

# SHIRE OF JERRAMUNGUP



## MINUTES

### SPECIAL MEETING OF COUNCIL

28<sup>th</sup> July 2015

## SHIRE OF JERRAMUNGUP

**SPECIAL MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS, VASEY STREET, JERRAMUNGUP ON TUESDAY 28<sup>th</sup> JULY 2015, COMMENCING AT 9:05AM.**

**1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**

The President declared the meeting open at 9.05am.

**2. RECORD OF ATTENDANCE**

Cr R Lester	President
Cr W Bailey	Member
Cr B Trevaskis	Member
Cr R Parsons	Member
Cr J Leenhouders	Member

Mr B Bailey	Chief Executive Officer
Mrs C Solomon	Deputy Chief Executive Officer

**3. APOLOGIES**

Cr J Iffla	Deputy President
Cr C Daniel	Member

**4. LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Nil

**5. PUBLIC QUESTION TIME**

Nil

**6. APPLICATIONS FOR LEAVE OF ABSENCE**

Nil

**7. PETITIONS / DEPUTATIONS / PRESENTATIONS**

Nil

**8. DECLARATIONS OF FINANCIAL INTEREST**

Nil

**9. OFFICERS REPORT**

**9.1 Adoption of 2015/2016 Budget**

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<b>SUBMISSION TO:</b>	<b>Finance</b>
<b>AGENDA REFERENCE:</b>	9.1
<b>SUBJECT:</b>	Adoption of 2015/2016 Budget
<b>LOCATION/ADDRESS:</b>	Shire of Jerramungup
<b>FILE REFERENCE:</b>	FM.BU.1
<b>AUTHOR:</b>	Charmaine Solomon
<b>DISCLOSURE OF ANY INTEREST:</b>	Nil
<b>DATE OF REPORT:</b>	23 <sup>rd</sup> July 2015

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## **SUMMARY**

The purpose of this item is to put the draft budget to Council for adoption.

## **ATTACHMENT**

Attachment - Shire of Jerramungup 2015/2016 Budget

## **BACKGROUND**

The 2015/2016 budget is focused on renewing and improving Council assets and in particular the road network. \$2.263 million will be spent on road and transport infrastructure including major projects such as Devils Creek Road seal to Pabelup Drive, sealing of roads to both airstrips, intersection upgrades in Bremer Bay and improvements to Kokoda Road.

The second stage of the Point Henry Walk Trails will also be undertaken linking Point Henry Road to White Trail Road. \$1.433 million in funding will contribute to these works from Main Roads WA (Regional Road Group), Roads to Recovery and the Department of Transport. The overall infrastructure program is \$563,000 larger than last financial year.

The Shire will acquire a new construction loader and maintenance grader to replace ageing fleet in accordance with Council's plant replacement program. Council's light vehicle fleet will also be changed over along with the replacement of a 3 tonne road maintenance truck and purchase of load measuring devices for the existing road maintenance loader and positrac.

There are no major upgrades or additions to Council's buildings however a number of Council houses will receive minor renewals in the form of painting, new kitchens and bathrooms. Two properties are budgeted for sale being 1 Coral Sea Road and either 2 Coral Sea Road or 6 Memorial Road. The sale of the old depot will also affect this year's budget with funds to be placed in the Building Reserve.

## **CONSULTATION**

The draft budget has been developed with consultation between senior staff, Councillors and community submissions. The budget is also driven by the Shire's

corporate business plan and contains a number of projects and income / expenditure parameters from this document.

## **COMMENT**

Significant areas of operational expenditure within the 2015/16 budget include:

1. \$50,000 towards improving firebreaks and fire safety on Point Henry funded through the Point Henry Fire Levy.
2. Approximately \$161,000 in administrative and business support services for the local General Practitioner.
3. \$300,000 in waste management contractor expenses which is offset by income from rubbish bin charges and tip gate fees. Council spends a further \$67,000 in internal employee and plant related costs in the area of waste management.
4. \$106,000 in internal and external costs relate to the provision of public toilet facilities in the town sites and at coastal sites. A further \$42,000 is spent maintaining and cleaning fish cleaning facilities.
5. \$140,000 is spent maintaining townsite parks and gardens and a further \$27,000 is spent maintaining coastal reserves. The Jerramungup Swimming Pool will cost approximately \$70,000 to operate which includes \$20,000 in improvements to the facility. This will be funded by the Royalties for Regions Community Pools Program (\$30,000).
6. Approximately \$950,000 will be spent maintaining townsite and rural roads including approximately \$200,000 of materials and contractor resources to assist our works crew particularly through the winter grading window.

## **STATUTORY REQUIREMENTS**

Sections 6.2, 6.11 & 6.47 of the Local Government Act 1995  
*(Preparation of annual budget & Concessions), Reserve Accounts*

Clauses 24 & 25 of the Local Government (Financial Management) Regulations 1996  
*(Service charges & fees and charges)*

Section 67 of the Waste Avoidance and Resource Recovery Act 2007  
*(Receptacle Charges for Waste Collections)*

Clause 34(5) of the Local Government (Financial Management) Regulations 1996

## **STRATEGIC IMPLICATIONS**

**Aspiration 11:** A community where revenue is maximised and rating methodology is fair, equitable and transparent.

## **FINANCIAL IMPLICATIONS**

Budget Expenditures and Revenues as detailed in the budget.



## **POLICY IMPLICATIONS**

Nil

## **WORKFORCE IMPLICATIONS**

Staff numbers are forecast to reduce slightly and total expenditure on net employee costs is forecast to decrease by 3.5% largely due to a restructure of the administration department.

## **VOTING REQUIREMENTS**

Absolute Majority

## **RECOMMENDATION**

### **1.1 Adoption of 2015/2016 Budget – Section 6.2 Local Government Act 1995**

That Council:

- a) Adopt the budget for the financial year ending 30 June 2016 which has been prepared in accordance with the Local Government Act 1995 and associated Financial Management Regulations 1997; and
- b) Endorse the Rate Setting Statement as detailing the amount to be made up from rates for the financial year ending 30 June 2016 being \$3,004,607.

### **1.2 Adoption of Rates – Section 6.32 Local Government Act, 1995**

That Council:

- a) General Rates: That Council impose the following rates in dollar and minimum rates for properties within the Shire of Jerramungup to generate a 3% yield increase in total rates.

GRV: 10.82 cents in the dollar

UV: 1.13 cents in the dollar

GRV: \$760.00 minimum rate

UV: \$760.00 minimum rate

- b) Interest – Section 6.51 Local Government Act 1995

Apply an interest rate of 11% per annum to rates which remain unpaid beyond due dates and where no election has been made to pay rates by instalments.

- c) Rates Instalment Payment Options

Offer the following rates instalment options:

Option 1

To pay the total amount of rates and charges included on the rate notice in full by the 25<sup>th</sup> September 2015 or the 35<sup>th</sup> day after the date of issue, whichever is the latter.

OR

Option 2

To pay by four instalments as detailed on the rates notices with the first instalment due on 25<sup>th</sup> September 2015 and in two monthly intervals thereafter.

Or

Option 3

To pay by two instalments as detailed on the rates notices with the first instalment due on 25<sup>th</sup> September 2015 and second instalment due four months after.

d) Administration Charge – Section 6.45(3) Local Government Act 1995

Impose an administration charge of \$8 per instalment and 5.5% simple interest to the amount on the rate notice where payment of a rate is made via the instalment option.

e) Rubbish and Recycling Collection Charges

a) Residential Properties – 240L Bin

- i) \$300.00 per annum per occupied Lot for one 240L General Rubbish Bin serviced weekly.
- ii) \$150.00 per annum per occupied Lot for one 240L Recycling Bin serviced fortnightly
- iii) \$300.00 per annum per additional 240L Rubbish Bin

b) Commercial Collections – 240L Bin

- i) \$300.00 per annum per occupied Lot for one 240L Bin serviced weekly.
- ii) \$300.00 per annum per additional 240L Bin as listed on their properties bin count.

- iii) Ad-hoc additional bins for commercial rubbish pickups will be charged in accordance with the existing fees and charges schedule.

f) Effluent Rate – Townsite of Jerramungup

- a) That Council impose the following rates in dollar for GRV properties within the townsite of Jerramungup for the management and maintenance of the Jerramungup Effluent System.

GRV: 4.365c in the dollar

- b) That Council impose the following minimum rate for GRV properties within the townsite of Jerramungup for the management and maintenance of the Jerramungup Effluent System.

GRV: \$285.00

Non Rateable First Fixture: \$285.00

Additional Fixture: \$160.00

g) Point Henry Fire Levy

Impose a levy of \$110 on all properties within the Point Henry Peninsula to be used for the maintenance of fire fighting equipment and firebreaks on the Point Henry Peninsula. Any balance of funds created by the levy is to be put to the Point Henry Fire Levy Reserve.

**1.2 Members Meeting Attendance Fees – Section 5.99 Local Government Act 1995**

That Council set the annual meeting attendance fee of \$7,000.00 for Council Members and \$14,000.00 for the Shire President.

**1.3 Shire President Allowance – Section 5.98 and 5.98A Local Government Act 1995**

That Council:

Set the Shire President allowance of \$12,000.00

Set the Deputy Shire President allowance of \$3,000.00

**1.4 Telecommunications Allowance – Section 5.99A Local Government Act, 1995**

That Council:

Set a telecommunication allowance of \$1,000.00 for elected members.

### **1.5. Adoption of Material Variance for Monthly Reports – Financial Management Regulation 34**

That Council:

Adopt a material variance level of 10% with a minimum \$10,000.00 variance for the 2015/2016 financial year for monthly reporting purposes.

### **1.6 Statutory Compliance**

That Council confirms that it is satisfied that the services and facilities it provides:

(a) Integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body;

(b) do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and

(c) are managed efficiently and effectively.

In accordance with Section 3.18(3) of the Local Government Act 1995.

### **1.7 Amendments to Fees and Charges**

That Council adopts the following amended fees and charges for the 2015/2016 financial year for cat and non-working dog registrations:

FEES	1 Year	3 Years
Sterilised and Micro-chipped	\$20	\$42.50
Unsterilised	\$50	\$120

Pensioners to receive half price on 3 year registrations.

### **1.8 Consideration of funding requests**

That Council approve the following funding requests:

- Bremer Bay Arts and Craft Group - \$1,000 contribution towards a quilting machine.
- Bremer Bay Library - \$3964 contribution towards additional shelving and DVD shelving.
- Bremer Bay Community Resource Centre - \$4,000 contribution towards Bremer Bay Hall furniture storage.
- Rec-Fish West - \$250 contribution to Bremer Bay Fishing Event BBQ
- Hidden Treasures - \$4000 contribution towards tourism marketing.

## SC150701 Moved Cr Bailey / Seconded Cr Leenhouders

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**Carried by Absolute Majority 5-0**

**10. NEXT MEETING/S**

Ordinary Meeting – to be held Wednesday 19<sup>th</sup> August 2015 commencing 2.00pm at the Council Chambers, Jerramungup.

**11. CLOSURE**

The President declared the meeting closed at 9.20am.