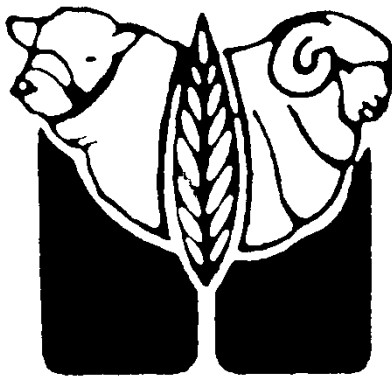


MINUTES



**SPECIAL MEETING
HELD**

**THURSDAY, 31 JULY 2014
COMMENCED AT 7.00PM**

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 G Aird Deputy Shire President
Cr N Blackburn
Cr J Imrie
Cr P Kaltenrieder
Cr K Moir
Cr B O'Hare
Cr T Oversby
Cr R Walker

STAFF: Mr Alan Lamb (Chief Executive Officer)
Mr Stephen Carstairs (Manager Corporate Services)

1.2 Apologies
Nil

1.3 Leave of Absence
Cr M Giles Shire President

2. PUBLIC QUESTION TIME

2.1 Response to Previous Public Questions Taken on Notice

2.2 Public Question Time
Nil

3. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4. MATTERS REQUIRING A DECISION

| | |
|------------|---|
| 4.1 | ADOPTION OF THE 2014-15 COUNCIL BUDGET |
|------------|---|

Location: Boyup Brook
Applicant: Not Applicable
File:
Disclosure of Interest: None Applicable
Date: 25 July 2014
Author: Alan Lamb, Chief Executive Officer
Appendices: Yes

SUMMARY

It is recommended that Council adopt the Budget proposals and supporting documents along with the rates parameters and fees and charges for the 2014-15 financial year.

BACKGROUND

Council needs to adopt its annual budget before rate notices are issued, and before capital works are commenced.

It is a statutory requirement that a Council's budget shall be adopted before the end of August, unless Ministerial permission has been obtained for a later date of adoption (s. 6.2.(1) *Local government to prepare annual budget* as seen in the Local Government Act 1995, absolute majority required).

In May 2013 Council resolved as follows;

- 1. That the CEO write to the Shire of Donnybrook /Balingup advising that it is in favour of offering a 50% rating concession to the owners of Crown Grants 11859 (A15129), 12087 (A3270) and 4522 (A12300).**
- 2. That this letter include advice that this Shire does not impose a waste management charge at this time but that if it were to do in the future it would extend the 50% concession to this change as well.**
- 3. That the provision of these concessions be subject to the Shire of Donnybrook /Balingup providing a 50% concession to the affected landowners.**
- 4. That the concessions be included in the draft budget calculations and in the recommended Council resolution to adopt the budget and raise rates.**

CARRIED BY ABSOLUTE MAJORITY 8/0

Res 73/13

The rates for 14/15 have been modeled based on the owners of the three properties paying 50% of the minimum rate charge because the decision has already been made to allow this concession.

At its June 2014 meeting, Council dealt with Annual Fees and Allowances for Election Members and resolved as follows:

- 1. Retain in 2014-15 the annual attendance fee method of payment of Councillor and President meeting attendance fees, rather than the 'per meeting basis' method.**
- 2. Set in 2014-15 Councillor meeting attendance fees, President's annual attendance fee and allowance, and ICT allowances as follows:**
 - Annual Attendance Fee for Council Members is to be \$6,585;**
 - Annual Attendance Fee for Shire President is to be \$12,660;**
 - Annual President's Allowance is to be \$6,590;**
 - Provision of an Annual Deputy President Allowance to an amount 25% of the amount determined for the Annual President's Allowance i.e. \$1,647.50; and**
 - Annual Information and Communications Technology Allowance is to be \$1,105.**

Council borrowed funds (loan number 118 - \$400,000) in 2012/13 for the purpose of purchasing land for development. The Draft budget before Council shows these funds being used to support the planned aged accommodation initiative. Council has not determined which of the various initiatives it will progress in 14/15, and so it is recommended that the purpose, of this loan, be amended to allow the funds to be applied regardless of whether or not the initiative involves the purchase of land. The Local Government Act (Section 6.20(3)) provides Council with the power to make this change but it is required to give one month's local public notice of the proposal first.

COMMENTS

When considering a new budget, perhaps the most important item within the budget document is the Rate Setting Statement, and this is on page 3 of the attached 2014-15 Draft Statutory Budget.

CONSULTATION

The draft budget was reviewed by the Audit and Finance Committee on Thursday 31 July 2014, and long term plans have been before Council.

STATUTORY ENVIRONMENT

The statutory implications associated with this item are the Local Government Act 1995 Section 6.2 and the Local Government (Financial Management) Regulations 1996 Part 3 prescribes the requirements of the annual budget. The final document will be compiled in those formats, as well as including relevant additional appendices.

POLICY IMPLICATIONS

There are no new Policy implications associated with the adoption of this budget.

FINANCIAL IMPLICATIONS

As presented in the budget document.

STRATEGIC IMPLICATIONS

This budget commences a more structured approach to the provision of services, and their associated assets, and these will be further refined over the next 6-9 months.

VOTING REQUIREMENTS

Absolute majority.

OFFICER RECOMMENDATION

1. That one month's local public notice be given of Council's intention to amend the use of Loan 118 (\$400,000) from the "purchase of land for development" to "development of aged accomodation".
2. That Council adopt the 2014-15 Budget as set out in the papers attached subject to the following amendments:
 - a) xxxx;
 - b) xxxx.

NOTE

This part of the recommendation is included to provide for any amendmnets Council may wish to make. If no amendmnets are made this part of the resolution would read as follows:

That Council adopt the 2014-15 Budget as set out in the papers attached.

2. **Minimum Rate**

That the Minimum Rates for the 2014-15 year be set at:

- **Gross Rental Value (GRV) Rate - \$765.00**
- **Unimproved Value (UV) Rural and Urban Rural - \$710.00**
- **Unimproved Value (UV) Mining - \$845.00.**

3. **Rates in the Dollar**

That Council sets the Rates in the dollar for the 2014-15 year as:

- **Gross Rental Value (GRV) Rate – 0.129508 cents**
- **Unimproved Value (UV) Rural and Urban Rural Rate – 0.006446 cents**

- **Unimproved Value (UV) Mining Rate – 0.124525 cents.**
- 4. **Kerbside Waste Collection**
That Council sets the 1 x 240 litre bin per week, commercial and residential, collection charge at \$207 per annum.
- 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 2014-15 financial year to be 16 September 2014.
- 6. **Due Date for Payments of Rate Installments**
That Council in accordance with the Local Government Financial Management Regulations 1996 – Clause 64 (2) set the due date for the payment of rate installments for the 2014-15 financial year as follows:

| | |
|-------------------|-------------------|
| First Instalment | 16 September 2014 |
| Second Instalment | 17 November 2014 |
| Third Instalment | 16 January 2015 |
| Fourth Instalment | 16 March 2015. |
- 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 \$12 per rate instalment notice for the 2014-15 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 2014-15 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 2014-15 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, 2015 as specified in the 2014-15 budget document.
- 11. **Trust Fund Budget**
That Council adopt the Trust Fund Budget for the financial year ending June 30 2015 as per the budget document.
- 12. That Council approve the listed items within the budget document for Donations for the 2014-15 year.
- 13. That the Significant Accounting Policies, as included within the statutory Budget document, be adopted for the 2014-15 year.
- 14. **2014-15 Schedule of Fees & Charges**
That the Schedule of Fees and charges, as attached, be adopted.

15. **Rate Concessions**

That in accordance with Resolution 73/13 Council provide a 50% Rate concession to the owners of Crown Grants 11859 (A15129), 12087 (A3270) and 4522 (A12300) subject to the Shire of Donnybrook /Balingup also providing these landowners with a 50% Rate concession.

COUNCIL DECISION

Moved: Cr Walker

Seconded: Cr Blackburn

1. That one month's local public notice be given of Council's intention to amend the use of Loan 118 (\$400,000) from the "purchase of land for development" to "development of aged accommodation".
2. That Council adopt the 2014-15 Budget as set out in the papers attached.
3. **Minimum Rate**
That the Minimum Rates for the 2014-15 year be set at:
 - Gross Rental Value (GRV) Rate - \$765.00
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9. **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 2014-15 financial year.

10. **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 2014-15 financial year as penalty interest for the late payment of rates and charges.
11. **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, 2015 as specified in the 2014-15 budget document.
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That Council adopt the Trust Fund Budget for the financial year ending June 30 2015 as per the budget document.
13. That Council approve the listed items within the budget document for Donations for the 2014-15 year.
14. That the Significant Accounting Policies, as included within the statutory Budget document, be adopted for the 2014-15 year.
15. **2014-15 Schedule of Fees & Charges**
That the Schedule of Fees and charges, as attached, be dopted.
16. **Rate Concessions**
That in accordance with Resolution 73/13 Council provide a 50% Rate concession to the owners of Crown Grants 11859 (A15129), 12087 (A3270) and 4522 (A12300) subject to the Shire of Donnybrook /Balingup also providing these landowners with a 50% Rate concession.

Carried 7/1

Cr Moir asked for the votes to be recorded.

For
Cr Aird
Cr Blackburn
Cr Imrie
Cr Kaltenrieder
Cr O'Hare
Cr Oversby
Cr Walker

Against
Cr K Moir

5. CLOSURE

There being no further business the Presiding member thanked all for their attendance and declared the meeting closed at 8.25pm