



UNCONFIRMED MINUTES
OF THE ORDINARY MEETING
OF COUNCIL
HELD ON
3 APRIL 2014
AT 11:00am

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Minutes of the Ordinary Meeting of the Yalgoo Shire Council,
held in the Council Chambers, 37 Gibbons Street, Yalgoo,
on Thursday 3 April 2014 commencing at 11.04am.

SWEARING IN OF RE-ELECTED AND NEW COUNCILLORS

The Local Government Act 1995 (s.2.29) prescribes that a person elected as a councillor, president or deputy president must make a declaration in the prescribed form (Form 7), before a prescribed person, before acting in the office. The CEO is a prescribed person.

Newly elected and re-elected councillors will make the declaration before the meeting is formally opened.

Cr Percy J Lawson made the Declaration of Office (Councillor) before Shire President, Neil Grinham.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President Neil Grinham declared the Ordinary Meeting open at 11:04am.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE

MEMBERS	Cr Neil A Grinham, Shire President Cr M Raul Valenzuela, Deputy Shire President Cr Stanley K Willock Cr Adam B Fawkes Cr Percy J Lawson
STAFF	Bruce Walker, Acting Chief Executive Officer (ACEO) Heather Boyd, Executive Manager Corporate (EMC) Silvio Brenzi, Executive Manager Works & Infrastructure (EMWI) Karen Malloch, Executive Assistant (EA)
GUESTS	Pierre Malan, General Manager (GM), MMG Golden Grove Scott Young, Manager SHEC, MMG Golden Grove
OBSERVERS	Andrew Whitehead, Top Iron Pty Ltd Karen Godfrey, Top Iron Pty Ltd Carol Hall

LEAVE OF
ABSENCE

APOLOGIES Cr Robert W Grinham

3. DISCLOSURE OF INTERESTS

Cr Stanley Willock asked if he needed to disclose any interest in discussing rates believing it unnecessary under the Local Government Act 1995.

4. PUBLIC QUESTION TIME

4.1 RESPONSE TO QUESTIONS TAKEN ON NOTICE

Nil

4.2 QUESTIONS WITHOUT NOTICE

Nil

5. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

7. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED

7.1 PRESIDENT

Date	Details	Attended with whom
26 March 2014	Murchison Sub Group of RRG - Cue	Crs Neil Grinham & Stan Willock, Silvio Brenzi, (EMWI), Bruce Walker, (ACEO)
11 March 2014	Murchison Regional Vermin Council (MRVC) - Mt Magnet	Crs Neil & Bob Grinham

7.2 COUNCILLORS

Date	Details	Councillors

8. CONFIRMATION OF MINUTES

8.1 ORDINARY COUNCIL MEETING

Background

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2014-0401 Minutes of the Ordinary Meeting

That the Minutes of the Ordinary Council Meeting held on 20 February 2014 be confirmed.

Moved: Cr MR Valenzuela

Seconded: Cr AB Fawkes

Motion put and carried 5/0

8.2 SPECIAL COUNCIL MEETING

Background

Minutes of the Special Meeting of Council have previously been circulated to all Councillors.

Voting Requirements

Simple majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2014-0402 Minutes of the Special Meeting

That the Minutes of the Special Council Meeting held on 11 March 2014 be confirmed.

Moved: Cr SK Willock

Seconded: Cr MR Valenzuela

Motion put and carried 5/0

9. MINUTES OF COMMITTEE MEETINGS

10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS/Other Matters

10.0 INFORMATION ITEMS

Sharing of operational information on items that are not confidential, do not require a decision and do not meet the definition of matters for which the meeting may be closed under section 5.23 of the Local Government Act (eg: matters affecting employee/s or the personal affairs of any person).

- MMG Golden Grove General Manager, Pierre Malan and Scott Young, Manager SHEC, gave an informal presentation to councillors following the lunch adjournment and prior to the re opening of the Ordinary meeting at 1:54pm.
- At the conclusion of the meeting at 2:25pm, Andrew Whitehead and Karen Godfrey, Top Iron Pty Ltd discussed issues relating to a CAO7 RAV application.

11. MATTERS FOR DECISION

11.0 MATTERS BROUGHT FORWARD

11.1 WORKS AND SERVICES

11.2 DEVELOPMENT, PLANNING AND ENVIRONMENTAL HEALTH

11.3 FINANCE

11.3.1 Financial Activity Statements and Accounts Paid for the Months of January and February 2014.

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	26 March 2014
Attachments (White)	P1 Financial Activity Statements - R34 (1) January 2014 P26 Schedule of Payments - R13(1) January 2014 P28 Financial Activity Statements - R34 (1) February 2014 P53 Major Project Progress Reports - C2012-0320 <ul style="list-style-type: none"> • BD008 Staff Housing: Weekes St • CA002: Caravan Park: Major Upgrade P55 Schedule of Payments - R13(1) February 2014

Matter for Consideration

Adoption of the monthly financial statements, major project progress report and schedule of payments for the months to 31 January 2014 and 28 February 2014.

Background

1. The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed and require the Chief Executive Officer to prepare a list of accounts paid.
2. Council, at the ordinary meeting held in March 2012, requested that a status report for major projects be included in the monthly financial reports (decision C2012-0320). Where relevant this additional report is included in the attachments for the information of council.

Statutory Environment

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996

Reg 13(1)—Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

Regulation 34 states:

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d) for that month in the following detail:

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
- (b) budget estimates to the end of month to which the statement relates;
- (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
- (d) material variances between the comparable amounts referred to in paragraphs (b) and (c);
- (e) the net current assets at the end of the month to which the statement relates.

11.3.2 Review of Annual Budget as at 31 December 2013

File:	
Author:	Christine Harvey, Finance Consultant
Interest Declared:	No interest to disclose
Date:	25 March 2014
Appendix A (white)	P1 2013/2014 Budget Review Statement of Budget Review and notes on Closing Funds and Budget Amendments

Matter for Consideration

To consider and adopt the Budget Review as presented in the Statement of Budget Review for the period 1 July 2013 to 31 December 2013.

Background

A Statement of Financial Activity incorporating year to date budget variations and forecasts to 30 June 2014 for the period ending 31 December 2013 is presented for council to consider.

The *Local Government (Financial Management) Regulations 1996*, regulation 33A as amended, requires that local governments conduct a budget review between 1 January and 31 March in each financial year.

A copy of the review and determination is to be provided to the Department of Local Government within 30 days of the adoption of the review.

The budget review has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards. Council adopted a 10% and a \$10,000 minimum for the reporting of material variances to be used in the statements of financial activity and the annual budget review.

Triple Bottom Line Assessment

- Economic Implications: The budget has been reviewed 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 budget has been reviewed to deliver social outcomes identified in various planning and community supporting strategies that have previously been adopted by the Council.
- Environmental Implications: The budget has been reviewed to support key environmental strategies and initiatives adopted by the Council.

The adjustments have resulted in no change to the closing funds and therefore remain within the percentage and dollar material variance set by council in the 2013/2014 Adopted Budget.

Features of the budget review include:

The details of the budget review and explanations are contained in appendix A.

Refer attachment for detailed explanation of budget variances.

Statutory Environment

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.

- (2) Consideration and review is to be given to a local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year.
- (3) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.
- (4) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.
**Absolute majority required.*
- (5) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Strategic Implications

The Budget Review has been developed based on existing strategic planning documents adopted by Council.

Policy Implications

The budget is based on the principles contained in the Plan for the Future.

Financial Implications

Specific financial implications are as outlined in this report and the attachment.

Consultation

Sharon Daishe – Chief Executive Officer
 Heather Boyd – Executive Manager Corporate
 Mick Oliver – Acting Executive Manager Works & Infrastructure

Comment

The budget has been reviewed to continue to deliver on other strategies adopted by the Council and maintains a high level of service across all programs.

The closing funds remain in surplus as a result of this budget review with no movement from the budget review.

Refer attachments for full details and explanations of the budget adjustments.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2014-0405 Adoption of Annual Budget Review for the Period Ended 31 December 2013

That Council adopt the budget review with the variations for the period 1 July 2013 to 31 December 2013 and amend the budget accordingly as per appendix A.

Moved: Cr MR Valenzuela Seconded: Cr SK Willock Motion put and carried by Absolute Majority 5/0

11.3.3 Differential Rating 2014/15

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	12 March 2014
Attachments (yellow)	Nil

Matter for Consideration

Determination of the rate in the dollar and the minimum rates for the various differential and specified are rate categories for the 2014/15 financial year.

Background

The Valuer General’s Office (Landgate) provides Council with a rateable value for each rateable property within the Shire. Properties located in the townships of Yalgoo and Paynes Find are valued based on a gross rental value (GRV). Pastoral/rural, mining and exploration/prospecting are valued based on unimproved value (UV). Council will then set a “rate in the dollar” (RID) and minimum rate values.

The rateable value (as advised by the Valuer General’s Office) is multiplied by the rate in the dollar to produce the annual rates to be charged to the property. If this value is less than the minimum rate value agreed by Council, then the ratepayer will be charged the minimum rate value.

In the past Council has adopted a differential rating strategy and currently has four rating categories being residential, pastoral, mining, exploration/prospecting.

The annual differential rating proposal is to be advertised for public comment for a period of 21 days prior to its adoption by Council. Should Council adopt these differential rates at the Ordinary Meeting on 3 April 2014, the intention is to advertise the proposed rates in the Western Australian on the Saturday 3 May 2014. Submissions from ratepayers and electors would be invited to be received up to noon Monday 26 May 2014. If any submissions are received, Council is required to consider them. Submissions will be considered at the June 2014 Ordinary Council Meeting. If there are no submissions received then approval will be sought from the Minister.

As Council has a differential rate that is more than twice the lowest differential rate imposed, approval from the Minister for Local Government and Regional Development must be obtained before these rates are formally adopted by Council. The approval of the Minister will be sought towards the end of the public consultation phase in order to obtain feedback prior to the June 2014 Ordinary Council Meeting.

Once Council has advertised for the required time, processed any submissions from ratepayers and Ministerial approval has been granted, Council can then adopt the budget. As required by the Local Government Act 1995 the budget must be adopted by 31 August.

As in previous years, the justification for the higher minimum rate on vacant land is related to land supply issues. Development of the town is restricted by a lack of land available, especially for housing. Housing is still in critically short supply and Council is trying to address this by building houses and ensuring blocks are available for building. Vacant lots in Yalgoo are predominantly owned by absentee owners who it appears have little plans of developing them. The intention of the continued high minimum rates for vacant blocks is to clearly indicate Council’s desire to pursue its goal to have town blocks developed. The purpose of the greater minimum rates is motivational rather than based on revenue considerations. We believe that this course of action will provide motivation to the owners of vacant land needed for development either to

improve their properties by the construction of dwellings or other buildings, or to sell them to people who are willing to implement such improvements.

Statutory Environment

Local Government Act 1995

- s.6.32 – States that a local government, in order to make up the budget deficiency, is to impose a general rate on rateable land that may be imposed uniformly or differentially.
- s.6.33(1) – Provides that a local government may impose differential general rates according to a number of characteristics.
- s.6.33(3) – States that a local government cannot, without the approval of the Minister, impose a differential general rate that is more than twice the lowest differential general rate imposed.
- s.6.34 – States that a local government cannot without the approval of the Minister raise an amount of general rates that exceeds 110% of the budget deficiency or is less than 90% of the budget deficiency.
- s.6.35 – States a local government may impose a minimum rate that is greater than the general rate that would be applied for the land and outlines the requirements for this minimum rate.
- s.6.36 – Requires that a local government before imposing any differential general rates provides at least 21 days local public notice of its intention to do so.

Strategic Implications

Ensure that the Local Government raises rates to generate revenue to fund operating expenditure.

Policy Implications

- Policy 7.5 Rates Calculation – outlines the steps for staff to prepare a draft budget using Local Government Cost Index (LGCI).
- Policy 7.6 Preparation of Budget – outlines the steps and timetable leading to the adoption of the Budget.

Financial Implications

After taking into consideration all other sources of income, Council is required to raise sufficient rates to meet its total expenditure. However, it is allowed to adopt a budget that has a deficit that does not exceed 10% of its rates revenue.

For the 2014/2015 draft Budget it is proposed a total of \$1,934,458 be raised from GRV property and UV area rates.

Consultation

Christine Harvey, Consultant Accountant

Comment

Determining the Percentage Increase for Property Rates

Factors such as the growth of the Shire, need for additional resources to meet growth demands, the rising cost of labour and materials, previous rate increases approved and a perception of the affordability of a reasonable rate increase are some of the factors taken into account when considering the percentage by which rates in the dollar and minimum rates are recommended to be increased.

OTHER COUNCIL DIFFERENTIAL MINING RATES			
	2013/2014	2012/2013	2012/2013
Cue	26.83	26.00	24.75
Morawa	45.00	45.00	45.00
Mt Magnet	28.08	27.27	26.22
Perenjori	31.73	30.00	24.54
Average	32.91	32.07	30.13
Yalgoo	35.75	31.09	27.00

The Shire of Yalgoo Long Term Financial Plan allowed for a rate increase of 4.7% in the 2014/15 financial year. This varies from previous rate setting statements where rates were determined by the Local Government Cost index as per Council Policy 7.5 (2) – Using Local Government Cost Index (LGCI), calculate rate yield based on the previous year’s rate in the dollar or in a revaluation year, calculate rate yield on the previous year’s rate yield.

The minimum rates were calculated at 2.9% and were then rounded up to the nearest \$10. A comparison of the 4.7% rates against a rate of 2.9% based on the CPI is included with the difference in the yield would be an additional \$32,490 earned at 4.7%.

RATE CATEGORY	BASIS	2013/2014 (cents in dollar)	2013/2014 Minimum \$	Rate cents in \$ as per LTFP (4.7%)	Proposed 2014/2015 Minimum	Proposed 2014/2015 (cents in dollar) (2.9%)
Town Improved	GRV	7.12	260	7.45	270	7.33
Town Vacant	GRV	7.12	600	7.45	630	7.33
Pastoral/Rural/Special Use	UV	6.28	260	6.58	270	6.46
Mining/Mining Tenement	UV	35.75	260	37.43	270	36.79
Exploration/ Prospecting	UV	18.99	260	19.88	270	19.54

Determining the Yield from Property Rates

DRAFT RATE MODEL 2014/2015 - Based on 2.9% increase, as per the Shire of Yalgoo Policy using Consumer Price Index (CPI).

RATE CLASSIFICATION	NO OF PROPERTIES	MINIMUMS	YIELD \$
Town Improved (GRV)	36	2	21,362
Town Unimproved (GRV)	11	11	6,930
Mining/Mining Tenement (UV)	176	30	1,663,283
Exploration/Prospecting (UV)	227	106	158,215
Pastoral/Rural (UV)	<u>25</u>	<u>3</u>	<u>60,052</u>
	<u>475</u>	<u>152</u>	<u>1,909,843</u>

Of this total \$28,070 is obtained from GRV properties and \$1,868,310 from UV properties

DRAFT RATE MODEL 2014/2015 - Based on 4.7% increase, as per the Shire of Yalgoo Long Term Financial Plan.

RATE CLASSIFICATION	NO OF PROPERTIES	MINIMUMS	YIELD \$
Town Improved (GRV)	36	2	21,703
Town Unimproved (GRV)	11	11	6,930
Mining/Mining Tenement (UV)	176	30	1,692,078
Exploration/Prospecting (UV)	243	106	160,470
Pastoral/Rural (UV)	<u>26</u>	<u>3</u>	<u>61,153</u>
	<u>475</u>	<u>152</u>	<u>1,942,333</u>

Of this total \$28,633 is obtained from GRV properties and \$1,905,825 from UV properties

Voting Requirements for Officer Recommendation # 1

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION # 1/ AMENDED

Differential Rating 2014/2015 - Advertising

That Council advertises its intention in accordance with Section 6.36 of the Local Government Act 1995 to adopt the following rates in the dollar and minimum rates for the differential rating categories specified for the 2014/2015 financial year:

Rate Category	Basis	2014/2015 Rate Cents in the dollar	2014/2015 Minimum \$
Town Improved	GRV	7.33	270
Town Vacant	GRV	7.33	630
Pastoral/Rural	UV	6.46	270
Mining/Mining Tenement	UV	36.79	270
Exploration/Prospecting	UV	19.54	270

Moved: Cr M Raul Valenzuela Seconded: Cr AB Fawkes Motion Amended

Voting Requirements for Officer Recommendation # 1

Absolute Majority

ORIGINAL MOTION AS AMENDED

C2014-0406 Differential Rating 2014/2015 - Advertising

That Council advertises its intention in accordance with Section 6.36 of the Local Government Act 1995 to retain the same rates in the dollar and minimum rates for the differential rating categories specified as per the previous year 2013.

Moved: Cr MR Valenzuela Seconded: Cr AB Fawkes Motion put and carried by Absolute Majority 5/0

Voting Requirements for Officer Recommendation # 2

Simple Majority

OFFICER RECOMMENDATION

Differential Rating 2014/2015 – Application to Minister

That application be made to the Minister for approval to adopt differential rating and rates in the dollar that exceed the 2:1 immediately following the close of the submission period subject to no submissions being received.

Moved: Cr AB Fawkes

Seconded: Cr M Raul Valenzuela

Motion Amended

COUNCIL DECISION

C2014-0407 Differential Rating 2014/2015 – Application to Minister

That an application is made to the Minister for approval to adopt differential rating and rates in the dollar specified as per the previous 2013/2014 Budget.

Moved: Cr AB Fawkes

Seconded: Cr M Raul Valenzuela

Motion put and carried 5/0

NB: Council believed that rates particularly on mining properties had been raised enough in the previous three years.

ADJOURNMENT: Lunch 12:21pm to 1:54pm.

The meeting adjourned for lunch at 12:21pm.

Following the presentation by MMG Golden Grove, the Ordinary meeting resumed at 1:54pm with all who were in attendance before the adjournment being present at the resumption.

11.3.4 Draft Budget 2014/2015 - Donations

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	26 February 2014
Attachments	Nil

Matter for Consideration

To consider proposals for donations for the 2014/15 financial year.

Background

In preparing Council’s Draft Budget, approval of donations prior to the budget meeting is required. Once this schedule has been approved, Council may adopt it, with or without amendment, however this will not occur until the annual budget is adopted.

Statutory Environment

Local Government Act 1995

- s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.
- s.6.2 Requires that each year a local government prepare and adopt an annual budget.

Strategic Implications

None

Policy Implications

- Policy 7.6 – Budget – preparation timetable
- Policy 7.9 – Shire of Yalgoo Education Scholarships and Donations
- Policy 7.7 – Donations and Sponsorship

Financial Implications

Any donations approved by Council will be included in the 2014/15 draft Budget. Council in its 2013/14 budget had included \$2,000 for donations.

Consultation

- CEO, Sharon Daishe
- CYC, Pip Parsonson

Comment

A total of \$2,000 was budgeted for donations in the 2013/14 budget which was made up of:

2013/14 Budget	Paid	Comments
\$100 Midwest Group Affiliated Agricultural Societies display at the Royal Show	Yes	A payment to this group has been made yearly since at least 2007.
\$100 Meekatharra School of the Air for graduation gifts to students	No	Meekatharra School of the Air have been contacted by the CYDC and will be looking to take this option up.???
\$240 Medical oxygen supplied to the Paynes Find Royal Flying Doctor Service Clinic	No	This essential service is to assist the RFDS when required.
\$400 Yalgoo Primary School “Aussie of the Fortnight” program	\$70 pd for Yr7 grad shirts No	This amount has not been claimed under “Aussie of the Fortnight” program. It is suggested that the amount be reduced to \$100 and set aside for the end of year graduation T-shirts. As per Policy 7.9 the Council makes available two Scholarships to the value of \$150 each to be awarded to two graduation year 7 students, selected by the Yalgoo Primary school staff, and are not limited solely to academic achievement.
\$200 Revise-WA	Due May	Assistance with their volunteer program
\$960 Discretionary allowance	Yes	\$1,000 paid to Isolated Children’s Association of WA for State conference

It is proposed that donations for the 2014/2015 budget be set as follows.

- \$100 Midwest Group Affiliated Agricultural Societies display at the Royal Show
- \$100 Meekatharra School of the Air for graduation gifts to student(s) as per Shire policy 7.9
- \$240 (~\$20/month) to pay for the Medical oxygen supplied to the Paynes Find Royal Flying Doctor Service
- \$400 Yalgoo Primary School for end of year graduation T-shirts and for two scholarships of \$150.00 to be awarded to year 7 students as per policy 7.9
- \$200 Revise-WA
- \$960 Discretionary Members Donation (to be determined by council approval as the donation request arises)

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2014-0408 Draft Budget 2014/15 – Donations

That proposed donations totalling \$2,000 be included in the 2014/15 draft Budget and that the donations to specific organisations be those detailed as follows –

- \$100 Midwest Group Affiliated Agricultural Societies display at the Royal Show**
- \$100 Meekatharra School of the Air for graduation gifts to student(s)**
- \$240 Medical Oxygen for Royal Flying Doctor at Paynes Find**
- \$400 Yalgoo Primary School Graduation T-Shirts and 2 \$150 scholarships for year 7 students**
- \$200 Revise-WA to help with volunteers travel expenses**
- \$960 Discretionary allowance**

Moved: Cr M Raul Valenzuela

Seconded: Cr SK Willock

Motion put and carried 5/0

11.3.5 Rubbish Collection Charge Draft Budget 2014/2015

File:	
Author:	Heather Boyd, Executive Manager Corporate
Interest Declared:	No interest to disclose
Date:	26 March 2014
Attachments	Nil

Matter for Consideration

Determine Rubbish Collection charge for the 2014/2015 draft budget.

Background

The Health Act permits Council to charge for rubbish collection services.

Statutory Environment

Local Government Act 1995

s.6.16 – Fees and charges

Financial Management Regulations, 1996 –

r.24, 25 – Setting of fees and charges

Health Act 1911 –

s.11 – Health rates and charges

Strategic Implications

Nil

Policy Implications

NA

Financial Implications

Rubbish Collection charges – nominal amount of income to the Shire that offsets the cost of providing a rubbish collection service

Consultation

Comment

The 2013/14 Budget for domestic and commercial bin collection was adopted at \$230 per bin, excluding GST.

Council is recommended to increase the rubbish collection fee by the Consumer Price Index (CPI). The CPI for the 2013-14 year is 2.9%.

\$230 increased by 2.9% = \$236.67, suggest rounding to \$240.

Modelling the rate of \$240 per bin results in 2015 budgeted income of \$11,520, comprised of \$8,640 from domestic and \$2,880 from commercial collections.

Rubbish collection charges are collected through the Rate Statement system.

Roadside collection of waste is exempt from GST under the Australian Taxation Office ruling, Division 81. However fees charged to enter a waste facility, eg fees charged to go to the Tip (note that the Shire of Yalgoo does not charge this fee) are subject to GST.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION

Rubbish Collection Charge Draft Budget 2014/2015

That Council:

Adopt a flat charge per bin of \$240 (domestic and commercial) for the 2014/2015 draft budget.

Moved: Cr AB Fawkes

Seconded: Cr PJ Lawson

Cr Raul Valenzuela moved an amendment:

AMENDMENT

Rubbish Collection Charge Draft Budget 2013/2014

That Council:

Retain the flat charge per bin of \$230 (domestic and commercial) as per the 2013/2014 Budget.

Moved:

Seconded:

The amendment lapsed for want of a seconder.

Voting Requirements

Simple Majority

COUNCIL DECISION

C2014-0409 Rubbish Collection Charge Draft Budget 2014/2015

That Council:

Adopt a flat charge per bin of \$240 (domestic and commercial) for the 2014/2015 draft budget.

Moved: Cr AB Fawkes

Seconded: Cr PJ Lawson

Motion put and carried 4/1

11.3.6 Draft Budget Fees and Charges

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	12 March 2014
Attachments	P1 Draft Fees and Charges - 2014-15 (yellow)

Matter for Consideration

To consider the draft schedule of fees and charges for the 2014-15 budget.

Background

Council considers fees and charges in preparation of the draft budget. However, fees and charges are not formally adopted until the budget is formally adopted.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

s6.2. Requires a local government to prepare an annual budget for adoption before 31 August each financial year.

Subdivision 2 — Fees and charges

Section 6.16 of the Local Government Act 1995 states in part that a local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide; and that fees and charges are to be imposed when adopting the annual budget (absolute majority required).

Section 6.17 Setting of Level of Fees & Charges determines that the Local Government must have regard to the cost of providing the goods or services, importance to the community and price at which the service or goods could be provided by an alternative provider. This section also refers to fees that are set or limited by legislation.

Section 53 (2) Cemeteries Act 1986 states that a fee or charge set by resolution under subsection (1) shall not come into effect until not less than 14 days notice of the fee or charge has been given in the Gazette.

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	7.6 Annual Budget Preparation Timetable
Financial (short term/ annual budget)	The rate of fees and charges are used when calculating estimated revenue in the budget.

Consultation

Ex CEO, Sharon Daishe

Consultant Accountant, Christine Harvey

Comment

- Suggested increases in relevant fees and charges (other than those set by legislation) have generally been set using the following reasons
 - Increase by CPI with rounding
 - Commercial comparisons
 - Reflection of increased costs for services

- Allowance has been made for new facilities to be built at the caravan park. A reduction of the fees to be charged for the hire of the donga accommodation has been made to encourage use of the accommodation.

- Cemetery grave preparation fees have been maintained at a similar value to avoid additional strain on families in time of stress. Inclusion has been made for the internment of ashes in the niche wall using a comparison with other regional shires.

- Charges for Health and Building are as per advice from the Shire’s Environmental Health Officer Bill Atyeo.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION/AMENDED

Schedule of Fees and Charges for Draft Budget 2014-15

That Council approve the 2014-15 proposed fees and charges as outlined in the attached schedule for inclusion in the draft 2014-15 budget.

Moved: Cr MR Valenzuela Seconded: Cr AB Fawkes Motion Amended

Voting Requirements

Simple Majority

ORIGINAL MOTION AS AMENDED

C2014-0410 Schedule of Fees and Charges for Draft Budget 2014-15

That Council approve the 2014-15 proposed fees and charges as outlined in the attached schedule for inclusion in the draft 2014-15 budget minus the listed donga charges.

Moved: Cr MR Valenzuela Seconded: Cr AB Fawkes Motion put and carried 5/0

11.3.7 Budget Amendment EMWI Vehicle

File:	
Author:	Heather Boyd, Executive Manager Corporate
Interest Declared:	No interest to disclose
Date:	27/3/14
Attachments (yellow)	Nil

Matter for Consideration

That Council approve the transfer of the capital expenditure for the CEO vehicle on a replacement vehicle for the Executive Manager Works and Infrastructure.

Background

Due to the wear and tear of the rough roads in the Shire vehicles are normally changed over at 40,000km. To date the CEO’s vehicle has done only 27,000 while the EMWI vehicle has done 40,000. The CEO’s vehicle will not need to be changed in this financial year.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

s6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

(a) is incurred in a financial year before the adoption of the annual budget by the local government; or

(b) is authorised in advance by resolution*; or

(c) is authorised in advance by the mayor or president in an emergency.

* *Absolute majority required*

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	

Consultation

Bruce Walker, Acting CEO

Silvio Brenzi, EMWI

Comment

There is a budget allowance of \$80,000 for the purchase of a new vehicle for the CEO on the 2013/14 financial year although this vehicle will not reach the 40,000 km threshold for change over. It is recommended that the budget allowance be used for a replacement vehicle for the EMWI. The EMWI vehicle has traditionally been changed over twice a year as it is used on mostly rough roads. The approximate cost of the replacement of the EMWI vehicle is approximately \$25,000 after trade in.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2014-0411 Budget Amendment CEO and EMWI Vehicle

That Council approve a budget amendment transferring capital expenditure of \$25,000 from the replacement CEO vehicle to a replacement of the EMWI vehicle.

Moved: Cr MR Valenzuela Seconded: Cr AB Fawkes Motion put and carried by Absolute Majority 5/0

11.4 ADMINISTRATION

11.4.1 Appointment of Chief Bushfire Control Officer

File:	
Author:	Heather Boyd, EMC
Interest Declared:	No interest to disclose
Date:	12 March 2014
Attachments (yellow)	Nil

Matter for Consideration

To appoint a Bush Fire Control Officer in accordance with s.38(1) of the Bush Fires Act 1954.

Background

At the December 2013 Ordinary Council Meeting the following was resolved C2013-0921 (2) to appoint Sharon Daishe as the Chief Bushfire Control Officer for the Shire of Yalgoo.

The resignation of Sharon Daishe, CEO has created a vacancy in the position of Chief Bush Fire Control Officer. Under s.38(2c) Bush Fires Act 1954 this position is required to be filled within one month.

Statutory Environment

Local Government Act 1995

s.3.1 (1) The general function of the local government is to provide for the good government of persons in its district.

Bush Fires Act 1954

38. Local government may appoint bush fire control officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.
- (2A) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.
- (2C) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the FES Commissioner may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.
- (2D) Where a local government that has been served with a notice pursuant to subsection (2C) fails or neglects to comply with the requirements of that notice, the FES Commissioner may appoint a person who is not employed in the Department to the vacant office.
- (2E) A bush fire control officer appointed by a local government under the provisions of this section shall be issued with a certificate of appointment by the local government or, if he is appointed by the FES Commissioner, by the FES Commissioner.

- (3) The local government may, in respect to bush fire control officers appointed under the provisions of this section, exercise so far as they can be made applicable the same powers as it may exercise in respect to its other officers, under the provisions of the Acts under which those other officers are appointed.
- (4) A bush fire control officer appointed under the provisions of this section shall, subject to such directions as may be given by the local government, and subject to this Act take such measures as appear to him to be necessary or expedient and practicable for —
 - (a) carrying out normal brigade activities;
 - [(b), (c) deleted]
 - (d) exercising an authority or carrying out a duty conferred or imposed upon him by any of the provisions of Part III;
 - (e) procuring the due observance by all persons of the provisions of Part III.

Business Implications

Strategic Community Plan	
Corporate Business Plan	
Long Term Financial Plan	
Asset Management Plan	
Workforce Plan	
Policy	
Financial (short term/ annual budget)	Nil

Consultation

Bruce Walker, Acting CEO

Comment

The position of CEO for the Shire of Yalgoo is currently vacant with Bruce Walker employed in an acting capacity and any appointment of the CEO as Chief Bush Fire Control Officer could only be on a temporary basis. Silvio Brenzi has just been appointed as Executive Manager Works and Infrastructure and will be in charge of overseeing the use of machinery and staff at the Shire depot including the Bush Fire Brigade.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

C2014-0412 Appointment of Chief Bushfire Control Officer

That Council:

1. Rescinds the appointment Sharon Daishe as Chief Bushfire Control Officer for the Shire of Yalgoo, and;
2. Appoints Silvio Brenzi, Executive Manager Works and Infrastructure as the Chief Bushfire Control Officer for the Shire of Yalgoo, and;
3. Issues a certificate of appointment (s38 2E) and publicises the appointment (s38 2A) in accordance with the provisions of the bush Fires Act 1954.

Moved: Cr SK Willock

Seconded: Cr AB Fawkes

Motion put and carried 5/0

12. NOTICE OF MOTIONS

12.1 PREVIOUS NOTICE RECEIVED

Nil

13. URGENT BUSINESS

Nil

14. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

15. NEXT MEETING

The next Ordinary Meeting of Council is due to be held in the Community Centre at Paynes Find on Thursday, 22 May 2014 commencing at 11.00 am.

16. MEETING CLOSURE

There being no further business, Shire President Neil Grinham declared the meeting closed at 2:25pm.

DECLARATION

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

Signed: _____
Person presiding at the meeting at which these minutes were confirmed

Common Acronyms

Acronym	Detail
AA	Administration Assistant
ACEA	Admin Coordinator Executive Assistant
AFAC	Australasian Fire Authorities Council
AGDRP	Australian Government Disaster Recovery Payment
AGM	Annual General Meeting
AIIIMS	<i>Australasian Inter-Service Incident Management System</i>
AMMS	<i>Accredited Mass Management Scheme</i>
ASKAP	<i>Australian Square Kilometre Array Pathfinder</i>
ATU	Aerobic Transfer Unit
BA	Broadcast Australia
BCA	<i>Building Code Australia</i>
BCITF	<i>Building and Construction Industry Training Fund</i>
BFS	Bush Fire Service
BFTA	Bush Fire Threat Analysis
CALD	Culturally and Linguistically Diverse
CANWA	Community Arts Network of WA
CAR	Compliance Audit Report
CCYP	Commissioner for Children & Young People
CDC	Certificate of Design Compliance
CEMO	Community Emergency Management Officer
CEO	Chief Executive Officer
CERM	Community Emergency Risk Management
CLGF	Country Local Government Fund (Royalties for Regions)
CPTDM	Caravan Park & Tourism Development Manager
CRC	Community Resource Centre
CRS	Coordinator Regional Services
CSRFF	Community Sporting and Recreation Facilities Fund
Das	Development Applications
DAFWA	Department of Agriculture & Food
DAIP	Disability & Access Inclusion Plan
DAP	Development Assessment Panel
DCA	Department for Culture and the Arts
DCD	Department for Communities
DCEO	Deputy Chief Executive Officer
DCP	Department of Child Protection
DEC	Formerly Department of Environment and Conservation now divided into:
	DER Department of Environmental Regulation
	DPW Department of Parks and Wildlife
DEMC	District Emergency Management Committee
DET	Department of Education
DFES	Department of Fire & Emergency Services - formerly FESA
DHW	Department of Housing
DIA	Department of Indigenous Affairs
DISCEX	Discussion Exercise
DITRDLG	Dept of Infrastructure, Transport, Regional Development & Local Government (Federal)
DLAG	Drug & Liquor Action Group
DLGC	Dept of Local Government & Communities

Acronym	Detail
DoHA	Department of Health & Ageing
DON	Director of Nursing
DOT	Department of Transport
DoW	Department of Water
DPI	Dept for Planning and Infrastructure
DSR	Department of Sport & Recreation
DTWD	Department of Training & Workforce Development
EA	Executive Assistant
EC	Events Corp
ECC	Emergency Coordination Centre
EMC	Executive Manager Corporate
EMWA	Emergency Management Western Australia
EMWI	Executive Manager Works & Infrastructure
ERM	Emergency Risk management
EWP	Elevated Work Platform
FaHCSIA	Families, Housing, Community Services & Indigenous Affairs
FAG	Financial Assistance Grant
FAO	Finance & Admin Officer
FCWP	Forward Capital Works Plan
FHRO	Finance & HR Officer
FRS	Fire and Rescue Service
GPG	General Purpose Grant
GRAMS	Geraldton Regional Aboriginal Medical Service
GTS	Greenfield Technical Services – consulting civil engineers
HCP	Healthy Community Program
HMA	Hazard Management Agency
HSM	Health Services Manager
IAP	Incident Action Plan
ICC	Indigenous Coordination Centre
ICPAWA Inc	Isolated Children’s Parents’ Association of WA
ICV	Indigenous Community Volunteers
ILRG	Identified Local Road Grant
IMG	Incident Management Group
IMT	Incident Management Team
IPWEA	Institute of Public Works/Engineering WA
ISA	Integrated Service Arrangement – replacing MRWA TNCs in 2011 or 2012
ISG	Incident Support Group
LC	Landcorp
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LGAP	Local Government Assistance Program
LGEEP	Local Government Energy Efficiency Program
LGGC	Local Government Grants Commission
LGMA	Local Government Managers’ Association
LMDRF	Lord Mayor’s Distress Relief Fund
LRC	Local Recovery Coordinator
LRCG	Local Recovery Coordinating Group
LWA	Lotteries West
MCZ	Murchison Country Zone
MEEDAC	Midwest Employment and Economic Development Aboriginal Corporation
MEG	Murchison Executive Group (CEOs)

Acronym	Detail
MEITA	Morawa Education, Industry and Training Alliance
MGM	Mount Gibson Mining (Extension Hill Haematite)
MMG	Minerals and Mining Group (Golden Grove Mine)
MMGHSRMG	Murchison Mid West Gascoyne Human Services Regional Managers Group
MOU	Memorandum of Understanding
MRBA	Meekatharra Rangelands Biosecurity Association
MRVC	Murchison Regional Vermin Council
MRWA	Main Roads WA
MSC	Model Subdivision Conditions Schedule
MWAC	Municipal Waste Advisory Council
MWDC	Mid West Development Commission
MWGAAS	Mid West Group of Affiliated Agricultural Societies
MWIP	Mid West Investment Plan
MWIRSA	Mid West Industry Road Safety Alliance
MWRC	Mid West Regional Council – consisting of 7 Shires
NBN	National Broadband Network
NDES	National Digital Economy Strategy
NDCSG	Northern Districts Community Support Group
NRIS	National Register Inquiry System
OASG	Operations Area Management Group
OCM	Ordinary Council Meeting
OMI	Office of Multicultural Interests
OPR	Oakajee Port and Rail
PE	Project Executive
PIA	Post Incidence Analysis
POC	Plant Operating Costs
PSA	Public Service Authority
PSG	Project Steering Committee
PWOC	Public Works Overhead Costs
R-Codes	Residential Design Codes
R2R	Roads to Recovery (Commonwealth)
R4R	Royalties for Regions (State)
RAV	Restricted Access Vehicle
RDA	Regional Development Australia
RDAF	Regional Development Australia Fund
RDAMWG	Regional Development Australia Mid West Grants
RDL	Dept of Regional Development and Lands
REVISE	Retired Educator Volunteers for Isolated Students Education
RFT	Request for Tender
RGS	Regional Grant Scheme
RLCIP	Regional and Local Community Infrastructure Program
RRG	Regional Roads Group
RRWA	Remote and Regional Western Australia
ROMAN	Road Management – software system
SAO	Senior Administration Officer
SAT	State Administrative Tribunal (Salaries & Allowances)
SEC	State Emergency Coordinator
SEMC	State Emergency Management Committee
SEMP	State Emergency Management Policy
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SIDE	Schools In Distance Education

Acronym	Detail
SLICP	State Land Information Capture Program
SLK	Straight line kilometres
SMUG	Shires of Murchison & Upper Gascoyne
SOP	Standard Operating Procedure
SOTA	Schools Of The Air
SoY	Shire of Yalgoo
SWMP	(Regional) Strategic Waste Management Plan
STED	Septic Tank Effluent Disposal System
TNC	Term Network Contract – from MRWA for State roads maintenance
TQUAL	Tourism Quality Projects
TIRF	Tourism Infrastructure Regional Development Fund
TWA	Tourism WA
VAST	Viewer Access Satellite Television
VESTOC	Volunteer Emergency Services Training & Operations Centre
VET	Vocation, Education & Training
VPD	Vehicles per day
VPN	Virtual Private Network
WAAA	West Australian Agriculture Authority
WACHS	WA Country Health Service
WACRN	Western Australian Community Resource Network
WARDT	Western Australian Regional Development Trust
WAEC	West Australian Electoral Commission
WAERN	West Australian Emergency Response Network
WALGA	WA Local Government Association
WALGEMAG	Western Australian Local Government Emergency Management Advisory Group
WALGGC	West Australian Local Government Grants Commission
WANDRRA	West Australian Natural Disaster Relief and Recovery Arrangements
WAPC	Western Australian Planning Commission
WARDT	Western Australian Regional Development Trust
WPA	Wool Producers Australia
WWTP	Waste Water Treatment Plan
YPS	Yalgoo Primary School