



Shire of
Koorda

Drive in, stay awhile

MINUTES

Special Council Meeting

Held in Shire of Koorda Council Chambers

10 Haig Street, Koorda WA 6475

Wednesday 29 June 2022

Commencing 5.01pm

UNCONFIRMED

NOTICE OF MEETING

Dear Elected Members,

Notice is hereby given that a Special Meeting of Council of the Shire of Koorda will be held on Wednesday 29 June 2022 in the Shire of Koorda Council Chambers, 10 Haig Street, Koorda, commencing at 5.00pm.

The purpose of the meeting is to consider the adoption of the 2022/2023 Shire of Koorda Budget.

Darren Simmons
Chief Executive Officer
24 June 2022

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Koorda for any act, omission or statement or intimation occurring during Council or Committee meetings.

The Shire of Koorda 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 license, and statement or intimation of approval made by a member or officer of the Shire of Koorda 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 Koorda.

The Shire of Koorda warns that anyone who has any application lodged with the Shire of Koorda 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 Koorda in respect of the application.

To be read aloud if any member of the public is present.

Signed



Darren Simmons
Chief Executive Officer

Table of Contents

1. Declaration of Opening	4
2. Record of Attendance, Apologies and Leave of Absence	4
3. Public Question Time.....	4
4. Disclosure of Interest.....	4
5. OFFICER'S REPORTS – CORPORATE & COMMUNITY	5
5.1. Adoption of 2022/2023 Budget	5
6. Closure	10

UNCONFIRMED

**Shire of Koorda
Special Council Meeting
5.00pm, Wednesday 29 June 2022**



1. Declaration of Opening

The Presiding person welcomed those in attendance and declared the meeting open at 5.01pm.

2. Record of Attendance, Apologies and Leave of Absence

Councillors:

Cr JM Stratford	President
Cr GW Greaves	
Cr GL Boyne	
Cr LC Smith	
Cr NJ Chandler	

Staff:

Mr DJ Simmons	Chief Executive Officer
Miss L Foote	Deputy Chief Executive Officer

Members of the Public:

Apologies:

Cr BG Cooper	Deputy President
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Approved Leave of Absence:

3. Public Question Time

(Please note: Being a special meeting of Council, any questions must relate to the purpose of the meeting being consideration of the adoption of the 2022/2023 Shire of Koorda Budget).

4. Disclosure of Interest

5. OFFICER'S REPORTS – CORPORATE & COMMUNITY

5.01pm - SUSPEND STANDING ORDERS

Resolution 100622

Moved CR GW Greaves

Seconded CR GL Boyne

That standing orders be suspended to discuss item 5.1 Adoption of 2022/2023 Budget.

CARRIED 5/0

5.43pm - RESUMPTION OF STANDING ORDERS

Resolution 110622


Moved CR GW Greaves

Seconded CR LC Smith

That standing orders be resumed as per the attendance register.

CARRIED 5/0

5.1. Adoption of 2022/2023 Budget

Corporate and Community		
Date	24 June 2022	
Location	Not Applicable	
Responsible Officer	Lana Foote, Deputy Chief Executive Officer	
Author	As above	
Legislation	Local Government Act 1995; Local Government (Financial Management) Regulations 1996	
Disclosure of Interest	Nil	
Purpose of Report	<input type="checkbox"/> Executive Decision <input checked="" type="checkbox"/> Legislative Requirement <input type="checkbox"/> Information	
Attachments	2022/2023 Draft Statutory Budget	

Background:

To consider and adopt the Municipal Fund Budget for the 2022/2023 financial year along with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, setting of elected member fees for the year and other consequential matters arising from the budget papers.

The draft 2022/2023 budget has been compiled based on the principles contained in the Integrated Strategic Plan and Strategic Resourcing Plan. The 2022/2023 draft budget has been prepared in accordance with the presentation made to councillors at the budget workshop held on 8 June 2022.

Comment:

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

The main features of the draft budget include:

- The budget has been prepared with a 2.5% rate increase in line with the forward financial plans contained in the Strategic Resourcing Plan. The increase applies to all rate categories and sewerage charges.
- Fees and charges have been reviewed and updated and are itemised in the draft budget.
- The collection of household and commercial waste charges is proposed to increase and are itemised in the schedule of fees and charges.
- A capital works program totalling \$3.769m for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. Expenditure on road infrastructure is the major component of this (\$1.581m) in line with Council's strategy to increase investment in road and associated assets. An amount of \$1.165m is provided for land and building.
- An estimated surplus of \$1.715m is anticipated to be brought forward from 30 June 2022, of which \$1,580m is the prepayment of the 2022-2023 Federal Assistance Grant. It should be noted this is an estimated balance and is unaudited and may change. Any change will be addresses as part of a future budget review.
- Principal additional grant funding for the year is estimated from:

○ Roads to Recovery	\$402,890
○ Regional Road Group	\$346,000
○ Main Roads – Direct Grant	\$179,173
○ LRCI – Phase 3	*\$879,414

** funds not necessarily set to be fully received in 2022/2023 budget, however a portion may be pending the timing of project nomination/s and approvals.*

The draft 2022/2023 budget continues to deliver on other strategies adopted by the council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

Consultation:

While no specific consultation has occurred on the draft 2022/2023 budget, community consultation and engagement has previously occurred during development of the Integrated Strategic Plan (which incorporates the Strategic Community Plan and Corporate Business Plan).

Extensive internal consultation has occurred with staff and through a workshop with elected members.

Statutory Implications:

LGA S6.2 required that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996*

details the form and content of the budget. The draft 2022/2023 budget as presented is considered to meet statutory requirements.

Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

Section 5.98 of the *Local Government Act 1995* sets out fees etc payable to Council members.

Section 5.98A of the *Local Government Act 1995* sets out allowances payable to Deputy Presidents.

Section 7B(2) of the *Salaries and Allowances Act 1975* requires the Tribunal, at intervals of not more than 12 months, to inquire into and determine –

- the amount of fees to be paid to Council members;
- the amount of expenses to be reimbursed to Council members;
- the amount of allowances to be paid to Council members.

Regulations 30-34AD of the *Local Government (Administration) Regulations 1996* set the limits, parameters and types of allowances that can be paid to elected members.

Policy Implications:

There are no known policy implications arising from this report.

Strategic Implications:

The draft 2022/2023 budget has been developed having regard for the Shire's Strategic Resourcing and Integrated Strategic Plans adopted by Council.

Financial Implications:

Specific financial implications are as outlined in the body of this report and as itemised in the draft 2022/2023 budget attached for adoption.

Voting Requirements:

Recommendation 1

Simple Majority Absolute Majority

Officer Recommendation 1 – Budget for 2022/2023

Resolution 120622

Moved Cr GW Greaves

Seconded Cr NJ Chandler

That, pursuant to the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, council adopt the Budget as contained in the attachment of this agenda and the minutes, for the Shire of Koorda for the 2022/2023 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type.**
- Statement of Cash Flows.**
- Rate Setting Statement.**
- Note to and Forming Part of the Budget.**
- Budget Program Schedules as detailed in pages.**

PUT & CARRIED BY ABSOLUTE MAJORITY: 5/0

Officer Recommendation 2 – General and Minimum Rates, Instalment Payment Arrangements, Discounts and Interest
Resolution 130622

Moved Cr NJ Chandler

Seconded Cr GL Boyne

That,

1. For the purposed of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Recommendation 1 above, council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum payments on Gross Rental and Unimproved Values.

1.1. General Rates

- GRV 11.8700 cents in the dollar
- UV & Mining 1.5014 cents in the dollar

1.2. Minimum Payments

- GRV \$410.00
- UV & Mining \$410.00

2. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, council nominates the following due dates for the payment in full by instalments.

- Option 1 (Discount Payment)

Pursuant to Section 6.46 of the *Local Government Act 1995*, council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears, waste and service charges, on or before 18 August 2022.

- Option 2 (Full Payment)

Full amount of rates and charges including arrears, to be paid on or before 1 September 2022 or 35 days after the date of service appearing on the rate notice, whichever is the later.

- Option 3 (Four Instalments)

- First instalment to be made on or before 1 September 2022 or 35 days after the date of service appearing on the rate notice, whichever is later and including all arrears and a quarter of the current rates and service charges;
- Second Instalment to be made on or before 10 November 2022 or 35 days after the date of service appearing on the rate notice, whichever is later;
- Third Instalment to be made on or before 12 January 2023 or 35 days after the date of service appearing on the rate notice, whichever is later; and
- Fourth Instalment to be made on or before 16 March 2023 or 35 days after the date of service appearing on the rate notice, whichever is later.

3. Pursuant to Section 6.45 of the *Local Government Act 1995* and regulation 67 and 68 of the *Local Government (Financial Management) Regulations 1996*, council adopts a \$0.00 instalment administration charge and a 0% interest rates, where the owner has elected to pay rates and service charges through an instalment option.

4. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 7% for rates (and services charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

PUT & CARRIED BY ABSOLUTE MAJORITY: 5/0

Recommendation 3

Simple Majority Absolute Majority

Officer Recommendation 3 – Fees and Charges for 2022/2023
Resolution 140622

Moved Cr LC Smith

Seconded Cr NJ Chandler

That, pursuant to the Section 6.16 of the *Local Government Act 1995* and other relevant legislation, councils adopt the Fees and Charges included at pages 26 to 29 inclusive of the draft 2022/2023 budget included as the attachment of this agenda and the minutes.

PUT & CARRIED BY ABSOLUTE MAJORITY: 5/0

Recommendation 4

Simple Majority Absolute Majority (for some parts)

Officer Recommendation 4 – Elected Member' Fees and Allowances for 2022/2023
Resolution 150622

Moved Cr GW Greaves

Seconded Cr GL Boyne

That Council:

In accordance with Section 5.98(1)(b) of the *Local Government Act 1995*, Regulation 30 of the *Local Government (Financial Management) Regulations 1996*, Part 6.4(1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, Councillor annual attendance fees in lieu of Council Meeting, Committee Meeting and prescribed Meeting be set at \$3,750.

In accordance with Section 5.98(1)(b) of the *Local Government Act 1995*, Regulation 30 of the *Local Government (Financial Management) Regulations 1996*, Part 6.4(1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the President annual attendance fees in lieu of Council Meeting, Committee Meeting and prescribed meeting be set at \$4,500.

In accordance with Section 5.98(5) of the *Local Government Act 1995*, Regulation 33 of the *Local Government (Financial Management) Regulations 1996*, Part 7.2(1) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the annual allowance for the Shire President be set at \$7,500.

In accordance with Section 5.98A(1) of the *Local Government Act 1995*, Regulation 33 of the *Local Government (Financial Management) Regulations 1996*, Part 7.3(2) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the annual allowance for the Deputy Shire President be set at \$1,875.

In accordance with Section 5.99A(b) of the *Local Government Act 1995*, Regulation 34A of the *Local Government (Financial Management) Regulations 1996*, Part 9.2(2) of the Determination for Local Government Elected Council Members pursuant to Section 7B of the *Salaries and Allowances Act 1975*, the annual communication allowance Elected Members be set at \$900.

PUT & CARRIED BY ABSOLUTE MAJORITY: 5/0

Recommendation 5

Simple Majority Absolute Majority

Officer Recommendation 5 – Material Variance for 2022/2023 Resolution 160622

Moved Cr NJ Chandler

Seconded Cr GW Greaves

That Council, in accordance with regulation 34(5) of the, Part 7.3(2) of the *Local Government (Financial Management) Regulations 1996*, set the level to be used in the statements of financial activity in 2022/2023 for reporting material variance shall be \$10,000 and 10%.

PUT & CARRIED: 5/0

6. Closure

Prior to closing the meeting, the Presiding Person expressed appreciation and congratulated the CEO, DCEO and staff for their efforts in presenting the 2022/2023 Budget that has again facilitated a timely (i.e., June) adoption by Council.

The Presiding Person then thanked Councillors and staff for their attendance and declared the meeting closed at 5.47pm.

Signed: _____

Presiding Person at the meeting at which the minutes were confirmed.

Date: 20 July 2022