

**SHIRE OF PEPPERMINT GROVE**

**AGENDA FOR THE**

**WORKS AND FINANCE  
COMMITTEE MEETING**

**TO BE HELD ON**

**11 May 2009**

# WORKS & FINANCE COMMITTEE MEETING

11 May 2009

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## SHIRE OF PEPPERMINT GROVE

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### NOTICE OF WORKS & FINANCE COMMITTEE MEETING

Dear Committee Member

The next meeting of the Shire of Peppermint Grove Works and Finance Committee will be held on 11 May 2009 in the Council Chambers, 1 Leake Street, Peppermint Grove, commencing at 5.00pm.

**Graeme K Simpson**  
**Chief Executive Officer**

7 May 2009

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## AGENDA

### PROTOCOL STATEMENT

Council recognizes that it is permissible to record the Shire's Council and Committee Meeting in the written, sound, vision medium (or any combination of the mediums) when open to the public, however, people who intend to record meetings are requested to inform the Presiding Member of their intention to do so.

A1 DECLARATION OF OPENING AND RECORDING OF ATTENDANCE AND APOLOGIES

A2 DELEGATION OF VISITORS

Mr Denis McLeod and Mr Bob Richmond (Valuer) will attend the meeting for discussion on the Public Open Space (POS) valuation.

A3 QUESTIONS BY MEMBERS OF THE PUBLIC

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A4 DECLARATION OF INTEREST

A5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

**Recommended**

That the Minutes of the Works and Finance Committee Meeting held on 14 April 2009 be confirmed as a true and accurate record of proceedings.

A6 PROJECT REPORT LIST  
Attached as Appendix A6.

FE FINANCE CONTROL & EXPENDITURE

**FE1 ACCOUNTS FOR PAYMENT**

File Ref: ACC3  
Author: P J Howard, Manager Finance  
Date: 6 May 2009

**Purpose**

The purpose of this report is to obtain approval for cheques, electronic funds payments and direct debits drawn since the last report and accounts now presented for payment.

**Background**

Nil

**Report**

Appendix 4.1 lists details of all cheques drawn since the last report and accounts now presented for payment. The following summarises the cheques, electronic fund transfers, direct debits and accounts included in the list presented for payment.

| MUNICIPAL FUND | PAYMENT TYPE                                       | <u>AMOUNT</u>       |
|----------------|--|---------------------|
|                | Cheque numbers 10074 – 10093 (inclusive)           |                     |
|                | Electronic Funds Transfers 2596 – 2672 (Inclusive) |                     |
|                | Direct Debits 793 – 801 (inclusive)                |                     |
|                | <b>TOTAL</b>                                       | <b>\$288,325.27</b> |

**Policy Implications**

Nil

**Budget Implications**

Nil

**Recommendation**

That

The payment of the cheques, electronic funds payments and direct debits drawn and accounts presented for payment, be approved.

**FE2 FINANCIAL STATEMENTS**

File Ref: ACC3  
Author: P J Howard, Manager Finance  
Date: 6 May 2009

**Purpose**

The purpose of this report is to provide Council with the financial reports for the period ended 30 April 2009.

**Background**

Nil

**Report**

The financial reports are provided for the period ended 30 April 2009.

**Policy Implications**

Nil

**Budget Implications**

Nil

**Recommendation**

That

The financial reports for the period ended 30 April 2009 be received and adopted.

**FE3 INVESTMENTS**

File Ref: INV1  
Author: P J Howard, Manager Finance  
Date: 6 May 2009

**Purpose**

The purpose of this report is to provide details of Council's investments as at 30 April 2009 including details of the investing authority and terms.

**Background**

Nil

**Report**

| INVEST #     | INVESTMENT   | INVESTING AUTHORITY | DATE INVESTED | MATURITY DATE | TERMS   | INTEREST RATE | AMOUNT                |
|--------------|--------------|---------------------|---------------|---------------|---------|---------------|-----------------------|
| 1            | Reserve Fund | NAB                 | 27.01.2009    | 27.04.2009    | 90 Days | 4.70%         | \$4,431,245.44        |
| 2            | POS Fund     | NAB                 | 30.03.2009    | 29.04.2009    | 30 Days | 3.10%         | \$537,300.39          |
| 3            | General Fund | NAB                 | 30.03.2009    | 29.04.2009    | 30 Days | 3.10%         | \$229,232.97          |
| <b>TOTAL</b> |              |                     |               |               |         |               | <b>\$5,197,778.80</b> |

For members information, it is advised that the Reserve Funds Investment at 30 April 2009 is comprised as follows:-

|                                 |                        |
|---------------------------------|------------------------|
| Staff Leave Reserve             | \$ 24,110.33           |
| Plant Replacement Reserve       | \$ 172,798.93          |
| Infrastructure/Building Reserve | \$4,164,492.82         |
| Sitting Fee Reserve             | \$ 43,207.95           |
| Library Leave Reserve           | \$ 42,760.23           |
| Library Infrastructure Reserve  | \$ 71,079.76           |
| Road Reserve                    | \$ 124,149.32          |
|                                 | <u>\$ 4,642,599.33</u> |

For Members information:

At the same period last year the reserve balances were as follows:

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|                                 |                |
|---------------------------------|----------------|
| Staff Leave Reserve             | \$ 19,853.84   |
| Plant Replacement Reserve       | \$ 164,058.40  |
| Infrastructure/Building Reserve | \$3,802,329.57 |
| Sitting Fee Reserve             | \$ 21,352.72   |
| Library Leave Reserve           | \$ 37,223.40   |
| Library Infrastructure Reserve  | \$ 32,674.91   |
| Road Reserve                    | \$ 60,056.38   |

\$ 4,137,549.22

For Members information:

Interest earnings of \$51,353.89 have been credited to the fund at maturity on 27 April, 2009. The fund has now been invested for a further three months to mature on 27 July 2009 (with interest of \$41,668.92). The Government guarantee on amounts held over \$1,000,000 has been taken up. The request for the government deposit guarantee has been lodged with the NAB and the resulting fee has not yet been applied.

\$60,000 part receipt in November of Black Spot funds was placed in the Road reserve on 27 April 2009.

\$100,000 Federal Government infrastructure grant received in April was placed in the Infrastructure reserve on 27 April 2009.

Total amount held in Reserves as at 30 April 2009, is \$5,179,900 as shown in the Balance Sheet under heading Cash Restricted.

\$200,000 was transferred on 1 April 2009 from the Municipal term deposit account into the General Municipal banking account for general operating purposes. Balance of this fund as at 30 April 2009 is \$229,232.97. This amount held in the General term deposit is included in Cash At Bank on the Balance Sheet.

Policy Implications

Nil

Budget Implications

Nil

Recommendation

That

The Investment Register for 30 April 2009 be received.

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**FE4 LIBRARY PROJECT SUMMARY COSTS**

08/09 year All figures are exclusive of GST

|        | Cox    | Davson Ward | Fundraising m/m Brown | McAllister | Josh Byrne | Misc   | Western Pwr | Kooperman | J&S drilling |              |
|--------|--------|-------------|-----------------------|------------|------------|--------|-------------|-----------|--------------|--------------|
|        |        |             |                       |            |            |        |             |           |              | 1,267,707    |
| Jul-08 | 4,212  | 32,000      |                       |            |            | 14,850 |             |           |              | 51,062       |
| Aug-08 | 4,212  |             |                       |            |            | 6,821  |             |           |              | 11,033       |
| Sep-08 | 35,120 |             |                       |            |            |        |             |           |              | 35,120       |
| Oct-08 | 8,853  |             |                       |            |            |        |             |           |              | 8,853        |
| Nov-08 | 3,610  |             |                       |            | 2,708      |        |             |           |              | 6,318        |
| Dec-08 | 3,610  |             |                       |            |            | 2,616  | 14,125      | 7,500     |              | 27,851       |
| Jan-09 | 3,610  |             |                       |            |            |        |             |           |              | 3,610        |
| Feb-09 | 4,685  |             |                       |            |            | 3,225  |             | 4,000     |              | 11,910       |
| Mar-09 | 3,610  |             |                       |            | 7,455      |        |             | 3,400     |              | 14,465       |
| Apr-09 |        |             |                       |            |            |        |             |           |              | -            |
| May-09 |        |             |                       |            |            |        |             |           |              | -            |
| Jun-09 |        |             |                       |            |            |        |             |           |              | -            |
|        | 71,523 | 32,000      | -                     | -          | 10,163     | 27,513 | 14,125      | 14,900    | -            | \$ 1,437,931 |

Payments under cost sharing arrangement

|        | Cottesloe | MP        | PG        | PG Office | Total     |              |
|--------|-----------|-----------|-----------|-----------|-----------|--------------|
|        |           |           |           |           | 1,267,707 | b/f 07/08    |
| Jul-08 | 17,943    | 20,403    | 3,907     | 8,809     | 51,062    |              |
| Aug-08 | 3,779     | 4,298     | 823       | 2,133     | 11,033    |              |
| Sep-08 | 12,030    | 13,680    | 2,620     | 6,791     | 35,120    |              |
| Oct-08 | 3,033     | 3,448     | 660       | 1,712     | 8,853     |              |
| Nov-08 | 2,164     | 2,461     | 471       | 1,222     | 6,318     |              |
| Dec-08 | 10,156    | 11,549    | 2,212     | 3,935     | 27,851    |              |
| Jan-09 | 1,237     | 1,406     | 269       | 698       | 3,610     |              |
| Feb-09 | 4,080     | 4,639     | 888       | 2,303     | 11,910    |              |
| Mar-09 | 5,567     | 6,330     | 1,212     | 1,355     | 14,465    |              |
| Apr-09 |           |           |           |           | -         |              |
| May-09 |           |           |           |           | -         |              |
| Jun-09 |           |           |           |           | -         |              |
| TOTALS | \$ 59,989 | \$ 68,215 | \$ 13,063 | \$ 28,958 | \$ -      | \$ 1,437,931 |

Total expended to date \$ 1,437,931

\$ 435,413 \$ 495,125  
Cott to date MP to date

PG to date \$ 325,599  
3 councils contributions \$ 1,256,137  
funded from reserves \$ 181,793  
\$ 1,437,931

**Recommendation**

That

The report on Library Project Summary Costs be received.

W WORKS

**W1 STREET TREE REPLACEMENT**

File Ref: TRE1  
Author: G K Simpson  
Date: 5 May 2009

**Purpose**

The purpose of this report is to bring Council's attention the request from Mr Metcalf for Council to reconsider its decision to require the replacement of two trees at the developers cost.

**Background**

Council resolved on 20 April 2009 that Mr & Mrs Metcalf be advised that because the need to remove the young street tree is a result of the development, Council requires that:

1. two new advanced trees be established on the Johnston Street verge, with one being in the truncated corner and the other being on the eastern side of the fence opening
2. the old tree and the young tree be removed
3. A deposit of \$2,500 to be paid in advance to cover the cost of the Shire purchasing two new advanced trees mentioned in sub-recommendation 1.

**Report**

The owner states in respect to replacing the old tree:

*"I do believe this tree needs to be removed. It is in no worse state than many other trees. I also fail to see the reason why a ratepayer should bear the cost of removal of a tree on the verge. I would be fascinated to see the precedent for this occurring in the past, and interested to know if this will be council policy in the future. Should the council determine that removal is absolutely necessary this should be at your expense, not mine.*

*I am happy to meet with yourself and any other councillors on site to discuss if this requires further debate."*

The rationale behind the initial administrative recommendation was that there is a completely new home looking over the intersection to the south east corner which has two new trees growing at the regular spacings but will not apply in front of 23 Johnston Street. It is agreed that the young street tree will cause problems in the future and needs removing, however the spacing of the remaining trees will be irregular.

It was suggested that it would be better to have two new trees planted to ensure there is a regular spacing of 8 metres between trees as they curve around the corner from Venn Street to Johnston Street but the owners object to paying for the cost. The tree in question is old and scrappy and may improve with care.

If the owners wish to live with the old tree in the front verge then it is open to Council to replace the tree at its cost or just leave it stand.

**Policy Implications**

Nil

**Budget Implications**

Nil

**Recommendation**

That

It be recommended to Council that Mr & Mrs Metcalf be required to replace the one tree at a cost of \$1300.

**W2 HURSTFORD CLOSE/LEAKE STREET INTERSECTION - COMMUNITY COMMENT**

Report to be circulated under separate cover.

FOP OPERATIONAL ISSUES

**FOP1 RANGER REPORT - (April 2009)**

File Ref: LAW3  
Author: A Jackson, Ranger  
Date: 1 May 2009

1 Activity Statistics

|                         | <b>PARKING</b> | <b>DOGS</b> |
|-------------------------|----------------|-------------|
| Infringements           | 0              | 0           |
| Written cautions        | 7              | 17          |
| Verbal cautions         | 9              | 22          |
| Vehicle tow notices     | 5              | -           |
| Impounded vehicles      | -              | -           |
| Dogs Impounded          | -              | -           |
| Barking complaints      | -              | 1           |
| Dog attacks             | -              | 0           |
| Dogs Returned to Owners | -              | 5           |

2 Current Issues

- 22 hours patrol
- Animal Supervision on parks and reserves
- Parking patrols in all school areas morning and evening
- Monitoring trades vehicles on building sites
- Security

**Recommendation**

That

The information be received.

CLOSURE