



# SHIRE OF WAGIN

## SPECIAL COUNCIL MEETING

Minutes

13 August 2019

<b>1. DECLARATION OF OPENING</b>	<b>3</b>
<b>2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)</b>	<b>3</b>
<b>3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE</b>	
<b>4. PUBLIC QUESTION TIME</b>	<b>3</b>
<b>5. APPLICATION FOR LEAVE OF ABSENCE</b>	<b>3</b>
<b>6. PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS)</b>	<b>4</b>
<b>7. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS</b>	<b>4</b>
<b>8. REPORT OF OFFICERS</b>	<b>4</b>
<b>8.1 ADOPTION OF 2019/2020 BUDGET AND SETTING OF RATE LEVELS</b>	<b>4</b>
<b>8.2 REPORTING MONTHLY VARIANCES</b>	<b>8</b>
<b>9. CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT s5 23 (2)</b>	<b>10</b>
<b>10. CLOSURE</b>	<b>11</b>

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**1. DECLARATION OF OPENING**

The Shire President Cr Blight declared the meeting open at 7.02 pm

**PERMISSION FOR CR KILPATRICK TO TAKE PART REMOTELY****4068 COUNCIL DECISION**

Moved: Cr S M Chilcott

Seconded: Cr G R Ball

That Cr B L Kilpatrick be permitted to take part in this meeting remotely.

Carried 7/0

**2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)**

<b>Present:</b>	Cr Phillip Blight	Shire President
	Cr G R Ball	Deputy Shire President
	Cr J P Reed	Member
	Cr D G Reed	Member
	Cr S M Chilcott	Member
	Cr G K B West	Member
	Cr B L Kilpatrick	Member - Remotely
	Cr L A Lucas	Member
<b>Staff:</b>	Mr P R Webster	Chief Executive Officer
	Mr B A Roderick	Deputy Chief Executive Officer
	Mr A Hicks	Manager of Works
<b>Apologies:</b>	Nil	

**3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**4. PUBLIC QUESTION TIME**

Nil

**5. APPLICATION FOR LEAVE OF ABSENCE**

Nil

**6. PUBLIC FORUM (PETITION/DEPUTATIONS/PRESENTATIONS)**

Nil

**7. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**

Nil

**8 REPORTS OF OFFICERS****8.1 ADOPTION OF 2019/2020 BUDGET AND SETTING OF RATE LEVELS**

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	8 August 2019
PREVIOUS REPORT(S):	N/A
DISCLOSURE OF INTEREST:	N/A
FILE REFERENCE:	FM.BU.1
ATTACHMENTS:	

**BRIEF SUMMARY:**

The 2019/2020 budget is presented to Council for Adoption and setting of rating levels.

**BACKGROUND:**

The 2019/2020 budget has been prepared following on from the Budget workshop and Draft Budget meeting held on 25<sup>th</sup> July 2019 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 2019. The 2019/2020 Budget has been prepared to include a 2% 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 2019/2020 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 31 August  
Local Government Financial Management Regulations 1996

**POLICY IMPLICATIONS:**

Nil

**FINANCIAL IMPLICATIONS:**

The adoption of budget will enable Council to operate financially in 2019/2020

**STRATEGIC IMPLICATIONS:**

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

**VOTING REQUIREMENTS:**

Absolute Majority

**Rate in Dollar and Minimum Rates****4069 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. S M Chilcott

That Council impose the following Rates and Charges

Rate Type	Minimum Rate \$	Rate in \$
GRV	580.00	0.11016
UV	580.00	0.007240

Carried 8/0

**Rate Discount****4070 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. L A Lucas

Seconded: Cr. J P Reed

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 Wednesday 25 September 2019.

Carried 8/0

**Due Date for Payment and Instalments****4071 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G K B West

Seconded: Cr. D G Reed

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

First Instalment:	25 September 2019 - both options
Second Instalment:	25 November 2019 – four Instalments only
Second & Third Instalments:	24 January 2020 – both options
Fourth Instalment:	24 March 2020 – four instalments only

Carried 8/0

### Interest & Instalment Charges

#### 4072 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. B L Kilpatrick

Seconded: Cr. J P Reed

That Council adopt the following charges and interest rates in relation to rate debtors in the 2019/2020 Budget.

- i. Interest on overdue rates and general debtors – 11%
- ii. Interest on rate instalment payments – 5.5%
- iii. Instalment administration fee (per instalment) - \$5.50
- iv. penalty interest will be calculated on all outstanding rates after 25 September 2019

Carried 8/0

### Rubbish Service Charges

#### 4073 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. G K B West

Seconded: Cr. B L Kilpatrick

That Council set rubbish service charges for both domestic and commercial services at \$325.00 per service for the 2019/2020 year.

Carried 8/0

### Rates Concessions

#### 4074 OFFICERS RECOMMENDATION & COUNCIL DECISION

Moved: Cr. L A Lucas

Seconded: Cr. G R Ball

That Council make provision in the 2019/2020 Budget concession on the following rate and refuse waivers and concessions:

St John Ambulance	Rubbish	100%	\$325
Wagin Care & Share	Rubbish	100%	\$325
Wagin CWA	Rates	100%	\$1020
Wagin CWA	Rubbish	100%	\$325
Waratah Lodge	Rubbish	100%	\$325
Betty Terry Theatre	Rates	50%	\$440
Betty Terry Theatre	Rubbish	50%	\$163
			\$2,923

Carried 8/0

**Fees & Charges**

**4075 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G K B West

That Council adopts the Schedule of Fees and Charges for the 2019/2020 financial year.

Carried 8/0

**Budget Adoption**

**4076 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. G R Ball

Seconded: Cr. B L Kilpatrick

That Council adopt the 2019/2020 Budget as presented.

Carried 8/0

Unconfirmed

## 8.2 REPORTING MONTHLY VARIANCES

PROPONENT:	Shire of Wagin
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Shire of Wagin
AUTHOR OF REPORT:	Deputy CEO
SENIOR OFFICER:	Chief Executive Officer
DATE OF REPORT:	8 August 2019
PREVIOUS REPORT(S):	N/A
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/Legal IMPLICATIONS:

Financial Management Regulation 34

### POLICY IMPLICATIONS:

Nil

### FINANCIAL IMPLICATIONS:

Nil

### STRATEGIC IMPLICATIONS:

Nil



**VOTING REQUIREMENTS:**

Simple Majority

**4077 OFFICERS RECOMMENDATION & COUNCIL DECISION**

Moved: Cr. J P Reed

Seconded: Cr. S M Chilcott

That Council;

Adopt a material variance of +/- \$20,000 by program from the base figure for the financial year 2019/2020 and report these variances by way of supporting note in the 'Monthly Statement of Financial Activity'.

Carried 8/0

Unconfirmed

**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**

With no further business to discuss the chairperson closed the meeting at 7.27 pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on  
13 August 2019

Signed: .....

*Presiding Elected Member*

Date: .....

Unconfirmed