



Shire of Pingelly

Minutes

Special Council Meeting
4 August 2021

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1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman declared the meeting open at 5.01pm.

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Noongar people of this area and recognise their continuing connection to land, waters and community. We pay respect to both the Aboriginal and non-Aboriginal people past, present and emerging.

3. ANNOUNCEMENTS BY THE PRESIDING MEMBER

3.1 Council Agenda Reports

Please note that all elected members have been provided with the relevant information pertaining to each Officers reports within today's Agenda and the Officer Recommendations are based on Council Policy and or State Acts and Legislation.

4. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

Cr W Mulroney (President)
Cr B Hotham
Cr P Narducci
Cr K Camilleri
Cr P Wood

STAFF IN ATTENDANCE

Mr A Dover Chief Executive Officer
Mrs D Sweeney Executive Manager Corporate Services
Mrs V Ward Executive Assistant

APOLOGIES

Cr D Freebairn
Cr A Oliveri

APPROVED LEAVE OF ABSENCE

Cr Jackie McBurney previously approved leave of absence for Wednesday 4 August 2021.

5. PUBLIC QUESTION TIME

Mr Ron Obrien requested some more information on the fees and charges listed in Schedule 12 – Transport (account1226) Unsealed Road Maintenance Contribution.

The Shire President advised Mr Obrien that this question would be taken on notice and a response provided to him asap.

6. DISCLOSURES OF INTEREST

Nil

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Nil

8 OFFICE OF THE CHIEF EXECUTIVE OFFICER

8.1 Adoption of 2021/22 Budget and Fees and Charges

File Reference:	ADM0067
Location:	Not Applicable
Applicant:	Not Applicable
Author:	Executive Manager Corporate Services
Disclosure of Interest:	Nil
Attachments:	Statutory Budget and Fees & Charges
Attachments:	Nil

Summary

The purpose of this report is to consider and adopt the Shire of Pingelly Budget for the 2021/2022 financial year, including imposition of rates and minimum payments, adoption of fees and charges, establishment of new reserve funds, setting of elected member's fees for the year and other consequential matters arising from the budget papers.

Background

Council is required to formally adopt an annual budget to guide the functions and operations of the local government and enable it to raise revenue and deliver services to the community.

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 total rate revenue increase of 6.5% in line with the forward financial plans contained in the Plan for the Future.
- Fees and Charges have been increased by 4.5% and are itemised in the draft budget.
- Household and commercial waste charges have also increased by 4.5% and are itemised in the draft budget.
- A capital works programme totalling \$2,129,154 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 in line with Council's strategy to increase the investment in road and associated assets. The Capital Road Program budget includes \$937,673 in road projects with \$929,253 grant funding from the following sources:

Main Roads	Regional Road Group	\$376,273
	Direct Grant	\$ 67,167
	Bridge Renewal Program	\$134,333
DITRDC	Roads to Recovery Program	\$304,980
	Wheatbelt Secondary Freight	\$ 46,500
- There are no new borrowings planned for the 2021/22 financial year.
- Leases to fund new loader \$100,000 and tip truck \$230,000 for the works division are proposed.
- A new Reserve Account - Wheatbelt Secondary Freight Reserve is proposed and includes transfers to reserves of \$540,804 and transfers from reserves of \$29,700.
- An estimated surplus of \$1.31m is anticipated to be brought forward from 30 June 2021. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.

Consultation

While no specific consultation has occurred on the draft 2021/2022 budget, community consultation and engagement has previously occurred during development of the Strategic Community Plan from which the Corporate Business Plan was developed.

Extensive internal consultation has occurred between all Divisions and through briefings and workshops with elected members.

Statutory Environment

Section 6.2 of the *Local government Act 1995* requires 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, in the form and manner prescribed, a budget for its Municipal Fund for the financial year ending on the next 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 2021/2022 budget as presented is considered to meet statutory requirements.

Policy Implications

Nil

Financial Implications

A balanced budget for the 2021/2022 financial year.

Triple Bottom Line Assessment

Economic Implications

The draft 2021/2022 budget has been developed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for council and the community.

Social Implications

The draft 2021/22 budget delivers social outcomes identified in various planning and community supporting strategies that have been adopted by the council.

Environmental Implications

The draft 2021/2022 budget supports key environmental strategies and initiatives adopted by council.

Strategic Implications

Goal 5	Innovation Leadership and Governance
Outcome 5.6	Financial systems are effectively managed
Strategy 5.6.1	Financial management and reporting systems are able to deliver on all administrative and management functions (including reporting) and long-term financial planning requirements

Risk Implications

Risk	Failure to prepare and Council adopt an Annual budget by 31 August each year.
Risk Rating (Prior to Treatment or Control)	Low (4)
Principal Risk Theme	Statutory Compliance
Risk Action Plan (Controls or Treatment Proposed)	Preparation of the Annual Budget in a staged and planned process each year to be presented to Council before the 31 August each year for adoption.

Consequence Likelihood		Insignificant	Minor	Moderate	Major	Catastrophic
		1	2	3	4	5
Almost Certain	5	Medium (5)	High (10)	High (15)	Extreme (20)	Extreme (25)
Likely	4	Low (4)	Medium (8)	High (12)	High (16)	Extreme (20)
Possible	3	Low (3)	Medium (6)	Medium (9)	High (12)	High (15)
Unlikely	2	Low (2)	Low (4)	Medium (6)	Medium (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Medium (5)

13027 Moved: Cr Hotham Seconded: Cr Camilleri

Recommendation and Council Decision

That:

Part A – Municipal Fund Budget for 2021/2022

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* the Council adopt the Municipal Fund Budget as contained in the attachment to this agenda and the minutes for the Shire of Pingelly for the 2021/22 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2
- Statement of Comprehensive Income by Program on page 4
- Statement of Cash Flows on Page 6
- Rate Setting Statement on page 7 showing an amount required to be raised from rates of \$2,229,216
- Notes to and Forming Part of the Budget on pages 9 to 29

Absolute Majority Required

CARRIED 5/0

13028 Moved: Cr Narducci Seconded: Cr Hotham

Recommendation and Council Decision

Part B – General and Minimum Rates, Instalment Payment Arrangements

1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A 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 rates on Gross Rental and Unimproved Values.

1.1 General Rates

Residential (GRV)	12.8950 cents in the dollar
Commercial (GRV)	12.8950 cents in the dollar
Industrial (GRV)	12.8950 cents in the dollar
Townsite (GRV)	12.8950 cents in the dollar
Broadacre Rural (UV)	0.9470 cents in the dollar

1.2 Minimum Payments

Residential (GRV)	\$950
Commercial (GRV)	\$950

Industrial (GRV)	\$950
Townsite (GRV)	\$950
Broadacre Rural (UV)	\$950

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:

• Full payment and 1st instalment due date	15 September 2021
• 2nd half instalment due date	24 January 2022
• 1st quarterly instalment due date	15 September 2021
• 2nd quarterly instalment due date	19 November 2021
• 3rd quarterly instalment due date	24 January 2022
• 4th quarterly instalment due date	04 April 2022

3. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) regulations 1996*, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid.
4. Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option.
5. Pursuant to section 6.51 (1) and subject to section 6.51 (4) of the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*, Council adopts an interest rate of 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

Absolute Majority Required

CARRIED 5/0

13029

Moved: Cr Wood

Seconded: Cr Hotham

Recommendation and Council Decision

Part C – Reserve Funds – New Reserve Established 2021/2022

Pursuant to section 6.11 of the *Local Government Act 1995*, a Wheatbelt Secondary Freight Reserve be established. The purpose of this Reserve is to be used for the Shire of Pingelly's contribution for Infrastructure renewal for future Wheatbelt Secondary Freight network capital renewal.

Absolute Majority Required

CARRIED 5/0

13030 Moved: Cr Camilleri Seconded: Cr Hotham

Recommendation and Council Decision

Part D – General Fees and Charges for 2021/2022

Pursuant to section 6.16 of the *Local Government Act 1995*, Council adopts the Fees and charges included with the 2021/2022 budget.

Absolute Majority Required

CARRIED 5/0

13031 Moved: Cr Narducci Seconded: Cr Wood

Recommendation and Council Decision

Part E – Other Statutory Fees for 2021/2022

1. Pursuant to section 53 of the *Cemeteries Act 1986* Council adopts the fees and charges for the Pingelly and Moorumbine cemeteries in the 2021/2022 budget.

2. Pursuant to section 245A (8) of the *Local Government (Miscellaneous Provisions) Act 1960* the Council adopts a swimming pool inspection fee of \$58.45.

3. Pursuant to section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, Council adopt the following charges for the removal of domestic and commercial waste:

3.1 Residential Premises including recycling 240L Refuse Bin Collected Weekly and 240L Recycling Bin Collected Fortnightly	\$325 pa
3.2 Commercial and Industrial Premises including recycling 240L Refuse Bin Collected Weekly and 240L Recycling Bin Collected Fortnightly	\$325 pa

4. Pursuant to section 67 of the *Waste avoidance and Resources Recovery Act 2007*, and section 6.16 of the *Local Government Act 1995* Council adopt the following charges for the deposit of domestic and commercial waste (inclusive of GST where applicable):

Refuse Site after Hours Access Fee (unsupervised)	\$125.00
Refuse Site after Hours Access Fee (supervised)	\$112.00
Burial of Hazardous Waste (per m ³)	\$160.00
Building Rubble (per m ³)	\$ 55.00
Green Waste – Non-Residents (per m ³)	\$ 13.00
Septic Waste (per m ³) as per licence	\$ 25.00
Contaminated or unsorted mixed loads (per m ³)	\$ 85.00
Oil Disposal – Non-residential or commercial (per litre)	\$ 3.00

Absolute Majority Required

CARRIED 5/0

13032

Moved: Cr Hotham

Seconded: Cr Narducci

Recommendation and Council Decision

Part F – Elected Members Fees and Charges

1. Pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, Council adopts the following annual fees for payment of elected members in lieu of individual meeting fees:

• President	\$10,000
• Deputy President	\$ 4,400
• Councillors	\$ 4,000

2. Pursuant to section 5.98(5) of the *Local Government Act 1995* and regulation 33 of the *Local Government (Administration) Regulations 1996*, Council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

• President	\$1,200
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3. Pursuant to section 5.98A of the *Local Government Act 1995* and regulations 33A of the *Local Government (Administration) Regulations 1996*, Council adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

• Deputy President	\$300
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Absolute Majority Required

CARRIED 5/0

13033

Moved: Cr Camilleri

Seconded: Cr Hotham

Recommendation and Council Decision

Part G – Material Variance Reporting for 2021/2022

In accordance with regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2021/2022 for reporting material variances shall be 10% and \$5,000, whichever is the greater.

Absolute Majority Required

CARRIED 5/0

13034**Moved: Cr Hotham****Seconded: Cr Wood****Recommendation and Council Decision****Part H – Rates Exemption**

That pursuant to section 6.47 of the *Local Government Act*, and in keeping with past years, the 2021/2022 rates on the following properties be waived to an estimated total amount of \$41,025.89:

Assessment	Ownership	Property Address	Estimated Rate Revenue
A10364	Apex Club of Pingelly	13 Queen Street	\$ 950.00
A987	Pingelly Cottage Homes	6 Somerset Street	\$2,701.50
A7641	Pingelly Community Resource	18 Parade Street	\$,950.00
A20450	Pingelly Cottage Homes	Lot 14 Shire Street	\$ 950.00
A6051	Pingelly Cottage Homes	33 Somerset Street	\$3,151.54
A1049	Pingelly Cottage Homes	37-39 Brown Street	\$9,910.58
A9390	Pingelly Cottage Homes	24 Shire Street	\$4,506.02
A22620	Pingelly Somerset Alliance	36 Sharow Street	\$ 950.00
A22616	Pingelly Somerset Alliance	38 Sharow Street	\$2,950.37
A6171	Pingelly Golf Club	29 Review Street	\$2,404.92
A943	Pingelly Bowling Club	18 Brown Street	\$ 950.00
A10833	Pingelly Tennis Club	Brown Street	\$ 950.00
A22422	Pingelly Masonic Lodge	47 Stratford Street	\$ 950.00
A8988	St John Ambulance	51-53 Stratford Street	\$ 950.00
A3387	Southern Aboriginal Corporation	23 Paragon Street	\$ 950.00
A4542	Southern Aboriginal Corporation	28 Pasture Street	\$ 950.00
A6695	Southern Aboriginal Corporation	43 Park Street	\$ 950.00
A6784	Southern Aboriginal Corporation	56 Pitt Street	\$ 950.00
A7261	Southern Aboriginal Corporation	37 Somerset Street	\$ 950.00
A11770	Pingelly Aboriginal Progress Association	Lot 567 Philip Street	\$1,542.24
A11782	Pingelly Aboriginal Progress Association	Lot 568 Philip Street	\$1,508.72

Absolute Majority Required**CARRIED 5/0**

13035

Moved: Cr Narducci

Seconded: Cr Wood

Recommendation and Council Decision

Part I – Early Payment Incentive Prize

That entry into the Early Payment of Rates competition be offered to ratepayers who have paid in full all rates and charges within 35 days of issue (15 September 2021) and that the draw be conducted at the 20 October 2021 Ordinary Council meeting following the close of the competition.

That entry into the Early Payment of Rates competition prizes offered be made up of:

- **First Prize**
\$500 Stephen & Dannielle Keatley of Keatley Wool and Livestock
- **Second Prize**
A \$350 Savings Account from the Pingelly Brookton Community Bank
- **Third Prize**
\$200 cash from Matthews Realty Pty Ltd
- **Fourth Prize**
\$100 Pingelly Local Card

Simple Majority Required

CARRIED 5/0

Terms and Conditions:

Ineligible ratepayers are owners of property that is not fully rated (subject to exemptions) and Shire of Pingelly Councillors or Staff (or partners of).

Sponsor's materials be included in the envelope sent to ratepayers with the rate notices. Mention of the sponsors is to be made in the newsletter accompanying the rate notices.

Entry into the Early Payment of Rates competition be offered to eligible ratepayers who have paid in full all rates and charges (including arrears) within 35 days of issue and that the draw be conducted at the Ordinary Council Meeting following the close of the competition.

The Presiding Person at the meeting conducts the draw. The program Random Prize Draw be used to draw the winners. Staff to confirm the eligibility of the winners prior to the announcement of the winners.

Should the assessment drawn be ineligible, then another draw will be done until eligible winners have been selected. When winners are determined the name of the winners will be published in the Shire News as well as an acknowledgement of the provision of prizes by the sponsors.

9. CLOSURE OF MEETING

The Chairman declared the meeting closed at 5.25pm