general interest to Council members and will also be of interest to the public who may, from time to time, refer to Council minutes.

In context of the above, a Business Report provides the opportunity to advise on activities that have taken place between meetings. The report will sometimes anticipate questions that may arise out of good governance concerns by Council members.

Comment

Since the last meeting of the Council the following several matters have been transacted or come to notice:

1. Following lodgement of the Structure Plan for Lot 118 (ocean side) with City of Wanneroo, discussions have ensued with City of Wanneroo staff. Structure Plan additions and improvements have been identified and are being formulated for re-submission by the TPRC office and consultants.
2. Meetings have been held with the Education Department about likely provision of school amenities in the urban development for Lot 118.
3. Several discussions have taken place with Western Power planning officers about the possibility of a sub-station in the vicinity of Lot 118. Unfortunate implications of this requirement are high tension lines in the median of major roads. Alternatives are being examined including the possibility of use of power generated from the Mindarie Regional Council refuse disposal site as a means of eliminating additional high tension power lines.
4. Negotiations are continuing with the WAPC to complete Bush Forever negotiations and land transfers.

5. Arrangements are in progress for fencing along Marmion Avenue to limit access to sensitive coastal conservation reserve areas.
6. Advice has been received from the Minister for Local Government indicating the proposal Local Government official conduct amendment Bill will be promulgated in the spring session of Parliament.
7. The Minister has given notice of a Local Government Amendment Bill 2006 proposing a change of the Local Government election date from the first Saturday in May to the third Saturday in October. This could extend the current term of Council members to 20 October 2007.
8. An application has been made to the Minister for Local Government for an amendment to the Local Government Act to re-introduce provisions that existed prior to the 1995 Act recognising appointment of 'alternate' or 'deputy' members to Regional Councils.
9. Haines Norton has been appointed to provide accounting services to the TPRC.
10. Westpac has been appointed to provide banking services.
11. The TPRC Standing Orders Local Law has been submitted for statutory advertising.
12. The TPRC has applied for membership of the Municipal Liability Scheme and the Municipal Work Care Scheme. Membership of Municipal Work Care will take some months to complete. In the interim, worker's compensation insurance is being provided by QBE.
13. The TPRC website is nearing completion. The URL will be emailed to Council members, once a web host has been appointed.

9.2 BANK AUTHORITIES

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: A/Chief Executive Officer

Recommendation

1. That the Council delegate to the Chief Executive Officer (under section 5.42 of the Local Government Act) power to make payments, transfers and investments from, and within, TPRC Council funds for purposes duly authorised by the Local Government Act and the TPRC Establishment Agreement.

The delegation to apply within limitations stipulated in Part 6 Division 4 of the Local Government Act which relates to the application of Council funds. The delegation to be further restricted to matters authorised in the TPRC annual budget and Council approved variations to the budget.

2. That the delegation further requires the Chief Executive Officer to authorise transactions from TPRC accounts with a co-signatory of one of the following:
 - Chairman of the Tamala Park Regional Council
 - Deputy Chairman of the Tamala Park Regional Council (where Chairman not available)
 - Executive Assistant to Chief Executive Officer
3. That in the absence of the Chief Executive Officer, the Council delegate power to make payments, transfers and investments from, and within, TPRC Council funds for purposes duly authorised by the Local Government Act and the Tamala Park Regional Council Establishment Agreement to the parties below who will, all together, act as joint signatories:
 - Chairman of the Tamala Park Regional Council
 - Deputy Chairman of the Tamala Park Regional Council (where Chairman not available)
 - Executive Assistant to Chief Executive Officer

ABSOLUTE MAJORITY VOTE REQUIRED

Report Purpose

To seek authorisation for operation of TPRC bank accounts.

Relevant Documents

Attachments: Nil
Available for viewing at the meeting: Nil

Background

Part 6 of the Local Government Act sets out requirements for dealing with Council funds. The Act is supported by financial management regulations.

Probity requires that more than one party is involved in making payments, transfers or investment of Council funds.

The Council may delegate to the Chief Executive Officer authority to make transactions from Council funds. The Chief Executive Officer and other officers will have power to make deposits to Council funds.

It is normal for the chief elected officer and other elected officers to be nominated to also transact Council funds, in circumstances where there are a limited number of Council staff available at any one time.

The recommendations proposed accommodate most circumstances. If approved by the Council, instructions will be provided to bankers to authorise payments from accounts in strict accordance with the delegations. Performance will be monitored through audit processes.

Comment

Delegated authority is required to be reviewed on an annual basis.

The accounts of the TPRC will be subject to quarterly reporting and external audit.

9.3 COUNCIL DELEGATIONS

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: A/Chief Executive Officer

Recommendation

That the Delegation Register and delegations set out therein be approved by the Council.

ABSOLUTE MAJORITY VOTE REQUIRED

Report Purpose

To establish delegations for operational purposes.

Relevant Documents

Attachments: Delegation Register 2006/07
Available for viewing at the meeting: Nil

Background

The Local Government Act sets out powers and duties of the Council, the Chairman and the Chief Executive Officer.

The Act provisions are contained in the Register of Delegations attached.

A Delegation Register is required to be kept by the Council and reviewed annually.

Comment

Delegations have been listed in the Delegation Register that will enable the business of the Council to be transacted between Council meetings.

Some of the delegations will be exercised within the scope of Council policies already adopted i.e. the TPRC Procurement Policy and the TPRC Investment Policy.

The CEO may further delegate to other officers where advisable or necessary.

The review of delegations is within the scope of the Audit Committee and the Committee will be assigned the task of examining the delegations listed and any other delegations that may be appropriate for the smooth operation of the Council.

Any delegation has effect for the period of time specified in the delegation and, where no period has been specified, indefinitely.

It is proposed that the delegations listed in the Delegation Register not be subject of any time limitation. Notwithstanding the absence of any specification of a time period. The delegations may be reviewed on an annual basis.

The Local Government Act provides that where a delegation is made, the person to whom a power of duty is delegated, is to keep records in accordance with the Regulations in relation to the exercise of the power or duty.

ATTACHMENT: TPRC DELEGATION REGISTER



Explanatory Notes

1. General

The Local Government Act of 1995 provides that powers and duties generally vest with the 'local government' as a corporate entity.

The elected Council exercises the powers and discharges the duties of the local government through resolutions.

There are some specific powers or duties conferred by the Act upon the Chairman, and the Chief Executive Officer (CEO)

Delegations of authority to exercise the statutory powers of Council may be made to:

- Committees (as detailed in sections 5.16 and 5.17 of the Act), or
- The Chief Executive Officer (as detailed in sections 5.42 and 5.43).

The Act also allows the Chief Executive Officer to further delegate the authority to another employee. This cannot, however, be further sub-delegated.

2. Role of the Council

Section 2.7 of the Act sets out the role of the Council:-

- 2.7 (1) The Council -
- (a) Directs and controls the local government's affairs; and
 - (b) Is responsible for the performance of the local government's functions.
- (2) Without limiting subsection (1), the Council is to -
- (a) Oversee the allocation of the local government's finances and resources; and
 - (b) Determine the local government's policies.

3. Role of the Chairman, Deputy Chairman and Councillors

Sections 2.8, 2.9 and 2.10 set out the roles of Chairman, Deputy Chairman and Councillors:

The role of the Chairman

- 2.8 (1) the Chairman
- (a) Presides at (Council) meetings in accordance with this Act;
 - (b) Provides leadership and guidance to the community in the district;
 - (c) Carries out civic and ceremonial duties on behalf of the local government;
 - (d) Speaks on behalf of the local government;
 - (e) Performs such other functions as are given to the Chairman by this Act or any other written law; and
 - (f) Liaises with the CEO on the local government's affairs and the performance of its functions.
- (2) Section 2.10 applies to a councillor who is also the Chairman and extends to a Chairman who is not a councillor.

The role of the Deputy Chairman

- 2.9 The Deputy Chairman performs the functions of the Chairman when authorised to do so under section 5.34 (i.e. where the office of Chairman is vacant, or when the Chairman is unwilling, unavailable or unable to perform his or her functions).

The role of Councillors

- 2.10 A Councillor -
- (a) Represents the interests of electors, ratepayers and residents of the district;
 - (b) Provides leadership and guidance to the community in the district;
 - (c) Facilitates communication between the community and the council;
 - (d) Participates in the local government's decision-making processes at council and committee meetings; and
 - (e) Performs such other functions as are given to a councillor by this Act or any other written law.

4. Function of the CEO

- 5.41 The CEO's functions are to -
- (a) Advise the Council in relation to the functions of a local government under this Act and other written laws;

TPRC Delegation Register 2006/07

- (b) Ensure that advice and information is available to the council so that informed decisions can be made;
- (c) Cause Council decisions to be implemented;
- (d) Manage the day-to-day operations of the local government;
- (e) Liaise with the Chairman on the local government's affairs and the performance of the local government's functions;
- (f) Speak on behalf of the local government if the Chairman agrees;
- (g) Be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37 (2) in relation to senior employees);
- (h) Ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- (i) Perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

5. Delegations of Some Powers and Duties to CEO

Pursuant to Sections 5.42, 5.43, 5.44, 5.45, and 5.46 of the Local Government Act 1995, a Council may delegate authority to the Chief Executive Officer some of its functions. These sections are set out below:

Delegation of some powers and duties to CEO

- 5.42. (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.
- *Absolute majority required.*
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Limits on delegations to CEO's

- 5.43. A local government cannot delegate to a CEO any of the following powers or duties -
- (a) Any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
 - (b) Accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
 - (c) Appointing an auditor;

TPRC Delegation Register 2006/07

- (d) Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) Any of the local government's powers under section 5.98, 5.99 or 5.100; (these relate to: fees, expenses and allowances for Councillors)
- (f) Borrowing money on behalf of the local government:
- (g) Hearing or determining an objection of a kind referred to in section 9.5;
- (h) Any power or duty that requires the approval of the Minister or the Governor; or
- (i) Such other powers or duties as may be prescribed.

CEO may delegate powers and duties to other employees

- 5.44. (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.
- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.
- (3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty –
- (a) The CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
 - (b) The exercise of that power or the discharge of that duty by the CEO-s delegate,
- Are subject to any conditions imposed by the local government on its delegation to the CEO.
- (2) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.
- (3) In subsection (3) and (4):
- 'Conditions' includes qualifications, limitations or exceptions.'

Other matters relevant to delegations under this Division

- 5.45. (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984 -
- (a) A delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and

TPRC Delegation Register 2006/07

- (b) Any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing -
 - (a) A local government from performing any of its functions by acting through a person other than the CEO; or
 - (b) A CEO from performing any of his or her functions by acting through another person.

Register of, and records relevant to, delegations to CEO's and employees

- 5.46. (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."

With reference to section 5.46 (3), Regulation 19 from the Local Government (Admin.), Regulations 1996 states the following

'Records to be kept by delegates -s.5.46(3)

19. Where a power or duty has been delegated under the Act to the CEO or to any other local government employee, the person to whom the power or duty has been delegated is to keep a written record of -
- (a) How the person exercised the power or discharged the duty;
 - (b) When the person exercised the power or discharged the duty; and
 - (c) The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.'

The practical workings needs to be developed over time and for the time being the pragmatic approach that the CEO will need to employ is to take advice from a Committee where previously authority to make decisions was taken by a Committee of staff members.

Also, in respect of the supervision and audit activity, it will probably be the case, to ensure effectively distributed administration, that the CEO, at the time of making a delegation of a power also make a further delegation to the Divisional Supervisor to supervise the exercise and performance measures associated with the delegated power.

Section 9.38 of the Local Government Act:

"Evidence that a document has been given or written by or on behalf of the local government may be given by tendering what purports to be the document and

purports to be signed by the Chairman or president, the CEO, or any other person authorised to sign it, without proof of the signature or proof that the person signing was a person who could sign then document."

7. Numerical Listing of Delegations

| NUMBER | DELEGATION |
|--------------------------------|---|
| CHIEF EXECUTIVE OFFICER | |
| 1 | Press Statements: Authority to issue statements to the News Media on behalf of Council. |
| 2 | Press Statements on Policy: Authority to issue statements of Policy to the News Media |
| 3 | Contract Signing: Authority to sign formal contracts - upon affixation of the Common Seal to the contract documents (after authority for sealing by the corporate entity (Council)). |
| 4 | Voluntary Emergency Service: Authority to deploy Council equipment and manpower in an emergency. |
| 5 | Leave: Authority to grant the following: 1. Leave without pay (outside policy) 2. Study Leave |
| 6 | Higher Duties: Authority to approve all higher duties for salaried staff. |
| 7 | Vacant Positions: 1. Authority to appoint all staff with the exception of Directors; 2. Authority to advertise vacancies internally only (in certain circumstances) |
| 8 | Authority to appoint consultants for the provision of urban design, economic and statutory planning services in keeping with the objectives of the Council |
| 9 | Authority to place and/or approve purchase orders <ul style="list-style-type: none"> • With formally contracted suppliers to unlimited value. • Non-contracted and non-accredited suppliers to unlimited value in accordance with the Purchasing Policy. |
| 10 | Civic and Ceremonial Functions Authority to authorise reciprocal civic and ceremonial functions |
| 11 | Statutory Nominations: Chief Executive Officer and Chairman authorised to complete Ballot Paper |
| 12 | Payments: Power to make payments and transfers from Tamala Park Regional Council funds including Municipal & Trust funds |
| 13 | Authority to approve one additional day accommodation costs for Councillors on interstate conferences |
| 14 | Authority to Implement the Policy and Procedures for Disposal of Council Property (except land) up to \$10,000. Accept offers (bids) to purchase Council surplus property. |
| 15 | Authority to approve variations of expenditure on projects from a lower limit of \$10,000 to an upper limit of 15% of the project budget without Council approval provided: <ul style="list-style-type: none"> • off-setting saving is identified within the same budget category; and • the variation is subsequently reported to Policy, Corporate Planning, Budget and Finance Committee as part of a quarterly budget review. |
| 16 | Authority to <ul style="list-style-type: none"> • Waive or grant concessions (except rates); and • Write off money (except rates and service charges) to annual limit of \$5,000; |

TPRC Delegation Register 2006/07

| NUMBER | DELEGATION |
|--------|---|
| | <ul style="list-style-type: none"> • Write off assets with a written down value within the following limits <ul style="list-style-type: none"> - Items lost or stolen - no limit; - Other categories - \$1,000. |
| 17 | Authorising the submission of subdivision and development applications to the Western Australian Planning Commission on land owned by or under the care and control of the TPRC or where TPRC acts in pursuit of the objectives set out in the Establishment Agreement. |
| 18 | Contracts – <ul style="list-style-type: none"> • Authority to sign contracts for maintenance support of computer and telecommunication hardware and software; • Sign and authorise variations to existing contracts for hardware and software; • Sign contracts for performance of IT contractor; • Signify acceptance of IT contracts works as 'completed to City satisfaction'. |
| 19 | Authority to make minor amendments to the Policy Manual due to changes in names or titles. |
| 20 | Advertise Invitations to Tender: responsibility for the placement of advertisements |
| 21 | Authority to make the decision to invite period supply tenders and tenders for the disposal of surplus Council property (except land) only. |
| 22 | Procurement of goods and services & disposal of Council property and associated advertisements in accordance with the TPRC Procurement Policy and Local Government Act. |
| 23 | Grant extensions of time to pay, waive or reduce penalties and withdraw infringement notices relating to Local Laws |
| 24 | Authority to approve applications for the waiver/reduction of facility hire charges (below \$500) for City owned and managed facilities. |
| 25 | Authority to sign grant applications, acquittals and audited statements related to these grants to the value of \$50,000. |
| 26 | Authority to issue a final demand under the fines enforcement act. |
| 27 | Authority to approve applications to place advertising signs from any organisation - temporary signage. |
| 28 | Attendance at Conference: Authority to approve where budget allocation has been made. |
| 29 | Non-committed or non-budgeted overtime: authority to give approval to work non-committed or non-budgeted overtime |

9.4 ADOPTION OF 2006/07 MUNICIPAL FUND BUDGET & ASSOCIATED DOCUMENTS

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: A/Chief Executive Officer

Recommendation

1. That Council, by an absolute majority vote, in accordance with the provisions of Section 6.2 of the Local Government Act 1995 adopts the Municipal Fund budget for the TPRC for the financial year ending 30 June 2007 comprising estimated operating revenues and expenditures, as summarised in the operating statements attached hereto comprising:
 - Operating Statement by Nature or Type
 - Operating Statement by Program
 - Detail Listing of Accounts by Nature or Type
2. That Council by an absolute majority vote, in accordance with the provisions of Section 6.2 of the Local Government Act 1995, adopts the cash flow statement and rate setting statement and associated budget notes as set out in the TPRC budget for the financial year ending 30 June 2007 attached hereto.

ABSOLUTE MAJORITY VOTE REQUIRED

Report Purpose

To submit for adoption the TPRC Municipal Fund budget for the 2006/07 financial year.

Relevant Documents

Attachments: TPRC Budget for year ending 30 June 2007
TPRC 2006/07 Detail Listing of Accounts by Nature Class
Available for viewing at the meeting: Nil

Background

The Local Government Act requires a Council to adopt a budget reflecting proposed works, revenues, expenditures and cash flows for each financial year.

The TPRC was promulgated on 3 February 2006. Expenditures to 30 June 2006 were arranged through one of the TPRC participant Councils with reimbursement being made from contributions by all participant Councils.

Expenditures since 3 February 2006 are shown as actual expenditures in the budget statements and will be reflected in the cash flow statement in the current budget.

Comment

The proposed budget for 2006/07 makes a number of assumptions:

- a. That the predominant activity in the financial year will be planning for future urban development of the land within Lot 118 Mindarie that is, or will be, assigned to the TPRC for urban development.
- b. That the major source of revenue for the financial year will be interest generated from investment of funds contributed by individual participant Councils from compensation payments made by the State Government (WAPC) for transfer of part of Lot 118 which will be a future conservation reserve under the Government's Bush Forever policy.
- c. That the compensation payments made to local governments referred to in (b) will be remitted without delay by participant Councils.
- d. That a substantial amount of investigatory work will be undertaken by the TPRC administrative office and in consequence expenditure for appointment of consultants will be constrained.
- e. That participant Councils will bear the costs of venue availability and associated refreshments for meetings of the Council and Council committees held at participant Council premises.
- f. That the costs associated with public consultation, predominantly the Enquiry by Design Workshop proposed for development of the Council's Future Plan, will be constrained by obtaining expert input from Government agencies and private practitioners at no cost or at concessional rates.
- g. That office accommodation for the TPRC will continue to be made available for part of the financial year by the City of Stirling.
- h. That, while a refund of contributed equity totalling \$120,000 from participant Councils may be possible, such refund will depend upon actual expenditures incurred in the financial year and will, appropriately, be considered in a budget review in the second half of the financial year.

A short narrative in respect of major expenditures is contained in the detailed listing of accounts, which is an Appendix to the formal budget document.

It is proposed that as this is an inaugural budget, a formal review of requirements be undertaken in January 2007.

ATTACHMENT: TPRC Budget for year ending 30 June 2007

**TAMALA PARK REGIONAL COUNCIL
INCOME and EXPENDITURE STATEMENT
BY NATURE OR TYPE
FOR THE YEAR ENDED 30TH JUNE 2007**

| | NOTE | 2006/07 Budget \$ | 2005/06 Actual \$ | 2005/06 Budget \$ |
|--|------|-------------------------|-------------------------|-------------------------|
| REVENUES FROM ORDINARY ACTIVITIES | | | | |
| Interest Earnings | 2(a) | 660,000 | 0 | 0 |
| | | <u>660,000</u> | <u>0</u> | <u>0</u> |
| EXPENSES FROM ORDINARY ACTIVITIES | | | | |
| Employee Costs | | -264,680 | -14,272 | -67,535 |
| Materials and Contracts | | -206,170 | -35,131 | -53,303 |
| Utilities | | -200 | 0 | -50 |
| Depreciation | 2(a) | -2,500 | 0 | -625 |
| Insurance | | -4,650 | 0 | -2,663 |
| Other Expenditure | | -26,470 | 0 | -6,618 |
| | | <u>-504,670</u> | <u>-49,403</u> | <u>-130,794</u> |
| NET RESULT | | <u>155,330</u> | <u>-49,403</u> | <u>-130,794</u> |

**TAMALA PARK REGIONAL COUNCIL
INCOME and EXPENDITURE STATEMENT
BY PROGRAM
FOR THE YEAR ENDED 30TH JUNE 2007
Appendix 1**

Detail listing of Accounts by Nature or Type

| | 2006/07 Budget \$ | 2005/06 Actual \$ | 2005/06 Budget \$ |
|-----------------------------|-------------------------|-------------------------|-------------------------|
| OPERATING REVENUES | | | |
| General Purpose Funding | 660,000 | 0 | 0 |
| | <u>660,000</u> | <u>0</u> | <u>0</u> |
| OPERATING EXPENSES | | | |
| Governance | -26,470 | 0 | -6,618 |
| Other Property and Services | -478,200 | -49,403 | -124,176 |
| | <u>-504,670</u> | <u>-49,403</u> | <u>-130,794</u> |
| NET RESULT | <u>155,330</u> | <u>-49,403</u> | <u>-130,794</u> |

These statements are to be read in conjunction with the accompanying notes.

**TAMALA PARK REGIONAL COUNCIL
CASH FLOW STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2007**

| | NOTE | 2006/07 Budget \$ | 2005/06 Actual \$ | 2005/06 Budget \$ |
|--|------|--------------------------|-------------------------|-------------------------|
| Cash Flows From Operating Activities | | | | |
| Receipts | | | | |
| Interest Earnings | | 660,000 | 0 | 0 |
| Goods and Services Tax | | <u>20,000</u> | <u>0</u> | <u>0</u> |
| | | 680,000 | 0 | 0 |
| Payments | | | | |
| Employee Costs | | -278,952 | 0 | 0 |
| Materials and Contracts | | -241,301 | 0 | 0 |
| Utilities (gas, electricity, water, etc) | | -200 | 0 | 0 |
| Insurance | | -4,650 | 0 | 0 |
| Goods and Services Tax | | -20,000 | 0 | 0 |
| Other | | <u>-26,470</u> | <u>0</u> | <u>0</u> |
| | | -571,573 | 0 | 0 |
| Net Cash Provided By Operating Activities | 6(b) | <u>108,427</u> | <u>0</u> | <u>0</u> |
| Cash Flows from Investing Activities | | | | |
| Payments for Purchase of Property, Plant & Equipment | 3 | <u>-3,500</u> | <u>0</u> | <u>0</u> |
| Net Cash Used in Investing Activities | | -3,500 | 0 | 0 |
| Cash Flows from Financing Activities | | | | |
| Contributed Equity | | <u>15,887,156</u> | <u>0</u> | <u>0</u> |
| Net Cash Provided By (Used In) Financing Activities | | 15,887,156 | 0 | 0 |
| Net Increase (Decrease) in Cash Held | | 15,992,083 | 0 | 0 |
| Cash at Beginning of Year | | 0 | 0 | 0 |
| Cash at End of Year | 6(a) | <u><u>15,992,083</u></u> | <u><u>0</u></u> | <u><u>0</u></u> |

This statement is to be read in conjunction with the accompanying notes.

Note: Expenditure incurred in the year ended 30 June 2006 (2005/06 Actual) was funded by an external party and is to be reimbursed during the year ended 30 June 2007. Consequently, whilst the expenditure was incurred during 2005/06, it is only to be physically paid for by the Regional Council in 2006/07. Thus, the 2006/07 Budget Cash Flow Statement reflects these payments also.

**TAMALA PARK REGIONAL COUNCIL
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30TH JUNE 2007**

Being a Regional Council with funding from equity contributed by members, no rates will be raised for the year ended 30 June 2007.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2007

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this financial report are:

(a) Basis of Accounting

The budget has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended). The budget has also been prepared on the accrual basis under the convention of historical cost accounting.

(b) The Local Government Reporting Entity

All Funds through which the Regional Council controls resources to carry on its functions have been included in the financial statements forming part of this budget.

In the process of reporting on the Regional Council as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

(c) 2005/06 Actual Balances

Balances shown in this budget as 2005/06 Actual are as forecast at the time of budget preparation and are subject to final adjustments.

(d) Rounding Off Figures

All figures shown in this budget are rounded to the nearest dollar.

(e) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the Regional Council obtains control over the assets comprising the contributions.

(f) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(g) Superannuation

The Tamala Park Regional Council contributes to the Local Government Superannuation Scheme and the Occupational Superannuation Fund. Both funds are defined contribution schemes.

(h) Investments

All investments are valued at cost and interest on those investments is recognised when accrued.

(i) Fixed Assets

Property, plant and equipment and infrastructure assets are brought to account at cost or fair value less, where applicable, any accumulated depreciation, amortisation or impairment losses.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2007

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Impairment

In accordance with Australian Accounting Standards the assets of the Regional Council, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

At the time of adopting the budget, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2007.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on this budget document.

(k) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are separately and systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

| | |
|-------------------------|----------------|
| Furniture and Equipment | 4 to 10 years |
| Plant and Equipment | 5 to 15 years |
| Infrastructure | 30 to 50 years |

(l) Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Regional Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The provision for employees' benefits for annual leave and long service leave expected to be settled more than 12 months from the reporting date represents the present value of the estimated future cash outflows to be made by the employer resulting from the employees service to balance date.

Agenda TPRC Meeting of Council – 3 August 2006

TAMALA PARK REGIONAL COUNCIL

NOTES TO AND FORMING PART OF THE BUDGET

FOR THE YEAR ENDED 30TH JUNE 2007

| | 2006/07 Budget \$ | 2005/06 Actual \$ | 2005/06 Budget \$ |
|--|----------------------------------|----------------------------------|----------------------------------|
| 2. REVENUES AND EXPENSES | | | |
| (a) Net Result from Ordinary Activities was arrived at after: | | | |
| (i) Charging as Expenses: | | | |
| Depreciation | | | |
| <u>By Program</u> | | | |
| Other Property and Services | 2,500 | 0 | 625 |
| | <u>2,500</u> | <u>0</u> | <u>625</u> |
| <u>By Class</u> | | | |
| Furniture and Equipment | 100 | 0 | 75 |
| Plant and Equipment | 2,300 | 0 | 575 |
| Infrastructure | 100 | 0 | 25 |
| | <u>2,500</u> | <u>0</u> | <u>675</u> |
| Councillors' Remuneration | | | |
| The following fees, expenses and allowances are budgeted to be paid to council members. | | | |
| Meeting Fees | 16,520 | 0 | 4,130 |
| Mayoral Allowance | 3,000 | 0 | 750 |
| Deputy Mayoral Allowance | 750 | 0 | 188 |
| | <u>20,270</u> | <u>0</u> | <u>5,068</u> |
| (ii) Crediting as Revenues: | | | |
| Interest Earnings | | | |
| Investments | | | |
| - Other Funds | 660,000 | 0 | 0 |
| | <u>660,000</u> | <u>0</u> | <u>0</u> |

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2007

2. REVENUES AND EXPENSES (Continued)

(b) Statement of Objective

The Regional Council has a specific regional purpose which is:

- a) To undertake, in accordance with the objectives, the rejoining, subdivision, development, marketing and sale of the land comprising the developable portion of Lot 118 Mindarie; and
- b) To carry out and do all other acts and things which are reasonably necessary for the bringing into effect of the matters referred to in paragraph a).

The objectives of the Regional Council are:

- 1. To develop and improve the value of the land;
- 2. To maximise, with prudent risk parameters, the financial return to the Participants;
- 3. To balance economic, social and environmental issues; and
- 4. To produce a quality development demonstrating the best urban design and development practice.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2007**

| | |
|---|----------------------------------|
| 3. ACQUISITION OF ASSETS | 2006/07 Budget \$ |
| The following assets are budgeted to be acquired during the year: | |
| <u>By Program</u> | |
| Other Property and Services | |
| Furniture and Equipment | 3,500 |
| | <u>3,500</u> |
| <u>By Class</u> | |
| Furniture and Equipment | 3,500 |
| | <u>3,500</u> |

4. DISPOSALS OF ASSETS

The Regional Council is not intending to dispose of any assets during the year ended 30 June 2007.

| | | |
|--|----------------------------------|----------------------------------|
| 5. NET CURRENT ASSETS | 2006/07 Budget \$ | 2005/06 Actual \$ |
| Composition of Estimated Net Current Asset Position | | |
| CURRENT ASSETS | | |
| Cash - Unrestricted | 15,992,083 | 0 |
| | <u>15,992,083</u> | <u>0</u> |
| LESS: CURRENT LIABILITIES | | |
| Payables and Provisions | 0 | -49,403 |
| NET CURRENT ASSET POSITION | 15,992,083 | -49,403 |
| ESTIMATED SURPLUS/(DEFICIENCY) C/FWD | <u>15,992,083</u> | <u>-49,403</u> |

The estimated (deficiency) c/fwd in the 2005/06 actual column represents the (deficit) brought forward as at 1 July 2006.

The estimated surplus c/fwd in the 2006/07 budget column represents the surplus carried forward as at 30 June 2007. This is effectively made up of the equity contributed by the members of the Regional Council.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2007**

6. NOTES TO THE CASH FLOW STATEMENT

(a) Reconciliation of Cash

For the purposes of the cash flow statement, cash includes cash on hand and in banks and investments, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

| | 2006/07 Budget \$ | 2005/06 Actual \$ | 2005/06 Budget \$ |
|---------------------|----------------------------------|----------------------------------|----------------------------------|
| Cash - Unrestricted | 15,992,083 | 0 | 0 |
| | <u>15,992,083</u> | <u>0</u> | <u>0</u> |

(b) Reconciliation of Net Cash Provided By Operating Activities to Net Result

| | | | |
|---|----------------|----------|----------|
| Net Result | 155,330 | -49,403 | -130,794 |
| Depreciation | 2,500 | 0 | 625 |
| Increase/(Decrease) in Payables | -49,403 | 49,403 | 130,169 |
| Net Cash from Operating Activities | <u>108,427</u> | <u>0</u> | <u>0</u> |

(c) Undrawn Borrowing Facilities

The Regional Council has no credit standby arrangements or loan facilities.

Appendix 1

Detail listing of Accounts by Nature or Type

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30TH JUNE 2007

7. INFORMATION ON BORROWINGS

The Regional Council has no borrowings and has not budgeted for any new borrowings during the year ended 30 June 2007.

Overdraft

The Regional Council has no overdraft facility and it is not anticipated such a facility will be required during the year ended 30 June 2007.

8. RESERVES

The Regional Council has no Reserve Funds set aside for specific purposes and does not intend to set aside any such funds during the year ended 30 June 2007.

9. RATING INFORMATION - 2006/07 FINANCIAL YEAR

Being a Regional Council, no rates will be raised during the year ended 30 June 2007.

10. SERVICE CHARGES - 2006/07 FINANCIAL YEAR

No service charges are to be raised during the year ended 30 June 2007.

11. Appendix 1

Detail listing of Accounts by Nature or Type

There are no discounts, incentives, concessions or write-offs during the year ended 30 June 2007.

12. TRUST FUNDS

The Regional Council does not hold any funds in trust on behalf of third parties.

13. MAJOR LAND TRANSACTIONS

It is not anticipated that any major land transactions will occur during the year ended 30 June 2007.

14. TRADING UNDERTAKINGS AND MAJOR TRADING UNDERTAKINGS

It is not anticipated any trading undertakings or major trading undertakings will occur during the year ended 30 June 2007.

15. FEES & CHARGES REVENUE

The Regional Council does not anticipate any income from fees and charges during the year ended 30 June 2007.

Agenda TPRC Meeting of Council – 3 August 2006

ATTACHMENT APPENDIX: TPRC 2006/07 Detail Listing of Accounts by Nature Class

| | Budget 2005/06 | Actual 2005/06 | Budget 2006/07 |
|---|-------------------|-------------------|-------------------|
| Budget Summary | | | |
| Income: | | | |
| General Rates | - | - | - |
| Underground Power Rates | - | - | - |
| Security Service Charge | - | - | - |
| Grants & Subsidies | - | - | - |
| Contributions, Donations, Reimbursements | - | - | - |
| Profit on Sale of Assets | - | - | - |
| Rubbish Service Charges | - | - | - |
| Fees & Charges | - | - | - |
| Interest Earnings | - | - | 660,000 |
| Registrations, Licences and Permits | - | - | - |
| Other Revenue | - | - | - |
| | - | - | - |
| Total Operating Revenue | \$ - | - | 660,000 |
| Expenditure: | | | |
| Employee Costs | 66,170 | 14,272 | 264,680 |
| Materials & Contracts Direct MTC of NCA | 1,700 | - | 6,800 |
| Materials & Contracts Other Works | 54,718 | 35,131 | 202,870 |
| Utilities | 50 | - | 200 |
| Depreciation | 625 | - | 2,500 |
| Interest | - | - | - |
| Insurance | 913 | - | 4,650 |
| Fire Service Levy | - | - | - |
| Other | 6,618 | - | 26,470 |
| Less Allocated to Works and Services | - | - | - |
| Total Operating Expenditure | \$ 130,793 | 49,403 | 508,170 |
| CHANGE IN NET ASSETS RESULTING FROM OPERATIONS | - 130,793 | - 49,403 | 151,830 |
| | \$ | | |

Agenda TPRC Meeting of Council – 3 August 2006

| Detail Listing | Rates | Budget 2005/06 | Actual 2005/06 | Budget 2006/07 |
|----------------|--|-------------------|-------------------|-------------------|
| | Grants & Subsidies | | | |
| | Contributions, Reimbursements & Donations | | | |
| | Donations | | | |
| | Other Operating Contributions | | | |
| | Legal Fees Recovered | | | |
| | Reimbursements from Other Councils | | | |
| | | <u>0</u> | <u>0</u> | <u>0</u> |
| | Interest | | | |
| 1032030 | Interest on Municipal Fund | | | 660,000 |
| | This amount will be derived from investing the contributed equity funds made available by participant members from compensation payments by WAPC. It is expected that funds will be available by 31 August 2006 and investment for 10 months will produce the amount shown as budget income. | | | |
| | Interest on Reserve Funds | | | |
| | Interest on Trust Funds | | | |
| | Other Interest | | | |
| | | <u>-</u> | <u>-</u> | <u>660,000</u> |
| | Profit / Loss on Asset Disposal | | | |
| | Registration, Licences & Permits | | | |
| | Sign License Applications | | | |
| | Other Miscellaneous License Fees | | | |
| | | <u>-</u> | <u>-</u> | <u>-</u> |
| | Service Charges | | | |
| | Hire of Facilities | | | |
| | Reserve Hire Fees | | | |
| | Freedom of Information Applications | | | |
| | Other Miscellaneous Fees & Charges | | | |
| | | <u>-</u> | <u>-</u> | <u>-</u> |
| | Other | | | |
| | Sale of Reports | | | |
| | Sale of Surplus Materials | | | |
| | Advertising & Sponsorship | | | |
| | Discounts Received | | | |
| | Other Miscellaneous Revenue | | | |
| | | <u>-</u> | <u>-</u> | <u>-</u> |

Agenda TPRC Meeting of Council – 3 August 2006

| | | Budget 2005/06 | Actual 2005/06 | Budget 2006/07 |
|---------|--|-------------------|-------------------|-------------------|
| E145005 | Salaries - Basic Costs | 55,000 | 14,272 | 220,000 |
| | The budget provision allows for 2 full time employees and additional funds for a part time appointment if the requirement for intensive research arises. | | | |
| | Salaries - Overtime | - | | - |
| | Salaries - Allowances | - | | - |
| | Salaries - Sick/Leave Pay | - | | - |
| E145007 | Salaries - Occupational Superannuation | 4,950 | | 19,800 |
| E145009 | Salaries - WALGS Superannuation | 945 | | 3,780 |
| | This figure is based upon 2 full time employees at the SGC rate of 9% salary. | | | |
| | This figure assumes the Council may adopt a policy of a matching 3% superannuation scheme for employees. | | | |
| | Salaries - Other Superannuation | - | | - |
| | Salaries - Workers Compensation Payments | - | | - |
| | Salaries - Inc/(Dec) in A/L Provision | - | | - |
| | Salaries - Inc/(Dec) in LSL Provision | - | | - |
| E145011 | Advertising - Staff Vacancies | 3,000 | | 12,000 |
| E145013 | Fringe Benefits Tax | 900 | | 3,600 |
| | The budget allocation covers the advertising costs for recruitment of a CEO. | | | |
| | This figure allows FBT for a CEO vehicle. The Council may wish to arrange salary packaging differently in which case the expenditure will not be incurred in this form. | | | |
| E145015 | Insurance - Workers Compensation | 1,100 | | 4,400 |
| E145017 | Medical Examination Costs | 25 | | 100 |
| | Staff Amenities (Tea/Coffee/Milk/Sugar) | - | | - |
| E145019 | Staff Training and Development | 150 | | 600 |
| | Telephone - Staff Allowance | - | | - |
| E145021 | Telephone - Staff Reimbursement | 100 | | 400 |
| | | 66,170 | 14,272 | 264,680 |
| E145200 | Plant & Equipment-Maintenance & Repair | 50 | | 200 |
| E145201 | Furniture & Office Equip-Maint & Repair | 100 | | 400 |
| E145202 | Fuel, Oils & Grease | 750 | | 3,000 |
| | Tyres & Tubes | - | | - |
| E145203 | Registration | 50 | | 200 |
| | Replacement Parts | - | | - |
| | Vehicle Cleaning | - | | - |
| E145204 | Fences/Walls (Sumps & in Road Res) Maint | 250 | | 1,000 |
| | Provision is made for part cost of fence repair along the north-west boundary of Lot 118 adjacent to Mindarie Keys private residences. | | | |
| E145205 | Recreation Reserves Maintenance | 500 | | 2,000 |
| | This provision allows for minor protection and clean up of bushland areas. | | | |
| | | 1,700 | - | 6,800 |
| E145022 | Rates Paid | 250 | | 1,000 |
| | At this stage, no rate payment has been provided in respect of the Lot 118 fee simple land. It is anticipated the land will remain in the fee simple ownership of participant Councils who will pay rates for 2006/07. During 2006/07 a special assessment will be requested from the ATO on GST matters relating to transfer of land from participant owners to the TPRC. The provision of \$1,000 allows for the contingency that leased accommodation may be contracted with a condition that rates are paid by the lessee. | | | |
| | Relocation Costs | - | | - |
| | Rental/Hire of Accommodation Costs | - | | - |
| | Refuse Removal Costs | - | | - |
| | Property Management Costs | - | | - |

Agenda TPRC Meeting of Council – 3 August 2006

| | | Budget 2005/06 | Actual 2005/06 | Budget 2006/07 |
|---------|---|-------------------|-------------------|-------------------|
| E145023 | Security Costs | 250 | | 1,000 |
| E145025 | Other Accommodation and Property Costs | 1,350 | | 5,400 |
| E145027 | Advertising - General | 750 | | 3,000 |
| E145029 | Advertising - Public/Statutory | 2,750 | 40 | 11,000 |
| E145031 | Graphics Consumables | 1,250 | | 5,000 |
| E145033 | Photocopying | 1,200 | | 4,800 |
| E145035 | Photography | 50 | | 200 |
| E145037 | Postage, Courier & Freight Services | 540 | | 2,160 |
| E145039 | Printing | 500 | | 2,000 |
| E145041 | Signage/Decals | 375 | | 1,500 |
| E145043 | Stationery | 250 | | 1,000 |
| E145045 | Other Administration Expenses | 2,500 | 71 | 10,000 |
| E145047 | Office Telephones & Faxes/Printers | 750 | | 3,000 |
| E145049 | Mobile Phones, Pagers, Radios | 125 | | 500 |
| E145051 | After Hours Emergency Telephone Service | 25 | | 100 |
| E145053 | Bank Charges | 85 | | 340 |
| E145055 | Credit Card Charges | 15 | | 60 |
| | EFTPOS Charges | - | | - |
| | Dishonoured Cheque Fee | - | | - |
| E145057 | Audit Fees | 750 | | 3,000 |
| E145059 | Membership Fees | 500 | | 2,000 |
| E145061 | Legal Expenses | 3,500 | 4,071 | 14,000 |
| E145063 | Conveyancing Expenses | 125 | | 500 |
| | Lodgment Fees | - | | - |
| E145065 | Surveyors Fees | 1,500 | | 6,000 |
| E145067 | Title Searches | 75 | | 300 |
| E145069 | Valuation Fees | 2,000 | 1,966 | 8,000 |
| E145071 | Other Professional Fees and Charges | 3,000 | | 12,000 |
| E145073 | Public Relations | 250 | | 1,000 |
| E145075 | Promotions | 1,000 | | 4,000 |
| E145077 | Business Hospitality Expenses | 1,000 | | 4,000 |

Agenda TPRC Meeting of Council – 3 August 2006

| | | Budget 2005/06 | Budget 2005/06 | Budget 2006/07 |
|---------|---|-------------------|-------------------|-------------------|
| E145079 | Consultancy | 17,615 | 28,543 | 70,460 |
| | This figure provides for town planning and engineering consultancies associates with Stage 1 and Stage 2 structure planning and is projected from experience with Stage 1 planning incurred costs \$28,000. | | | |
| E145081 | Professional Retainer | 500 | | 2,000 |
| E145083 | Research | 500 | | 2,000 |
| E145085 | External Contract Services | 150 | | 600 |
| E145087 | Computer Software Maintenance | 750 | | 3,000 |
| | This figure is based upon estimates provided by Haines Norton, who will provide accounting software. | | | |
| E145089 | Computer Software Purchase | 3,000 | | 2,000 |
| | This is a general provision to meet normal requirements. | | | |
| E145091 | Computer Sundries | 1,000 | | 2,000 |
| E145092 | Data Communication Links | 500 | | 2,000 |
| E145093 | Internet Provider Costs | 375 | | 1,500 |
| | Base costs will be approximately \$500 per annum. Additional provision anticipates the possibility of high download requirements generated by stakeholders. | | | |
| | Other Computing Costs | 1,000 | | |
| E145094 | Plant & Equipment Purchase - Non Cap Ass | 75 | | 300 |
| | Mob Veh and Plant Purchase - Non Cap Ass | - | | - |
| E145095 | Furn & Off Equip Purchase - Non Cap Ass | 63 | | 250 |
| | Recreational Equip Purch - Non Cap Ass | - | | - |
| E145097 | Hire of Equipment | 100 | | 400 |
| E145099 | Vehicle Operating Expense | 750 | | 3,000 |
| | This provision is made against the possibility that the Council may elect to provide a vehicle for the CEO. If alternative salary packaging arrangements are made, this expense will not be required. | | | |
| E145101 | Consumable Stores | 25 | | 100 |
| E145103 | Newspapers & Periodicals, | 50 | | 200 |
| E145105 | Publications & Brochures | 125 | | 500 |
| E145107 | Subscriptions | 25 | | 100 |
| E145109 | Parking Expenses | 50 | | 200 |
| | Travel Allowances | - | | - |
| | Sale Expenses on Land | - | | - |
| | Commission on Land Sales | - | | - |
| E145111 | Plans | 100 | | 400 |
| | Pest Control | - | | - |
| E145113 | Emergency Services | 750 | 440 | 3,000 |
| | This provision allows for a response to any fire preventative requirement or natural disaster. | | | |
| E145115 | Other Miscellaneous Service Expenses | 500 | | 2,000 |
| | | 54,718 | 35,131 | 202,870 |
| E145117 | Electricity | 50 | | 200 |
| | Gas | | | |
| | Water | | | |
| | | 50 | - | 200 |
| | Depreciation - Buildings | - | | - |
| E145220 | Depreciation - Plant & Equipment | 75 | | 300 |
| E145221 | Depreciation - Mobile Vehicles | 500 | | 2,000 |
| E145222 | Depreciation - Furniture & Office Equip | 25 | | 100 |

Agenda TPRC Meeting of Council – 3 August 2006

| | | Budget 2005/06 | Actual 2005/06 | Budget 2006/07 |
|---------|--|-------------------|-------------------|-------------------|
| | Depreciation - Drainage Infrastructure | - | | - |
| E145223 | Depreciation - Other Eng Infrastructure | 25 | | 100 |
| | | 625 | - | 2,500 |
| | Interest on Overdrafts | - | | - |
| E145119 | Professional Indemnity | 625 | | 2,500 |
| | An indemnity quote has been obtained from the MLS. The budget provision covers both 2005/06 and 2006/07. | | | |
| E145121 | Insurance Premium-Public Liability/Premises | 125 | | 500 |
| | This provides for the contingency of insuring leased premises and payment of an insurance Bond. | | | |
| E145123 | Insurance Premium-Property (ISR) | 25 | | 100 |
| E145125 | Insurance Premium-Motor Vehicle | 100 | | 400 |
| E145127 | Insurance Premium-Other Insurances | | | 1,000 |
| | Insurance Excess - Public Liability | | | - |
| | Insurance Excess - Property (ISR) | | | - |
| | Insurance Excess - Motor Vehicle | | | - |
| | Insurance Excess - Other | | | - |
| E145128 | Other Insurances | 38 | | 150 |
| | | 913 | - | 4,650 |
| | Contributions | | | - |
| | Donations - Statutory | | | - |
| | Donations - Non Statutory | | | - |
| | Sponsorship | | | - |
| E041005 | Mayoral Allowance | 750 | | 3,000 |
| | Elected member fees have been calculated based upon Council decisions. | | | |
| E041010 | Deputy Mayor Allowance | 188 | | 750 |
| E041015 | Elected Members Remuneration | 4,130 | | 16,520 |
| E041020 | Elected Members Conference Expenses | 1,000 | | 4,000 |
| E041025 | Elected Members Training | 50 | | 200 |
| E041030 | Other Members Costs | 500 | | 2,000 |
| | | 6,618 | - | 26,470 |
| | Total Operating Expenditure | 130,793 | 49,403 | 508,170 |

9.5 ENQUIRY BY DESIGN – FUTURE PLAN WORKSHOP

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: A/Chief Executive Officer

Recommendation

1. That the Cities of Wanneroo & Joondalup be approached to ascertain if one of the two will provide a venue for a period of up to 3 days to conduct the Enquiry by Design Workshop for development at Tamala Park.
2. That the time for the Workshop be late October or early November 2006 and, ideally, the week 6-10 November 2006.
3. That the WAPC be requested to provide an experienced facilitator for the Workshop who is well versed in WAPC urban planning, economic and social development policies. Further, that the WAPC be requested to fund the facilitator's involvement as an in-kind contribution to the Workshop.

Report Purpose

To advance progress with arrangements for an Enquiry by Design workshop to inform the Future Plan for the TPRC.

Relevant Documents

Attachments: Nil
Available for viewing at the meeting: Nil

Background

On 8 June 2006, Council received a report outlining the Local Government Act requirements to prepare a Future Plan.

Recent amendments to the Local Government Act require that each local government prepare a Future Plan for each year commencing after 30 June 2006. The Future Plan is to cover a period of at least 2 years.

Councils are to consult with electors and ratepayers in the preparation of the Future Plan.

In considering the detailed requirements set out in the Act and supporting regulations, the Council resolved on 8 June 2006 to proceed with an Enquiry by Design Workshop (charette) as an appropriate means of facilitating input to the Future Plan in respect of urban and economic planning as envisaged in the objectives set out in the TPRC Establishment Agreement.

The Council authorised the preparation of background material to support the Enquiry by Design Workshop.

Comment

Since 8 June 2006, a considerable amount of background material has been assembled. Some discussions have also taken place with service providers and research has been undertaken to assemble background library material to support the workshop.

A number of Enquiry by Design Workshops have been undertaken in conjunction with the West Australian Planning Commission (WAPC). The WAPC website contains a number of Enquiry by Design reports. Their web address is www.wapc.wa.gov.au/publications.

The WAPC has also prepared a manual to assist Enquiry by Design initiatives. The following is an extract from part of the manual explaining the purpose and potential outcomes of the Enquiry by Design activity.

Introduction

The main aim of an Enquiry by Design Workshop is to raise awareness of the principles of best practice, sustainable urban design, and to explore and demonstrate how they can be applied, through an iterative and interactive process, to develop ideas, solutions and outcomes in real-world planning and design situations.

A Responsible Authority will engage with Partners in the preparation of an Enquiry by Design Workshop and in the theory and practice of best practice, sustainable urban design.

*While actual sites will be examined, and real issues will be faced, the outcomes of an Enquiry by Design are typically **non-binding**, and it is important to note that design concepts produced as a result of the Enquiry by Design Workshop and subsequently incorporated into a structure plan, development application or application for subdivision will still be subject to the usual statutory planning assessment processes.*

Participants with different skills and knowledge of the site will work in teams to investigate and understand current urban issues and future trends. A broader and better understanding of the principles of best practice, sustainable urban design will develop as a result of this Enquiry by Design Workshop approach.

What are the objectives of an Enquiry-by-Design Workshop?

An Enquiry by Design Workshop:

- *Introduces the application of the principles of best practice, sustainable urban design to development in a participatory, non-binding setting;*
- *Tests any current plans and evolves them in accordance with those principles;*
- *Brings together professionals from the planning and development sector and other interested parties who will have the opportunity to debate and agree upon the best ways to achieve designs that reflect those principles;*
- *Allows participants to draw designs instead of just talking about them;*
- *Encourages participants to respond to the physical characteristics of an actual site by examining and reinforcing local characteristics and protecting natural features;*

- *Helps participants to understand the development opportunities and constraints of a site and how designs may be implemented; and*
- *Provides important feedback to assist in refining design principles and the policy and statutory framework through which they are applied.*

Conditions necessary for a successful Enquiry by Design Workshop

- *The project must have integrity and inherent legitimacy, and the relevant stakeholders must agree to the process.*
- *Participants should be receptive to gaining an understanding of, and applying through the workshop process, the theory and practice of sustainable urban design.*
- *Workshop participants should be prepared to contribute as necessary to the requirements outlined in this Manual for pre-Workshop preparation, event management, and post-Workshop reporting.*
- *Participants must regard the Enquiry by Design Workshop as a serious and real exercise, and participate and respond accordingly.*
- *Participants should acknowledge the need for integrated, holistic solutions that may not fully reflect their own specific issues and concerns.*

Typically, workshops will involve the preparation of a number of optional plans for development with major input from experts in the provision of public utility services, urban design, economic and social development.

The options are progressively submitted to a wider audience involving community stakeholders and residents and plans are refined until a recommended model is produced that satisfies most of the objectives of the stakeholders.

Workshops usually require 2-3 days for thorough processing of all inputs and issues.

At the end of the workshop, a report is prepared and made available to all participants.

The WAPC has taken the role of facilitator at many of the workshops that have been conducted in the metropolitan and wider regions of WA. Within the participant Councils, workshops have been conducted for Butler/Brighton, Two Rocks and Mirrabooka.

Logistics for the workshop for TPRC now require:

- A suitable venue
- A suitable time
- Appointment of a facilitator

The Enquiry by Design Workshop preparation manual suggests a period of approximately 8 weeks is required to arrange participation and logistics.

Ideally, the venue should be as close as possible to the site and facilitate an on-site inspection at the commencement of the workshop. Facilities at the City of Wanneroo or City of Joondalup may be considered for the workshop.

Expert participants would include people involved in the following areas:

- Transport
- Water utility and water efficient design

- Environment
- Education
- Security and safety
- Urban design and architecture
- Economic and social development
- Communications

Other participants would include representatives from:

- Local ratepayer groups.
- Specific interest groups i.e. conservation and environment
- Mandarie Regional Council
- Participant Council elected members and officers
- Wanneroo City Council as the local government and local planning authority
- WAPC as the formulator and custodian of many state planning policies

In order to progress arrangements for the workshop invitations will need to be issued in the near future. Consequently a venue and time for the workshop must be resolved.

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN
11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
12. URGENT BUSINESS APPROVED BY THE CHAIRMAN
13. MATTERS BEHIND CLOSED DOORS
14. FORMAL CLOSURE OF MEETING