



Special Meeting of Council

MINUTES

14 July 2016

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SHIRE OF BROOMEHILL - TAMBELLUP

Minutes of the Special Meeting of the Council of the Shire of Broomehill-Tambellup held in the Tambellup Council Chambers on Thursday 14 July 2016 commencing at 4.00pm

1. ATTENDANCE AND APOLOGIES

Present:	Cr GM Sheridan	President
	Cr SJF Thompson	Deputy President
	Cr CL Dennis	
	Cr TW Prout	
	Cr ME White	
	Cr MC Paganoni	
	JM Trezona	Chief Executive Officer
	GC Brigg	Manager Works
	KP O'Neill	Manager Finance & Assets
	PA Hull	Strategic Support & Projects

Apologies: Cr MR Batchelor

2. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The President welcomed Councillors and Staff and declared the meeting open at 4.00pm.

3. PUBLIC QUESTION TIME

No members of the public were in attendance.

4. DECLARATION OF INTEREST

Nil.

5. MATTERS FOR DECISION

5.1 ANNUAL BUDGET FOR THE YEAR ENDED 30 JUNE 2017

Program:	Governance	
Attachment:	2016/17 Annual Budget	
File Ref:	ADM0121	
Author:	KP O'Neill	Manager Finance & Assets
Date:	8 July 2016	
Disclosure of Interest:	Nil	

Summary: Council to consider and adopt the Annual Budget for the year ended 30 June 2017.

Background: The *Local Government Act 1995*, section 6.2, states that a Local Government is to prepare an annual budget not later than 31 August in each financial year, or such extended time as the Minister allows, and adopt by absolute majority, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the following 30 June.

The Budget has been prepared to include information required by the *Local Government Act 1995, Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. The 2016/17 Budget, as presented, is considered to meet statutory requirements.

Comment: The budget, in its draft form, was presented to Council at a workshop held on 20 June 2016. From this workshop, all items identified by Council for inclusion in the Budget have been allocated.

The unspent grant funds held on 30 June 2016 are carried forward as restricted cash in the surplus, and have been allocated throughout the budget towards the projects for which they are intended.

Following the guidance of Council from the draft budget workshop, a rate increase of 5% for both UV (Rural) properties and GRV (townsite) properties has been factored into the budget. Councils Long Term Financial Plan identified that a rate increase of at least 5% per year was required in order for Council to continue to meet its obligations in provision of services to the Community and maintain its asset base.

Council determined to again offer a 5% rate discount. To be eligible for the discount all rates and charges are to be paid within 28 days of issue. Council agreed to continue with the two and four instalment plans.

The Budget includes provision for construction of the new Pavilion and Bowling Green in Tambellup which, aside from the road construction program, is a significant project to be undertaken by Council. A number of external funding sources have certainly eased the financial burden on the Council and community seeing this development to fruition. After taking into consideration grant funding confirmed and Councils Reserve funds held for this purpose, a loan will be raised for the shortfall which is estimated to be \$1.15million. Further funding avenues continue to be investigated for additional grant funding which, if successful, will aid in reducing the amount of loan funds required.

Council budgeted in 2015/16 to construct an executive residence on newly purchased land at 63 Taylor Street. While construction commenced during 2015/16, the balance of expenditure has been carried over into the 2016/17 budget for completion. This is fully funded by the Building Reserve.

Council has been fortunate to be allocated a significant amount of funding through the Regional Road Group. Along with this, additional funds were made available to all local governments through the Roads to Recovery program. The result is a sizeable road construction program planned for the coming year (roughly \$900,000 of additional expenditure allocated to road construction compared to the previous year).

A detailed Building Maintenance program is included in the supporting information which will see approximately \$238,100 in maintenance, repairs and upgrades to Council's buildings and facilities.

The Schedule of Fees and Charges have been reviewed and are included in the supporting information for adoption.

Consultation: Chief Executive Officer
Councillors
Senior Staff

Statutory Environment: *Local Government Act 1995 Part 6 Division 2 – Annual Budget*
Local Government (Financial Management) Regulations 1996 details the form and content of the Annual Budget.

Policy Implications: There is no policy applicable to this item.

Strategic Implications: The Annual Budget has been prepared having due regard for the objectives determined in the Strategic Community Plan and Corporate Business Plan. Adoption of the annual budget gives the strategic intent of the Council for the ensuing twelve months.

Asset Management Implications: Operations, maintenance, renewal and upgrade of Councils assets are provided for in the Budget. Included also is construction of new assets, such as the executive residence, Tambellup pavilion and bowling green.

Financial Implications: Adoption of the Annual Budget sets the financial framework for the ensuing financial year. The budget is balanced, with a nil surplus/deficit projected to 30 June 2017.

Workforce Plan Implications: The objectives highlighted in Councils Workforce Plan have been funded throughout the Budget.

Voting**Requirements:** Absolute Majority**Council Decision:** 160701*Moved Cr Prout, seconded Cr Thompson**That Council adopts the following:-***1. General Rates***That the following rate in the dollar be adopted for the Shire of Broomehill-Tambellup for the year ending 30 June 2017:*

<i>Unimproved Values</i>	<i>0.9859 cents in the dollar</i>
<i>Gross Rental Value</i>	<i>9.8695 cents in the dollar</i>

2. Minimum Rates*That the minimum rate for Gross Rental Values is set at \$435.00 per assessment and the minimum rates for Unimproved Values is set at \$435.00 per assessment.***3. Refuse and Recycling Charges***That, in accordance with the provisions of the Waste Avoidance and Resource Recovery Act 2007, Council imposes the following refuse and recycling charges (exclusive of GST) for 2016/2017:*

<i>Residential Refuse – including recycling</i>	<i>\$235.00</i>
<i>Residential Refuse – additional bin</i>	<i>\$135.00</i>
<i>Residential – additional recycling bin</i>	<i>\$100.00</i>
<i>Commercial Refuse – including recycling</i>	<i>\$255.00</i>
<i>Commercial Refuse – additional bin</i>	<i>\$155.00</i>
<i>Commercial – additional recycling bin</i>	<i>\$100.00</i>

4. Discount**General Rates***That Council, in accordance with the provisions of section 6.46 of the Local Government Act 1995, offers a 5% discount on 2016/2017 general rates if full payment of rates, arrears, ESL and refuse charges is received within 28 days from the date of issue on the rate notice.***Interim Rates***That Council offers a 5% discount on interim rates levied, provided full payment is received within 28 days from the date of issue on the rate notice.***5. Payment Options***That Council, in accordance with the provisions of section 6.45 and 6.50 of the Local Government Act 1995, offers the following payment options for the payment of rates:***(a) Single Instalment – with 5% discount**

- *Payment in full (including all arrears) within 28 days of the issue of the rate notice and be eligible for a 5% discount on current general rates and minimum charges.*

(b) Single Instalment – no discount

- *Payment in full within 35 days of the date of issue of the rate notice.*

(c) Two Instalments

- *The first instalment of 50% of the total current rates, ESL, refuse charges, instalment charges plus the total outstanding arrears payable, within 35 days from the date of issue of the rate notice.*
- *The second instalment of 50% of the total current rates, ESL, refuse charges and instalment charges, payable 4 months from the due date of the first instalment.*

(d) Four Instalments

- *The first instalment of 25% of the total current rates, ESL, refuse charges and instalment charges plus the total outstanding arrears payable, within 35 days from the date of issue of the rate notice.*
- *The second, third and fourth instalments, each of 25% of the current rates, ESL, refuse charges and instalment charges, payable at two monthly intervals after the due date of the first instalment.*

6. Interest and Administration Charges For Instalment Options

That Council, in accordance with the provisions of section 6.45 of the Local Government Act 1995 imposes an Administration Fee of \$10 per instalment notice together with an interest charge of 5.5%, both of which applies to the second instalment of the Two Instalment option, and the second, third and fourth instalments of the Four Instalment option.

7. Late Payment Penalty Interest

That Council, in accordance with the provisions of section 6.13 and 6.51 of the Local Government Act, and Regulations 19A and 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 11% per annum. Penalty interest will apply to all charges which remain unpaid after 35 days from the date of issue of the rate notice.

Excluded are eligible pensioners, deferred pensioner rates and current instalment amounts not yet due.

8. Fees and Charges

That Council, in accordance with section 6.16 of the Local Government Act 1995, adopts the Schedule of Fees and Charges as set out in the Budget document for the year ending 30 June 2017.

9. Determining Material Variances

That, in accordance with the provisions of the Local Government (Financial Management) Regulations 1996 section 34(5), the material variance as reported in the Statement of Financial Activity in the financial year ending 30 June 2017 will be 10% or \$10,000.

10. Members Meeting Attendance Fees

That Council, in accordance with section 5.99 of the Local Government Act 1995 and the Salaries and Allowances Tribunal Local Government Elected Council Members Determination No. 1 of 2016 (Part 6), adopts an annual allowance for meeting attendance fees of \$13,000 per annum for the President and \$6,500 per annum for Councillors.

11. President and Deputy President Allowance

That Council, in accordance with section 5.99 of the Local Government Act 1995 and the Salaries and Allowances Tribunal Local Government Elected Council Members Determination No. 1 of 2016 (Part 7), adopts an annual allowance of \$2,000 for the President and \$500 for the Deputy President.

12. Members Travelling Expenses

That Council, in accordance with section 5.99 of the Local Government Act 1995 and the Salaries and Allowances Tribunal Local Government Elected Council Members Determination No. 1 of 2016 (Part 9), adopts that travelling expenses are reimbursed to elected members at the rate of 91 cents per kilometre.

13. Information and Communications Technology Allowance

That Council, in accordance with section 5.99 of the Local Government Act 1995 and the Salaries and Allowances Tribunal Local Government Elected Council Members Determination No. 1 of 2016 (Part 9), adopts an annual Information and Communications Technology Allowance of \$500 per Councillor.

14. Adoption of the Annual Budget

That the Annual Budget for the Shire of Broomehill-Tambellup for the year ending 30 June 2017 comprising –

- *Statement of Comprehensive Income by Nature & Type;*
- *Statement of Comprehensive Income by Program;*
- *Cash Flow Statement;*
- *Rate Setting Statement; and*
- *Associated notes and supporting information*

be adopted.”

CARRIED 6/0
By Absolute Majority

**Reason For Change
to Recommendation:****6. CLOSURE**

There being no further business, the President thanked Councillors and Staff and declared the meeting closed at 4.50pm.