



SHIRE OF WAGIN

SPECIAL COUNCIL MEETING

Agenda

9 August 2016

President and Councillors

A Special meeting of Council is called for Tuesday 9th August 2016 commencing at 7.00 pm in the Shire of Wagin Council Chamber, 2 Arthur Road Wagin.

A handwritten signature in black ink, appearing to read 'B A Roderick', written in a cursive style.

B A Roderick
DEPUTY CHIEF EXECUTIVE OFFICER

5th August 2016

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Council conducts open Council Meetings. Members of the public are asked that if they wish to address the Council that they state their name and put the purpose of their address as precisely as possible. A maximum of 15 minutes is allocated for public forum. The length of time an individual can speak will be determined at the President's discretion.
7. **DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**

Note: That, under Section 5.65 of the Local Government Act 1995, care should be exercised by all Councillors to ensure that a "financial interest" is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the act.
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DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Wagin for any act, omission or statement or intimation occurring during Council or Committee meetings. The Shire of Wagin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings. Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Wagin during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Wagin. The Shire of Wagin warns that anyone who has any application lodged with the Shire of Wagin must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wagin in respect of the application.

Gifts & Travel Register

Just a reminder about your obligations as a Councillors regarding the Gifts & Travel Register.

The City of Perth Bill 2015 has amended the Local Government Act 1995 (the Act) to provide that a relevant person who accepts a gift which is worth greater than \$200 must disclose acceptance of the gift within ten days of receipt to the Chief Executive Officer, rather than in an annual return. All contributions to travel over \$200 must also be disclosed.

Note: - These amounts are accumulative so any gift with an accumulative value over a 12 month period must also be declared

8 REPORTS OF OFFICERS

8.1 ADOPTION OF 2016/2017 BUDGET AND SETTING OF RATE LEVELS

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	5 th August 2016
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	FM.BU.1
ATTACHMENTS:	Under Separate Cover

BRIEF SUMMARY:

The 2016/2017 budget is presented to Council for Adoption and setting of rating levels.

BACKGROUND:

The 2015/2016 budget has been prepared following on from the Budget workshop and Draft Budget meeting held on 28th July 2016 where a draft was considered.

COMMENT:

Further to the Budget workshop and Draft Budget meeting all changes have been incorporated into this document along with all committed projects not complete as at 30 June 2016. The 2016/2017 Budget has been prepared to include a 4% increase in the rate revenue.

A balanced budget with an anticipated surplus of \$0 at year end has been prepared and has been converted to the required statutory format for final adoption.

The following recommendations are required for Council to formally adopt the 2016/2017 Budget.

CONSULTATION/COMMUNICATION:

Council Members

STATUTORY/LEGAL IMPLICATIONS:

Local Government Act 1995, s6.2 – Council must adopt a Budget in the form and manner prescribed by the 31st August

Local Government Financial Management Regulations 1996

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

The adoption of budget will enable Council to operate financially in 2016/2017.

STRATEGIC IMPLICATIONS:

Councils Strategic Plan was the key document when formulating the budget.

VOTING REQUIREMENTS:

Absolute Majority

Rate in Dollar and Minimum Rates

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council impose the following Rates and Charges

Rate Type	Minimum Rate \$	Rate in \$
GRV	540.00	0.100134
UV	540.00	0.007660

Absolute Majority

Rate Discount

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council offer a discount of 5% applicable to current year rates only to ratepayers upon full payment of all current rates including any arrears by no later than 4.30pm Thursday 22nd September 2016.

Absolute Majority

Due Date for Payment and Instalments

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council offer both two instalment options and four instalment options and that Council set the instalment payment dates as

First Instalment: 22nd September 2016- both options
Second Instalment: 22nd November 2016 – four Instalments only
Second & Third Instalments: 23rd January 2017 – both options
Fourth Instalment: 23rd March 2017– four instalments only

Absolute Majority

Interest & Instalment Charges

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council adopt the following charges and interest rates in relation to rate debtors in the 2016/2017 Budget.

- i. Interest on overdue rates and general debtors – 11%
- ii. Interest on rate instalment payments – 5.5%
- iii. Instalment administration fee (per instalment) - \$5
- iv. penalty interest will be calculated on all outstanding rates after 22nd September 2016

Absolute Majority

Rubbish Service Charges

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council set rubbish service charges for both domestic and commercial services at \$320.00 per service for the 2016/2017 year.

Absolute Majority

Rates Concessions

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council make provision in the 2016/2017 Budget concession on the following rate and refuse waivers and concessions:

St John Ambulance	Rubbish	100%	320
Wagin Care & Share	Rubbish	100%	320
Wagin CWA	Rates	100%	926
Wagin CWA	Rubbish	100%	320
Waratah Lodge	Rubbish	100%	320
Betty Terry Theatre	Rates	50%	363
Betty Terry Theatre	Rubbish	50%	160
			2,729

Absolute Majority

Budget Adoption

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council adopt the 2016/2017 Budget as presented.

Absolute Majority

8.2 REPORTING MONTHLY VARIANCES

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Manager of Finance
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	5 th August 2016
PREVIOUS REPORT(S):	9 th August 2015
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	N/A
ATTACHMENTS:	Nil

BRIEF SUMMARY:

Council, each financial year, is required to adopt a percentage and/or value in reporting material variances in monthly financial reporting.

BACKGROUND:

Financial Management Regulations 34 relating to the preparation of monthly financial reports to Council, states each financial year, a local government is to adopt a percentage or value, calculated in accordance with ASS 5, to be used in statements or financial activity for reporting material variances.

Council, for a number of financial years has opted for reporting on material variances in value only, this value was set at \$20,000.

COMMENT:

The reporting of variances is done on the differences between the actual figures and the monthly budget for each program. The monthly budget is estimated and is often not achieved due to unforeseen events or delays. It is therefore sensible to make this reporting simple by selecting an amount and set this amount to \$20,000.

CONSULTATION/COMMUNICATION:

N/A

STATUTORY/LLEGAL IMPLICATIONS:

Financial Management Regulation 34

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Nil

STRATEGIC IMPLICATIONS:

Nil

VOTING REQUIREMENTS:

Simple Majority

OFFICERS RECOMMENDATION

Moved: Cr.

Seconded: Cr.

That Council;

Adopt a material variance of +/- \$20,000 by program from the base figure for the financial year 2016/2017 and report these variances by way of supporting note in the 'Monthly Statement of Financial Activity'.

9. CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT s5.23(2)

Under the Local Government Act 1995, Part 5, and Section 5.23, states in part:

(2) If a meeting is being held by Council or by a committee referred to in subsection (1)(b), the Council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following:

- (a) a matter affecting an employee or employees;*
- (b) the personal affairs of any person;*
- (c) a contract entered in to, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;*
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting;*
- (e) a matter that if disclosed, would reveal:
 - (i) a trade secret;*
 - (ii) information that has a commercial value to a person; or*
 - (iii) information about the business, professional, commercial or financial affairs of a person;**

Where the trade secret or information is held by, or is about, a person other than the local government.

- (f) a matter that if disclosed, could be reasonably expected to:
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law;*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of any lawful measure for protecting public safety;**
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1981; and*
- (h) such other matters as may be prescribed.*

10. CLOSURE