



Special Council Meeting Minutes

Tuesday, 16 July 2019 at 4:00pm

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SHIRE OF DALWALLINU

MINUTES of the Special Meeting of Council held at the Council Chambers, Shire Administration Centre, Dalwallinu on Tuesday 16 July 2019.

1 OPENING & ANNOUNCEMENT OF VISITORS

The Chairperson (President) opened the meeting at 4.00pm.

2 ANNOUNCEMENTS OF PRESIDING MEMBER

Nil

3 ATTENDANCE RECORD

3.1 Present

Shire President	Cr SC Carter
Deputy President	Cr KL Carter
	Cr GH Sanderson
	Cr KM McNeill
	Cr NW Mills
	Cr BH Boys
	Cr JA Huggett
Chief Executive Officer	Ms JM Knight
Deputy Chief Executive Officer	Mr KT Jones
Executive Support Officer	Ms EJ Dutton

3.2 Apologies

Cr KJ Christian
Cr AR Dickins

3.3 Leave of Absence Previously Granted

Nil

4 DECLARATIONS OF INTEREST

Nil

5 PUBLIC QUESTION TIME

5.1 Response to Previous Public Questions Taken on Notice
Nil

5.2 Public Question Time
Nil

6 MINUTES OF PREVIOUS MEETING/S
(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)

PROCEDURAL MOTION 9390

Moved Cr NW Mills
Seconded Cr BH Boys

That Council suspend standing orders for discussion on the 2019-2020 Annual Budget.

CARRIED 7/0

PROCEDURAL MOTION 9391

Moved Cr NW Mills
Seconded Cr JA Huggett

That Council resume standing orders.

CARRIED 7/0

9 REPORTS

9.1 MATTERS FOR CONSIDERATION - FINANCE

9.1.1 ADOPTION OF THE 2019-2020 ANNUAL BUDGET

Report Date:	16 July 2019
Applicant:	Shire of Dalwallinu
File Ref:	FM/11 Budgeting Allocations
Previous Meeting Reference:	Nil
Author:	Keith Jones, Deputy Chief Executive Officer
Senior Officer:	Jean Knight, Chief Executive Officer
Voting Requirements:	Absolute Majority
Disclosure of Interest:	Nil
Attachments:	2019-2020 Draft Budget

Purpose of Report

Council is requested to adopt the 2019-2020 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 thirteen (13) 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 2019-2020 budget process in March 2019. 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.

Two budget workshops were held with Council and Senior Management on 21 May 2019 and 18 June 2019.

Policy Requirements

Nil

Legislative Requirements

Local Government Act 1995,

Local Government (Financial Management) Regulations 1996

Waste Avoidance and Resource Recovery Act 2007

Strategic Implications

Nil

Sustainability Implications

Environment

Nil

Economic

Nil

Social

Nil

Financial Implications

This agenda item provides for the adoption of the budget and the imposition of rates and fees and charges for the 2019-2020 financial year.

The rate to be imposed should be adequate to meet operating costs and loan repayments and allow accumulation of reserve funds.

Comment

The draft budget has been prepared with a 2% increase to the overall rate revenue. The 2019-2020 Budget has been prepared with a carried forward surplus of \$2,235,391 which may be adjusted slightly when the Annual Report figures are prepared. \$1.4M of these funds relate to FAGs grants received in advance and \$800K of projects not completed in 2018-2019 but budgeted for completion in 2019-2020.

Highlights of the budget include

Schedule 4 – Governance

- Renewal of Strategic Community Plan and Long Term Financial Plans in line with the Integrated Planning Framework

Schedule 5 – Law Order & Public Safety

- Buntine Fire Appliance Shed

Schedule 8 – Education & Welfare

- Funding for Youth Activities
- Provision of School bus subsidy
- Provision of scholarships
- Provision of a Chaplaincy subsidy

Schedule 9 - Housing

- Construction of Employee Housing (subject to the sale of a Shire property)
- Transfer from Land & Building Reserve to fund the shortfall for the employee housing project
- Construction of Low Income Housing (James Street)
- Development of subdivision in Bell Street
- Purchase of Lot 572 Sawyers Ave
- Purchase of 8 Myers Street (old fire station) for future aged accommodation
- Drawdown of a loan to fund the Bell Street subdivision
- Transfer from Joint Venture Reserve to fund the low income housing project

Schedule 10 – Community Amenities

- Transfer to Waste Management Reserve for future works required at the refuse site
- Sewerage ponds upgrade
- Stage 2 of the Sewer Upgrades as per the Sewer Master Plan
- Transfer from the Sewerage Reserve to fund the ponds upgrade and Stage 2 of the upgrades
- Townscape projects (murals, Shire boundary signage, Xmas lighting and banners for main street, and carried forward projects from 18-19)

Schedule 11 – Recreation & Culture

- New Pool surrounds and guttering for the Aquatic Centre
- Transfer to Recreation Reserve for future projects
- Completion of the Dalwallinu Recreation Centre Upgrade
- Completion of the Dalwallinu Recreation Centre Precinct (partially funded by LotteryWest)
- Landscaping works for Leahy Street
- Repairs to Kalannie Sports Club & Surrounds (funded by Insurance)
- Installation of a gravel car park at the Recreation Centre
- Upgrade of lighting in Recreation Area
- Allocation to fund the Kalannie Bowling Green upgrade
- Repairs to lighting towers at Kalannie Sports Club
- Transfer from Recreation Reserve to part fund the Kalannie Bowling Green Upgrade
- Funding for Community Event/s
- One-off donation to sponsor the Dalwallinu Agricultural Show 100 years

Schedule 12 – Transport

- Roadworks on Dalwallinu Kalannie Rd (partially funded by Regional Road Group)
- Roadworks on various roads (funded by Roads to Recovery)
- Widen seal of Buntine Marchagee Road (funded by Council)
- Purchase of Plant & Equipment as per Council's 10 year Plant Replacement Programme

Schedule 13 – Economic Services

- Provision of a contribution to Liebe Group
- Provision for Tourism Development and Promotion
- Contribution to the Goodlands Community for the Goodlands Phone Tower
- Installation of fencing around old Water Corp Dams (funded by Water Corp)
- Transfer from Telecommunications Reserve to fund to contribution for the phone tower

Schedule 14 – Other Property & Services

- Purchase of Vehicle as per Council's 10 year Plant Replacement Programme

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 to be applied for 2019-20. 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 2019-2020 schedule of charges on a 2.5% increase (in Country regions the maximum is 12%).

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 provided 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 2.0%.

General Rates and Minimum Rates

The unimproved properties (UV) were re-valued by Valuer General's 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 has gone from .019897 in 2018-2019 to **.019289** in 2019-2020 whilst the rate in the dollar for the GRV properties has gone from .088391 in 2018-2019 to **.089751** in 2019-2020.

Schedule of Fees and Charges

Council reviewed the Schedule of Fees and Charges at prior budget workshops and adopted them at the March Ordinary Council Meeting in order for the fees to take effect from 1 July 2019.

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 (0.5070 in 2018-2019), 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** (\$82.00 in 2018-2019) fixed levy.

Recommendation

MOTION 9392

Moved Cr KL Carter
Seconded Cr BH Boys

1. That Council, 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 2019-2020 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. That the rates for the Dalwallinu Sewerage Scheme for the 2019-2020 rating year be based on the schedule of rates approved by Cabinet in respect to subsidised sewerage schemes, being:

- Sewerage values of \$1,980,092 as advised by the Valuer General applicable as from 1 July 2019 be adopted by Council for the purpose of levying sewerage rates.
- Sewerage Rate to be 8.0975 cents (7.90 cents in 2018-2019) in the dollar on rateable properties within the Dalwallinu Townsite.
- Non-Residential Properties

First major fixture	\$1,021.18 per annum (\$996.27 in 2018-2019)
Second major fixture	\$437.12 per annum (\$426.46 in 2018-2019)
Third major fixture	\$583.77 per annum (\$569.53 in 2018-2019)
Each additional major fixture	\$634.81 per annum (\$619.33 in 2018-2019)

Volumetric Charge 375.20 cents per kilolitre (366.00 cents in 2018-2019)

- Minimum Rates to be:

Residential properties	\$439.10 (\$428.39 in 2018-2019)
Non-Residential properties	\$1,021.18 (\$996.27 in 2018-2019)
Vacant Land properties	\$288.94 (\$281.89 in 2018-2019)
- Maximum Rate: \$1,198.78 (\$1169.54 in 2018-2019)

- 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	\$274.36 per annum (\$267.67 for 18-19)
Each additional major fixture	\$120.71 per annum (\$117.77 for 18-19)

3. That Council, pursuant to Section 67 of the *Waste Avoidance & Resource Recovery Act 2007*, impose a waste collection fee for the 2019/20 rating year in each of the towns as follows:

- Once Weekly Services \$ 213.00 per annum (\$210.00 for 2018-2019)
- Twice Weekly Services \$ 415.00 per annum (\$410.00 for 2018-2019)
- Recycling Charge \$ 132.00 per annum per bin (\$130.00 for 2018-2019)
- Recycling Charge 3m3 \$2,352.00 per annum per bin (\$2,322.00 for 2018-2019).

4. That Council, pursuant to the *Salaries and Allowances Tribunal determination dated 9 April 2019*, adopts the following allowances and sittings fees for the 2019-2020 Budget:

- | | |
|---------------------------------|----------------------|
| • President Allowance | \$7,942 |
| • Deputy President Allowance | \$1,985 |
| Council Meeting Sitting Fee | |
| • President | \$600.00 per meeting |
| • Councillors | \$360.00 per meeting |
| • Committee Meeting Sitting Fee | \$96.00 per meeting |

5. That Council, 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 0.089751 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 0.019289 in the dollar, with a minimum rate of \$700.00 be imposed;
- c. a discount of 5% be offered for the 2019-2020 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 2019-2020 rating year in respect of minimum rates calculated on properties outside of the Dalwallinu townsite.

6. That Council,
- a. 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 an instalment option;
 - b. pursuant to Section 6.51 (1) and subject to Section 6.51(4) of the *Local Government Act 1995* and Regulation 70 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 11% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
7. That Council, 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 6 September 2019 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 dates 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

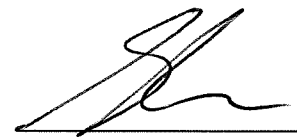
1st Instalment	6 September 2019
2nd Instalment	8 November 2019
3rd Instalment	10 January 2020
4th Instalment	13 March 2020

And that the administration charge imposed where 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).

8. That Council 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 March 2019.
9. That Council, 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.

CARRIED BY ABSOLUTE MAJORITY 7/0

- 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)**
- 15 SCHEDULE OF MEETING**
The next Ordinary Meeting of Council will be held on 23 July 2019 at Council Chambers, Dalwallinu commencing at 3.30pm.
- 16 CLOSURE**
There being no further business, the Chairperson closed the meeting at 4.32 pm.
- 17 CERTIFICATION**
I, Steven Clifford Carter, certify that the minutes of the Special Council meeting held on the 16 July 2019, as shown on page numbers 1 to 10 were confirmed as a true record at the meeting held on 16 July 2019.



CHAIRPERSON

23/7/2019
DATE