

CITY OF JOONDALUP

MINUTES OF MEETING OF THE BUDGET COMMITTEE HELD IN CONFERENCE ROOM 1, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON MONDAY 9 JULY 2001.

ATTENDANCE AND APOLOGIES

Mayor

J BOMBAK, JP - Chairman

Elected Members:

Cr P KADAK	Lakeside Ward	<i>absent from 1932 hrs to 1937 hrs</i>
Cr P KIMBER	Lakeside Ward	
Cr J F HOLLYWOOD, JP	North Coastal Ward	
Cr A WALKER	Pinnaroo Ward	
Cr T BARNETT	South Ward	
Cr M O'BRIEN, JP	South Ward	
Cr A L PATTERSON	South Coastal Ward	<i>absent from 1922 hrs to 1925 hrs</i>
Cr G KENWORTHY	South Coastal Ward	<i>absent from 1805 hrs; absent from 1939 hrs to 1944 hrs</i>
Cr J HURST	Whitfords Ward	<i>absent from 1945 hrs to 1947 hrs</i>
Cr C MACKINTOSH	Whitfords Ward	

Officers:

Chief Executive Officer:	L O DELAHAUNTY	
Director, Resource Management:	J TURKINGTON	
Director, Planning & Development:	C HIGHAM	
Director, Infrastructure Management:	D DJULBIC	
Director, Community Development:	C HALL	
Executive Manager, Strategic Planning:	R FISCHER	
Manager, Corporate Finance:	A SCOTT	
Manager, Accounting Services:	R HARDY	
Manager, Organisation and Strategic Development:	J KIRTON	<i>to 1936 hrs</i>
Manager Council Support Services:	M SMITH	<i>to 1936 hrs</i>
Manager, Executive Services:	K ROBINSON	
Manager, Marketing Services:	J LAWTON	<i>to 1935 hrs</i>
Manager, Human Resources:	M LOADER	<i>to 1936 hrs</i>
Manager, Approval Services:	C TERELINCK	
Manager, Urban Design & Policy Services:	D BUTCHER	
Manager, Information Services:	K SYME	<i>to 1936 hrs</i>
Committee Clerk:	J AUSTIN	

The Mayor declared the meeting open at 1800 hrs.

Apologies:

Cr C Baker
Cr A Nixon
Cr D Carlos
Cr P Rowlands

CONFIRMATION OF MINUTES**MINUTES OF BUDGET COMMITTEE MEETING HELD ON 5 JULY 2001**

MOVED Cr Patterson, **SECONDED** Cr Kadak that the Minutes of the Budget Committee held on 5 July 2001, be confirmed as a true and correct record.

The Motion was Put and

CARRIED

DECLARATION OF FINANCIAL/NON FINANCIAL INTEREST

Cr M O'Brien declared a non-financial interest in information technology issues as his son has a commercial interest in the IT industry.

1 2001/2002 SCHEDULE OF FEES AND CHARGES – [50266, 23039]

WARD - All

SUMMARY

Regulation 5(2)(b) of the Local Government (Financial Management) Regulations 1996 requires local governments to review their fees & charges annually. These fees and charges are to be imposed when adopting the annual budget however maybe imposed or amended during a financial year. Approval is required by absolute majority.

The proposed fees and charges for the 2001/02 year have been reviewed by the relevant Business Unit Manager and are appended as Attachment 1.

They are recommended for inclusion in the 2001/02 Draft Budget documentation.

BACKGROUND

Section 6.16 of the Local Government Act 1995 permits a local government to charge for any goods or services it provides or proposes to provide (other than for which a service charge is imposed). Approval must be by absolute majority. Fees and charges are imposed when adopting the annual budget but may be imposed or amended during a financial year.

Regulation 5(2)(b) of Local Government (Financial Management) Regulations 1996 requires a local government to review its fees and charges annually.

When setting its fees and charges a local government is to take into consideration the following factors:-

- a. the cost of providing the service,
- b. the importance of the service to the community,
- c. the price at which the service goods could be provided by an alternative provider.

If a fee or charge for a service or goods is determined by another written law a local government can not determine a fee which is inconsistent with that or charge a fee in addition to the amount determined.

COMMENT/FUNDING

In accordance with these provisions the City's Business Unit Managers have reviewed the fees and charges for the 2001/02 year. As part of this review the Unit Managers have taken cognisance of the cost of providing the service, the price at which the service could be provided by an alternative provider and the importance of the service to the community. The schedule is appended as Attachment 1.

It will be recalled that in 2000/01 all fees and charges were reviewed to take cognisance of the introduction of GST. It will also be recalled that the Federal Treasurer determined that many fees and charges imposed by Local Governments were to be GST free. These were documented in his "Division 81" schedule previously presented to Council.

The Elected Members will recall that the Management of the Leisure Centres - Craigie, Ocean Reef and Sorrento Duncraig has been outsourced to RANS Management Pty Ltd. The fees and charges for those facilities for the 2001/02 and 2002/03 financial years have been determined and form part of the lease agreement.

Comments by each of the Business Units in relation to its fees and charges are as follows:-

Leisure and Ranger Services

All fees in Leisure Services have been increased by 2.5% in accordance with available information on consumer price index as at March 2001 and Council practice. This information has been forwarded to RANS Management Group so that it can increase fees and charges at Craigie, Ocean Ridge and Sorrento Duncraig Leisure Centres in accordance with lease provisions.

Where fees and charges due to rounding would not have increased at all, fees and charges have been rounded up resulting in some cases for an increase in fees and charges of greater than 2.5%.

Fees and Charges have not been increased in Ranger Services as these are primarily for items such as infringements. The increase in CPI at the time of assessment did not justify an increase in charges for the 2001/02 financial year.

Library and Information Services

Non - discretionary fees & charges

No change

Discretionary fees & charges

A range of new products and services have been introduced as a continued result of the 1999 Libraries Income Generation project with the emphasis on Local History in 2001/2002. Fee restructuring has taken place with the Historical training courses registration fees to provide more flexibility in developing new programmes and the Bibliographic Fees which recoup payment for external photocopies to correlate these fees to the current LISWA fee schedule. There are no increases to the balance of existing fees and charges in order to remain competitive with comparable commercial services.

Community and Health Services

The following changes have occurred in fees and charges in the Community and Health Services:

- Fees relating to Aged and Disability Services, with the exception of Community Transport, have been removed as a result of the transfer of these services to Community Vision with effect from 1 July 2001;
- Fees and Administration Charges relating to Family Day Care have been removed as a result of the transfer of this service to Community Vision with effect from 1 July 2001;
- Lease rental fees in relation to the following properties have been added following the transfer of services to Community Vision and its subsequent leasing of these properties:
- Part of Woodvale Community Care Centre

5 Trappers Drive, Woodvale	\$1,570
----------------------------	---------
- 2/12 Dorchester Avenue Warwick \$146
- 2/15 Banks Avenue Hillarys \$330
- Kingsley Family Day Care Centre

11 Moolanda Boulevard, Kingsley	\$3,500
---------------------------------	---------
- Part of the Administration Centre

Boas Avenue, Joondalup	\$10,129
------------------------	----------
- A publication fee for Food Safe Plus videos of \$77.00 has been added to cater for the expanded Food Safe Program.
- The purchase cost of the Food Safe video has increased from \$55.00 to \$66.00 and this is reflected in the Schedule of Fees and Charges.

Fee income was not increased for the following reasons:

- Many of the fees and charges associated with local laws and other legislation in the Health area have not increased because they are prescribed in the legislation; for example, infringements such as those relating to Animals, Birds and Poultry are struck under the Local Government Act which allows for a maximum of 10 percent of the maximum penalty that can be imposed upon conviction, in this case, \$1,000 or a fee of \$100;
- In another case in the Health area, specifically the Application Fee for Trading in Public Places, the fee to be charged resulted from a Council decision;

- Other Health fees have not been increased as overall fees and charges income in the Health area exceeded budget by approximately \$31,000 due to the growth in services and the more efficient administration of fees via the Proclaim system;
- In the area of Outside School Hours Care, fees were increased at the commencement of the 2000/2001 financial year and income from child care assistance and fees exceeded budget by approximately \$26,500 so it was not considered necessary to increase fees for the 2001/2002 financial year;
- In the area of Occasional Care, income from fees and charges also exceeded budget and, once again, it was not considered necessary to increase the fees;
- In the Community Transport area, fees were increased at the commencement of the 2000/2001 financial year. As the rates are \$2.20 per person per trip and \$2.20 or \$1.10 per kilometre for the hire of the buses (dependent upon their size), it was considered that an increase in line with inflation (as at the time of budget preparation – 2.5 percent) would only have resulted in an increase of 0.055 cents per person per trip and per kilometre per trip on the large buses and 0.0275 cent per kilometre on the small bus.

Planning and Approval

Planning Fees changed with effect from 19 December 2000 in accordance with Town Planning (Local Government Planning Fees) Regulations 2000.

A charge for Preliminary Plans has been added to the schedule, the charge is a fee for the examination of, and a report on, preliminary plans being 25% of the fee for the issue of a building licence to carry out the proposed construction described in the plans in accordance with Building Regulations 1989.

Lodging House and Outdoor Dining fees of \$200.00 have been included in the schedule per the City of Joondalup Health Local Law 1999 and the Temporary Public Building Licence Fee has been increased from \$200.00 to \$250.00 to reflect the time spent on this type of application.

Swimming Pool fees were increased last financial year and it is not proposed to increase the fee this year.

The fee for the Sale of Building Returns is to be maintained at \$165.00, after comparison with other Councils it was found that the fee was at the upper end of the scale.

Resource Management

Non - discretionary fees & charges

Leases and licence fees are set by agreement and changes to the Fees & Charges reflect the agreed changes.

Discretionary fees & charges

Rates inquiries and ownership searches have remained the same as the Business Unit rationalised its own expenditures enabling cost increases to be absorbed without raising fees and charges.

Infrastructure Management Services

Non - discretionary fees & charges

Sub-division supervision fees are set under the Local Government Act (1995).

Discretionary fees & charges

Cross-over subsidies offered have remained the same. Concrete crossover undertaken by Council remain the same as Council contracted costs have remained the same. Other services bear relationship to actual cost incurred and are recovered by Council.

Waste management charges are reviewed and set in line with anticipated cost increases.

Contract Management

Fees & Charges associated with these services have been maintained at the same level as last year and the business unit is expecting to absorb increased costs within its existing operations.

Council Support

Discretionary fees & charges

Fees & charges for items such as photocopies, street directories, minutes, electoral roll and freedom of information. Fees & charges for these items are on a cost recovery basis and have been maintained at the same level as last year as the business unit is expecting to absorb increased costs within its existing operations.

OFFICER'S RECOMMENDATION That the fees and charges as detailed in the 2001/2002 Fees and Charges Schedule forming Attachment 1 be included in the 2001/2002 Draft Budget Documentation.

The Committee was advised of an error to Page 3 of the Schedule of Fees and Charges. The figure of \$1,141.90 for Community Vision should read "\$11,141.90"

Director Resource Management provided an overview of the Schedule of Fees and Charges. Discussion ensued, with the following information being requested.

Following a query from Cr O'Brien, Director Community Development to provide information on the feasibility of a charge to pensioners of \$55 for application fee for a third dog.

Cr Hollywood sought clarification on the amount of the lease fee paid by Duncraig Pre-School (\$3,465) as compared with the peppercorn rent paid by Kallaroo Pre-School Committee. Director Community Development will provide detailed information to elected members.

Cr Kenworthy entered the Room at 1805 hrs.

Cr O'Brien queried whether Page 3 should include reference to the lease to the Shire of Wanneroo Aged Persons Homes Trust. This information will be included.

Clarification was provided to the Committee on the current status of leases with Whitfords Sea Sports Club and Marmion Angling and Aquatic Club.

Following a request from Cr Kimber, Director Resource Management and Director Planning and Development outlined the major changes within the Schedule of Fees and Charges as compared with the previous year.

Following a query from Cr O'Brien, Director Resource Management will provide information on the lease for Dugdale Street, Warwick (Aquis Pty Ltd).

Cr O'Brien raised a query in relation to "Infringements – Animals, Birds and Poultry" - Fail to confine cats in effective cage system on the property - \$100.00" (Page 15). The Committee was advised that this infringement related to catteries, there being one cattery located within the City of Joondalup.

MOVED Cr Kimber, SECONDED Cr Hurst that it be recommended that the fees and charges as detailed in the 2001/2002 Fees and Charges Schedule forming Attachment 1 be included in the 2001/2002 Draft Budget Documentation, subject to the following amendments to Page 3 of the Schedule of Fees and Charges.

- **The figure of \$1,141.90 for Community Vision being amended to read "\$11,141.90"**
- **inclusion of reference to the lease to the Shire of Wanneroo Aged Persons Homes Trust.**

The Motion was Put and

CARRIED

2 DRAFT 2001/02 OPERATING BUDGETS – [50266]

The Chief Executive Officer, and Directors of Planning and Development and Resource Management gave a slide presentation in relation to Operating Budgets for their directorates, with questions raised by Elected Members.

Cr M O'Brien declared a non-financial interest in information technology issues as his son has a commercial interest in the IT industry.

During discussion:

- *Cr Patterson left the Room at 1922 hrs and returned at 1925 hrs.*
- *Cr Kadak left the Room at 1932 hrs and returned at 1937 hrs*
- *Cr Kenworthy left the Room at 1939 hrs and returned at 1944 hrs*
- *Cr Hurst left the Room at 1945 hrs and returned at 1947 hrs.*

Following a query on payment of rates, Director Resource Management to provide information to elected members of the number of rates payments made at Australia Post, Whitford City.

MOVED Cr Kimber, SECONDED Cr Patterson that it be recommended that the information on the Operating Budgets for:

- **CEO Directorate**
- **Planning and Development Directorate**
- **Resource Management Directorate.**

be RECEIVED.

The Motion was Put and

CARRIED

DATE OF NEXT MEETING

The next meeting of the **BUDGET COMMITTEE** is to be held on **WEDNESDAY 18 JULY 2001** commencing at **7.00 pm.**

CLOSURE

There being no further business, the Chairman declared the Meeting closed at 2007 hrs; the following elected members being present at that time:

J BOMBAK, JP
P KADAK
P KIMBER
J HOLLYWOOD, JP
A WALKER
T BARNETT
M O'BRIEN, JP
A PATTERSON
G KENWORTHY
J HURST
C MACKINTOSH