



Shire of Cunderdin

Minutes of a Special Council Meeting

Dear Council Member,

A Special Meeting of the Cunderdin Shire Council was held on **Tuesday 4th August 2015** in the Council Chambers, Lundy Avenue Cunderdin commencing **at 5:30pm**, for the purpose of:

1. Considering the Shire of Cunderdin Budget 2015-16

Peter Naylor
Chief Executive Officer

Table of Contents

1.	Declaration of opening.....	3
2.	Public Question Time	3
3.	Record of Attendance, Apologies and Approved Leave of Absence	4
4.	Petitions, Deputations, Presentations.....	4
5.	Announcements by President without discussion	4
6.	Confirmation of the Minutes of Previous Meetings	4
7.	Finance & Administration.....	5
	7.1. Shire of Cunderdin Annual Budget 2015/2016 Financial Year	5
8	Environmental Health & Building Services	9
9	Works & Services	9
10	Planning & Development	9
11	Urgent Items.....	9
12	Matters for which the meeting may be closed	9
13	Closure of meeting.....	9

AGENDA

1. Declaration of opening

The President declared the meeting open at 5.30pm.

The Shire of Cunderdin disclaimer was read aloud.

The Local Government Act 1995 Part 5 Division 2 Section 5.25 and Local Government (Administration) Regulations 1996 Regulation 13

“No responsibility whatsoever is implied or accepted by the Shire of Cunderdin for any act, omission or statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this Meeting and should only rely on written confirmation of Council’s decisions, which will be provided within ten working days of this meeting”.

2. Public Question Time

Response to previous public questions taken on notice

Declaration of public question time opened at

Declaration of public question time closed at

3. Record of Attendance, Apologies and Approved Leave of Absence

Record of attendances

Councillors

Cr RC (Clive) Gibsone	Shire President
Cr DA (Dennis) Whisson	Deputy Shire President
Cr TE (Todd) Harris	
Cr TA (Terri) Jasper	
Cr NW (Norm) Jenzen	
Cr DB (Doug) Kelly	

Apologies

On Leave of Absence

Cr DG (Di) Kelly

Staff

Peter Naylor	Chief Executive Officer
Paul Godfrey	Deputy Chief Executive Officer
Ian Bartlett	Manager Works & Services

Guests of Council

Members of the Public

Applications for leave of absence

Declaration of Members and Officers Financial Interests

4. Petitions, Deputations, Presentations

Deputations

Presentations

5. Announcements by President without discussion

6. Confirmation of the Minutes of Previous Meetings

Nil

7. Finance & Administration

7.1. Shire of Cunderdin Annual Budget 2015/2016 Financial Year

Location:	Shire of Cunderdin
Applicant:	Chief Executive Officer
Date:	31 st July 2015
Author:	Peter Naylor / Paul Godfrey
Item Approved by:	Chief Executive Officer
File Reference:	Nil
Attachment/s:	48 Pages (5 documents)

Proposal/Summary

For Council to consider and adopt the annual Budget for the 2015/2016 financial year.

Background

Informal Budget meetings / workshops have been held during the Ordinary Council meetings on 18th June and 16th July 2015.

The various amendments have been made to the draft Budget document in accordance with discussions at Council Budget workshops, and the document has been prepared based on a 5% rate increase as per Council direction.

Comment

The Shire of Cunderdin Budget for the 2015/2016 financial year has been prepared in the required Australian Accounting Standard format (in accordance with the provisions of the Local Government Act 1995, and the Local Government (Financial Management) Regulations 1996), and is presented for Council adoption. A copy of the budget has been circulated to all Councillors prior to the Special Council Meeting.

As in 2014/15, Council has identified the need for a 5% rate increase in accordance with the Long Term Financial Plan and also due to significant changes in allocation of Local Government Grants Commission Financial Assistance Grants and with the State to Local Government Roads Agreement. Both of the grants have had an indexation freeze placed on by the Federal and State Governments, respectively, which has significantly impacted on local government income over the next three years.

The draft Budget has been prepared based on a zero opening balance other than amounts that have been prepaid through the Financial Assistance Grants (FAG's) and Emergency Service Levy programs, and grant funding that has been received in advance for projects included on the draft budget. Interestingly a prepayment has been received for the FAG's however final allocations have not been determined as yet.

As previously discussed with Council the items and fund transfers excluded and / or included on the budget, as identified in the Capital Works Projects spreadsheet, can be reconsidered at a special budget review meeting following the completion of the annual audit process in October 2015 and / or during the annual budget review in February / March 2016.

Consultation

Nil

Statutory Implications

Local Government Act 1995, s.6.2(1) requires that by 31 August in each year each local government is to adopt a budget for the Shire's Municipal Fund for the financial year ending on the next 30 June.

Local Government Act 1995, s.6.2(2) requires that in preparation of the annual budget the local government is to have regard to the contents of the Plan for the Future of the District.

Local Government (Financial Management) Regulations 1996, Part 3, regulations 22-32 prescribe the form in which the Budget is to be prepared and the information which is to be included.

Local Government (Financial Management) Regulations 1996, r.33 requires that a copy of the Budget is to be submitted to the Department of Local Government within 30 days of being adopted by Council.

Policy Implications

Nil

Financial Implications

The Shires operations and functions for the 2015/2016 financial year will be directed by the revenues and expenditures itemised in the Budget.

Strategic Implications

Cunderdin Community Strategic Plan

The Cunderdin Community Strategic Plan aims to manage growth sustainably through governance, leadership, and targeted service and economic growth. The goals to achieve the aim are:

Social

- Grow and build the population base.
- Improve community spirit, collectively caring for each other.
- Build an active community, increasing participation and ownership.

Environmental

- Maintain and enhance the natural environment and resources.
- Maintain and enhance the area's infrastructure.

Economic

- Strengthen local business and employment capacity.
- Support and encourage sustainable business growth.
- Position the area as a regional strategic location and transport hub.

Resolution 7.1

That Council adopts the Shire of Cunderdin Budget, as presented and showing increase of 5% for rates to be levied on all Gross Rental Value, Unimproved Value and Minimum Category properties for the 2015/2016 Financial Year.

Adoption of Rates

That the rates and minimum rates to be levied on all rateable property within the Shire of Cunderdin for the financial year ending 30 June 2016 be as follows:

Gross Rental Value	\$0.092793
Gross Rental Value Minimum	\$611.00
Unimproved Value	\$0.009419
Unimproved Value Commercial	\$0.009419
Unimproved Value Mining	\$0.009419
Unimproved Value Minimum	\$611.00
Unimproved Value Commercial Minimum	\$611.00
Unimproved Value Mining Minimum	\$611.00

Discounts/Penalties/Administration Fee for Instalments

That in accordance with s.6.51 of the Local Government Act 1995, an 11% interest charge be levied on all rates outstanding, deferred pensioner's rates excluded.

That in accordance with s.6.45 of the Local Government Act 1995, an administration charge of \$7.50 for the second and each of the subsequent rates instalment be levied in connection with each formal rate instalment program.

That in accordance with s.6.45 of the Local Government Act 1995, an interest charge of 2.5% to be applied for the second and each of the subsequent rates instalment in connection with each formal rate instalment program.

That in accordance with s.6.50 of the Local Government Act 1995, the due dates of instalments under the formal rate instalment program be:

Four Instalments:

1st instalment	29 th September 2015
2nd instalment	30 th November 2015
3rd instalment	1 st February 2016
4th instalment	4 th April 2016

Adoption of Schedule of Fees and Charges

That the attached Schedule of Fees and Charges be adopted for the 2015/2016 financial year.

Adoption of the 2015/2016 Annual Budget

That the operating and capital revenues and expenditures as detailed in the Budget by Program report as attached be adopted as the Budget revenues and expenditures for the 2015/2016 financial year.

Material Variance Threshold

In accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996, as amended, the Shire of Cunderdin has adopted the percentage of 10% or \$10,000, whichever is the greater, to be used to report material variances in the statement of financial activity for the 2015/2016 financial reporting period.

Transfer from Reserve Accounts

That in accordance with s.6.11(3) of the Local Government Act 1995, the amount of \$27,000 be transferred from the following Reserve Accounts:

Community Bus Reserve	\$27,000
-----------------------	----------

Moved: Cr Doug Kelly

Seconded: Cr Norm Jenzen

Vote - Absolute majority

Carried: 6/0

8 Environmental Health & Building Services

Nil

9 Works & Services

Nil

10 Planning & Development

Nil

11 Urgent Items

Not applicable.

12 Matters for which the meeting may be closed

Nil

13 Closure of meeting

There being no further business the Shire President declared the meeting closed at 6.20pm.