

**Shire of Moora  
Special Council Meeting  
6<sup>th</sup> August 2008**

**NOTICE OF MEETING**

Dear Elected Member

The next Special Council Meeting of the Shire of Moora  
will be held on **Wednesday 6<sup>th</sup> August 2008**  
in the Council Chambers, 34 Padbury Street, Moora  
commencing at **3.30 pm**

**The purpose of the meeting is to adopt the draft budget for  
the Shire of Moora for the year ended 30 June 2009.**

LM O'Reilly  
Chief Executive Officer  
1<sup>st</sup> August 2008

## The Shire of Moora Vision and Mission Statement

### Vision

Our vision is that:

*The Moora region will be a place of brilliant opportunity over the next twenty years. Sustainable growth will result in a vibrant, healthy, wealthy and diverse community.*

### Mission

Our mission is:

*To identify and stimulate growth through creative leadership and a willingness to get things done.*

SHIRE OF MOORA

WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

Chief Executive Officer  
Shire of Moora  
PO Box 211  
MOORA WA 6510

Dear Sir,

Re: **Written Declaration of Interest in Matter Before Council**

I, <sup>(1)</sup> \_\_\_\_\_ wish to  
declare an interest in the following item to be considered by Council at its  
meeting to be held on <sup>(2)</sup>  
\_\_\_\_\_ .

Agenda Item <sup>(3)</sup>  
\_\_\_\_\_

The type of interest I wish to declare is: <sup>(4)</sup>

- Financial pursuant to Section 5.60A of the Local Government Act 1995
- Proximity pursuant to Section 5.60B of the Local Government Act 1995
- Indirect Financial pursuant to Section 5.61 of the Local Government Act 1995
- Impartiality pursuant to Regulation 11 of the Local Government (Rules of Conduct) Regulations 2007.

The nature of my interest is <sup>(5)</sup>  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The extent of my interest is <sup>(6)</sup>  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that the above information will be recorded in the Minutes of the meeting and recorded by the Chief Executive Officer in an appropriate Register.

Yours faithfully,

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Signed

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Date

1. Insert your name.
2. Insert the date of the Council Meeting at which the item is to be considered.
3. Insert the Agenda Item Number and Title.
4. Tick box to indicate type of interest.
5. Describe the nature of your interest.
6. Describe the extent of your interest (if seeking to participate in the matter under S. 5.68 of the Act).

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**SHIRE OF MOORA**  
**SPECIAL COUNCIL MEETING AGENDA**  
**6 AUGUST 2008**  
**COMMENCING AT 3.30 PM**

**Purpose of Meeting**

The purpose of the meeting is to adopt the draft budget for the Shire of Moora for the year ended 30 June 2009.

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\* Separate Attachments  
*Item 6.1                      2008/2009 Draft Budget in statutory format*

1. **DECLARATION OF OPENING & WELCOME OF VISITORS**

*“Acknowledging of Country”*

*I would like to show my respect and acknowledge the traditional owners of this land and acknowledge their contribution to the Shire of Moora as I do for all its people.*

2. **DISCLAIMER READING**

To be read by the Shire President should members of the public be present at the meeting.

*No responsibility whatsoever is implied or accepted by the Shire of Moora for any act, omission or statement or intimation occurring during this meeting.*

*It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council’s decision, which will be provided within fourteen (14) days of this meeting.*

3. **ATTENDANCE**

**APOLOGIES**

R Keamy

– Councillor

**PUBLIC**

**LEAVE OF ABSENCE**

4. **DECLARATIONS OF INTEREST**



5. **QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH SECTION 5.24 OF THE ACT**

## **6. REPORTS OF OFFICERS**

### **6.1 2008/2009 DRAFT BUDGET ADOPTION**

**FILE REFERENCE:** F/BUA1  
**REPORT DATE:** 31 July 2008  
**OFFICER DISCLOSURE OF INTEREST:** Nil  
**PREVIOUS MEETING REFERENCES:** [4/6/08 \(119-121/08\)](#) & [23/7/08](#) (  
**AUTHOR:** Darren Friend, Manager Finance and Corporate  
Services  
**ATTACHMENTS:** 2008/2009 Draft Budget

#### **PURPOSE OF REPORT:**

That Council, having previously made changes to its 2008/2009 draft Budget, now adopts the statutory document and formally sets rates in the dollar for the 2008/2009 Budget.

#### **BACKGROUND:**

Council met previously on 4 June and 23 July 2008, to discuss the contents of the draft 2008/2009 Budget. Additionally, a workshop was held on 21 July 2008 to provide Council with information on aspects of the draft Budget. Following the Special Meeting of Council on 23 July 2008 Council resolved to adopt a balanced Budget incorporating a 5.5% rate increase for both UV and GRV properties.

#### **COMMENT:**

The 2008/2009 draft Budget is circulated as an attachment to this report. As per the requirements of the Local Government Act 1995, Local Government (Financial Management) Regulations 1996, Australian Accounting Standards (AAS) and Australian International Reporting Financial Standards (AIFRS) the document has been prepared in its statutory format. This information differs substantially from the information previously considered by Council in formulating the draft Budget.

The draft Budget for the 2008/2009 financial year consists of the following information:

- Income Statement by Nature or Type
- Income Statement by Program
- Cash Flow Statement

- Rates Setting Statement
- Other Notes and Disclosures
- Schedule of Fees & Charges

The 2008/2009 draft Budget presented for adoption is done so in its “simplest” format. Once the document has been adopted and applied to the ledger, additional reports can be added to the Budget to make it a more “user friendly” document. This will also include an introduction and highlight information from the Shire President.

Included within the Road Construction Program for 2008/2009 is the reconstruction of the Padbury Street footpath from the Newsagents to Moore Street. This job was the last item of expenditure deleted from the draft Budget at the Special Meeting of Council held on 23 July 2008 however, due to an error made by the author relating to the accounting treatment of the trade-in or sale of the Works Supervisor’s utilities, \$60,000 has been included in the draft Budget to undertake the work. Council indicated at the last meeting that this job would be included, perhaps at Budget review, should funding be available. The author has taken the liberty of including the works in the draft Budget, given Council’s direction on 23 July 2008.

There have been several minor changes to the Schedule of Fees and Charges considered by Council at its 4 June 2008 meeting. These relate to statutory charges levied under legislation and have no impact on the draft Budget. Charges relating to refuse collection and disposal charges at the Moora Tip/Landfill Site have been amended at MANEX level. These relate to the annual domestic charge (a \$10 increase on 2007/2008) and a change in the disposal of Commercial Waste and Tyres at the Moora Tip.

#### **POLICY REQUIREMENTS:**

Various adopted policies, currently the subject of review, impact on the budget including the 5% bitumen policy, staff rates incentive schemes and policies in relation to staff remuneration.

#### **LEGISLATIVE REQUIREMENTS:**

Section 6.2 of the Local Government Act 1995 requires Council to adopt its Annual Budget in the form and manner prescribed by no later than 31 August in any financial year, subject to any extension

past this date with Ministerial approval. The draft Budget, as presented to Council is prepared in the statutory format required.

Within thirty (30) days of the adoption of the Budget, a copy must be forwarded to the Director General, Department of Local Government and Regional Development as provided by Regulation 33 of the Local Government (Financial Management) Regulations 1996.

#### **STRATEGIC IMPLICATIONS:**

A balanced budget enables Council to progress its strategic plan in a sustainable manner.

#### **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

The proposed budget contains a number of initiatives that will enhance and support the environment within the Shire.

➤ **Economic**

The proposed budget contains a number of initiatives that will enhance and support economic development within the Shire.

➤ **Social**

The proposed budget contains a number of initiatives that will enhance and support social development within the Shire.

#### **FINANCIAL IMPLICATIONS:**

The result of the following resolutions will be the adoption of the 2008/2009 Budget.

#### **VOTING REQUIREMENTS**

Absolute Majority Required

<b>MANEX RECOMMENDATION</b>
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*That Council adopts the 2008/2009 Budget including the following matters:-*

- (1) *Imposing General Rate for Gross Rental Value (GRV) properties – the general rate be set at 7.6976 cents in the dollar on Gross Rental Values for all rateable land within the district;*
- (2) *Imposing General Rate for Unimproved Value (UV) properties – the general rate be set at 1.5305 cents in the dollar on Unimproved Values for all rateable land within the district;*
- (3) *Imposing Minimum Payment (Rates) for Gross Rental Value (GRV) properties – the Minimum Payment (Rates) be set at \$390 per assessment for GRV properties in the Moora Townsite and \$275 in other Townsites;*
- (4) *Imposing Minimum Payment (Rates) for Unimproved Value (UV) properties – the Minimum Payment (Rates) be set at \$275 per assessment for all UV properties in the Shire of Moora;*
- (5) *Imposing Sewerage Rate – the sewerage rate in the dollar be set at 7.0000 cents in the dollar, which reflects a 10.0% increase on the 2007/2008 sewerage rate revenue.*

*The minimum and maximum values and the fees recommended for non-rateable properties connected to the sewer are as per advice from the Water Corporation.*

- a. *That the minimum annual sewerage rates be as follows;*

<i>Residential properties</i>	<i>\$293.00</i>
<i>Commercial properties</i>	<i>\$646.70</i>
<i>Vacant Land properties</i>	<i>\$193.00</i>
<i>Ex-Gratia Commercial/Industrial properties</i>	<i>\$731.00</i>

- b. *That the maximum annual sewerage rate be as follows;*

<i>Residential properties</i>	<i>\$731.00</i>
<i>Vacant Land properties</i>	<i>\$731.00</i>

- c. *Non Rateable Properties connected to sewer*

*Class 1 Institutional/Public & Charitable Purposes  
for each property:*

<i>First major fixture</i>	<i>\$173.70 per annum</i>
<i>Each additional major fixture</i>	<i>\$ 76.40 per annum</i>

<i>Class 2 of a Connection</i>	<i>State and Local Government properties of a commercial nature:</i>	<i>\$965.60 per</i>
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- (6) *Imposing Service Charge – Gardiner Street power – The 20 non-residential and 1 residential properties that benefited directly from the upgrade to the power supply in Gardiner Street in 2006/2007 pay the following annual charge:-*

<i>Non-Residential</i>	<i>\$339.32</i>
<i>Residential</i>	<i>\$169.66</i>

- (7) *Rubbish Removal Charges (per annum) – be set at;*

- (i) *Moora – Non-pensioner \$200 per 240-litre bin (weekly)*
- (ii) *Moora – Pensioner \$160 per 240-litre bin (weekly)*
- (iii) *Miling – Non-pensioner \$200 per 240-litre bin (weekly)*
- (iv) *Miling – Pensioner \$160 per 240-litre bin (weekly)*

- (8) *Incentive for Early Payment of Rates – to use the incentive prize offered by: –*

*– \$500 Cash – Shire of Moora*

*as the prize for payment of rates, rubbish charges and arrears in full within 21 days from the issue date of the rate notice;*

- (9) *Instalment Plan – The following options be made available to ratepayers:-*

a. *To pay in full within 35 days of service of the rates notice.*

b. *To pay by 2 equal instalments as under.*

(i) *50% of the rates within 35 days*

(ii) *50% of the rates within 4 months of (i)*

c. *To pay by 4 equal instalments as under.*

- (i) 25% of the rates within 35 days*
- (ii) 25% of the rates within 2 months of (i)*
- (iii) 25% of the rates within 2 months of (ii)*
- (iii) 25% of the rates within 2 months of (iii) being 6 months from the expiration of the initial 35 day period and 6 months and 35 days from the date of service of the notice.*

*(10) Instalment Plan Interest Rate – a charge be set at 5.5% per annum calculated by simple interest method and applied to Rates and Rubbish Removal Charge;*

*(11) Instalment Plan Administration Charge – a charge of \$5 per instalment excluding the first instalment and applied to Rates and Rubbish Removal Charge;*

*(12) Late Payment Interest Rate – (Rates and Rubbish Removal Charge) – a charge be set at 11% per annum, calculated by simple interest method, be applied for instalments past the due date, or where the instalment option is not in place, 35 days after the date of issue of the rate notice;*

*(13) Late Payment Interest Rate – (Sundry Debtors Charges) – a charge be set at 11% per annum, calculated by simple interest method, be applied for outstanding sundry debtors past the due date, 30 days after the date of issue of the invoice;*

*(14) Schedule of Fees and Charges – includes the Schedule of Fees and Charges within the 2008/2009 Budget document as previously adopted by Council – refer 121/08 Item 6.4, 4 June 2008 and changes as listed in this report.*

*(15) Reserve Accounts – Council confirms the names and purposes of its Reserve Accounts as listed within the 2008/2009 draft Budget.*

*(16) Materiality Threshold - that the materiality threshold for monthly financial reporting (Statement of Financial Activity - Program) be set at plus or minus 10% at program & Category levels.*

**7. CLOSURE OF MEETING**