

**2021**

# MINUTES

**Shire of Koorda**

**22/06/2021**

## CONTENTS

1	DECLARATION OF OPENING .....	3
2	ANNOUNCEMENT OF VISITORS .....	3
3	RECORD OF ATTENDANCE .....	3
3.1	<i>Record of Attendance:</i> .....	3
3.2	<i>Apologies:</i> .....	3
3.3	<i>Approved Leave of Absence:</i> .....	3
4	QUESTION TIME FOR THE PUBLIC .....	3
4.1	<i>Response to Previous Public Questions Taken on Notice</i> .....	3
4.2	<i>Public Question Time Open</i> .....	3
4.3	<i>Public Question Time Closed</i> .....	3
5	APPLICATIONS FOR LEAVE OF ABSENCE .....	3
6	DECLARATIONS OF INTEREST .....	3
7	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS .....	3
8	CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS .....	4
8.1	<i>ORDINARY MEETING HELD 16 May 2021 (Click here to view)</i> .....	4
9	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION .....	4
10	REPORTS OF COMMITTEES .....	4
11	CHIEF EXECUTIVE OFFICERS REPORT .....	5
11.1	<i>Governance and Administration</i> .....	5
11.1.1	NEW POLICY ON USE OF THE COMMON SEAL/EXECUTING OF LEGAL DOCUMENTS' .....	5
11.1.2	CEACA MEETING .....	9
11.2	<i>Finance</i> .....	11
11.2.1	MONTHLY FINANCIAL STATEMENTS .....	11
11.2.2	ACCOUNTS PAID AS LISTED .....	13
11.2.3	MONTHLY FINANCIAL POSITION .....	15
11.2.4	BUDGET ADOPTION 2021/2022 FINANCIAL YEAR .....	17
11.3	<i>Law, Order &amp; Public Safety</i> .....	23
11.4	<i>Health and Building</i> .....	23
11.5	<i>Education &amp; Welfare</i> .....	23
11.6	<i>Housing</i> .....	23
11.7	<i>Community Amenities</i> .....	23
11.8	<i>Recreation and Culture</i> .....	23
11.9	<i>Transport</i> .....	23
11.10	<i>Economic Services</i> .....	23
11.11	<i>Other Property &amp; Services</i> .....	23
11.12	<i>Reserves</i> .....	23
12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN .....	23
13	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING .....	23
14	MATTERS FOR WHICH MEETING MAY BE CLOSED .....	23
15	DATE OF NEXT MEETING .....	24
16	CLOSURE .....	24



# SHIRE OF KOORDA MINUTES

**FOR THE ORDINARY MEETING OF COUNCIL**  
Held in the Council Chambers, 10 Haig Street,  
Koorda, on Tuesday 22 June at 5.00pm

## 1 DECLARATION OF OPENING

The Presiding Person declared the meeting open at 5.02pm.

## 2 ANNOUNCEMENT OF VISITORS

## 3 RECORD OF ATTENDANCE

### 3.1 *Record of Attendance:*

CR JM Stratford	President
CR PL McWha	Deputy President
CR GL Boyne	Councillor
CR BG Cooper	Councillor
CR LC Smith	Councillor
CR RDG Storer	Councillor
Mr Darren Simmons	CEO
Miss Lana Foote	DCEO

### 3.2 *Apologies:*

### 3.3 *Approved Leave of Absence:*

**PRESIDENT TO DRAW THE DISCLAIMER TO THE PUBLIC'S ATTENTION**  
**(If members of the public present)**

## 4 QUESTION TIME FOR THE PUBLIC

### 4.1 *Response to Previous Public Questions Taken on Notice*

### 4.2 *Public Question Time Open*

### 4.3 *Public Question Time Closed*

## 5 APPLICATIONS FOR LEAVE OF ABSENCE

## 6 DECLARATIONS OF INTEREST

## 7 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

## **8 CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS**

### **8.1 ORDINARY MEETING HELD 16 May 2021 ([Click here to view](#))**

#### **COUNCIL DECISION Officer Recommendation**

**Moved CR BG Cooper**

**Seconded CR LC Smith**

**That the Minutes of the Koorda Shire Council Ordinary Meeting held on the 16 May 2021, as circulated be confirmed and certified as a true and accurate record.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 010621**

## **9 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION**

On behalf of Council, sincere condolences to the Greenham family on the passing of Vic.

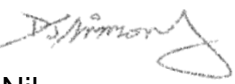
## **10 REPORTS OF COMMITTEES**

## 11 CHIEF EXECUTIVE OFFICERS REPORT

### 11.1 Governance and Administration

#### 11.1.1 NEW POLICY ON USE OF THE COMMON SEAL/EXECUTING OF LEGAL DOCUMENTS

##### **Section 5.23 – Applicability**

<b>Location:</b>	Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b> Cr JM Stratford
<b>File Reference:</b>	Policy Manual
<b>Disclosure of Interest:</b>	Nil
<b>Author:</b>	Darren Simmons, Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	Nil

##### **Background:**

In 2009, an amendment was made to the Local Government Act 1995 (the Act) that saw the insertion of new sections 9.49A and 9.49B (as extracted below under 'Statutory Environment') in order to provide clarity around the use of a local government's Common Seal, specifically, and the execution of legal documents by local governments, generally.

##### **Comment**

Whilst the CEO is unaware of any issues arising from the Shire's use of the Common Seal, it is suggested that it may be prudent for Council to adopt a policy sooner rather than later to aid in meeting its obligations under the Act and to avoid any issues that could arise from the numerous legal documents that are entered into by the Shire.

It is in this context that a draft policy has been prepared and included within the 'Officer Recommendation' of this report for Council's consideration.

##### **Consultation**

Nil

##### **Statutory Environment:**

*The relevant sections of the Local Government Act 1995 states:*

##### **9.49A. Execution of documents**

- (1) A document is duly executed by a local government if —
  - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
  - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —

- (a) the mayor or president; and
- (b) the CEO,

each of whom is to sign the document to attest that the common seal was so affixed.

- (4) A local government may, by resolution, authorise the CEO, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.
- (5) A document executed by a person under an authority under subsection (4) is not to be regarded as a deed unless the person executes it as a deed and is permitted to do so by the authorisation.
- (6) A document purporting to be executed in accordance with this section is to be presumed to be duly executed unless the contrary is shown.
- (7) When a document is produced bearing a seal purporting to be the common seal of the local government, it is to be presumed that the seal is the common seal of the local government unless the contrary is shown.

*[Section 9.49A inserted: No. 17 of 2009 s. 43; amended: No. 16 of 2019 s. 68.]*

#### **9.49B. Contract formalities**

- (1) Insofar as the formalities of making, varying or discharging a contract are concerned, a person acting under the authority of a local government may make, vary or discharge a contract in the name of or on behalf of the local government in the same manner as if that contract was made, varied or discharged by a natural person.
- (2) The making, variation or discharge of a contract in accordance with subsection (1) is effectual in law and binds the local government concerned and other parties to the contract.
- (3) Subsection (1) does not prevent a local government from making, varying or discharging a contract under its common seal.

*[Section 9.49B inserted: No. 17 of 2009 s. 43.]*

#### **Financial Implications:**

As the proposed policy mirrors the current practice there are no financial implications that are different to the current practice / process.

#### **Strategic Implications:**

Shire of Koorda Strategic Community Plan 2018

Outcome 4.1 – To provide accountable and transparent leadership

**Voting Requirement:**

Absolute majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR GL Boyne**

**Seconded CR LC Smith**

**That Council, pursuant to section 9.49A and 9.49B of the Local Government Act 1995, adopt the 'Use of the Common Seal/ Executing of Legal Documents Policy' as follows:**

*"Use of the Shire of Koorda Common Seal/Executing of Legal Documents Policy"*

**Objective:**

*To satisfy the legal requirements regarding the execution and validation of documents and Contracts in accordance with section (s.) 9.49A and 9.49B of the Local Government Act 1995.*

**Procedure:**

- 1. The Shire President and Chief Executive Officer are authorised to sign and/or affix the common seal to the following documents, where such documents result from the following transactions:*
  - 1.1 Where land is disposed of pursuant to s. 3.58 of the Local Government Act 1995 (as amended);*
  - 1.2 Where land is acquired pursuant to s. 3.55 and s. 3.59 of the Local Government Act 1995 (as amended);*
  - 1.3 In respect of leases of land and licence to occupy municipal property where approved by Council;*
  - 1.4 In respect of leases for the purchase of plant and equipment approved by Council;*
  - 1.5 In respect of borrowings approved by Council;*
  - 1.6 In respect of easements and legal agreements over land for the purpose of drainage or conditions arising from subdivision of land and planning approvals;*
  - 1.7 In respect of withdrawal of caveats and surrender of easements where the Chief Executive Officer considers that Council's interests have been satisfied;*
  - 1.8 In respect of contracts of employment approved by Council;*
  - 1.9 In respect of documents of a ceremonial nature, where the affixing of the common seal is for prosperity and not a legal requirement;*
  - 1.10 In respect of agreements required for funding of Council works and services considered with the resolution of Council or requiring renewal of the agreement for funding currently provided;*
  - 1.11 In respect of the adoption of local laws; and*
  - 1.12 Any document stating that the common seal of the Shire is to be affixed.*
- 2. In relation to 1. above, in the absence of the Shire President and/or Chief Executive Officer, as the case may be, the Deputy Shire President and the Acting or Deputy Chief Executive Officer are authorised to affix the common seal.*
- 3. The procedure to be adopted for the use of the common seal is as follows:*
  - 3.1 The Chief Executive Officer is responsible for the security and proper use of the common seal.*

*3.2 The common seal is not to be affixed to any documents except as authorised by Council.*

*3.3 The common seal is to be affixed to a document in the presence of:*

- The Shire President, or in his/her absence, the Deputy Shire President; and*
- The Chief Executive Officer or Acting/Deputy Chief Executive Officer, as the case may be;*

*Each of whom is to sign the document to attest that the common seal was so affixed.*

*3.4 Details of all transactions where the common seal has been affixed must be recorded in a register kept by the Chief Executive Officer.*

*The register is to record:*

- The date on which the common seal was affixed;*
- The nature of the document; and*
- The parties to any agreement to which the common seal was affixed.*

*4. The wording to accompany the application of the common seal to be as follows:*

*4.1 "The common seal of the Shire of Koorda was hereto affixed by the Authority of Council."; or*

*4.2 "The common seal of the Shire of Koorda was affixed by authority of a resolution of Council in the presence of the Shire President and the Chief Executive Officer."*

*5. Authority is provided to the Chief Executive Officer or the person acting in the position of Chief Executive Officer to sign contracts, deeds and other documents that do not require the affixing of the common seal.*

**PUT & CARRIED BY ABSOLUTE MAJORITY: 6/0  
RESOLUTION NO: 020621**



## 11.1.2

### **CEACA MEETING** **25 May 2021 at Kellerberrin**

#### **Section 5.23 – Applicability**

**Location:**

**Portfolio:**

**Governance, Administration and Finance**

Cr JM Stratford

**File Reference:**

ADM 0237

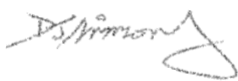
**Disclosure of Interest:**

No Interest declared by CEO

**Author:**

Darren Simmons, Chief Executive Officer

**Signature of CEO**



**Attachment:**

[Minutes](#)

#### **Background:**

Minutes of the CEACA Meeting held on 25 May 2021 at Kellerberrin.

#### **Comment:**

The following business issues were discussed:

- Item 2.1 Strategic Priorities
- Item 2.2 Annual Membership Levy
- Item 2.3 Executive Committee Charter
- Item 3.1 CEO Report
- Item 4.1 Other Business

#### **Consultation**

Members of CEACA

#### **Statutory Environment:**

Nil

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.1.7 - Develop successful and collaborative partnerships

4.2.2 - Facilitate resource sharing on a regional basis

2.1.3 - Support processes that will enhance local business access to professional services and advice

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR BG Cooper**

**Seconded CR PL McWha**


**That Council note and endorse the recommendations of the CEACA meeting held at Kellerberrin on 25 May 2021.**

**PUT & CARRIED: 5/1**  
**RESOLUTION NO: 030621**  
**Cr GL Boyne voted against the motion**

## 11.2 Finance

### 11.2.1 **MONTHLY FINANCIAL STATEMENTS** As at 31 May 2021

#### **Section 5.23 – Applicability**

Location:	Shire of Koorda
<b>Portfolio:</b>	<b>Governance, Administration and Finance</b>
	Cr JM Stratford
<b>File Reference:</b>	ADM 0448
<b>Disclosure Of Interest:</b>	No interest declared by CEO
<b>Author:</b>	Lana Foote, Deputy Chief Executive Officer
<b>Signature of CEO</b>	
<b>Attachment:</b>	<a href="#">Monthly Financial Statement</a>

#### **Background:**

Submission of monthly Financial Statements for period ended 31 May 2021.

#### **Comment:**

Monthly Financial Statements for the period ended 31 May 2021 for Council's information and acceptance. The variances are mentioned on Note 14 of Statement of Financial Activity.

#### **Consultation:**

Nil

#### **Statutory Environment:**

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996 34.1(2) as amended 2005

#### **Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.2.4 – Operate in a financially sustainable manner

4.3.3 – Provide reporting processes in a transparent accountable and timely manner

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR GL Boyne**

**Seconded CR RDG Storer**


**That the monthly Financial Statements for the period ended 31 May 2021, as presented, be received and adopted.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 040621**

CONFIRMED

**11.2.2 ACCOUNTS PAID AS LISTED**  
**As at 14 June 2021**

**Section 5.23 – Applicability**

**Location:** Shire of Koorda  
**Portfolio:** Governance, Administration and Finance  
CR JM Stratford  
**File Reference:** ADM 0448  
**Disclosure Of Interest:** No interest declared by CEO  
**Author:** Lana Foote, Deputy Chief Executive Officer  
**Signature of CEO**  
  
**Attachment:** [Monthly Report List](#)

**Background:**

Regulatory requirement to advise Council of payments made, since the previous meeting.

**Comment:**

The payments on the attached schedule have been made for the period to 14 June 2021 and are generally within budget guidelines and are of an operational nature. Payments for capital assets expenditure are:

V731	Koorda Ag Parts	\$15,480.08
V736	Sleepmaker Australia	\$18,942.00
V753	KTY Electrical Services	\$17,820.00
V754	Mega Holdings Pty Ltd	\$3,880.80
V760	Western Power	\$550.00
V762	Bendigo Card Services	\$4,247.08
V770	Koorda Short Term Stay	\$260.00
V786	Colas WA	\$72,488.24
V794	Koorda Ag Parts	\$3,693.36
V795	KTY Electrical Services	\$14,912.04
V797	McIntosh Holdings Pty Ltd	\$70,180.00
V806	Koorda Ag Parts	\$29,216.00

**Consultation:**

Nil

**Statutory Environment:**

Local Government Act 1995, Section 5.42

Local Government (Financial Management) Regulations 1996 12(1) (a), 13(1), 13(3).

**Policy Implications:**

Nil

**Financial Implications:**

Budget guidelines and constraints

Need to authorise unbudgeted expenditure (if any)

### **Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.2.4 – Operate in a financially sustainable manner

4.3.3 – Provide reporting processes in a transparent, accountable and timely manner

### **Voting Requirement:**

Simple majority

### **COUNCIL DECISION**

#### **Officer Recommendation**

**Moved CR LC Smith**

**Seconded CR BG Cooper**

**That accounts as listed being for period 11 May 2021 to 14 June 2021.**

**Municipal Vouchers No's V723 to V807  
Credit Card Transactions (V762)**

**Totalling  
Totalling  
Total**


**\$ 486,050.39  
\$ 4,247.08  
\$ 490,297.47**

**To be endorsed or passed for payment**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 050621**

### 11.2.3 **MONTHLY FINANCIAL POSITION** **As at 14 June 2021**

**Section 5.23 – Applicability**

**Location:** Shire of Koorda  
**Portfolio:** **Governance, Administration and Finance**  
Cr JM Stratford  
**File Reference:** ADM 0448  
**Disclosure Of Interest:** No interest declared by the CEO  
**Author:** Lana Foote, Deputy Chief Executive Officer  
**Signature of CEO**  
  
**Attachment:** [Financial Position](#)

**Background:**

Current Monthly Financial position as at 14 June 2021 on various accounts.

**Comment:**

The Municipal Account's financial position as at 14 June 2021 indicated at this time.

Monthly Financial Position	Municipal Account	\$ 1,148,660.31
	Reserve Account	\$ 5,748,350.90
	Trust Account	\$ 0.00

**Consultation:**

Monthly advice

**Statutory Environment:**

Local Government Act 1995, Section 6.4

**Policy Implications:**

Regulation

**Financial Implications:**

Shows current financial position

**Strategic Implications:**

Shire of Koorda Strategic Community Plan

4.2.4 – Operate in a financially sustainable manner

4.3.3 – Provide reporting processes in a transparent, accountable and timely manner

**Voting Requirement:**

Simple majority

**COUNCIL DECISION**  
**Officer Recommendation**

**Moved CR GL Boyne**

**Seconded CR PL McWha**

**That the Financial Position as at 14 June 2021 as presented, be noted, received and adopted.**

**PUT & CARRIED: 6/0**  
**RESOLUTION NO: 060621**

CONFIRMED



**5.21pm SUSPEND STANDING ORDERS**

**Moved CR BG Cooper**

**Seconded CR GL Boyne**

**That standing orders be suspended to discuss item 11.2.4: Budget Adoption 2021/2022 Financial Year.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 070621**

The DCEO spoke to her report. Numerous questions were asked, and answers given.

**5.52pm RESUMPTION OF STANDING ORDERS**

**Moved CR RDG Storer**

**Seconded CR GL Boyne**

**That standing orders be resumed as per attendance register.**

**PUT & CARRIED: 6/0  
RESOLUTION NO: 080621**

**11.2.4 BUDGET ADOPTION 2021/2022 FINANCIAL YEAR**

**Section 5.23 – Applicability**

**Location:**

**Portfolio:** Governance, Administration and Finance  
Cr JM Stratford

**File Reference:** ADM 0044

**Disclosure Of Interest:** No interest declared by the CEO  
No interest declared by Councillors

**Author:** Lana Foote, Deputy Chief Executive Officer

**Signature of CEO**



**Attachment:** Final Draft 2021/2022 Budget (Also circulated separately to Councillors prior to the meeting)

**Background:**

The draft 2021/2022 budget has been compiled based on the principles contained in the Strategic Community Plan and Plan for the Future. The 2021/2022 draft budget has been prepared in accordance with the presentations made to Councillors at the budget workshop on the 1<sup>st</sup> June 2021.

**Comment:**

The draft 2021/2022 budget continues to deliver on other strategies adopted by the council and maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well as on renewing all assets at sustainable levels.

The budget has been prepared to include information required by the Local Government Act 1995, Local Government (Financial Management) Regulations 1996 and Australia Accounting Standards. The main features of the draft budget are included below, and the Statutory budget and detailed information is attached for Council's consideration, endorsement and acceptance;

- ❖ The budget has been prepared with a 2.5% increase in overall rates revenue from 2020-21. The State Government has advised the minimum non-payment penalties on overdue rates and charges has been reduced from 8% to 7% pa.
- ❖ Fees and charges have generally remained the same as previous. Following the success of the free pool admissions, Council has again opted to have no charge to the Koorda Swimming Pool for the 2021/2022 season.
- ❖ Following previous year practices, the recurrent operating budget has been comprised from an expenditure and income review which looks over the past three years to gauge financial trends. Any significant changes were explained to councillors in the budget work shop.
- ❖ A Capital works program totalling of \$2.635 million 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 at \$1.565 million in line with Council's strategy to maintain an efficient, safe and quality road network.

The major plant replacement items up for replacement this year is the 2003 FEL (P043) and 1982 Semi Side Tipper Trailer (P057) which brings the plant replacement program up to \$765,000.

The House and Building Program capital expenditure is budgeted at \$305,000.

- ❖ An estimated surplus of \$574,677 is anticipated to be bought forward from 30 June 2021, this is unaudited and may change. Any change will be addressed as part of the future budget review. Note: Prepayment of the 2021/2022 Federal Assistance Grant was received in June 2021 (\$1,023,030).
- ❖ Principal additional grant funding for the year is estimated from;

○ Grants Commission (untied) (does not include pre-payment)	\$615,000
○ Grants Commission (roads) (does not include pre-payment)	\$290,000
○ Local Roads and Community Infrastructure Fund (LRCI)	\$310,996
○ Roads to Recovery	\$402,890
○ Regional Road Group	\$363,000
○ Main Roads – Direct Grant	\$157,000

Note regarding LRCI fund: Phase 1 final 50% and Phase 2 final 30% allocated in the 2021/2022 budget. The Shire of Koorda have been allocated \$879,414 worth of funds in Phase 3, which is to be spent between 1 January 2022 and 30 June 2023. Councillors and Staff will work towards securing funds to a project and will bring in income and expenditure at future budget reviews/adoptions pending on project timelines.

### Consultation:

While no specific public consultation has occurred on the 2021/2022 budget, community consultation and engagement has previously occurred during the development of the Strategic Community Plan from which the Corporate Business Plan was developed. Extensive internal consultation has occurred between the below parties through briefings and workshops.

Darren Simmons – Chief Executive Officer  
Darren West – Works Supervisor  
Moore – Accounting Services  
Councillors

## **Statutory Environment:**

*Local Government Act 1995 - Section 6.2* 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 (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of Part 6 of the *Local Government Act 1995* refer to the setting of the 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:**

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

The annual budget has an effect on the majority of Council's current policies.

## **Financial Implications:**

Specific financial implications are as outlined in the Detail section of this report and as itemised in the draft 2020/2021 budget attached for adoption.

## **Strategic Implications:**

Shire of Koorda Strategic Community Plan

3.2.5 - Develop and maintain sustainable assets and infrastructure

4.2.4 - Operate in a financially sustainable manner

4.3.3 - Provide reporting processes in a transparent, accountable and timely manner

Council's Strategic Community Plan and the Strategic Resourcing Plan 2020-2035 (being the Shire's long-term financial plan) has been used as a baseline for the budget document.

## **Voting Requirement:**

Absolute majority (4)

## **COUNCIL DECISION**

### **Officer Recommendation**

**Moved CR RDG Storer**

**Seconded CR BG Cooper**

**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*, that Council adopt the Municipal Fund Budget as contained in the Attachment of this agenda and the minutes, for the Shire of Koorda for the 2021/2022 financial year which includes the following;**

- Statement of Comprehensive Income by Nature and Type on page 5 showing a net result for that year of (\$667,272)**

- **Statement of Comprehensive Income by Program on page 7 showing a net result for that year of (\$667,272)**
- **Statement of Cash Flows on page 9**
- **Rate Setting Statement on page 10 showing an amount required to be raised by rates of \$1,134,756**
- **Notes to and forming Part of the Budget on pages 11 to 28**
- **Detailed operating budget on pages 29 to 70**
- **Budget Program Schedules as detailed in pages 71 to 79**
- **Transfers to/from Reserve Accounts as detailed in page 23 (Note 7)**

## **Part B – General and Minimum Rates, Instalment Payment Arrangements**

- 1. For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted as 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 payments on Gross Rental and Unimproved Values.**

### **1.1. General Rates**

• Residential (GRV)	11.630 cents in the dollar
• Industrial (GRV)	11.630 cents in the dollar
• Commercial (GRV)	11.630 cents in the dollar
• Special Rural (GRV)	11.630 cents in the dollar
• Rural (UV)	1.7300 cents in the dollar
• Mining (UV)	1.7300 cents in the dollar

### **1.2. Minimum Payments**

• Residential (GRV)	\$400.00
• Industrial (GRV)	\$400.00
• Commercial (GRV)	\$400.00
• Special Rural (GRV)	\$400.00
• Vacant (GRV)	\$400.00
• Rural (UV)	\$400.00
• Mining (UV)	\$400.00

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

**Option 1 (Pay in full by due date) 1<sup>st</sup> September 2021**

**Option 2 (Pay in full by instalments)**

<b>Instalment One</b>	<b>1<sup>st</sup> September 2021</b>
<b>Instalment Two</b>	<b>10<sup>th</sup> November 2021</b>
<b>Instalment Three</b>	<b>12<sup>th</sup> January 2022</b>
<b>Instalment Four</b>	<b>16<sup>th</sup> March 2022</b>

3. Pursuant to Section 6.46 of the *Local Government Act 1995*, Council offers a discount of 5% (on rates charge only) who have paid their rates in full, including arrears, waste and service charges, on or before 18<sup>th</sup> August 2021.
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 a 0% interest rate where an owner has elected to pay the 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 Regulation 70 of 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.

#### Part C – 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 at pages 30 to 70 inclusive of the draft 2021/2022 budget included as an attachment of this agenda and minutes.

Sewerage Charges as shown in the schedule of fees and charges; on page 46 of the draft 2021/2022 budget. That Council impose the following sewerage charges and minimum payments on Gross Rental Values where applicable.

- GRV Properties 10.430 cents in the dollar
- Minimum GRVs \$350.00

#### Part D – Statutory Fees 2021/2022

1. Pursuant to Section 53 of the *Cemeteries Act 1995*, council adopts the Fees and Charges for the Koorda and Cowcowing Cemeteries included on pages 46 and 47 of the draft 2021/2022 budget included as an attachment of this agenda and minutes.
2. Pursuant to Section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopts the following charges for the removal and deposit of domestic and commercial waste included on page 44 of the draft 2021/2022 budget included as an attachment of this agenda and minutes:
  - Refuse Collection, per bin \$180.00pa
  - Refuse Collection, per bin (aged pensioner) \$100.00pa
  - Recycling Collection, per bin \$160.00pa
  - Recycling Collection, per bin (aged pensioner) \$100.00pa

#### Part E – Elected Members' Fees and Allowances 2021/2022

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 attendance fees:
  - President \$4,500.00
  - Councillors \$3,600.00

2. Pursuant to Section 5.99A of the *Local Government Act 1995* and regulations 34A and 34AA of the *Local Government (Administration) Regulations 1996*, council adopts the following annual allowance for elected members:
  - IT & Telecommunications Allowance \$900.00
3. Pursuant to Section 5.98 (5) of the *Local Government Act 1995* and regulation 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:
  - President \$7,500.00
4. Pursuant to Section 5.98A of the *Local Government Act 1995* and regulation 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 \$1,650.00

#### **Part F – 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 reposting material variance shall be \$10,000 and 10%.

**PUT & CARRIED ABSOLUTE MAJORITY: 6/0  
RESOLUTION NO: 090621**

The President thanked staff for their work in the preparation of and presentation of the budget.

11.3	Law, Order & Public Safety
------	----------------------------

*No items this month*

11.4	Health and Building
------	---------------------

*No items this month*

11.5	Education & Welfare
------	---------------------

*No items this month*

11.6	Housing
------	---------

*No items this month*

11.7	Community Amenities
------	---------------------

*No items this month*

11.8	Recreation and Culture
------	------------------------

*No items this month*

11.9	Transport
------	-----------

*No items this month*

11.10	Economic Services
-------	-------------------

*No items this month*

11.11	Other Property & Services
-------	---------------------------

*No items this month*

11.12	Reserves
-------	----------

*No items this month*

12	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>
----	--

*No items this month*

13	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING</b>
----	---

14	<b>MATTERS FOR WHICH MEETING MAY BE CLOSED</b>
----	--



<b>15</b>	<b>DATE OF NEXT MEETING</b>
-----------	-----------------------------

Wednesday 21 July 2021 @ 5.00pm

<b>16</b>	<b>CLOSURE</b>
-----------	----------------

The Presiding Person thanked Councillors and Staff for their attendance and declared the meeting closed at 5.54pm.

Signed .....

Presiding Person at the meeting at which the minutes were confirmed

Date: 21 July 2021