



## Shire of Cunderdin

### Minutes of a Special Council Meeting

Dear Council Member,

A Special Meeting of the Cunderdin Shire Council was held on **Thursday 31<sup>st</sup> July 2014** in the Council Chambers, Lundy Avenue Cunderdin commencing **at 5:21pm**, for the purpose of:

1. Considering the Shire of Cunderdin Budget 2014-15

A handwritten signature in black ink, appearing to read 'Peter Naylor', is written over a light blue circular stamp.

Peter Naylor  
**Chief Executive Officer**

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## AGENDA

### 1. Declaration of opening

**The President declared the meeting open at 5.21pm.**

**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. Suspension of Clause 3.2 - Standing Orders

<b>Location:</b>	Cunderdin
<b>Applicant:</b>	Not applicable
<b>Date:</b>	28 <sup>th</sup> July 2014
<b>Author:</b>	Peter Naylor
<b>Item Approved by:</b>	Chief Executive Officer

#### **Resolution 2.0:**

**Council suspends clause 3.2 – Order of Business – of the Shire of Cunderdin Standing Orders Local Law 2001**

**Moved: Cr Norm Jenzen**

**Seconded: Cr Clive Gibsone**

**Vote – Simple majority**

**Carried: 4/0**

### 3. 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**

#### **4. Record of Attendance, Apologies and Approved Leave of Absence**

##### **Record of attendances**

###### **Councillors**

Cr RL (Rod) Carter	Shire President
Cr RC (Clive) Gibsone	Deputy Shire President
Cr TA (Terri) Jasper	
Cr NW (Norm) Jenzen	
Cr DA (Dennis) Whisson	(from 5:25pm)

##### **Apologies**

Cr TE (Todd) Harris
Cr DB (Doug) Kelly
Cr DG (Di) Kelly

##### **On Leave of Absence**

###### **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**

#### **5. Petitions, Deputations, Presentations**

##### **Deputations**

##### **Presentations**

#### **6. Announcements by President without discussion**

#### **7. Confirmation of the Minutes of Previous Meetings**

Nil

## 8. Finance & Administration

### 8.1. Shire of Cunderdin Annual Budget 2014/2015 Financial Year

<b>Location:</b>	Shire of Cunderdin
<b>Applicant:</b>	Chief Executive Officer
<b>Date:</b>	28 <sup>th</sup> July 2014
<b>Author:</b>	Peter Naylor / Paul Godfrey
<b>Item Approved by:</b>	Chief Executive Officer
<b>File Reference:</b>	Nil
<b>Attachment/s:</b>	80 Pages (4 documents)

**5:25pm Cr Dennis Whisson entered the meeting**

#### Proposal/Summary

For Council to consider and adopt the annual Budget for the 2014/2015 financial year.

#### Background

Budget workshops have been held on 19<sup>th</sup> June and 17<sup>th</sup> July 2014, and road inspection on Tuesday 1<sup>st</sup> July 2014.

#### Comment

The Shire of Cunderdin Budget for the 2014/2015 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 Council Meeting.

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 7% rate increase as per Council direction.

During the Budget Workshop process Council has identified the need for a 7% rate increase 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.

To reach a balanced budget, staff have made adjustments in accordance with the Balancing Tool Summary tabled during the budget workshops, and again provided as Appendix A.

As previously discussed with Council the items and fund transfers excluded and / or included on the budget can be reconsidered at a special budget review meeting following the completion of the Sports Ground project and / or during the annual budget review in February / March 2015.

The following contract services have also been included on the budget:

- Avon Waste: verge waste collection service
- Shire of Northam: waste disposal (Shire of Tammin refuse site has been closed to outside disposal)

- Tim Jurmann: provision of Environmental Health & Building Services.
- Shire of York: provision of Town Planning and Ranger Services
- Shire of Quairading: provision of Natural Resource Management

### **Consultation**

Darren Long Consulting.

### **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 2014/2015 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 8.1**

That Council adopts the Shire of Cunderdin Budget, as presented and showing rates to be levied of \$1,715,701 to be applied for the 2014/2015 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 2015 be as follows:

Gross Rental Value	\$0.088123 cents in the dollar
Gross Rental Value Minimum	\$580.00
Unimproved Value	\$0.008945 cents in the dollar
Unimproved Value Commercial	\$0.008945 cents in the dollar
Unimproved Value Mining	\$0.008945 cents in the dollar
Unimproved Value Minimum	\$580.00
Unimproved Value Commercial Minimum	\$580.00
Unimproved Value Mining Minimum	\$580.00

#### **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 overdue rate instalments and on rates outstanding whether subject to either a formal or informal instalment program or not (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.6.50 of the Local Government Act 1995, the due dates of instalments under the formal rate instalment program be:

#### **Four Instalments:**

1st instalment	15th September 2014
2nd instalment	14th November 2014
3rd instalment	16th January 2015
4th instalment	16th March 2015

#### **Adoption of Schedule of Fees and Charges**

That the attached Schedule of Fees and Charges be adopted for the 2014/2015 financial year.

#### **Adoption of the 2014/2015 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 2014/2015 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 2014/2015 financial reporting period.

**Transfer from Reserve Accounts**

That in accordance with s.6.11(3) of the Local Government Act 1995, the amount of \$629,000 be transferred from the following Reserve Accounts:

Plant & Equipment Reserve	\$ 59,000
Cunderdin Building Reserve	\$ 420,000
Cunderdin Asset Replacement Reserve	\$ 150,000

Moved: Cr Clive Gibsone

Seconded: Cr Dennis Whisson

Vote - Absolute majority

Carried: 5/0



**9 Environmental Health & Building Services**

Nil

**10 Works & Services**

Nil

**11 Planning & Development**

Nil

**12 Urgent Items**

Not applicable.

**13 Matters for which the meeting may be closed**

Nil

**14 Closure of meeting**

There being no further business the Shire President declared the meeting closed at 6.12pm.