



Special Council Meeting Minutes

Date: 6 August 2008

Please Note: These minutes and the decisions recorded therein have not as yet been confirmed by Council as a true and accurate record of the meeting.

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
MINUTES OF THE SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS, MOORA
WEDNESDAY 6 AUGUST 2008

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

The Shire President declared the meeting open at 3.35pm, welcomed visitors and announced:

“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

SA Bryan	–	Presiding Member
SJ Pond	–	Councillor
CE Gardiner	–	Councillor
WA Barrett–Lennard	–	Councillor
CD Hawkins	–	Councillor
AR Tonkin	–	Councillor
JW McLagan	–	Councillor
DV Clydesdale–Gebert	–	Councillor
LM O’Reilly	–	Chief Executive Officer
JL Greay	–	Manager Engineering Services
MJ Prunster	–	Manager Community Services
DA Friend	–	Manager Finance & Corporate Services
GF Bangay	–	Manager Health & Planning Services

RL McCall – Manager Economic Development

APOLOGIES

R Keamy – Councillor

PUBLIC

Ms Nicole Stephens – Manager, Drovers Inn Hotel

Mr Stan Lewis – Farmer, Bindi Bindi

Mr Philip Mitchell – Ratepayer, Bindi Bindi

Mrs Margaret Mitchell – Ratepayer, Bindi Bindi

Ms Dianne Pries – Hairdresser, The Hair Shoppe

Mr Ted Crockford – Real Estate Agent, Harcourts

Mr Timothy Broad – Auto Electrician

Mr Mike Jacobson – W.A. Pumppower

LEAVE OF ABSENCE

Nil

APPLICATIONS FOR LEAVE OF ABSENCE

Cr McLagan applied for leave of absence for the Ordinary Meeting of Council to be held on 20th August 2008 as he would be away from the district.

COUNCIL RESOLUTION

145/08 Moved Cr McLagan, seconded Cr Tonkin that Cr McLagan be granted leave of absence for the Ordinary Meeting of Council to be held on 20th August 2008.

CARRIED 8/0

4. DECLARATIONS OF INTEREST

Cr Bryan declared a financial interest in item 6.1 '2008/2009 Draft Budget', as she is a committee member of Moora Promotions Inc. and repayment of the Community Facilities Loan by Moora Promotions is an item to be considered within the draft budget.

Cr Bryan declared a proximity interest in item 6.1 '2008/2009 Draft Budget', as she has property which adjoins the Miling West and Old Geraldton and Roads which is an item in the road construction to be considered within the draft budget

Cr Pond declared an indirect financial interest in item 6.1 '2008/2009 Draft Budget', as his partner is a guarantor for Moora Promotions Inc. and repayment of the Community Facilities Loan by Moora Promotions is an item to be considered within the draft budget.

Cr Clydesdale–Gebert declared a proximity interest in item 6.1 '2008/2009 Draft Budget', as her business is on Padbury Street Moora and an item in the road construction relates to improvements of the footpath adjacent to her business premises.

A letter was received from the Department of Local Government and Regional Development advising "that in accordance with authority delegated by the Minister, the Director General has approved the Shire's application under Section 5.69(3) under the *Local Government Act 1995* to allow Councillors Bryan, Pond and Clydesdale–Gebert to participate and vote on matters relating to the adoption of the 2008/2009 budget at the Shire's Council Meeting Scheduled to be held on 6 August 2008.

Subject to the following conditions;

1. the approval is only valid for the meeting of 6 August 2008;
2. the disclosing members are to declare the nature and extent of their interest at the Council meeting when this matter is considered together with the approval provided;
3. With respect to Councillors Bryan and Pond, they are not to participate in any discussion or voting on matters relating to Moora Promotions, however, they may vote on the adoption of the budget document which may contain provisions relating to Moora Promotions;
4. the CEO is to provide a copy of the Department's letter advising of the approval to the declaring members; and
5. the CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the meeting when this matter is discussed."

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

Mr Stan Lewis congratulated Council on its efforts towards the Bindi Bindi Community particularly with regards to the projects included in the 2008/2009 draft Budget. Mr Lewis made reference to the \$30,000 for the new fire shed and \$25,000 contribution to the construction of the proposed Community Centre. Mr Lewis advised that the proposed Community Centre was heavily reliant upon funding from a Lotterywest grant.

Mr Lewis asked that Council look at consideration of \$15,000, representing the difference in valuation of Lot 50 Great Northern Highway Bindi Bindi, sold by Council in 2007 and the proceeds from the sale of the property in the 2009/2010 Budget.

The Shire President thanked Mr Lewis for his positive comments and advised that whilst Council could not guarantee his request would be met at this point in time, management have taken note of the request made.

6. REPORTS OF OFFICERS

A letter was received from the Department of Local Government and Regional Development advising “that in accordance with authority delegated by the Minister, the Director General has approved the Shire’s application under Section 5.69(3) under the *Local Government Act 1995* to allow Councillors Bryan, Pond and Clydesdale–Gebert to participate and vote on matters relating to the adoption of the 2008/2009 budget at the Shire’s Council Meeting Scheduled to be held on 6 August 2008.

Subject to the following conditions;

1. the approval is only valid for the meeting of 6 August 2008;
2. the disclosing members are to declare the nature and extent of their interest at the Council meeting when this matter is considered together with the approval provided;
3. With respect to Councillors Bryan and Pond, they are not to participate in any discussion or voting on matters relating to Moora Promotions, however, they may vote on the adoption of the budget document which may contain provisions relating to Moora Promotions;

4. the CEO is to provide a copy of the Department's letter advising of the approval to the declaring members; and
5. the CEO is to ensure that the declarations, including the approval given and any conditions imposed, are recorded in the minutes of the meeting when this matter is discussed."

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
(144/08)

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

MANEX RECOMMENDATION

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:

First major fixture \$173.70 per annum

Each additional major fixture \$ 76.40 per annum

Class 2 State and Local Government properties of a commercial nature: \$965.60 per Connection

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

- (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

Program) be set at plus or minus 10% at program & Category levels.

COUNCIL RESOLUTION

146/08 Moved Cr McLagan, seconded Cr Hawkins that Council adopts the 2008/2009 Budget incorporating a 5.5% rate increase 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>

*Class 2 State and Local Government properties
of a commercial nature: \$965.60 per
Connection*

(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)*
 - (iv) 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.

CARRIED BY ABSOLUTE MAJORITY 7/1

Note: Council added the words 'incorporating a 5.5% rate increase' to the first paragraph of the resolution to indicate the actual rate rise within the budget.

Prior to the closure of the meeting the Draft newsletter to accompany the 2008/2009 rate notices was circulated to Councillors for their information.

7. CLOSURE OF MEETING

There being no further business, the Shire President thanked the members of the public for their attendance and input, and declared the meeting closed at 3.55pm.

CONFIRMED

PRESIDING MEMBER