



UNCONFIRMED MINUTES
OF THE SPECIAL MEETING OF COUNCIL
HELD IN THE
COUNCIL CHAMBER, YALGOO
ON FRIDAY 14 SEPTEMBER 2018
COMMENCING AT 10.00 AM





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Agenda of the Special Meeting of the Yalgoo Shire Council,
held in the Council Chambers, 37 Gibbons Street, Yalgoo,
on Friday 14 September 2018 commencing at 10.00 am

PLEASE TURN OFF ALL MOBILE PHONES PRIOR TO THE COMMENCEMENT OF THE MEETING

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

President Cr Joanne Kanny declared the Ordinary Council Meeting open at 10.00 am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS	Cr Joanne Kanny, Shire President Cr Gregory Payne, Deputy President Cr Percy Lawson Cr Gail Trenfield Cr Tamisha Hodder
STAFF	Silvio Brenzi, Chief Executive Officer
GUESTS	Nil
OBSERVERS	Nil
LEAVE OF ABSENCE	Nil
APOLOGIES	Nil

3. DISCLOSURE OF INTERESTS

Disclosures of interest made before the Meeting.

Nil

4. PUBLIC QUESTION TIME

1.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE

Nil

1.2 QUESTIONS WITHOUT NOTICE

Nil

6. BUSINESS AS NOTIFIED

6.0 Purpose of Meeting

The purpose of the meeting is to adopt the Differential General Rates for the 2018-19 financial year and adopt the 2018-19 Annual Budget.

6.1 Differential General Rates 2018-19

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	21 August 2018
Attachments	Letter dated 3 September 2018 from the Department of Local Government, Sports and Cultural Industries

Matter for Consideration

The purpose of the report is for council to adopt the differential general rates imposed on the rateable property within each differential rating category. The differentiated rating categories determined by the Council are as follows.

Gross Rental Value	Rate in \$	Minimum Rate
Town Imposed	7.678277 cents	\$280.00
Town site Vacant	7.678277 cents	\$620.00

Unapproved Value	Rate in \$	Minimum Rate
Pastoral/Rural	6.77242 cents	\$280.00
Mining/Mining Tenement	37.43025 cents	\$280.00
Exploration/Prospecting	19.88253 cents	\$280.00

In accordance with Section 6.32, 6.33 and 6.36 of the Local Government Act 1995 the following actions were undertaken:

- 1/. The proposed differential general rates and minimums were advertised.
- 2/. One submission was received and Council gave consideration at its Ordinary Council Meeting held on 27 July 2018.
- 3/. Ministerial approval was obtained in accordance with Section 6.33(3) of the Local Government Act 1995.

The deficiency of expenditure over income for the purpose of striking the rates for the 2018-19 financial year amounts to \$1,784,557 and results in an increase in revenue of \$10,369 when compared to rates levied and interim rates received in 2017-18.

Background

The Council at its Ordinary Meeting held on the 28 July 2017 resolved that it intended to impose the rate in the dollar and minimums for each of the differential rating categories as detailed above.

Statutory Environment

Local Government Act 1995

s.6.32, 6.33 and 6.36

Consultation

Nil

Comment

A letter dated 3 September 2018 received from the Department of Local Government, Sport and Cultural Industries stating that approval has been given to the Shire to impose differential general rates which are more than twice the lowest rate in the dollar for UV Exploration/Prospecting and Mining/Mining Tenement.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

S2018-0901 Differential General Rating 2018/2019

That Council adopts the following differential general rates for the 2018/2019 financial year.

Gross Rental Value	Rate in \$	Minimum Rate
Town Improved	7.67827 cents	\$280.00
Town Site Vacant	7.67827 cents	\$620.00

Unapproved Value	Rate in \$	Minimum Rate
Pastoral/Rural	6.77242 cents	\$280.00
Mining/Mining Tenement	37.43025 cents	\$280.00
Exploration/Prospecting	19.88253 cents	\$280.00

Moved: Cr Gregory Payne

Seconded: Cr Gail Trenfield

Motion put and carried: 5/0

6.2 Payment of Rate Charge 2018-19

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	21 August 2018
Attachments	Nil

Matter for Consideration

The purpose of the report is for the Council to consider and impose a rate of interest on overdue rates for the 2018/19 financial year.

Background

Section 6.45 of the Local Government Act 1995 states that Rates charged may be made by single payment or a person may elect to make payment by 4 equal or nearly equal instalments, or such other method of payment by instalments as is set in the annual budget. A local Government may impose an additional charge (including an amount by the way of interest where payment of a rate charge is made by instalments).

The Shire has traditionally offered a four instalment payment option.

Financial Management Regulation 67 and 68 permits a council to impose additional charges where payment of rates is by instalments.

Section 6.50 of the Local Government Act 1995 permits a Council to determine when a rate charge becomes due and payable. The due date cannot be earlier than 35 days after the date noted on the rate notice as the date the rate notice was issued. Where a person elects to pay a rate charge by instalments the second and each subsequent instalment does not become due and payable at intervals of less than 2 months.

It is recommended that the due date of each instalment for the 2018/2019 financial year is as follows:

- 1st Instalment Monday, 29 October 2018
- 2nd Instalment Monday, 31 December 2018
- 3rd Instalment Monday, 4 March 2019
- 4th Instalment Monday, 6 May 2019

Section 6.51 of the Local Government Act permits the Council to impose on a rate or service charge that remains unpaid (including by instalments):

- a) Where no election has been made to pay the rate charge by instalments due
 - (I) After it becomes due and payable; or
 - (II) 35 days after the date of issue of the rate notice whichever is the later.
- b) Where an election has been made to pay the rate charge by instalments and an instalment remains unpaid after its due and payable.

Financial Management Regulation 70 states that the maximum rate of interest on overdue rates to be imposed under Section 6.51 of the Local Government Act is 11%.

It is recommended that Council impose a rate of interest of 11% to apply on overdue rates and service charges.

Section 6.45 permits a Council to impose an additional charge for the recovery of the additional cost of administration for payments made by instalment, including an amount by way of interest. Regulation 68 limits the maximum component to be imposed to be of 5.5%.

In recognition of foregone interest earnings the Shire could otherwise have achieved if rates payments were received in one payment earlier in the financial year, together with the increased administrative burden in managing multiple instalments which includes the costs of printing, postage and handling, it is recommended that the Shire apply an instalment Administration charge of \$10 (GST free). This would only

be applicable to the second/third/fourth instalment as one charge where ratepayers elect to pay by the prescribed instalment due dates, and any alternative payment plan arrangements established.

Financial Consideration

The 2018/2019 Annual Budget has included \$10,000 for the interest charge on overdue rates.

Financial Management Regulation 71 details the method of calculation of interest on overdue rates.

- 1) Interest on rates and service charges and the cost of any proceedings to recover such charges, that remain unpaid after the due date of becoming due and payable (“the due date”) is to be calculated on a simple interest basis for the number of days from the due date until the day before the day on which a payment is received by the local government.
- 2) The principal sum on which interest is calculated for a financial year may include interest accrued but not paid in a previous financial year but is not to include interest accrued in the current financial year.
- 3) If payment is received by the local government during the period 1st July in a financial year until the annual budget for that financial year is adopted, interest referred to in sub regulation (1) for the period is to be at the interest imposed under section 6.51 (1) for the previous financial year.

The 2018/19 Annual Budget has included \$1,500 for charges to be divided on the instalment plan (administration charge plus rate of interest).

Statutory Environment

Local Government Act 1995

s.6.45, 6.51 and Financial Management Regulations 67, 68, 70 and 71.

Consultation

Nil

Comment

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

S2018-0902 Payment of Rate Charge 2018-19

That Council:

- 1. Pursuant to Section 6.45 of the Local Government Act 1995, impose an instalment administration charge of \$10 (GST free), and interest of 5.5 %.**
- 2. Pursuant to Section 6.51 of the Local Government Act 1995, Impose an 11% rate of penalty interest on overdue rates that remain unpaid.**

Moved: Cr Gail Trenfield

Seconded: Cr Gregory Payne

Motion put and carried: 5/0

6.3 Imposition of Fees and Charges for 2018-19

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	21 August 2018
Attachments	Nil

Matter for Consideration

The purpose of this report is for Council to give consideration to adopting the Fees and Charges detailed in the schedule of Fees and Charges incorporated in the 2018/19 Annual Budget.

Background

Pursuant to Section 6.16 of the Local Government Act 1995 and Financial Management Regulation 25, A Local Government may impose and recover a fee for a charge for any goods or services it provides or proposes to provide other than a service for which a service charge is imposed.

Notes to the Annual Budget No 16 – Fees and Charges information, details total Revenue to be derived from fees and charges for each program as required by Financial Management Regulation 25.

Statutory Environment

Local Government Act 1995s 6.16 and Financial Management Regulation 25

Consultation

Nil

Comment

Nil

Voting Requirements

Absolute Majority

Cr Gail Trenfield Moved that the Officer Recommendation be amended to include merchandise sales being the last average purchase prices plus the maximum of 25% commission.

This was duly seconded by Cr Percy Lawson there be no further debate the president put the amendment to the vote which was carried 5/0.

OFFICER RECOMMENDATION / COUNCIL DECISION

S2018-0903 Imposition of Fees and Charges for 2018-19

That Council pursuant to Section 6.16 of the Local Government Act 1995, adopts the Fees and Charges detailed in the “Schedule of Fees and Charges” in report 2018/19 Annual Budget with the following amendment.

By the insertion of merchandise sales being the late average purchase price plus the maximum of 25% commission.

Moved: Cr Gail Trenfield

Seconded: Cr Tamisha Hodder

Motion put and carried: 5/0

6.4 Rate Payment Incentive Scheme for 2018-19

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	21 August 2018
Attachments	Nil

Matter for Consideration

The purpose of this report is to inform Council of the rate incentive scheme prize to ratepayers for the 2018/19 Financial Year.

Background

Council in past years approved a rate incentive scheme as an incentive for ratepayers to pay their rates by the due date in one lump sum by way of a \$1,000.00 cash payment.

The sum of \$1,000.00 has been allocated in the 2018/19 Annual Budget for an early incentive payment.

The following prize is offered by the Shire:

Cash prize of \$1,000.00 to the first drawn of the ratepayers who have paid their rates by the due date and in one lump sum.

Statutory Environment

Nil

Consultation

Nil

Comment

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION / COUNCIL DECISION

S2018-0904 Rate Payment Incentive Scheme for 2018-19

That Council:

1. Receive Report No 6.1.4 Rate Payment Incentive Scheme for 2018/19
2. The draw for the prizes to be conducted on Friday, 26th October 2018.

Moved: Cr Gregory Payne

Seconded: Cr Gail Trenfield

Motion put and carried: 5/0

6.5 2018-19 Annual Budget

Author:	Dominic Carbone
Interest Declared:	No interest to disclose
Date:	21 August 2018
Attachments	2018-19 Annual Budget

Matter for Consideration

The purpose of this report is for Council to give consideration and adopt the 2018/19 Annual Budget.

Background

The 2018/2019 Annual Budget has been prepared in accordance with Section 6.2 of the Local Government Act 1995 and Financial Management Regulations Part 3, Regulations 22 to 33.

DETAILS

The 2018/2019 Annual Budget comprises the following information, which is contained in the Budget Booklet:

- Budget Statement of Comprehensive Income for the year ending 30 June 2019
 - Budget Rate Setting Statement for the year ending 30 June 2019
 - Budget Cash flow Statement for the year ending 30 June 2019
 - Budget Financial Activity Statement for the year ending 20 June 2019
- Notes to the Annual Budget:
- 1) Significant Accounting Policies
 - 2) Operating, Revenues and Expenses
 - 3) Descriptions of Functions/Activities
 - 4) Operating, Revenues and Expenses
 - 5) Cash
 - 6) Disposal of Assets
 - 7) Borrowing Information
 - 8) Reserves
 - 9) Cash Flow Information
 - 10) Trust Fund Information
 - 11) Comparison with Rate Setting Budget
 - 12) Rating Information
 - 13) Service Charges
 - 14) Information about Discounts, Incentives, Concessions and Write Offs
 - 15) Interest Charges for the Late Payment of Rate Charges
 - 16) Fees and Charges Information
 - 17) Investments
 - 18) Council Members – Fees, Expenses and Allowances
 - 19) Depreciation and Non- Current Assets
 - 20) Major Land Transactions
 - 21) Joint Venture
 - 22) Trading Undertakings
 - 23) Capital and Leasing Commitments
 - 24) Financial Instruments
 - 25) Position at Commencement of Financial Year
 - 26) Acquisitions of Assets
- Schedule of Fees and Charges

Statutory Environment

Section 6.2 of the Local Government Act 1995 and Financial Management Regulations 22 to 33

Consultation

Nil

Comment

The 2018-19 Annual Budget has been prepared pursuant to the requirements of Section 6.2 of the Local Government Act 1995 and the Financial Management Regulations 22 to 33.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION / COUNCIL DECISION**S2018-0904 2018-19 Annual Budget****That Council:**

- (1) Pursuant to Section 6.2 of the Local Government Act 1995 and Financial Management Regulation Part 3, Regulation 22 to 33, adopts the following Annual Budget as attached hereto.**
- (a) Budget Statement of Comprehensive Income for the year ending 30 June 2019**
- (b) Budget Rate Setting Statement for the year ending 30 June 2019**
- (c) Budget Cash Flow Statement for the year ending 30 June 2019**
- (d) Budget Financial Activity Statement for the year ending 30 June 2019**
- (e) Notes to the Annual Budget, being:**
 - 1) Significant Accounting Policies**
 - 2) Operating, Revenue and Expenses**
 - 3) Descriptions of Functions/Activities**
 - 4) Operating, Revenues and Expenses**
 - 5) Cash**
 - 6) Disposal of Assets**
 - 7) Borrowing Information**
 - 8) Reserves**
 - 9) Cash Flow Information**
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 - 11) Comparison with Rate Setting Budget**
 - 12) Rating Information**
 - 13) Service Charges**
 - 14) Information about Discounts, Incentives, Concessions and Write Offs**
 - 15) Interest Charges for the Late Payment of Rate Charge**
 - 16) Fees and Charges Information**
 - 17) Investments**
 - 18) Council Members – Fees, Expenses and Allowances**
 - 19) Depreciation on Non- Current Assets**
 - 20) Major land Transaction**
 - 21) Joint Venture**
 - 22) Trading Undertakings**
 - 23) Capital and leasing Commitments**
 - 24) Financial Instruments**
 - 25) Position at Commencement of Financial Year**
 - 26) Acquisitions of Assets**
- (g) Schedule of fees and Charges for 2018/19**

Moved: Cr Percy Lawson**Seconded: Cr Gail Trenfield****Motion put and carried: 5/0**

7. URGENT BUSINESS

Nil

8. MEETING CLOSURE

There being no further business, the President declared the Ordinary meeting closed at 10.21 am

DECLARATION

These minutes were confirmed at the Ordinary Council Meeting held on the _____.

Signed: _____

Person presiding at the meeting at which these minutes were confirmed.