



**TOWN OF VINCENT**

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*"Enhancing and celebrating our diverse community"*

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# MINUTES

## SPECIAL COUNCIL MEETING

**17 MAY 2011**

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Minutes of the Special Meeting of Council of the Town of Vincent held at the Administration and Civic Centre, 244 Vincent Street, Leederville, on Tuesday 17 May 2011, commencing at 6.00pm.

**1. (a) DECLARATION OF OPENING**

The Presiding Member, Mayor Nick Catania, declared the meeting open at 6.10pm.

**(b) ACKNOWLEDGEMENT OF COUNTRY STATEMENT**

“We acknowledge that this land that we meet on today is part of the traditional land of the Nyoongar people. We acknowledge them as the traditional custodians of this land and pay our respects to the Elders; past, present and future”.

**2. APOLOGIES/MEMBERS ON APPROVED LEAVE OF ABSENCE**

**(a) Apologies:**

Nil

**(b) Present:**

Mayor Nick Catania, JP	Presiding Member
Cr Matt Buckels	North Ward
Cr Anka Burns	South Ward
Cr Taryn Harvey	North Ward
Cr Sally Lake ( <i>Deputy Mayor</i> )	South Ward
Cr Warren McGrath	South Ward
Cr Dudley Maier	North Ward
Cr Joshua Topelberg	South Ward
John Giorgi, JP	Chief Executive Officer
Rob Boardman	Director Development Services
Rick Lotznicker	Director Technical Services
Mike Rootsey	Director Corporate Services

No members of the Public present.

**(c) Members on Leave of Absence:**

Cr Steed Farrell – due to work commitments.

**3. (a) PUBLIC QUESTION TIME & RECEIVING OF PUBLIC SUBMISSIONS**

Nil.

**4. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil.

**5. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

Nil.

**6. DECLARATION OF INTERESTS**

- 6.1 Cr Burns declared an Impartiality interest in Item 7.1 – Draft Annual Budget 2011/2012. The extent of her interest being that she lives on that part of Wasley Street that is Scheduled to receive Capital Works as part of the Roads to Recovery Program. Cr Burns stated that she has an interest in common with others and she and her family in various capacities are directors and shareholders of a company which leases a property on Beaufort Street, Mt Lawley that is scheduled to have commercial permits upgrade.
- 6.2 Cr McGrath declared an Impartiality interest in Item 7.1 – Draft Annual Budget 2011/2012. The extent of his interest being that he lives on Palmerston Street. The Draft Budget contains two items:
- Palmerston Street to Randall Street Bicycle Network; and
  - Robertson Park Proposed Drainage Basin.

Both Councillors stated that as a consequence, there may be a perception that their impartiality on the matter may be affected and declared that they would consider this matter on its merits and vote accordingly.

**7.1 Draft Annual Budget 2011/2012**

<b>Ward:</b>	Both	<b>Date:</b>	12 May 2011
<b>Precinct:</b>	All	<b>File Ref:</b>	FIN0025
<b>Attachments:</b>	Nil		
<b>Tabled Items:</b>	2011/2012 Draft Annual Budget		
<b>Reporting Officer:</b>	M Rootsey, Director Corporate Services		
<b>Responsible Officer:</b>	John Giorgi, Chief Executive Officer		

**OFFICER RECOMMENDATION:**

*That the Council;*

- (i) **APPROVES IN PRINCIPLE** the Draft Budget 2011/2012 as Tabled and provided separately to Council Members;
- (ii) *subject to clause (i) being approved, ADVERTISES* the Draft Budget 2011/2012 for public comment for a period of fourteen (14) days in accordance with Policy No. 4.1.5 – Community Consultation and considers any submissions which may be received;
- (iii) **APPROVES BY AN ABSOLUTE MAJORITY** pursuant to Section 6.11 of the Local Government Act 1995 to change the:
- (a) *name of the “Car Parking Development Reserve” to “Cash in Lieu of Parking Reserve”, as this better describes the use of the Reserve Fund;*
- (b) *purpose of the Reserve Fund to be as follows:*
- “This reserve is established from payment of cash-in-lieu of car parking from development Applicants and is to be used for the upgrade of existing car parking stations or the establishment of new car parking stations and associated infrastructure.”*
- (c) *name of the “Parking Facility Reserve” to “Parking Reserve”, as this will allow for a wider and more diverse use of the Reserve Funds;*
- (d) *purpose from:*
- “works associated with the purchase, maintenance and operations of parking ticket machines”;*
- to be as follows:*
- “This Reserve is to be used for the following purposes:*
- *the purchase, maintenance and operation of parking facilities;*
  - *future car parking requirements;*
  - *car parking stations;*
  - *the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent Town Centres;*
  - *alternative and sustainable transport initiatives and modes;*
  - *provision and improvement of parking information systems;*
  - *security lighting and improved pathways to access parking areas; and*
  - *provision and maintenance of roads, footpaths, cycleways and other cycling support facilities, bus shelters and other transit facilities.”; and*

(iv) *NOTES that a:*

- (a) *review of all the Town's Reserve Funds is being carried out and will be reported to the Special Meeting of Council 5 July 2011; and*
- (b) *Special Meeting of the Council will be held on 5 July 2011 to consider any submissions received and to adopt the Budget 2011/2012.*

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**Moved Cr Topelberg, Seconded Cr Maier**

*That the recommendation, together with the following changes, be adopted:*

*That clause (iii) be deleted and the following new Clause (iii) be inserted in its place:*

***“(iii) APPROVES BY AN ABSOLUTE MAJORITY pursuant to Section 6.11 of the Local Government Act 1995 to ~~change the:~~***

- (a) *change the name of the “Car Parking Development Reserve” to “Cash-in-Lieu of Parking Reserve”, as this better describes the use of the Reserve Fund;*
- (b) *change the purpose of the “Cash-in-Lieu of Parking Reserve Fund” to be as follows:*

*“This Reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for the upgrade of existing car parking ~~stations~~ facilities or the establishment of new car parking ~~stations~~ facilities and associated infrastructure.”*

- (c) *change the purpose of the “Parking Facility Reserve Fund” to be as follows:*

*“This Reserve is for;*

- *the purchase, maintenance and operations of parking ticket machines;*
- *provision and improvement of parking information systems;*
- *security lighting, improved pathways and associated infrastructure to access parking areas;*

*and associated works.”*

- (e) *~~name of the “Parking Facility Reserve” to “Parking Reserve”, as this will allow for a wider and more diverse use of the Reserve Funds;~~*

- (d) *create the following new Reserve Funds:*

*1. Parking Funded Sustainable Transport Initiatives*

*“This Reserve is for the provision of sustainable transport initiatives and modes and including, but not limited to, the provision and maintenance of footpaths, cycle ways and other cycling support facilities, bus shelters and other transit facilities.”*

2. Parking Funded Town Centre Upgrade and Promotion

“This Reserve is for the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent Town Centres and the promotion of those Town Centres”; and”

~~(d) — purpose from:~~

~~“works associated with the purchase, maintenance and operations of parking ticket machines”;~~

~~to be as follows:~~

~~“This Reserve is to be used for the following purposes:~~

- ~~• the purchase, maintenance and operation of parking facilities;~~
- ~~• future car parking requirements;~~
- ~~• car parking stations;~~
- ~~• the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent Town Centres;~~
- ~~• alternative and sustainable transport initiatives and modes;~~
- ~~• provision and improvement of parking information systems;~~
- ~~• security lighting and improved pathways to access parking areas; and~~
- ~~• provision and maintenance of roads, footpaths, cycle ways and other cycling support facilities, bus shelters and other transit facilities.”; and~~

Debate ensued.

Page 1.9 – It was requested that the following correction be made to change the funding source from “Muni” to “Grant”.

AMENDMENT NO 1

Moved Cr Topelberg, Seconded Cr Burns

*(Page 1.12) That the wording “Second Hand Piano” be changed to read as “Replacement of Piano”.*

Debate ensued.

AMENDMENT NO 1 PUT AND CARRIED UNANIMOUSLY (8-0)

(Cr Farrell was an apology for the meeting.)

Debate ensued.

AMENDMENT NO 2

Moved Cr Topelberg, Seconded Cr Harvey

*That an amount of \$10,000 be included on the Draft Annual Budget 2011/2012 for the following project:*

- *“Britannia Reserve Masterplan – progression of Draft Masterplan and community consultation”.*

Debate ensued.

**AMENDMENT NO 2 PUT AND CARRIED UNANIMOUSLY (8-0)**

(Cr Farrell was an apology for the meeting.)

Debate ensued.

**AMENDMENT NO 3**

**Moved Cr Maier, Seconded Cr Buckels**

*That the proposed amount of \$400,000 allocated in the Draft Budget to the Parking Facility Reserve Fund (\$300,000) and Capital Reserve Fund \$100,000, be changed to the following Reserve Funds:*

- *\$100,000 – Parking Facility.*
- *\$150,000 – Parking Funded Sustainable Transport Initiatives.*
- *\$150,000 – Parking Funded Town Centre Upgrade and Promotion.*

Debate ensued.

**AMENDMENT NO 3 PUT AND CARRIED UNANIMOUSLY (8-0)**

(Cr Farrell was an apology for the meeting.)

Debate ensued.

**AMENDMENT NO 4**

**Moved Cr Topelberg, Seconded Cr Buckels**

*That clause (iii)(d)(2) be amended to read as follows:*

***“(iii)(d)(2) Parking Funded Town Centre Upgrade and Promotion and Parking Benefit Districts***

***“This Reserve is for the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent Town Centres and the promotion of those Town Centres as well as works associated with any Parking Benefit Districts as defined by the Town of Vincent Car Parking Strategy 2010”; and”***

Debate ensued.

The Chief Executive Officer advised that, to avoid ambiguity, the amendment should read as follows:

***“(iii)(d)(2) Parking Funded Town Centre and Parking Benefit Districts Upgrade and Promotion***

***“This Reserve is for the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent Town Centres and the promotion of those Town Centres as well as works associated with any “Parking Benefit Districts”, as determined by the Council”; and”***

The Mover, Cr Topelberg and the Seconder, Cr Buckels agreed.

Debate ensued.

**AMENDMENT NO 4 PUT AND CARRIED ON THE  
CASTING VOTE OF THE PRESIDING MEMBER (5-4)**

**For:** Presiding Member, Mayor Nick Catania (two votes – deliberative and casting vote), Cr Buckels, Cr Burns, Cr Topelberg

**Against:** Cr Harvey, Cr Lake, Cr McGrath, Cr Maier

(Cr Farrell was an apology for the meeting.)

**MOTION AS AMENDED PUT AND CARRIED  
BY AN ABSOLUTE MAJORITY (7-1)**

**For:** Mayor Catania, Cr Buckels, Cr Burns, Cr Harvey, Cr McGrath, Cr Maier, Cr Topelberg

**Against:** Cr Lake

(Cr Farrell was an apology for the meeting.)

**COUNCIL DECISION ITEM 7.1**

*That the Council;*

(i) *APPROVES IN PRINCIPLE the Draft Budget 2011/2012 as Tabled and provided separately to Council Members, subject to the following:*

(a) *(Page 1.12) That the wording “Second Hand Piano” be changed to read as “Replacement of Piano”;*

(b) *That an amount of \$10,000 be included on the Draft Annual Budget 2011/2012 for the following project:*

- *“Britannia Reserve Masterplan – progression of Draft Masterplan and community consultation”;* and

(c) *That the proposed amount of \$400,000 allocated in the Draft Budget to the Parking Facility Reserve Fund (\$300,000) and Capital Reserve Fund \$100,000, be changed to the following Reserve Funds:*

- *\$100,000 – Parking Facility.*
- *\$150,000 – Parking Funded Sustainable Transport Initiatives.*
- *\$150,000 – Parking Funded Town Centre Upgrade and Promotion;*

(ii) *subject to clause (i) being approved, ADVERTISES the Draft Budget 2011/2012 for public comment for a period of fourteen (14) days in accordance with Policy No. 4.1.5 – Community Consultation and considers any submissions which may be received;*

(iii) *APPROVES BY AN ABSOLUTE MAJORITY pursuant to Section 6.11 of the Local Government Act 1995 to:*

(a) *change the name of the “Car Parking Development Reserve” to “Cash-in-Lieu of Parking Reserve”, as this better describes the use of the Reserve Fund;*

- (b) *change the purpose of the “Cash-in-Lieu Parking Reserve Fund” to be as follows:*

*“This Reserve is established from payment of cash-in-lieu of car parking from development applicants and is to be used for the upgrade of existing car parking facilities or the establishment of new car parking facilities and associated infrastructure.”*

- (c) *change the purpose of the “Parking Facility Reserve Fund” to be as follows:*

*“This Reserve is for;*

- the purchase, maintenance and operations of parking ticket machines;*
- provision and improvement of parking information systems;*
- security lighting, improved pathways and associated infrastructure to access parking areas;*

*and associated works.”*

- (d) *create the following new Reserve Funds:*

*“1. Parking Funded Sustainable Transport Initiatives*

*“This Reserve is for the provision of sustainable transport initiatives and modes and including, but not limited to, the provision and maintenance of footpaths, cycle ways and other cycling support facilities, bus shelters and other transit facilities.” ”*

*“2. Parking Funded Town Centre and Parking Benefit Districts Upgrade and Promotion*

*“This Reserve is for the provision and upgrade of infrastructure, facilities and services, both parking and non-parking, in the Town of Vincent Town Centres and the promotion of those Town Centres as well as works associated with any Parking Benefit Districts as determined by the Council” ”; and*

- (iv) *NOTES that a:*

- (a) *review of all the Town’s Reserve Funds is being carried out and will be reported to the Special Meeting of Council 5 July 2011; and*
- (b) *Special Meeting of the Council will be held on 5 July 2011 to consider any submissions received and to adopt the Budget 2011/2012.*
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**PURPOSE OF REPORT:**

To present and consider the Draft Budget for the financial year 2011/2012, prior to advertising for public comment.

**BACKGROUND:**

At the Special Council Meeting held on 3 May 2011, Item 7.1 the following recommendation was adopted by Council:

*“That the Council;*

- (i) *APPROVES IN PRINCIPLE the Draft Budget 2011/2012 as Tabled and notes that this will be further considered at the Special Meeting of Council to be held on 17 May 2011, subject to the following changes:*
  - (a) *(Page 1.9) That the Unisex Self Cleaning Toilet for the Mt Lawley Area (\$160,000) be deleted and \$77,000 of that money be allocated to the Weld Square Stage 2 Upgrade Program (Page 1.4) (\$160,000), thereby increasing the amount to \$237,000;*
  - (b) *(Page 2.4) That the Kyilla Primary School Improvements Project of \$10,000 be a changed from a “Priority 2” (in the Deleted List) to a “Priority 1” and be included under an appropriate “Grant/Donation” Category;*
  - (c) *(Page 3.2) That the Ceiling Mounted Digital Projector – Local History Centre (\$4,000) “Priority 2” be changed to a “Priority 1” and be included in the Draft Budget;*
  - (d) *(Page 4.23) That the Refuse Site Tipping Costs be reduced from \$1,700,000 to \$1,200,000 and the shortfall be funded by the Carry Forward amount of \$500,000;*
  - (e) *(Page 4.26) That the Town Planning Study – West Perth Regeneration Plan (\$10,000) be deleted (as the Council has previously resolved to hold in abeyance any further work on this matter);*
  - (f) *(Page 3.1) That the Refrigerated/Heating/Cooling Unit for the front rooms of the Loftus Community Centre (\$32,000) be changed from a “Priority 2” to a “Priority 1”, and be included in the Draft Budget and that it be funded from Muni/Reserve;*
  - (g) *(Page 3.5) That the Pansy Street Carpark Lighting (\$15,500) be included in the Draft Budget as a “Priority 1” and it be funded from the “Cash-in-lieu Parking Fund”;*
  - (h) *(Page 1.3) That the Local Bicycle Network Plan (\$10,000) be increased to \$30,000;*
  - (i) *(Page 1.5) That the Half Basketball Court for Weld Square (\$12,000) be increased to \$25,000 and that the Director Technical Services be requested to investigate the size of the Proposed Court and also the need to include appropriate fencing around the Court;*
  - (j) *(Page 3.4) That the Installation of Shade Sails for Britannia Reserve (South) (\$30,000) be changed from a “Priority 2” to a “Priority 1” and be included in the Draft Budget; and*
  - (k) *(Page 4.66) That the amount for Environmental Grants be increased from \$10,000 to \$15,000;*

- (iii) *REQUESTS the Chief Executive Officer to include an item on the Agenda for the Special Meeting of Council of 17 May 2011 which addresses the creation of two new Reserve Funds to hold funds for:*
- (a) *“Parking Funded Town Centre Upgrades”; and*
- (b) *“Parking Funded Alternative Transport Initiatives”; and*
- (iv) *NOTES that a Special Meeting of the Council will be held on 5 July 2011 to consider any submissions received and to adopt the Budget 2011/2012.”*

The budget timetable for the 2011/2012 Draft Annual Budget was adopted at the Ordinary Meeting of Council held on 7 December 2010, as follows:

<u>DATE</u>	<u>ITEM</u>
<i>28 March - 22 April</i>	<i>Chief Executive Officer and Directors to review 1<sup>st</sup> Draft Budget</i>
<i>22 April</i>	<i>1<sup>st</sup> Draft Budget issued to Council Members</i>
<i>28 April</i>	<i>Briefing provided to Council Members on Draft Budget</i>
<i>3 May</i>	<i>1<sup>st</sup> Budget briefing/Special Council Meeting (open to the public</i>
<i>17 May</i>	<i>2<sup>nd</sup> Budget briefing/Special Council Meeting (open to the public) – if required</i>
<i>18 May – 24 May</i>	<i>Budget documentation finalised for public comment</i>
<i>25 May</i>	<i>Advertise for public comment (14 days)</i>
<i>7 June</i>	<i>Public comment closes</i>
<i>8 June - 14 June</i>	<i>Final Budget documentation and report for Council prepared</i>
<i>14 June</i>	<i>Issue Agenda report</i>
<i>5 July</i>	<i>Adoption of Annual Budget at the Special Council meeting</i>

A briefing for the Council Members was held on Wednesday 27 April 2011.

**DETAILS:**

At the Special Council Meeting held on 3 May 2011, Item 7.1 the following amendments were adopted:

- **Unisex self-cleaning toilet for the Mt Lawley Area – Page 1.9:**

It was resolved that the amount of \$160,000 be deleted and \$77,000 of that money be allocated to the Weld Square Stage 2 Upgrade Program (page 1.4). The Weld Square Stage 2 Upgrade Program to be increased to \$237,000.

- **Kyilla Primary School – Page 2.4:**

The Council resolved that the Kyilla Primary School Improvements Project of \$10,000 be changed from a “Priority 2” to a “Priority 1” and be included under an appropriate “Grant/Donation” Category.

- **Ceiling Mounted Digital Projector in the Local History Centre – Page 3.2:**

It was adopted that the amount of \$4,000 for the ceiling mounted digital projector for the Local History Centre be changed to a “Priority 2” and be included in the Draft Budget.

- **Refuse Site Tipping Costs – Page 4.23:**

The Council resolved the costs to be reduced from \$1,700,000 to \$1,200,000 with the shortfall to be funded by the Carry Forward amount of \$500,000.

- **Town Planning Study – West Perth Regeneration Plan – Page 4.26:**

As the Council had previously resolved to hold in abeyance any further work on this matter, the \$10,000 amount allocated to this Plan be deleted.

- **The Refrigerated/Heating/Cooling Unit – Loftus Community Centre – Page 3.1:**

It was resolved that the amount of \$32,000 allocated for the refrigerated/heating/cooling unit for the front rooms of the Loftus Community Centre be changed from a “Priority 2” to a “Priority 1”, be included in the Draft Budget and funded from the Muni/Reserve account.

- **Pansy Street Carpark Lighting – Page 3.5:**

The Council resolved to include \$15,000 in the Draft Budget for the Pansy Street Carpark Lighting and list it as a “Priority 1”. This will be funded from the “Cash-in-lieu Parking Fund”.

- **Local Bicycle Network Plan – Page 1.3:**

It was resolved that the Local Bicycle Network Plan would be increased from \$10,000 to \$30,000.

- **Weld Square – Half-Basketball Court – Page 1.5:**

The Council resolved that the Half-Basketball Court be increased from \$12,000 to \$25,000. It was also resolved that the Director Technical Services be requested to investigate the size of the proposed court and also the need to include appropriate fencing around the court.

- **Britannia Reserve – Installation of Shade Sails – Page 3.4:**

It was resolved that the installation of Shade Sails at Britannia Reserve (South) be changed from a “Priority 2” to a “Priority 1” and be included in the Draft Budget.

- **Environmental Grants – Page 4.66:**

The Council resolved that the amount of \$10,000 be increased to \$15,000 for Environmental Grants.

The following corrections which were noted at the meeting have also been made:

- **Deputy Mayor’s Allowance – Page 4.3:**

The Draft Budget amount for this account was reduced from \$15,000 to \$12,000 to reflect the Council resolution of the Ordinary Meeting of Council held on 19 April 2011.

- **Executive Management – Telephones/Mobiles –Page 4.80:**

The Draft Budget figure for this account was reduced from \$6,300 to \$3,600 to correct a data input error.

**Additional Items:**

• **Legal Fees – Mindarie Regional Council - Page 4.79:**

An allocation of \$25,000 for legal fees has been included in this version of the Draft Budget 2011/12. This is a provision of costs if required for any further Supreme Court action with Mindarie Regional Council and City of Stirling

**Draft Budget**

The Draft Budget 2011/2012 as presented proposes the funds for the new capital works as follows:

Land and Buildings	\$4,619,400
Infrastructure	\$5,051,248
Plant and Equipment	\$1,126,500
Furniture and Equipment	\$141,500

The Town’s Administration has prepared the draft budget and has included the following:

- (a) Council adopted programs;
- (b) Items from Council Resolutions;
- (c) Council Members’ requests;
- (d) Ratepayer/resident requests; and
- (e) Projects identified by the Town’s Administration.

The Town’s Administration has used the following criteria to determine project priorities:

<i>Priority</i>	<i>Rating</i>	<i>Criteria</i>
1	Very High	Adopted program/legislative requirement/safety issue/significant community benefit
2	High	Considered necessary/demonstrated cost benefits/Community need
3	Medium	Desirable/may benefit the Community
4	Low	“Nice to do”/not a priority
5	Very Low	Minimal demonstrated benefit/need

The budget for recurrent operating expenditure is \$41,638,978.

The rates revenue generated for this Draft Budget equals \$22,056,960.

The value of operating revenue other than rates income is \$19,502,515.

If all the works included on the Draft Budget 2011/2012 as presented are funded, the Council will need an estimate increase of **4.25%** in the rate in the dollar to meet all of the requests.

It should be noted that the inflation rate is estimated to be **3.5%** (State Consumer Price Index) for 2011/12 and the Local Government Index is estimated to be between 3.5% and 4.5% for the same period.

**Reserve Funds**

The Council has the following Reserve Funds relating to Parking and Carparks:

Car parking Development Reserve:

This reserve was established from payment of cash-in-lieu of car parking from developers and is to be used to upgrade existing car parks or the establishment of new car parks.

As at 1 May 2011, this Reserve Fund contained \$11,025.

Parking Facility Reserve:

At the Special Council Meeting held on 2 July 2008, it was agreed to establish a Reserve for works associated with the purchase maintenance and operations of parking ticket machines.

As at 1 May 2011, this Reserve Fund contained \$132,548.

Creation of New Reserve Funds:

At the Special Council Meeting held on 3 May 2011, the Council resolved in part as follows:

*“...(iii) REQUESTS the Chief Executive Officer to include an item on the Agenda for the Special Meeting of Council of 17 May 2011 which addresses the creation of two new Reserve Funds to hold Funds for:*

- (a) Parking Funded Town Centre Upgrades; and*
- (b) Parking Funded Alternative Transport Initiatives; and...”*

The matter of Reserves is being researched Australia wide and the following is advised:

The research undertaken is detailed in the tables below. With respect to Western Australia, the Local Governments contacted to operate dedicated Car Parking Reserve Funds, in which revenue is generated through paid parking, both from public car parks and kerb side parking. In most instances the revenue raised is reinvested back into capital infrastructure relating to car parking. These types of funds align with the Town’s existing Parking Facility Reserve, however do provide scope for the Town to broaden the purpose of this fund to allow for greater diversity in expenditure.

Research undertaken interstate, indicates that most larger Capital City Councils do not operate dedicated Car Parking Reserve Funds, rather the money generated from parking is directed into consolidated revenue. However, Councils outside the Capital Centres, and smaller City Councils, such as Darwin, do appear to operate car parking reserve funds. Those cited in Geelong, Victoria and Port Pirie, South Australia relate more to revenue generated through developer contributions/cash-in-lieu, which is collected and then reinvested specifically back into car parking infrastructure and transport facilities more generally. The example from the Australian Capital Territory (ACT) also provides for a framework for financial contributions by developers to be collected through a Sustainable Transport Contributions Fund. The ACT example provides for a broad range of expenditures on matters relating to promoting sustainable transport more generally, rather than just limited to car parking infrastructure. These examples could be considered as a rationale to broaden the scope of expenditure for the Town’s existing Car Parking Development Reserve and/or the Town’s existing Parking Facility Reserve.

**Western Australia:**

Local Council	Parking Reserve Fund	Details
City of Subiaco	Yes	<ul style="list-style-type: none"> <li>• The \$3 million from car parking revenue (\$1.9 million - tickets), (\$1.4 million – fines) goes into a dedicated parking reserve fund;</li> <li>• After expenditure for maintenance of machines, ranger services etc, there is about \$250,00 left in the reserve each year;</li> <li>• The \$250,000 in the reserve fund is used for new ticket machines, new car parks, lines, signs and car parking sweep cleaning etc.</li> </ul>

Local Council	Parking Reserve Fund	Details
City of Perth	Yes	<ul style="list-style-type: none"> <li>• \$58 million is generated from car parking revenue (paid parking in car parks and kerb side) of which \$30 million remains after expenditure;</li> <li>• Of the \$30 million about 20 per cent is directed into the dedicated parking reserve fund, and the remainder is directed to general capital works undertaken by the City;</li> <li>• About \$5 – \$6 million is in the dedicated parking reserve fund each year and the money goes towards capital infrastructure such as new car parks, new signage, new ticket machines etc.</li> </ul>
City of Fremantle	Yes	<ul style="list-style-type: none"> <li>• Most of the \$10 million revenue raised from car parking goes into the City's consolidated revenue;</li> <li>• A dedicated reserve fund for parking does exist, but only around 5% of the overall parking revenue goes into this fund (approximately \$1 - \$2 million each year);</li> <li>• The 5 per cent reserve fund revenue is spent on green initiatives such as the dedicated 'electrical car' bays and extra security, replacement of ticket machines and other capital expenditures relating to car parking.</li> </ul>

**Interstate:**

Local Council	Parking Reserve Fund	Details
City of Darwin	Yes	<ul style="list-style-type: none"> <li>• The Council generated \$3.4 million from paid parking in 2010</li> <li>• All the funds are transferred into the parking reserve each year, less a recharge amount</li> <li>• The reserve balance varies each year, for example, it can be used to purchase land to provide for future car parking in the CBD</li> <li>• All funds are spend on matters relating to the provision of car parking in Darwin</li> </ul>
City of Geelong	Yes	<ul style="list-style-type: none"> <li>• Dedicated 'Reserve Funds' Policy No. CPL 510.5, which establishes Reserve Funds that account for income that has been received from specific sources for future application;</li> <li>• The Parking Reserve records the amount of Councils future obligations under the Planning and Development Act 1997 to do works to create or improve car parking within the municipality The obligation arises from Councils collection of funds from developers under the Planning and Development Act 1987 and some Section 173 agreements for car parking provisions;</li> </ul>
City of Melbourne	No	<ul style="list-style-type: none"> <li>• No dedicated parking reserve fund;</li> <li>• All revenue goes into a consolidated revenue fund.</li> </ul>
City of Sydney	No	<ul style="list-style-type: none"> <li>• No dedicated parking reserve fund;</li> <li>• All revenue goes into a consolidated revenue fund.</li> </ul>
City of Adelaide	No	<ul style="list-style-type: none"> <li>• No dedicated parking reserve fund;</li> <li>• All revenue goes into a consolidated revenue fund.</li> </ul>

Local Council	Parking Reserve Fund	Details
Port Pirie Regional Council, SA	Yes	<ul style="list-style-type: none"> <li>• Section 50A of the Development Act 1993 provides a mechanism for Council's to create and operate a car parking fund scheme (a 'fund'), subject to Ministerial approval;</li> <li>• The fund allows a cash contribution in lieu of providing on-site car parking and is intended to operate in areas where on-site car parking may otherwise be difficult to achieve;</li> <li>• The fund provides developers with a greater choice when developing or –redeveloping land in the Port Pirie CBD. Money from the fund must be used to:               <ul style="list-style-type: none"> <li>• Provide car parking in a designated area; or</li> <li>• Provide funds for (or towards) the maintenance, operation or improvement of car parking facilities within the designated area; or</li> <li>• Provide funds for (or towards) the establishment, maintenance or improvement of transport facilities within the area, with a view to reducing the need or demand for car parking facilities within the designated area.</li> </ul> </li> </ul>
ACT	In Progress	<ul style="list-style-type: none"> <li>• The Draft ACT Parking Strategy introduces the concept of establishing a Sustainable Transport Contributions Fund (STCF). Voluntary financial contributions by developers in lieu of providing for up to 50 per cent of required on-site parking spaces would form the revenue base of a Sustainable Transport Contribution Fund.</li> <li>• The Draft Strategy suggests that the funds raised in this manner could be used as the foundation for funding improvements to accessibility to the City and the Town Centres, including, but not limited to, publicly available shared-use parking facilities and also other access related facilities, cycling facilities, lighting to improve pedestrian access to car parks and within centres, shuttle bus services and real time information systems for transit etc.</li> </ul>

With regards to the Town's existing Reserve Funds, it is recommended that these be reworded to meet the needs of the Council. The creation of additional or new Reserve Funds is not recommended as the Council's objective can be achieved by amending the current Reserve Funds as follows:

**Existing Reserve Funds:**

Car parking Development Reserve:

This is recommended to be renamed "*Cash in Lieu of Parking Reserve*", as there is some confusion between the Town's current two Reserve Funds concerning parking. The recommended new name more correctly describes the Reserve Fund and is also used by several other local governments and is therefore consistent terminology (e.g. City of Joondalup).

The purpose is for this reserve to remain basically unchanged, however, improved wording as follows;

*“This reserve is established from payment of cash-in –lieu of car parking from ~~developers~~ development Applicants and is to be used for the upgrade of existing car parking stations or the establishment of new car parking stations and associated infrastructure.”*

Parking Facility Reserve - Established on 2 July 2008:

This is to be renamed- “**Parking Reserve**”, as the current name is considered too restrictive, as it refers to “parking facility”. A change in name will allow the flexibility to achieve the purpose of the Council decision made at the Special Meeting of Council held on 3 May 2011.

Accordingly, the purpose is recommended to be changed; from “*works associated with the purchase, maintenance and operations of parking ticket machines*”, to be as follows:

*“This Reserve is to be used for the following purposes;*

- *the purchase, maintenance and operation of parking facilities;*
- *future car parking requirements;*
- *car parking stations;*
- *the provision and upgrade of facilities and services, both parking and non-parking, in the Town of Vincent Town Centres;*
- *alternative and sustainable transport initiatives and modes;*
- *provision and improvement of parking information systems;*
- *security lighting and improved pathways to access parking areas; and*
- *provision and maintenance of roads, footpaths, cycleways and other cycling support facilities, bus shelters and other transit facilities.*

The Town of Vincent Parking and Parking Facilities Local Law 2007 provides the following definitions:

*“parking facilities”* includes land, buildings, shelters, road reserve, parking area, metered zone, ticket machine zone, parking bay, parking station, attended parking station, parking stalls and other facilities open to the public generally for the parking of vehicles whether or not a fee is charged, and includes any signs, notices and facilities used in connection with the parking of vehicles; and

*“parking station”* means any land, or structure provided for the purpose of accommodating vehicles.

### **Reserve Funds**

A full review of the Town’s Reserve Funds and purposes has not been carried out since the creation of the Town. Accordingly, the Town’s Administration will review this matter and will report to the Special Meeting of Council 5 July 2011.

### **CONSULTATION/ADVERTISING:**

The Council’s Policy No. 4.1.5 “*Community Consultation*” prescribes the Draft Budget to be advertised on a local basis for a period of 14 days. Copies of the Draft Budget will also be placed on the Town’s website, placed in the Library and sent to the Community/Business Groups.

The approved Budget timetable provides for two Special Council Meetings (3 and 17 May 2010) to consider the matter.

In both 2009 and 2010, a second meeting was not required, however this year a second meeting is required.

#### **LEGAL/POLICY:**

##### **Adoption of Budget**

The amendments to the Local Government Act (1995) now allow a Council to adopt its budget prior to the end of the financial year 30 June 2010. This year it is scheduled that the Council will adopt the budget at a Special Meeting of Council on 5 July 2011.

A local government is required to adopt its Annual Budget by 30 August 2011. Failure to do so will require a report to the Department of Local Government.

There is no legal requirement for a Local Government to advertise their Draft Budget for Community Consultation. However, as the Council is aware, the Town has been advertising its Draft Budget for Community Consultation for a number of years in accordance with Community Consultation Policy No. 4.1.5.

##### **Reserve Accounts**

- (1) Subject to subsection (5), where a local government wishes to set aside money for use of a purpose in a future financial year, it is to establish and maintain a reserve account for each such purpose.
- (2) Subject to subsection (3), before a local government –
  - (a) changes\* the purpose of a reserve account; or
  - (b) uses\* the money in a reserve account for another purpose,

*\* Absolute majority required.*
- (3) A local government is not required to give local public notice under subsection (2) –
  - (a) where the change of purpose or of proposed use of money has been disclosed in the annual budget of the local government for that financial year; or
  - (b) in such other circumstances as are prescribed.
- (4) A change of purpose of, or use of money in, a reserve account is to be disclosed in the annual financial report for the year in which the change occurs.

#### **RISK MANAGEMENT IMPLICATIONS:**

**Medium/High:** When setting the annual Budget, the Town is exposed to financial risk over the long term if little regard is given to both revenue and expenditure implications beyond the budget period. Failure to adopt the Annual Budget by 30 August 2011 will be a breach of the Local Government Act.

**STRATEGIC IMPLICATIONS:**

The Council's budget process is in accordance with the Council's Plan for the Future and Strategic Plan 2011-2016, Objective "4. Leadership, Governance and Management":

*"4.1.2 Manage the organisation in a responsible, efficient and accountable manner."*

*"4.1.4 Plan effectively for the future."*

**SUSTAINABILITY IMPLICATIONS:**

The Town has been independently assessed as being viable and sustainable and in July 2009, as part of the Structural Reform process, received a Category 1 Ranking from the Department of Local Government.

A Category 1 Ranking states:

*"Evidence indicates that there is existing organisational and financial capacity to meet current and future community needs. Local Governments should still consider reform opportunities which enhance service provision to local and regional communities."*

The Town is in a sound financial position, with considerable funds held in reserve, borrowings covered by money-back guarantees, a significant future revenue from its share of the Tamala Park land and with potential income from the future developments in Leederville.

**FINANCIAL/BUDGET IMPLICATIONS:**

The approval in principle of the Draft Budget is essential to maintain the timeframe to allow adoption of the Annual Budget in line with the Council approved timetable.

This will then ensure funding for the operations of the next financial year.

**COMMENTS:**

The 2011/2012 Annual Budget has been prepared in improved economic conditions. A vigorous approach has been applied to the preparation of the Draft Budget 2011/2012, whilst also recognising the long term financial planning framework and linkage to the Council's long term objectives.

The Draft Budget 2011/2012 provides funding for a comprehensive Capital Works Programme to provide good quality infrastructure for the Town. Furthermore, the Operating Budget includes monies to provide and maintain the current level of service for the ratepayers and community.

It is recommended the Council consider and approve, in principle, the Draft Budget 2011/2012 and for this to be advertised for public comment.

**8. CLOSURE**

**There being no further business, the Presiding Member, Mayor Nick Catania, declared the meeting closed at 6.45pm with the following persons present:**

Mayor Nick Catania, JP	Presiding Member
Cr Matt Buckels	North Ward
Cr Anka Burns	South Ward
Cr Taryn Harvey	North Ward
Cr Sally Lake ( <i>Deputy Mayor</i> )	South Ward
Cr Warren McGrath	South Ward
Cr Dudley Maier	North Ward
Cr Joshua Topelberg	South ward
John Giorgi, JP	Chief Executive Officer
Rob Boardman	Director Development Services
Rick Lotznicker	Director Technical Services
Mike Rootsey	Director Corporate Services

No members of the Public were present.

These Minutes were confirmed by the Council as a true and accurate record of the Special Meeting of the Council held on 17 May 2011.

Signed: .....Presiding Member  
Mayor Nick Catania

Dated this ..... day of ..... 2011