

# Special Council Meeting Minutes

*21 July 2020*



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## SHIRE OF DALWALLINU

**MINUTES** of the Special Meeting of Council to be held at the Council Chambers, Shire Administration Centre, Dalwallinu on Tuesday 21 July 2020 at 3.52pm.

### **1 OPENING & ANNOUNCEMENT OF VISITORS**

The Chairperson (Deputy President) opened the meeting at 3.52pm.

### **2 ANNOUNCEMENTS OF PRESIDING MEMBER**

Nil

### **3 ATTENDANCE RECORD**

#### **3.1 Present**

Shire President	Cr SC Carter (Via Zoom)
Deputy President	Cr KL Carter
	Cr KM McNeill
	Cr NW Mills
	Cr BH Boys
	Cr AR Dickins
	Cr KJ Christian
Chief Executive Officer	Ms JM Knight
Manager Corporate Services	Mrs HK Jolly

#### **3.2 Apologies**

Cr MM Harms

#### **3.3 Leave of Absence Previously Granted**

Nil

### **4 DECLARATIONS OF INTEREST**

Cr NW Mills – Item 14.1 – Proximity Interest

### **5 PUBLIC QUESTION TIME**

Nil

#### **5.1 Response to Previous Public Questions Taken on Notice**

Nil



**5.2 Public Question Time**

Nil

**6 MINUTES OF PREVIOUS MEETINGS**

(To be confirmed in the Ordinary Council Meeting.)

**7 PETITIONS/PRESENTATIONS/DEPUTATIONS/DELEGATES/REPORTS/SUBMISSIONS**

**7.1 Petitions**

Nil

**7.2 Presentations**

Nil

**7.3 Deputations**

Nil

**7.4 Delegates Reports/Submissions**

Nil

**8 METHOD OF DEALING WITH AGENDA BUSINESS (Show of hands)**



**9**                    **REPORTS**  
**9.1**                  **CORPORATE SERVICES**  
**9.1.1**               **Adoption of the 2020-2021 Annual Budget\***

<b>Report Date</b>	21 July 2020
<b>Applicant</b>	Shire of Dalwallinu
<b>File Ref</b>	FM/11 Budgeting Allocations
<b>Previous Meeting Reference</b>	Nil
<b>Prepared by</b>	Hanna Jolly, Manager Corporate Services
<b>Supervised by</b>	Jean Knight, Chief Executive Officer
<b>Disclosure of interest</b>	Nil
<b>Voting Requirements</b>	<b>Absolute Majority</b>
<b>Attachments</b>	2020-2021 Draft Budget

**Purpose of Report**

Council is requested to adopt the 2020-2021 Draft Budget as presented.

**Background**

Local Governments must prepare annual budgets in the format prescribed in the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Council operates the Dalwallinu Sewerage Scheme under license from the Water Corporation. The scheme is still eligible for a subsidy for loans taken out for the establishment of the facility, but the Scheme has run at a profit for the last (14) years and no subsidy can be claimed.

The Water Corporation will continue to provide a schedule of rates and charges until the loan expires in 2025. Accordingly, Council is able to adopt the recommended rates or a rate and charge of its own calculation.

The Shire of Dalwallinu commenced the 2020-2021 budget process in March 2020. At this time members of the public were invited to submit requests for works and services to be considered during the budget deliberations.

Council Officers were also requested to make submissions and recommendations for budget inclusions. This was to ensure that not only the standard functions of Council, but also other projects identified within strategic planning documents, would be appropriately included for Council consideration.

Three budget workshops were held with the Council and Senior Management on 19 May 2020, 16 June 2020 and 2 July 2020.

**Consultation**

Councillors



## **Legislative Implications**

### State

*Local Government Act 1995*

*Local Government (Financial Management) Regulations 1996*

*Waste Avoidance and Resource Recovery Act 2007*

## **Policy Implications**

Nil

## **Financial Implications**

Nil

## **Strategic Implications**

Nil

## **Site Inspection**

Site inspection undertaken: Not applicable

## **Triple Bottom Line Assessment**

### Economic implications

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

### Social implications

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

### Environmental implications

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

## **Officer Comment**

The agenda item provides for the adoption of the budget and the imposition of rates and fees and charges for the 2020-2021 financial year.

The draft budget has been prepared with a zero increase to the overall rate revenue as per Motion 9543. The 2020-2021 Budget has been prepared with a carried forward surplus of \$2,855,718 which may be adjusted slightly when the Annual Report figures are prepared. \$1.5M of the funds relate to FAGs grants received in advance and \$1,305,957 of projects that came in under budget or were not completed in 2019-2020 but have been budgeted for completion in 2020-2021.

### Highlights of the budget include

#### **Schedule 4 – Governance**

- Renewal of Strategic Community Plan and Long Term Financial Plan in line with the Integrated Planning Framework
- Transfer to Land & Buildings reserve to allow future development

#### **Schedule 5 – Law Order & Public Safety**

- Construction of new Emergency Services Shed in Buntine



### ***Schedule 7 – Health***

- Contribution to Panaceum Group to provide medical services
- Purchase of vehicle as per Council's 10 year plant replacement programme

### ***Schedule 8 – Education & Welfare***

- Funding Youth Activities
- Provision of School bus subsidy, Awards and Chaplaincy subsidy for local schools

### ***Schedule 9 – Housing***

- Purchase of 8 Myers St, Dalwallinu for future development
- Transfers to Joint Venture and Insurance Excess Reserves
- Transfer from Land & Buildings Reserve to cover repairs at 5 & 7 South St

### ***Schedule 10 – Community Amenities***

- Transfer to Waste Management Reserve for future works required at the refuse site
- Transfer to Sewerage Works Reserve for future works required
- Townscape projects including boundary signage, entrance statements and street banners
- Local Roads & Community Infrastructure Program (LRCIP) funding enable to do banner poles and landscaping in Wubin and Dalwallinu, fence the cemetery & Wubin playground and upgrade Dalwallinu public toilets and install new public toilet to Kalannie

### ***Schedule 11 – Recreation & Culture***

- Transfer from Land & Buildings Reserve to upgrade Dalwallinu Town Hall
- Dalwallinu Discovery Centre solar panels
- Transfer to Swimming Pool Reserve for future upgrade
- Upgrade pool chlorine gas treatment system
- Local Roads & Community Infrastructure Program (LRCIP) funding enable to do Dalwallinu Recreation Precinct car park shelter, bitumise the car park and install seating. Kalannie oval fencing, lean to veranda for Kalannie Sports Pavilion and a playground in Wubin will also be funded by LRCIP
- Football posts, new playground and electronic scoreboard to Dalwallinu Recreation Centre and oval
- Transfer to Land & Buildings reserve for future water catchment dam project

### ***Schedule 12 – Transport***

- Roadworks on Dalwallinu-Kalannie Road (partly funded by Regional Road Group)
- Roadworks on various roads (funded by Roads to Recovery)
- Roadworks on Bell Road (partly funded by Wheatbelt Secondary Freight Network)
- Roadworks on various roads (funded by council)
- Local Roads & Community Infrastructure Program (LRCIP) funding enable to improve Buntine-Marchagee Rd and construct footpaths to Bell and Wasley Streets.
- Purchase of various plants as per Council's 10 year plant replacement programme





### **Schedule 13 – Economic Services**

- Local Roads & Community Infrastructure Program (LRCIP) funding enable to purchase and install seating at reserves in Mia Moon and Petrudor Rocks
- Provision for Tourism Development and Promotion
- Contribution to Liebe Group and ICMI (Innovation Central Midlands Inc)
- Finalise the purchase of Lot 572 Sawyers Ave and sale of the lot budgeted for 2020-21
- Transfer to Land & Buildings Reserve – sale of Lot 572 Sawyers Ave

### **Schedule 14 – Other Property & Services**

- Purchase of vehicle as per Council's 10 year plant replacement programme
- Development Bell St subdivision (12 lots) and new loan to support the expenditure

### Sewerage Charges

The Water Corporation has advised that Cabinet has approved an increase for rates levied on subsidised schemes and has provided a schedule of rates and charges for 2020-2021. It is recommended that council continues to use the schedule as a guide for its Dalwallinu Sewerage Scheme.

The Water Corporation have based the new 2020-2021 schedule of charges on a 2.5% increase for non-residential properties and 0% increase for residential properties.

### Waste Collection Charges

It is Council's intention to meet the cost of the waste collection service by way of a service charge imposed under the *Waste Avoidance and Resource Recovery Act 2007*.

Waste Collection is provide under a contract and the cost per collection is, in part, determined by the number of services. The cost associated with the maintenance of the waste disposal sites is to be covered under the general rate. This year the charges were increased by approximately 0.01%.

### General Rates and Minimum Rates

The unimproved properties (UV) were re-valued by Value General Officer for the coming financial year. The GRV properties were revalued in 2017-2018 and this budget reflects the updated values. The rate in the dollar for UV properties in 2020-2021 is 0.01902 (0.019289 in 2019-2020) whilst the rate in the dollar for GRV properties is 0.08975 in 2020-2021 (0.089751 in 2019-2020).

### Schedule of Fees and Charges

Council reviewed the Schedule of Fees and Charges and adopted them at the May 2020 Ordinary Council Meeting in order for the fees to take effect from 1 July 2020. There was no increase to non-statutory fees and charges for 2020-2021.

DFES levies (ESL) are the subject of separate legislation and do not form part of Council's Municipal Fund. Category 4 properties, those in the town supported by the Dalwallinu Volunteer Fire & Rescue Service, are based on a rate of 0.5194 cents in the dollar (0.5194 in 2019-2020), with a minimum of \$84.00 and maximum of \$154.00 for residential, farming and vacant land, and a minimum of \$84.00 and maximum of \$87,000.00 for commercial, industrial and miscellaneous. All other properties within the Shire are Category 5, \$84.00 (\$84.00 in 2019-2020) fixed levy.



## Officer Recommendation

### MOTION 9579

Moved Cr NW Mills  
Seconded Cr BH Boys

That Council:

1. Pursuant to the provision of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the budget for the Shire of Dalwallinu for the 2020-2021 financial year which includes the following:

- a) Statement of Comprehensive Income by Nature and Type
- b) Statement of Comprehensive Income by Program
- c) Statement of Cash Flows
- d) Rate Setting Statement
- e) Notes to and forming part of the Budget
- f) Budget Programme Schedules
- g) Other Supporting Documents and Schedules
- h) Transfers to/from Reserve accounts

2. Sets the rates for the Shire of Dalwallinu Sewerage Scheme for the 2020-2021 rating year based on the schedule of rates approved by Cabinet in respect to subsidised sewerage schemes, being:

- Sewerage values of \$1,993,848 as advised by the Valuer General applicable as from 1 July 2020 be adopted by Council for the purpose of levying sewerage rates.
- Sewerage Rate to be 8.0975 cents (8.0975 cents in 2019-2020) in the dollar on rateable properties within Dalwallinu Townsite.
- Non-Residential Properties:

First major fixture	\$1,046.71 per annum (\$1,021.18 in 2019-2020)
Second major fixture	\$448.05 per annum (\$437.12 in 2019-2020)
Third major fixture	\$598.36 per annum (\$583.77 in 2019-2020)
Each additional major fixture	\$650.68 per annum (\$634.81 in 2019-2020)
Volumetric Charge	384.60 cents per kilolitre (375.20 cents in 2019-2020)

- Minimum Rates to be:

Residential properties	\$439.10 (\$439.10 in 2019-2020)
Non- Residential properties	\$1,046.71 (\$1,021.18 in 2019-2020)
Vacant Land properties	\$288.94 (\$288.94 in 2019-2020)

- Maximum Rate: \$1,198.78 (\$1,198.78 in 2019-2020)

- Non Rateable properties connected to the sewer:



**Class 1 – Institutional, Recreational, Cultural, Education, Religious or Public Amenities and State and Local Government properties of a commercial nature:**

For each property:

First major fixture	\$281.22 per annum (\$274.36 in 2019-2020)
Each additional major fixture	\$123.73 per annum (\$120.71 in 2019-2020)

3. Pursuant to section 67 of the *Waste Avoidance & Resource Recovery Act 2007*, impose a waste collection fee per service for the 2020-2021 rating year in each of the towns as follows:

• Once Weekly Services	\$213.00 per annum (\$213.00 in 2019-2020)
• Twice Weekly Services	\$415.00 per annum (\$415.00 in 2019-2020)
• Recycling Charge	\$132.00 per annum (\$132.00 in 2019-2020)
• Recycling Charge 3m <sup>3</sup>	\$2,352.00 per annum (\$2,352.00 in 2019-2020)

4. Pursuant to the *Salaries and Allowances Tribunal determination dated 8 April 2020*, adopts the following allowances and sitting fees for the 2020-2021 Budget:

• President Allowance	\$7,942.00
• Deputy President Allowance	\$1,985.00

Council Meeting Sitting Fee

• President	\$600.00 per meeting
• Councillors	\$360.00 per meeting

- Committee Meeting Sitting Fee \$100.00 per meeting

5. Pursuant to Sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995* impose the following:
- a. Where the General Rate is to apply, for all rateable properties with Gross Rental Valuations a rate of 0.08975 in the dollar, with a minimum rate of \$600.00 be imposed;
  - b. Where the General Rate is to apply, for all rateable properties with Unimproved valuations a rate of 0.01902 in the dollar, with a minimum rate \$700.00 be imposed;
  - c. A discount of 5% be offered for the 2020-2021 rating year in respect to rates paid by the due date (minimum of 35 days after the issue of the rates notice); and
  - d. A discount of \$100 be given for the 2020-2021 rating year in respect of minimum rates calculated on properties outside of the Dalwallinu townsite: and
  - e. A zero % overall rate revenue increase;
6. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 5.5% where the owner has elected to pay rates and charges through and instalment option;
7. Pursuant to Section 6.51 (1) and subject to the Section 6.51(4) of the *Local Government Act 1995* and Regulation 70 of the *Local Government (Financial Management) regulations 1996*, adopts and interest rate 8% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.



8. Pursuant to section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996* offers the following payment options:

Option 1

To pay the total of rates and charges included on the rate notice in full by the due date 11 September 2020 which is thirty five (35) days after the date of service appearing on the rate notice. Failure to pay such costs will attract penalty charges.

Option 2

To pay by four (4) instalments. Details of these date and amounts are included on the rate notice. Failure to pay such costs by the due dates will attract penalty charges. This option can only be selected where the first instalment including arrears (if any) is paid by the due date. Payment dates are

1 <sup>st</sup> instalment	11 September 2020
2 <sup>nd</sup> instalment	13 November 2020
3 <sup>rd</sup> instalment	15 January 2021
4 <sup>th</sup> instalment	19 March 2021

And that the administration charge imposed where the payment is made by instalments is set at \$20.01 (to be applied as a \$6.67 charge on each of the last three (3) instalments).

9. Accepts as part of the budgetary process, the Schedule of Fees and Charges as adopted in Item 9.3.3 at the Ordinary Meeting of Council held on 26 May 2020.
10. In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 1031 Materiality*, adopts a variance of 10% and a minimum of \$10,000 to be used in the statements of financial activity and annual budget review.
11. Notes the change in Note 7 of the Statutory Budget documents, the purpose of the Plant Reserve has changed to *'To be used for the purchase & maintenance of major plant or to cover contractor expenditure where the Shire doesn't have resources available internally'*.

**CARRIED 7/0 BY ABSOLUTE MAJORITY**



**10 APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**11 MOTIONS OF WHICH NOTICE HAS BEEN RECEIVED**

Nil

**12 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

Nil

**13 NEW BUSINESS OF AN URGENT NATURE (INTRODUCED BY DECISION OF THE MEETING)**

Nil

**14 MEETING CLOSED TO THE PUBLIC – CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT, 1995, SECTION 5.23(2)**

**PROCEDURAL MOTION 9580**

Moved Cr KM McNeill

Seconded Cr AR Dickins

That Council moves into a confidential session to discuss:

14.1 CONFIDENTIAL: Lot 555 Bell Street – Listed Lot Prices  
under the terms of the *Local Government Act 1995, Section 5.23(2)*:

e. *a matter that if disclosed, would reveal-*

(ii) *information that has a commercial value to a person; or*

(iii) *information about business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government.”-*

**CARRIED 7/0**

*Cr NW Mills declared a proximity interest in Item 14.1 and left the room at 4.00pm and did not return.*



**PROCEDURAL MOTION 9581**

Moved: Cr KM McNeill

Seconded: Cr AR Dickins

That Council suspend standing orders to discuss item 14.1.

**CARRIED 6/0**

**PROCEDURAL MOTION 9582**

Moved: Cr AR Dickins

Seconded: Cr KM McNeill

That Council resume standing orders.

**CARRIED 6/0**



**14.1 Lot 555 Bell Street – Listed Lot Prices**

<b>Report Date</b>	21 July 2020
<b>Applicant</b>	Shire of Dalwallinu
<b>File Ref</b>	A6324
<b>Previous Meeting Reference</b>	Nil
<b>Prepared by</b>	Jean Knight, Chief Executive Officer
<b>Supervised by</b>	Jean Knight, Chief Executive Officer
<b>Disclosure of interest</b>	Nil
<b>Voting Requirements</b>	Simple Majority
<b>Attachments</b>	Nil



## Council Resolution

### **MOTION 9583**

Moved           Cr KM McNeill  
Seconded       Cr KJ Christian

That Council:

1. Sets the following prices for the twelve (12) lots at Lot 555 Bell Street, Dalwallinu:

<b>Lot Number</b>	<b>Lot Size</b>	<b>Listed Price (inc GST)</b>
1	1,077 <sup>m2</sup>	\$94,000
2	809 <sup>m2</sup>	\$80,000
3	765 <sup>m2</sup>	\$75,000
4	765 <sup>m2</sup>	\$75,000
5	765 <sup>m2</sup>	\$75,000
6	900 <sup>m2</sup>	\$85,000
7	990 <sup>m2</sup>	\$90,000
8	765 <sup>m2</sup>	\$75,000
9	821 <sup>m2</sup>	\$80,500
10	810 <sup>m2</sup>	\$80,000
11	810 <sup>m2</sup>	\$80,000
12	882 <sup>m2</sup>	\$86,000

2. Declares that it believes that the valuation of the twelve (12) lots at Lot 555 Bell Street, Dalwallinu undertaken by LMW Valuers in October 2019 is a true indication of the value of the proposed dispositions;
3. Delegates authority to the Chief Executive Officer to accept any offer that matches the listed price;
4. If the Chief Executive Officer receives an offer that matches the listed price, gives authority to the Chief Executive Officer to advertise the proposed disposition as per the requirements of the Local Government Act 1995;
5. Subject to not receiving any submissions during the advertising period, authorises the Chief Executive Officer to finalise the disposal of the lots;
6. Authorises the Shire President and Chief Executive Officer to sign and affix the Common Seal to any documents relevant to the disposal of the lots.

**CARRIED 6/0**





**PROCEDURAL MOTION 9584**

Moved           Cr KJ Christian  
Seconded       Cr KM McNeill

That the meeting come from behind closed doors.

**CARRIED 6/0**

**15       SCHEDULING OF MEETING**

The next Ordinary Meeting of Council will be held on 28 July 2020 at Council Chambers, Dalwallinu commencing at 3.30pm.

**16       CLOSURE**

There being no further business, the Chairperson closed the meeting at 4.16pm.

**17       CERTIFICATION**

I, Keith Leslie Carter, certify that the minutes of the Special Council meeting held on the 21 July 2020, as shown on page numbers 1 to 16 were confirmed as a true record at the meeting held on 28 July 2020.

  
\_\_\_\_\_  
CHAIRPERSON

28 - 7 - 2020  
DATE

