

SHIRE OF MOORA
MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD IN THE COUNCIL CHAMBERS, MOORA
20 JULY 2022

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9.1.1 List of Payments Authorised Under Delegation 1.31
9.1.2 Statement of Financial Activity for Period Ended 30 June 2022
9.1.3 2022/23 Budget

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**1.1 DECLARATION OF OPENING**

The Shire President declared the meeting open at 5.31pm

The Shire of Moora acknowledges the traditional custodians of the land we are meeting on, the Yued people, and pay our respects to Elders past, present and emerging.

1.2 DISCLAIMER READING

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.

2. ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**ATTENDANCE**

TL Lefroy	-	President (Presiding Member)
SJ Gilbert	-	Deputy President
DV Clydesdale-Gebert	-	Councillor
KM Seymour	-	Councillor
SA Bryan	-	Councillor

GW Robins	-	Acting Chief Executive Officer
NM Beard	-	Manager Community Development & Visitor Servicing
MM Murray	-	Executive Support Officer (minute taker)
Martin Whitely	-	LG Corporate Solutions

APPROVED LEAVE OF ABSENCE

El Hamilton	-	Councillor
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APOLOGIES

TL Errington	-	Councillor
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3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. PETITIONS / DELEGATIONS / PRESENTATIONS

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS BY THE PRESIDING MEMBER

The following Council associated engagements were attended;

Cr Lefroy, President

16/6 Sport and Rec meeting

19-23/6 ALGA NGA, Canberra

27/6 meeting with CMSHS leadership team and Doug Cook

27/6 meeting with Loretta McNamara from Wanslea re NAIDOC week celebrations

30/6 Civil Construction Plant Operations Cert 3 Graduation - Iluka

8/7 attended Woodside 'end of planting season' celebration, Watheroo

Cr Gilbert, Deputy President

16/6 Sport and Rec meeting

19-23/6 ALGA NGA, Canberra

Cr Seymour

19-23/6 ALGA NGA, Canberra

6/7 WALGA State Council meeting, Perth

13/7 Wheatbelt Health & Wellbeing Plan meeting via Teams on behalf of Avon Midland Zone of WALGA

8. CONFIRMATION OF MINUTES**8.1 ORDINARY COUNCIL MEETING - 15 JUNE 2022****COUNCIL RESOLUTION**

53/22 Moved Cr Bryan, seconded Cr Clydesdale-Gebert that the Minutes of the Ordinary Meeting of Council held on 15 June 2022 be confirmed as a true and correct record of the meeting.

CARRIED 5/0

9. REPORTS OF OFFICERS

9.1 GOVERNANCE AND CORPORATE SERVICES

9.1.1 LIST OF PAYMENTS AUTHORISED UNDER DELEGATION 1.31

REPORT DATE: 11 July 2022

OFFICER DISCLOSURE OF INTEREST: Nil

AUTHOR: Gavin Robins, Acting Chief Executive Officer

SCHEDULE PREPARED BY: Charly Sawyer, Creditors Officer

ATTACHMENTS: Accounts Paid Under Delegated Authority

PURPOSE OF REPORT

Payments have been made under delegated authority and a listing of these payments is attached for Council to note and endorse.

BACKGROUND

At the December 2005 Ordinary Meeting of Council resolution 276/2005 delegated the authority of payments from Municipal and Trust Funds to the Chief Executive Officer.

COMMENT

Accounts Paid under delegated authority are periodically presented to Council.

POLICY REQUIREMENTS

Delegation 1.15 – Making Payments from Municipal and Trust Funds

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 - Section 6.10

Local Government (Financial Management) Regulations 1996 – Regulations 12 & 13.

STRATEGIC IMPLICATIONS

There are no known strategic implications associated with this proposal.

SUSTAINABILITY IMPLICATIONS

➤ Environment

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS

Payments are in accordance with the adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION

54/22 Moved Cr Seymour, seconded Cr Bryan that Council notes and endorses the Payments from the Municipal and Trust Funds made under delegation 1.15

<i>EFT's</i>	<i>27265-27403</i>	<i>-\$1,373,752.95</i>
<i>Muni Cheque</i>	<i>62529-62532</i>	<i>-\$4,179.30</i>
<i>Credit Card</i>	<i>DD14727.5</i>	<i>-\$15,673.38</i>
<i>Direct Debit</i>	<i>DD14678.1 - DD14729.15</i>	<i><u>-\$13,5027.70</u></i>
		<i><u>-\$1,528,633.63</u></i>
<i>Nett Pay</i>	<i>PPE 7/6/2022</i>	<i>-\$111,844.28</i>
<i>Nett Pay</i>	<i>PPE 21/6/2022</i>	<i>-\$119,019.09</i>
	 <i>Payment Total</i>	 <i><u>-\$1,759,497.00</u></i>

CARRIED 5/0

9.1.2 STATEMENT OF FINANCIAL ACTIVITY FOR PERIOD ENDED 30 JUNE 2022

REPORT DATE: 14 July 2022

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Martin Whitely, LG Corporate Solutions

ATTACHMENTS: Statement of Financial Activity for the Period Ended 30 June 2022

PURPOSE OF REPORT:

To receive and endorse the Statement of Financial Activity for the period ended 30 June 2022.

BACKGROUND:

Council is provided with monthly financial reports to enable monitoring of revenues and expenditures against the adopted budget.

COMMENT:

The Statement of Financial Activity for the Period Ended is provided as a separate attachment in Program format.

POLICY REQUIREMENTS:

Nil

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Clause 34

STRATEGIC IMPLICATIONS:

Monitoring of actual revenues and expenditures against the adopted budget assists Council in being informed as to the financial health of the organisation.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Year to date income and expenditure is provided by program to enable comparison to 2021/22 adopted budget.

VOTING REQUIREMENTS

Simple Majority Required

COUNCIL RESOLUTION

55/22 Moved Cr Bryan, seconded Cr Gilbert that Council endorses the Draft Statement of Financial Activity for the period ended 30 June 2022.

CARRIED 5/0

9.1.3 2022/23 BUDGET

REPORT DATE: 14 July 2022

OFFICER DISCLOSURE OF INTEREST: Nil

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Martin Whitely, LG Corporate Solutions

ATTACHMENTS: 2022/23 Budget

PURPOSE OF REPORT:

For Council to consider the adoption of the 2022/23 Budget.

BACKGROUND:

The 2022/23 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.

COMMENT:

The Budget for the 2022/23 financial year includes the following information:

- Shire of Moora Draft Statutory Budget
- Capital Expenditure Program
- Road Replacement Program
- Schedule of Fees & Charges

Over the past few months Councillors have had the opportunity to raise queries and have input into the draft budget at General Purpose Committee Meetings and Councillor Information sessions.

- The draft budget is based on an overall rate increase of 5%.
- GRV and UV rates in the dollar reflect a 30% and 70% split between GRV and UV rates revenue as per the Council's target set in 2019/20.
- Fees and charges, including refuse collection have increased on average by 5% from 2021/22 financial year
- The sewerage service fees and charges and rate in the dollar have increased on average by 5% from the 2021/22 financial year
- A capital works program totalling \$15.94m for investment in property, plant and equipment and construction of infrastructure is planned. This includes a \$4.58m investment in roads, drainage and footpaths.
- An estimated surplus of \$2.80m is anticipated to be brought forward from 30 June 2022. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.
- Principle grant funding for the year is estimated from:
 - Wheatbelt Secondary Freight Route - \$3,251,010
 - Financial Assistance Grants - \$1,067,852
 - Local Roads & Community Infrastructure Program Phase 3 - \$1,015,714
 - Drought Communities - \$800,000
 - Regional Road Group - \$701,075
 - Local Roads & Community Infrastructure Program Phase 1 - \$507,857
 - Local Roads & Community Infrastructure Program Phase 3 (22/23 extension program) - \$507,857
 - Department of Industry, Science, Energy & Resources - \$505,000
 - Local Roads & Community Infrastructure Program Phase 2 - \$400,977
 - Roads to Recovery - \$471,040

POLICY REQUIREMENTS:

The Budget is consistent with adopted Council policies and the Shire of Moora Rating Strategy. This strategy is available on the Shire's webpage www.moora.wa.gov.au.

LEGISLATIVE REQUIREMENTS:

LGA S6.2 requires that by no later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2022/23 budget as presented is considered to meet statutory requirements.

STRATEGIC IMPLICATIONS:

The draft budget includes a number of operating and capital projects which will help Council deliver the priorities it has identified in its Community Strategic Plan and Corporate Business Plan.

The budget is based on an overall rate increase of 5%.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known significant environmental implications associated with this proposal.
- **Economic**
There are no known significant economic implications associated with this proposal.
- **Social**
There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

The result of the following resolutions will be the adoption of the 2022/23 Budget.

VOTING REQUIREMENTS

Absolute Majority Required

COUNCIL RESOLUTION

56/22 Moved Cr Seymour, seconded Cr Gilbert that Council adopts the 2022/23 Statutory Annual Budget and Notes forming part of the budget for the year ending 30 June 2023 as presented including the following:

- (1) **Imposing General Rate for Gross Rental Value (GRV) properties – the general rate be set at 10.4055 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 0.7710 cents in the dollar on Unimproved Values for all rateable land within the district;**
- (3) **Rates increase by area can be summarised as:**

UV/Farming	\$3,208,898
GRV/Town	<u>\$1,365,497</u>
	\$4,574,395

Resulting in an actual increase in rate revenue across each area of:

	2021/22	2022/23	% increase
UV/Farming	\$3,055,904	\$3,208,898	5.00%
GRV/Town	\$1,300,457	\$1,365,497	5.00%

- (4) **Imposing Minimum Payment (Rates) for Gross Rental Value (GRV) properties – the Minimum Payment (Rates) be set at \$746 per assessment for GRV properties;**
- (5) **Imposing Minimum Payment (Rates) for Unimproved Value (UV) properties – the Minimum Payment (Rates) be set at \$746 per assessment for all UV properties in the Shire of Moora;**
- (6) **Imposing Sewerage Rate – the sewerage rate in the dollar be set at 7.6679 cents in the dollar, and that the following apply:**

- a. **That the minimum annual sewerage rates be as follows;**
- | | |
|---|-----------------|
| Residential properties | \$416.00 |
| Commercial properties | \$416.00 |
| Vacant Land properties | \$416.00 |
| Ex-Gratia Commercial/Industrial properties | \$416.00 |
- b. **That the maximum annual sewerage rate be as follows;**
- | | |
|-------------------------------|-------------------|
| Residential properties | \$1,087.00 |
| Vacant Land properties | \$1,087.00 |
| Commercial properties | \$5,114.00 |
- c. **Non Rateable Properties connected to sewer**
- Class 1 Institutional/Public & Charitable Purposes for each property:**
- | | |
|--------------------------------------|---------------------------|
| First major fixture | \$269.00 per annum |
| Each additional major fixture | \$112.00 per annum |
- Class 2 State and Local Government properties of a commercial nature:**
- \$1,490.00 per Connection**
- (7) **Rubbish Removal Charges (per annum) – be set at;**
- | | |
|--|---|
| (i) Residential – Non-pensioner | \$424 per 240-litre bin (weekly) & recycling bin (fortnightly) |
| (ii) Residential– Pensioner | \$318 per 240-litre bin (weekly) & recycling bin (fortnightly) |
| (iii) Non-Residential | \$424 per 240-litre bin (weekly) |
| (iv) Transfer Station Key | \$240 (Watheroo and Miling) |
- (8) **Incentive for Early Payment of Rates – Council is offering a \$600 cash prize to ratepayers who pay their 2022/23 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 2 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. |

In accordance with regulation 64(2) of the Local Government (Financial Management) Regulations 1996, Council nominates the following due dates for the payment of rates and charges in the 2022/23 financial year:

Issue Date	25th July 2022
Payment in Full	1st September 2022

Payment by Instalments**First Instalment 1st September 2022****Second Instalment 3rd November 2022****Third Instalment 12th January 2023****Fourth instalment 16th March 2023**

- (10) **Instalment Plan Interest Rate – a charge be set at 3% per annum calculated by simple interest method and applied to Rates and Rubbish Removal Charge;**
- (11) **Instalment Plan Administration Charge – a charge of \$10.00 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 5.5% 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 5.5% 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) **Reserve Accounts – Council confirms the names and purposes of its Reserve Accounts as listed within the Shire of Moora Budget 2022/23.**
- (15) **Materiality Threshold – that the materiality threshold for monthly financial reporting (Statement of Financial Activity – Program) be set at plus or minus 5% and greater than \$10,000 at Program and Category levels.**
- (16) **Confirms the meeting fees to be paid to all Councillors at \$170 per Committee meeting; and for Council meetings \$330 per meeting to Councillors and \$440 per meeting for the Shire President. Shire President’s allowance is set at \$17,640 per annum and Deputy President at \$4,410.**
- (17) **In accordance with section 6.16 of the Local Government Act 1995 adopt the schedule of fees and charges as attached.**

CARRIED BY ABSOLUTE MAJORITY 5/0

10. ELECTED MEMBER MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF COUNCIL

Nil

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

13. CLOSURE OF MEETING

There being no further business, the Shire President declared the meeting closed at 5.41pm.

CONFIRMED

PRESIDING MEMBER