



## SHIRE OF MANJIMUP ANNUAL ELECTORS MEETING 2019

**Minutes of the 2019 Annual Electors Meeting held Wednesday 22 January 2020 in the Shire of Manjimup Council Chambers, corner Rose and Brockman Streets, Manjimup**

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### 1. Attendance

#### Councillors

Cr Paul Omodei (Chairperson)  
 Cr Jayde Darin  
 Cr Susan Dawson Vidovich  
 Cr Kim Skoss (attended from 5:29 pm)

#### Electors

Ian Armstrong  
 Donelle Buegge  
 Jamie Flett  
 Nancy Giblett  
 David Giblett  
 Alan Lloyd  
 Mary Nixon  
 Sharon Rooney

#### Staff

Andrew Campbell (Chief Executive Officer)  
 Jason Giadresco (Senior Governance Officer)

#### Apologies

Councillors Denise Jenkins and David Tapley were an apology for this meeting.

Cr Omodei opened the meeting at 5.00pm and acknowledged the attendance of electors, and gave a background on the purpose of the Annual Electors Meeting.

### 2. Confirmation of previous minutes

**Moved: Cr J Darin**

**Seconded: D Giblett**

**“That the minutes of the Annual Electors Meeting held 12 December 2018 be confirmed as a true record.”**

**Carried**

### 3. Business Arising from Annual Electors Meeting held 12 December 2018

- Nil.

#### 4. Receipt of the Annual Report for year ended 30 June 2019

The Shire of Manjimup Annual Report for the year ended 30 June 2019 was tabled with copies provided to all attendees.

The Chairperson provided an overview of the activities carried out over the 2018-2019 financial year:

- Noted that the State Government took \$3 million dollars from the Manjimup Town Centre Revitalisation Project for budget repair, around the same time as Auswest began closing its timber milling operations in the Shire. It meant that the Shire was unable to complete the Town Centre Revitalisation Project as it intended, but the majority of it has been achieved.
- Encouraged the community to uptake the Shire's Antenno mobile app.
- Minor review of the Strategic Community Plan undertaken.
- Northcliffe Co-location completed. Senior Housing Project underway.
- Councillor Skoss was elected to represent the Shire's North Ward.
- New helipad constructed at Manjimup Airport in conjunction with the Department of Biodiversity, Conservation and Attractions.
- Received a number of grants from the Department of Local Government and Communities for sporting clubs.
- The Shire's Chief Executive Officer, Andrew Campbell, achieved 25 years of service with the Shire of Manjimup.
- Upgraded the Northcliffe Recreation Centre.
- Received a \$200,000 grant to manage pests and invasive weeds.
- Lyn Neal won the naming competition for the PowerUp! Museum.
- The State Salaries and Allowances Tribunal saw fit to elevate the Shire of Manjimup from a Band 3 local government to a Band 2 local government. Local Governments in Western are split into 4 bands. The Shire has been elevated to Band 2 due to the increasing complexity of its operations.
- On a personal note, I am no longer the Chairman of the Local Government Grants Commission.
- Appointed Commissioner to the Shire of Perenjori. I will be continuing in that role until June 2020.
- Continuing my role as a member of the Local Government Insurance Scheme Board and Manjimup Senior High School Board.
- Noted that the Annual Report is a great source of information on the Shire's activities and can be utilised by the community to learn about local government and how it operates.

The Chairperson invited the Chief Executive Officer to provide an overview of the Shire's performance for the year. Matters discussed are collated in the **2019 Chief Executive Officers Annual Electors Meeting Report** attached to these minutes.

**Moved: A Lloyd**

**Seconded: Cr J Darin**

**"Confirm receipt of the Shire of Manjimup Annual Report for the 2018-2019 financial year."**

**Carried**

## 5. General business

The Chief Executive Officer provided a written response to questions received from Mary Nixon and Alan Lloyd provided in advance (**See Attachments**) which was read aloud to the Gallery. The Chairperson and Chief Executive Officer thanked Mrs Nixon and Mr Lloyd for their questions.

- Mrs Nixon

At the start of the meeting you noted the lack of attendance at the Annual Electors Meetings. Is it possible to change the time of these meetings to 6:00pm or 6:30pm to allow more community members to attend?

Cr Omodei: I don't think that would be a problem, we do try to fit our meeting in with local business hours so the community can attend a Meeting conveniently after the closure of most businesses.

Chief Executive Officer: The Shire has previously tried holding meetings at 5:30pm and the public attendance has been less than what we've had when a meeting has been held at 5:00pm. I'm not sure changing the time to 6:00pm would make a lot of difference.

- Mr Lloyd

With reference to my 3<sup>rd</sup> question in my written submission, are you able to define what that trend line for rate revenue represents in percentage terms?

Chief Executive Officer: I have got the figure. If you are talking about rates revenue, inclusive of rates growth, it is 18.5%.

Cr Omodei: I would like to see the Shire undertake some workshops on rating for the community, to help the community understand how rates are structured, valuations and when they occur. Gross Rental Values are going to be undertaken next financial year. They occur every 3 years, whereas Unimproved Value rating occurs every year. These values are undertaken by the Department of the Valuer General. The Shire has about 40 ratepayers every year who do not pay their rates, and we are currently pursuing these people at this moment.

Mr Lloyd: I see the Shire is taking pride in a 'business as usual' approach. Taking a look at that trend line, rates are going to increase at that same rate. I would suggest that to reduce rates, Council would have to work on a target figure. I would like to point out that the Shire of Capel has targeted a zero rate rise. Reading through your report, it is noted that rates are within a few percent of the Consumer Price Index (CPI), and that would be 'business as usual'? I would like to use this opportunity to put for a motion at this meeting that the Shire target a rate rise that matches CPI.

Cr Omodei: So when you mean CPI, do you mean the 'basket of goods' or the local government CPI? The local government CPI includes all the cost shifts from the State Government. Which one are you referring to?

Mr Lloyd: The Perth CPI measure, which is the 'basket of goods' measure.

**Motion:**

**"That the Shire consider targeting rates for the 2020/2021 financial year aligned to the Perth Consumer Price Index."**

**Moved: A Lloyd**

**Seconded: M Nixon**

**Carried 6/1, with 2 abstentions**

Chief Executive Officer: Council will consider the motion as part of the Minutes of the Annual Electors Meeting, which will be presented at the next available Ordinary Council Meeting, being 13 February 2020.

Cr Omodei: The motion will be considered at the 13 February Ordinary Meeting, and then will be considered as part of Council's Annual Budget deliberations later on this year.

- Mrs Nixon

Mr President, you may be aware I have spoken to Cr Darin about the proposal to have a workshop for retailers in Manjimup. I am writing a letter to formalise the proposal. The workshop would be conducted by John Stanley, who has held workshops in the area previously. I have a budget to go with the proposal, seeking financial support from Council. I feel that retail right around Australia is suffering, but I feel that Manjimup has a great potential to become a retail centre for the South West of WA because of the Town Revitalisation works and our geographic location. I am a business owner that trades on the weekend, and I note that we are getting a lot of visitors, and I feel we need to help retail capitalise on that visitor traffic.

Cr Omodei: Council will consider the content of your letter once it has been lodged with the administration.

Chief Executive Officer: Mrs Nixon, what is timing of this proposal?

Mrs Nixon: Because of the Christmas period, the workshop has been moved to March 2020.

Chief Executive Officer: You are aware that Council has an established, set budget? Should Council elect to support the initiative, it would mean that Council would have to amend its budget.

Mrs Nixon: Yes. I figured that that would be addressed through the formal submission of the proposal.

The Chief Executive Officer then received a written copy of the proposal from Mrs Nixon, who will investigate it on its merits and prepare an item for Council's consideration at a future Ordinary Meeting.

Cr Omodei: Thank you Mrs Nixon. You would be aware that the Annual Budget has been set for this year, and there is little flexibility to address requests like your proposal at this time. I do believe the concept is worthwhile. The Shire of Donnybrook-Balingup have invited Peter Kenyon to address their community, and have invited the Shire of Manjimup to attend. At the same time, the Shire of Bruce Rock will be visiting in March 2020 to see how we've managed the Manjimup Town Centre Revitalisation and what Council's strategic planning is. The more we spread the word about our community and encourage people to shop here is only a good thing.

Chief Executive Officer: We have considered Manjimup's economic outlook before. Brian Haratsis, who is a macroeconomist, and a very senior one throughout Australia, participated in the early stages of the development of the Manjimup Townsite Growth Plan and provided a detailed economic perspective on the conditions for growth in Manjimup.

Mrs Nixon: This workshop is aimed at the retailers themselves, to help them move forward and take advantage of opportunities. I see the closure of Gomme's shoe store as having a large psychological impact on retailers in Manjimup. I also think retailers in the area need to work collectively how they can maximise their opportunities.

Cr Omodei: We do also have the Manjimup Chamber of Commerce to work with retailers to maximise their opportunities.

Mr Lloyd

I'd like to take the opportunity to congratulate the Library. I see they've managed to secure funding for their Super Readers Program from the Manjimup Lions Club. Being a member of the Manjimup Lions Club, we are very pleased to support that program and look forward to supporting it again next year. I do want to ask, not as a club member, whether this funding will be expected long-term from the Lions Club? If you look at your Corporate Business Plan and the items listed relating to the Shire's libraries, I was wondering whether the Shire would also support the Super Readers Program, not just the Lions Club?

Cr Omodei: I'll refer your question to the Chief Executive Officer.

Chief Executive Officer: Certainly, if the Lions Club were looking to withdraw from that arrangement, Shire funding could be a possibility. But once again, should the Shire have to, it may impact on our ability to service other areas.

Cr Omodei: I think we provide a great library service to all our town through our libraries, they are an excellent resource and very well run.

Cr Omodei Closing Comments

- We continue to have a great relationship with our neighbouring Councils through the Warren Blackwood Alliance of Councils, and Donnybrook-Balingup have come on board in recent times on a trial basis. The Alliance meets every 2 months.

- There is fire mitigation work going on at the southern entrance to the Manjimup town site.

Chief Executive Officer: Further to the Chairperson's comment, the Shire was successful in receiving \$400,000 for fire mitigation works. We are talking bushfire mitigation and hazard reduction across all town sites and settlements within the Shire this year. We are actively reducing this risk to Shire communities where we can.

- I urge you to digest the Annual Report and the budget papers to become better informed about Shire activities in its district.

## 6. Close

The Chairman thanked those in attendance for their ongoing interest in Council matters before closing the meeting at 5:49pm.

Signed



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Paul Omodei  
Shire President

## ATTACHMENTS

### 2019 Chief Executive Officers Annual Electors Meeting Report

#### **Agricultural Expansion Project**

- The Southern Forests Food Council (SFFC) has transitioned through from the direct Shire reporting to reporting to the South West Development Commission (SWDC).
- As of 30 June 2019 SFFC had two years remaining funding available.
- The Shire continues to have oversight of the project through representation on the Project Management Committee coordinated by SWDC.

#### **Arts and Culture**

- The Manjimup Art Gallery continues to attract significant exhibitions which have been well received in the community. The Alternative Archive – Nectare has been the most ambitious exhibition to date.

#### **Awards**

- The Shire won the Level 3 2019 Museums and Galleries National Awards in May 2019.
- The Shire was a finalist in the Keep Australia Beautiful Tidy Towns Sustainable Communities Awards this year.

#### **Building and Reserve Improvements**

- Average time for building approvals in the Shire was 7 days.
- Significant maintenance and capital improvement works were completed on buildings across the Shire district during the year.

#### **Community Grants**

- A total of \$174,231 was distributed as part of the community grants program.

#### **Emergency Management and Ranger Services**

- Total area of works by the Shire on fuel hazard reduction activities on Reserves was 88ha.
- 106 Bush Fire incidents were attended by the Volunteer Bush Fire Brigades an increase of 61% from the previous year.
- 175 animals were impounded being an increase of 23%.

#### **Environmental Management**

- The Shire works in partnership with Warren Catchments Council and the Department of Biodiversity Conservation and Attractions to deliver environmental initiatives in the region.
- \$15,000 was contributed toward feral pig eradication to the east of Manjimup and around Northcliffe.

#### **Events**

- 45 significant events were considered and supported by the Shire of Manjimup which was an increase of 23% from the previous year. Of those 2 were run exclusively by the Shire.

**Financial Performance**

- The Shire had a 2018/19 operating expenditure of \$30.1M.
- The carried forward surplus of \$7.2M was mainly attributed to grant funds allocated to the Revitalisation of Manjimup's Town Centre Project.
- Rates revenue was \$9.48M.
- Total debt was \$4.56M at the end of the financial year.

**Land Values**

- The next GRV revaluation is scheduled for 2021/22.
- The average increase to UV properties was 1.9%.

**Libraries**

- The Manjimup Library partnered with the Manjimup historical Society and Cherry Blossom Quilters to record and prepare 180 Rate books from 1908-1980 for storage at History House.

**Lobbying and Submissions**

- Both the Shire President and CEO lobbied both the State and Federal Governments extensively on a range of issues impacting the community.

**Marketing and Tourism**

- Total expenditure on marketing and tourism was \$422,295 including a contribution to Visitors Centres of \$149,000.

**Recreation**

- New air source heat pumps were installed at the AquaCentre.
- Continued funding was provided to the Recreation Centre Support Program in Pemberton, Northcliffe and Walpole.
- Provided financial support to the Pemberton Golf Club to upgrade facilities.
- A new playground was installed at the Northcliffe Recreation Grounds.
- The Manjimup Trailbike Hub became an incorporated organisation.

**Roads, Bridges and Drainage**

- Road maintenance expenditure was \$2,498,574.
- Road construction expenditure was \$3,345,378.
- Along with road resealing, gravel re-sheeting, bridge maintenance, drainage and footpaths, the total road expenditure is approximately 19.5% of the total Shire expenditure.

**Social Services**

- The Manjimup Home and Community Care Service continued with the new Wellness and Lifestyle Community Centre with the Respite Centre being opened and increasing in clientele.

**Waste Management**

- Total waste at the Manjimup Refuse and Recycling Centre was 38,715m<sup>3</sup> representing an 11% decrease on the previous year.



### **Corporate Business Plan**

- The Corporate Business Plan performance assessment can be found from pages 55 – 106 of the 2018 Annual Report.

### **Conclusion**

The 2018/19 financial year has again been very challenging whilst the human resource heavy Revitalisation of Manjimup's Town Centre project is ongoing. The project is now delivering significant economic development benefits for the community which should increase over time as potential opportunities are identified through marketing and other mechanisms designed to promote the area. The need to maintain business as usual is critical to the organisation and as a result an increased focus on this whilst the project is ongoing has provided service delivery stability across the organisation. Staff are to be congratulated for their understanding and efforts during this busy time.

Working relationships between employees and Council are clearly defined and are productive. It is considered that these relationships remain open at all times to assist the organisation to deliver the best results for the community in line with the Strategic Community Plan and Corporate Business Plan. In recognition of the complexity of the Shire of Manjimup, the Salary and Allowances Tribunal elevated the organisation from Band 3 to Band 2 effective from 1 July 2019.

Financially the Shire continues to have very robust, transparent and accountable financial systems and funds are spent rationally to benefit the community in accordance with the Strategic Community Plan. The Shire prides itself on providing strong governance arrangements and for a number of years has rated highly compliant with financial and non-financial statutory measures.

In 2019/20 the Shire is looking forward to facilitating growth in the region by continuing to work with the commercial and not for profit sectors on prospective new projects and expansion of existing businesses in the region. Enabling proponents to access the Shire's key personnel via the Development Control Unit and Senior Management Team has enabled greater understanding of Shire's development requirements resulting in time efficient and less complicated approvals being issued.

Currently the Shire has a very competent team of personnel in all levels and areas with the Senior Management Team being highly qualified and experienced to lead the Shire, alongside Council, as the community and organisation strategic and transformational objectives take shape. Shire staff are our biggest asset and very low staff turnover rates comparative to Local Government across Western Australia clearly indicates that the organisation is in a very strong and stable position. Significant work has been put into the development of the Shire's potential future senior leaders and the current Senior Management Team will continue with these programs into 2019/20.

Finally, I would like to acknowledge the commitment and contribution of our dedicated staff plus our volunteers and the outstanding support of our funding agencies in 2018/19 and I look forward to prosperous times ahead for our whole community.

**Andrew Campbell**  
**CHIEF EXECUTIVE OFFICER**

21 January 2020

In response to the questions raised by Alan Lloyd with prior notice for the 2019 Shire of Annual Electors Meeting the following responses are provided:

1. **On 4 January 2020 the solar powered bollard light out the front of my shop at 120 Giblett Street was damaged for the second time as I informed the Shire by email.**

**Was the footage from the security cameras reviewed in order to identify the perpetrators and for what result?**

Shire Response

Unfortunately the CCTV does not extend to that location and as such there is no footage to review. The matter was reported to the Manjimup Police however no result has been forthcoming.

**As the cameras are located around the Brockman St area are there any plans to install more cameras to provide more effective coverage?**

Shire Response

The CCTV cameras are actually yet to be installed in Brockman Street but are also located in Giblett Street (up to Johnson Crescent), Coronation Park ablution area, Manjimup Recreation Plaza and the Manjimup Heritage Park based on an external consultants report. The CCTV cameras have been effectively used to provide evidence for several charges relating to vandalism and theft in recent months.

CCTV cameras of the quality required for evidence purposes are quite costly making it difficult for the Shire of Manjimup to extend the system without external funding assistance. The current CCTV system was predominantly funded through State crime prevention programs and the Shire will continue to seek funding where funding rounds are available.

2. **My second question concerns preservation of the timber archway at the north entrance to town which is used as a recognisable symbol for Manjimup yet is unlikely to receive approval for replacement from Main Roads. While the council has improved the strength of the columns of the northern entrance gateway arch I am concerned for the remaining life of the timber cross beams which need weather protection as the original paint cover on top has deteriorated. Can the Shire undertake to protect the top surface of these main structural cross beams?**

Shire Response

The timber arch is a Shire asset and forms part of the Building Maintenance Program. The maintenance of the timber arch is difficult due to the Highway however with recent structural and asset protection measure, Main Roads WA appear to have recognised the timber arch as a legitimate asset belonging to the Shire. The Shire will give consideration to the asset protection idea proposed.

3. **My final questions concern annual rate rises which was requested for the Shire to reduce from the 2018 Electors meeting. The Rates Revenue graph in the 2019 annual report page 28 shows a line representing the continuing annual rate rises.**

**What percent rate rises does that line represent?**Shire Response

The "line representing the continuing annual rate rises" is actually a trend line of the increase in Rates revenue. This not only includes Rate increases but also includes Rates growth arising from an increasing rating base.

To assist in understanding the following table depicts the last six years of Rate increases:

Rating Year	% Increase
2014/15	5.85
2015/16	4.48
2016/17	4.49
2017/18	3.50
2018/19	3.45
2019/20	3.38

Total Rates revenue between 2014/15 and 2018/19 has increased from \$8,000,000 to \$9,481,579.

**Does the Shire have the ability to set a target for rate rises during the annual budget process and then frame the budget to match that target?**Shire Response

The Shire uses Strategic Planning documents to frame the annual budget along with informal consideration of Councillors as to market conditions, affordability and impact on the community. Council has the ability to set a target Rate increase and set the budget to match however this often comes at the expense of significant or warranted community infrastructure, statutory operations, and/or other programs.

**Can the Shire please set a target matching the CPI for rate rise in the 2020/2021 budget?**Shire Response

This matter is for Council's consideration during the 2020/21 budget process.



Andrew Campbell  
CHIEF EXECUTIVE OFFICER

22 January 2020

In response to the questions raised by Mary Nixon with prior notice for the 2019 Shire of Annual Electors Meeting the following responses are provided:

- 1. Could you please explain when and how the shire is planning to address the parking problems at the northern area of Giblett Street in order to alleviate parking problems experienced by shoppers and shopkeepers? Problems include business owners and their employees parking for extended periods on the street and vehicles towing trailers and caravans parking parallel in Giblett Street.**

Shire Response

Business owners and employees: Due to community opposition to timed parking in this area Council resolved not to proceed with timed parking in the northern section of Giblett Street as part of the newly introduced Shire of Manjimup Parking Local Laws.

Long Vehicles: The Shire of Manjimup Parking Local Laws permit parking of long vehicles across parking bays on the proviso they are taking up as few bays as possible. Shire staff have been monitoring this situation and have observed occasional long vehicle parking in Giblett Street however this is usually when parking availability is high and the parking is usually very short in duration.

If either matter escalates to the point of being unreasonable, Council may choose at any stage to alter the Local Law.

- 2. My other question relates to the new Brockman Street food and beverage precinct. In order to capitalise on the public money invested into this area, will the shire alter the zoning classification in order to protect this investment and ensure that future businesses fit the category the area was planned for?**

Shire Response

The Brockman Street Food and Beverage Precinct is zoned Town Centre under the Shire of Manjimup Local Planning Scheme No: 4. There is no intention to alter this zoning provision as it is expected that market forces will drive the evolution of this precinct toward food and beverage. If the Shire changed the zoning to exclude other uses this would significantly penalise future use options for existing building owners. The Shire is aware of two other potential food and beverage proposals being considered in this area currently.



Andrew Campbell  
CHIEF EXECUTIVE OFFICER