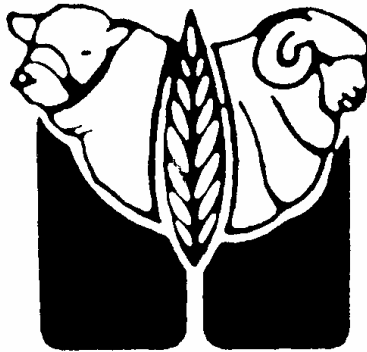


MINUTES



**SPECIAL MEETING
HELD**

**TUESDAY, 3 AUGUST 2010
COMMENCING AT 5.30PM**

AT

**SHIRE OF BOYUP BROOK
ABEL STREET – BOYUP BROOK**

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1. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

1.1 Attendance

Cr T Ginnane – Shire President
Cr E Biddle
Cr R Downing
Cr M Giles
Cr P Marshall
Cr E Muncey
Cr B O’Hare – From 5.31pm
Cr T Oversby

STAFF: Mr Alan Lamb (Chief Executive Officer)
Mr John Eddy (Manager of Works and Services)
Mr Keith Jones (Manager of Finance)

1.2 Apologies

Cr T Doust – Deputy Shire President

1.3 Leave of Absence

2. PUBLIC QUESTION TIME

2.1 Response to Previous Public Questions Taken on Notice

2.2 Public Question Time

3. APPLICATIONS FOR LEAVE OF ABSENCE

4. MATTERS REQUIRING A DECISION

| | |
|------------|-----------------------------------|
| 4.1 | Adoption of 2010/11 Budget |
|------------|-----------------------------------|

| | |
|--|---------------------------|
| Location: | <i>Not applicable</i> |
| Applicant: | <i>Not applicable</i> |
| File: | FM/9/002 |
| Disclosure of Officer Interest: | None |
| Date: | 9th July 2010 |
| Author: | Alan Lamb CEO |
| Authorizing Officer: | Not applicable |
| Attachments: | Yes – Draft Budget |

SUMMARY

Consideration and adoption of the 2010/11 draft budget.

BACKGROUND

A copy of the 2010/11 draft budget has been provided to Councillors.

The budget has been prepared with due regard to the Plan for the Future/Strategic plan, decisions made by Council during the past twelve months and directions given to staff following informal budget discussions.

COMMENT

As presented the draft budget allows for an overall, average rate increase for GRV (Gross Rental Values) properties and UV (Unimproved Values) of 5.00%.

The minimum rate prepared is \$620 for both UV and GRV, compared to \$590 in 2009/10.

Kerbside waste collection charges are to be increased from \$160 to \$168 per annum.

CONSULTATION

Councillors and senior staff.

STATUTORY OBLIGATIONS

Local Government Act 1995 Local Government (Financial Management) Regulations.

POLICY IMPLICATIONS

Nil

BUDGET/FINANCIAL IMPLICATIONS

Not applicable

STRATEGIC IMPLICATIONS

Adoption of the budget will enable Council to provide the necessary services and facilities to ratepayers and residents.

SUSTAINABILITY IMPLICATIONS

- **Environmental**
The budget reflects an increase in environmental initiatives particularly with the employment of a part time Environmental Officer.
- **Economic**
There are no specific economic development initiatives however expenditure on capital building works and area promotion will achieve economic stimulus.
- **Social**
Maintenance of existing facilities, including roads, playing fields and recreation areas together with new capital works will ensure adequate facilities and services are maintained for the community.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – 4.1

1. **Fees & Charges**
That the Schedule of Fees & Charges as per Attachment 1 of the 2010/11 budget papers be adopted.
2. **Minimum Rate**
That the Minimum Rate for the 2010/11 year be set at \$620.
3. **Rates in the Dollar**
That Council sets the Rates in the dollar for the 2010/11 year as:
 - Gross Rental Value (GRV) Rate – 0.1510 cents
 - Unimproved Value (UV) Rate – 0.004572 cents
4. **Kerbside Waste Collection**
1 x 240 litre bin per week commercial and residential \$168
5. **Due Date for Payment of Rates & Charges**
That Council in accordance with the Local Government Financial Management Regulations 1996 – Clause 64 (1) set the due date for the single payment of a rate and charges for the 2010/11 financial year to be 15 September 2010
6. **Due Date for Payments of Rate Instalments**
That Council in accordance with the Local Government Financial Management Regulations 1996 – Clause 64 (2) set the due date for the payment of rate instalments for the 2010/11 financial year as follows:

| | |
|-------------------|-------------------|
| First Instalment | 21 September 2010 |
| Second Instalment | 23 November 2010 |
| Third Instalment | 25 January 2011 |
| Fourth Instalment | 22 March 2011 |
7. **Administration Charge on Instalments**
That Council in accordance with Section 6.45 (3) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 67 set an administration charge of \$10 per rate instalment notice for the 2010/11 financial year where the instalment plan is selected.

8. **Interest on Rate Instalments**
That Council in accordance with Section 6.45 (3) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 68 sets an additional charge by the way of Interest where the instalment plan is selected, an interest rate of 5.5% for the 2010/11 financial year.
9. **Late Payment Interest Charge**
That Council in accordance with Section 6.51 (1) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 70 set an interest rate of 11% for the 2010/11 financial year as penalty interest for the late payment of rates and charges.
10. **Reserve Funds**
That Council in accordance with Section 6.11 of the Local Government Act 1995 allocate funds to and from the Reserve Funds for the financial year ending June 30, 2011 as specified in the 2010/11 budget document.
11. **Trust Fund Budget**
That Council adopt the Trust Fund Budget for the financial year ending June 30 2011 as per the budget document.
12. **Annual Fees and Allowances for Election Members**
That the following Fees and Allowances for Elected Members for 2010/11 be set at:

| | |
|---|----------|
| Presidents Annual Local Government Allowance | \$ 5,250 |
| Deputy Presidents Annual Local Government Allowance | \$ 1,313 |
| Presidents Annual Attendance Fee | \$10,500 |
| Councillors Annual Attendance Fee | \$ 5,250 |
| Telecommunications Allowance | \$ 1,200 |
13. **Change of purpose of Reserve Funds**
That \$103,664 be transferred from the Caravan Park Reserve Fund to the Leave Reserve Fund
14. **2010/11 Municipal Fund Budget**
That the 2010/11 budget as presented incorporating the Schedule of Fees & Charges; Minimum Rate; Rates in the Dollar; Significant Accounting Policies and Annual Fees and Allowances for Elected Members be adopted.

NOTE: Staff tabled an amended Rate Setting Statement and Note 7 and indicated all Budget Papers will be changed to reflect the updated figures.

MOTION:

MOVED: Cr Giles

SECONDED: Cr Biddle

1. **Fees & Charges**
That the Schedule of Fees & Charges as per Attachment 1 of the 2010/11 budget papers be adopted subject to amendments listed in this motion .
2. **Minimum Rate**
That the Minimum Rate for the 2010/11 year be set at \$620.
3. **Rates in the Dollar**
That Council sets the Rates in the dollar for the 2010/11 year as:
 - Gross Rental Value (GRV) Rate – 0.1510 cents
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9. **Late Payment Interest Charge**
That Council in accordance with Section 6.51 (1) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 70 set an interest rate of 11% for the 2010/11 financial year as penalty interest for the late payment of rates and charges.

10. **Reserve Funds**
That Council in accordance with Section 6.11 of the Local Government Act 1995 allocate funds to and from the Reserve Funds for the financial year ending June 30, 2011 as specified in the 2010/11 budget document.

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| Presidents Annual Attendance Fee | \$10,500 |
| Councillors Annual Attendance Fee | \$ 5,250 |
| Telecommunications Allowance | \$ 1,200 |

13. **Change of purpose of Reserve Funds**
That \$103,664 be transferred from the Caravan Park Reserve Fund to the Leave Reserve Fund.

14. **2010/11 Municipal Fund Budget**
That the 2010/11 budget as presented incorporating the Schedule of Fees & Charges; Minimum Rate; Rates in the Dollar; Significant Accounting Policies and Annual Fees and Allowances for Elected Members be adopted.

15. The Draft Budget to be amended by deleting the Grants Commission Advance Payment for 2011/12, \$242,000.

16. The Draft Budget to be amended by adding a transfer of \$100,000 to the Caravan Park Reserve

17. The Draft Budget to be amended by including a transfer of \$28,433 to the Town Hall Reserve

18. The Draft Budget to be amended by deleting “Repeat Prescription Fee – without seeing the Doctor - \$5.00” from the List of Fees and Charges.

19. The Draft Budget to be amended by deleting the word teachers from the School Group pool entry fee so that it reads "School Group including entry fee for accompanying parents \$2.50" in the List of Fees and Charges.
20. The Draft Budget to be amended by including the transfer of the balance of funds in the Roads to Recovery Supplementary Reserve (\$1,024) to the Plant Reserve and closing the Roads to Recovery Supplementary Reserve.

COUNCIL MOVED INTO COMMITTEE – ITEM 4.1

MOVED: Cr Giles

SECONDED: Cr Oversby

That the Council move into a committee of the whole under clause 15.6 of the Standing Orders, Local Law No.1. to allow members free discussion on the matter.

CARRIED 6/2

Res 151/10

7.05pm – CEO left the Chambers

7.08pm – CEO returned to the Chambers

COUNCIL MOVED OUT OF COMMITTEE – ITEM 4.1

MOVED: Cr Oversby

SECONDED: Cr O'Hare

That the Council moves out of committee of the whole under clause 15.6 of the Standing Orders, Local Law No.1.

CARRIED 8/0

Res 152/10

AMENDMENT

MOVED: Cr Downing

SECONDED: Cr O'Hare

That the Telecommunications Allowance listed at item 12 be reduced to \$900.00.

CARRIED 8/0

Res 153/10

COUNCIL DECISION – ITEM 4.1

The original motion was put with the amendment at Resolution 153/10 being incorporated into item 12.

MOVED: Cr Giles

SECONDED: Cr Biddle

1. Fees & Charges

That the Schedule of Fees & Charges as per Attachment 1 of the 2010/11 budget papers be adopted subject to amendments included in this resolution.

2. Minimum Rate

That the Minimum Rate for the 2010/11 year be set at \$620.

3. Rates in the Dollar

That Council sets the Rates in the dollar for the 2010/11 year as:

- **Gross Rental Value (GRV) Rate – 0.1510 cents**
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4. Kerbside Waste Collection

1 x 240 litre bin per week commercial and residential \$168.

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| Councillors Annual Attendance Fee | \$ 5,250 |
| Telecommunications Allowance | \$ 900 |

13. **Change of purpose of Reserve Funds**

That \$103,664 be transferred from the Caravan Park Reserve Fund to the Leave Reserve Fund.

14. **2010/11 Municipal Fund Budget**

That the 2010/11 budget as presented incorporating the Schedule of Fees & Charges; Minimum Rate; Rates in the Dollar; Significant Accounting Policies and Annual Fees and Allowances for Elected Members be adopted.

15. The Draft Budget to be amended by deleting the Grants Commission Advance Payment for 2011/12, \$242,000.

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23. The Draft Budget to be amended by deleting the word "teachers" from the School Group pool entry fee so that it reads "School Group including entry fee for accompanying parents \$2.50" in the List of Fees and Charges.
24. The Draft Budget to be amended by including the transfer of the balance of funds in the Roads to Recovery Supplementary Reserve (\$1,024) to the Plant Reserve and closing the Roads to Recovery Supplementary Reserve.

CARRIED BY ABSOLUTE MAJORITY 7/1

Res 154/10

Cr Marshall requested that the vote of all Councillors be recorded.

| | |
|------------------------------|-------------|
| For | Against |
| Shire President – Cr Ginnane | Cr Marshall |
| Cr Biddle | |
| Cr Downing | |
| Cr Giles | |
| Cr Muncey | |
| Cr O'Hare | |
| Cr Oversby | |

| | |
|------------|---|
| 4.2 | LEMC Minutes of Meeting held on 22 June 2010 |
|------------|---|

| | |
|--|---|
| Location: | <i>N/A</i> |
| Applicant: | <i>N/A</i> |
| File: | <i>EM/31/003</i> |
| Disclosure of Officer Interest: | <i>None</i> |
| Date: | <i>28 July 2010</i> |
| Author: | <i>G Carberry – Senior Administration Officer</i> |
| Authorizing Officer: | <i>A Lamb – Chief Executive Officer</i> |
| Attachments: | <i>LEMC Minutes of Meeting 22 June 2010</i> |

BACKGROUND

The Minutes of the Local Emergency Management Committee including two recommendations to Council are represented for adoption and consideration.

STATUTORY OBLIGATIONS

Emergency Management Act 2005

VOTING REQUIREMENTS

Simple Majority

COUNCIL DECISION & OFFICER RECOMMENDATION – ITEM 4.2

MOVED: Cr Muncey

SECONDED: Cr Oversby

"That council receives the Minutes of the meeting of the Local Emergency Management Committee and considers the following recommendations."

“That this committee recommends that Council investigates why Local Governments and their local volunteers have not been actively canvassed for their opinions during the review process and that WALGA give clear explanation of their intent on this matter.”

“That this committee recommend that Council makes representation to WALGA to ensure fair consultation with local government on their views during the preparation of the Westplan – Bushfire document and that the Council asks for a position on any such review committee.”

CARRIED 8/0

Res 155/10

COUNCIL DECISION – ITEM 4.2

MOVED: Cr B O’Hare

SECONDED: Cr Downing

- 1 That Council investigates why Local Governments and their local volunteers have not been actively canvassed for their opinions during the review process and that WALGA give clear explanation of their intent on this matter.”**
- 2 That Council makes representation to WALGA to ensure fair consultation with local government on their views during the preparation of the Westplan – Bushfire document and that the Council asks for a position on any such review committee.”**

5 CLOSURE OF MEETING

There being no further business the Shire President, Cr Terry Ginnane declared the meeting closed at 7.26pm