

Initial drafts of the 2019-2023 CBP were presented to Council at the May and June 2019 Concept Forums, the feedback from which was used to further develop the attached document.

Comment

The Corporate Business Plan outlines the priorities and strategies that Council will pursue over the next four years to deliver on the community vision documented within the Strategic Community Plan (SCP). Given the recent significant review of the SCP, the CBP has been rebuilt to align with Council's updated strategic direction.

This document has been developed concurrently with the 2019/20 Budget, and relevant allocations have been noted in the CBP as per the draft Budget following the 9 July 2019 Budget Workshop.

In future years, it will be a key input during the budgeting process to guide resource allocation for Council projects.

The CBP will continue to be reviewed annually, providing an opportunity to consider any change in priorities based on the circumstances that prevail at that time. Reporting against the measures will form part of Council's regular reporting systems, including the Chief Executive Officer's own KPI's, and also be included in the Annual Report.

Consultation

Leadership Team

Statutory Environment

Local Government Act 1995:

5.53. Annual reports

- (1) *The local government is to prepare an annual report for each financial year.*
- (2) *The annual report is to contain —*
 - a. *a report from the mayor or president; and*
 - b. *a report from the CEO; and*
 - c. *[deleted]*
 - d. *[deleted]*
 - e. *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year; and*
 - f. *the financial report for the financial year; and*
 - g. *such information as may be prescribed in relation to the payments made to employees; and*
 - h. *the auditor's report prepared under section 7.9(1) or 7.12AD(1) for the financial year; and*
 - ha. *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993; and*
 - hb. *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
 - (i) *the number of complaints recorded in the register of complaints; and*
 - (ii) *how the recorded complaints were dealt with; and*
 - (iii) *any other details that the regulations may require; and*
 - i. *such other information as may be prescribed.*

5.56. Planning for the future

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any reg*

Local Government (Administration) Regulations 1996

19CA. Information about modifications to certain plans to be included (Act s. 5.53(2)(i))

- (1) *This regulation has effect for the purposes of section 5.53(2)(i).*
- (2) *If a modification is made during a financial year to a local government's strategic community plan, the annual report of the local government for the financial year is to contain information about that modification.*
- (3) *If a significant modification is made during a financial year to a local government's corporate business plan, the annual report of the local government for the financial year is to contain information about that significant modification.*

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) *A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending*
- (1) *30 June 2013.*
- (2) *A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) *A corporate business plan for a district is to —*
 - (a) *set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) *govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) *develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) *A local government is to review the current corporate business plan for its district every year.*
- (5) *A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) *A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine whether or not to adopt the plan or the modifications.*
- (7) *If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

Policy Implications

Nil.

Financial Implications

The Plan is the key driver for the annual budget and the long-term financial plan. This linkage ensures that community priorities are adequately funded and that appropriate and endorsed rating strategies are in place to allow any financial impact on the community to be carefully considered.

The financial references in the draft CBP reflect those in the draft budget following the 9 July 2019 Budget Workshop.

Strategic Implications

The Corporate Business Plan has direct links to all of the following documents;

- Annual Budget
- Community Strategic Plan
- Long Term financial Plan
- Workforce Plan
- Asset Management Plan

11.4 FIVE YEAR ROAD PLAN 2019-2024

| | |
|--------------------------------|-----------------------------------|
| Location/Address: | Shire of Mingenew |
| Name of Applicant: | Shire of Mingenew |
| Disclosure of Interest: | Nil |
| File Reference: | ADM0120 |
| Date: | 10 July 2019 |
| Author: | Nils Hay, Chief Executive Officer |
| Voting Requirements: | Simple Majority |

Summary

This report recommends the endorsement of the Shire of Mingenew's Five Year Road Plan 2019-2024.

Key Points:

- Non-statutory document, designed to identify and provide for resourcing of future road projects
- Seeks to support aims of Asset Management Plan and can help guide long term financial plan
- Provides guidance for key projects in current Financial Year
- Will be reviewed annually to ensure rolling five-year horizon
- Future years are somewhat aspirational, as will be dependent upon success of funding applications in the current year

OFFICER RECOMMENDATIONS AND COUNCIL DECISION - ITEM 11.4 - Resolution 19071706

Moved: Cr Smyth Seconded: Cr Bagley

That Council endorses the Shire of Mingenew Corporate Business Plan 2019 – 2023.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 6/0

Attachment

11.4.1 Draft Shire of Mingenew Five Year Road Plan 2019-2024

Background

The 5 Year Road Plan has been developed over the recent months, following identification of key road works projects and submissions of road funding applications (primarily Black Spot funding).

It provides direction for key road projects in the current financial year, whilst also providing clear guidance and a plan to address other projects/priorities in future years. The draft presented to the Council Concept Forum in June has been updated to reflect feedback provided there.

Comment

Whilst this isn't a statutory document, it does support Council's legislated obligations to plan for the future. It will be reviewed and reported against annually. This will allow us to maintain a rolling five-year horizon of works. It's worth noting that, beyond the current budgeted year, the document is more aspirational – which is why it will be important to review it in line with the budget in the forward years.

In 20/21 and 21/22 the document includes current funding applications for Black Spot works on Yandanooka NE Rd (including the Mingenew-Morawa Road intersection). Naturally, if all these applications are not successful (and potentially even if they are, in terms of managing budgetary capacity and workload) we will be required to amend scopes and push works out to future years.

Likewise, the potential for the CBH Heavy Vehicle Access project has been reflected in forward years, but with no cost attached as it's not possible at this early stage to form a reasonable estimate.

This is a 'living document' and will be regularly reviewed to reflect Council's evolving financial position and priorities. As it gets used, it's expected that it will become better integrated with Asset Management Plan and Long Term Financial Plan, and that the predications contained therein become increasingly accurate.

Consultation

Leadership Team
Greenfield Consulting Engineers

Statutory Environment

Local Government Act 1995:

5.56. Planning for the future

- (3) A local government is to plan for the future of the district.*
- (4) A local government is to ensure that plans made under subsection (1) are in accordance with any reg*

Policy Implications

Nil

Financial Implications

The Plan for FY19/20 reflects what was endorsed at the 9 July 2019 Budget Workshop.

FY20/21 onwards will be dependent upon a number of factors, including:

- Success (or otherwise) of funding applications
- Available Council funds for future roadworks programs
- Changes in priority for various road projects

As such, the document will be reviewed – along with the budget – annually to ensure that it reflects our financial reality as closely as possible.

Strategic Implications

The Plan has links to the following documents;

- Long Term financial Plan
- Asset Management Plan

The Shire's Strategic Community Plan 2019-2029 includes the following Goals:

- 1.1.1 Provide and support cost effective transport networks
- 1.2.1 Manage organisation in a financially sustainable manner

11.5 ROAD CLOSURE POLICY

| | |
|--------------------------------|-----------------------------------|
| Location/Address: | Shire of Mingenew |
| Name of Applicant: | Shire of Mingenew |
| Disclosure of Interest: | Nil |
| File Reference: | ADM0489 |
| Date: | 11 July 2019 |
| Author: | Nils Hay, Chief Executive Officer |
| Voting Requirements: | Simple Majority |

Summary

To adopt a policy position with regard to closing Shire roads and issuing access permits to ensure safe road access and thoroughfare.

Key Points

- Section 5.30 of the Local Government Act provides local governments with the power to wholly or partially close roads
- The Shire does not currently have a Road Closure Policy; such a policy will give clarity to Council Officers and road users when it comes to the closure of roads and exemptions to any such closures
- The purpose of the proposed policy is to manage road closures in a manner that preserves the safety of road users and the lifespan of the Shire's road transportation network.
- A policy will guide the circumstances for which roads may be closed, the type/size of vehicle for which it applies and provide for any conditions and exemptions
- The Chief Executive Officer and Works Supervisor currently have delegated authority to close roads in accordance with s5.30 and s5.351 of the Local Government Act 1995 (Delegations CD09 and CEOD7 Closing of Thoroughfares).

OFFICERS RECOMMENDATION - ITEM 11.5

Moved: Cr McGlinn Seconded: Cr Smyth

That Council adopts the Shire of Mingenew Road Closure Policy 1.5.2 as provided under separate cover .

AMENDMENT – ITEM 11.5

Moved: Cr McGlinn Seconded: Cr Bagley

That the Road Closure Policy provides for a mandatory review time of any road closure and that the CEO gives consideration to animal welfare of livestock that may be in transit at the time of imposing a road closure.

SUBSTANTIVE MOTION AND COUNCIL DECISION – ITEM 11.5 - Resolution 19071707

That Council adopts the Shire of Mingenew Road Closure Policy 1.5.2 as provided under separate cover , subject to the following provisions being included within the Policy:

- **a mandatory review time be provided with any imposed road closure; and**
- **consideration be given to animal welfare of livestock in transit in issuing exemptions.**

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 5/1

Attachment

11.5.1 Proposed Road Closure Policy

Background

Currently Council does not have a policy to guide road closures.

The Chief Executive Officer has been granted delegated authority (Register of Delegated Authority v1.3 adopted 19 December 2018) to manage the closing of thoroughfares as follows:

Authority to:

1. Close a thoroughfare managed by the Shire (wholly or partially) for a period of less than four weeks [s3.50(1)];
2. Close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles [s3.50(1), (1a) and (2)].
3. Approve an application for an order for a road closure [for an event] [r4]
4. Waive the payment of all or any of the costs referred to in sub regulation (2) [r9(3)].

The Works Supervisor has sub-delegated authority (by the CEO) to:

1. Close a thoroughfare managed by the Shire (wholly or partially) for a period of less than four weeks [s3.50(1)];
2. Close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles [s3.50(1), (1a) and (2)].

Comment

A Road Closure Policy provides greater clarity and guidance with regard to managing road closures, allowing for:

- the circumstances under which a road may be closed;
- the type/size of vehicle for which a closure may apply
- conditions under which a permit may be issued; and
- any exemptions that may apply.

Consultation

Neighbouring local governments;

- Three Springs have a similar policy but for vehicles of 5t or more
- City of Greater Geraldton have a similar policy, but for vehicles of 3.5t or more
- Morawa have a similar policy, for vehicles of 4.5t or more

Statutory Environment

Local Government Act 1995 section 3.50(1)

3.50. Closing certain thoroughfares to vehicles

- (1) A local government may close any thoroughfare that it manages to the passage of vehicles, wholly or partially, for a period not exceeding 4 weeks.
- (1a) A local government may, by local public notice, order that a thoroughfare that it manages is wholly or partially closed to the passage of vehicles for a period exceeding 4 weeks.
- (2) The order may limit the closure to vehicles of any class, to particular times, or to such other case or class of case as may be specified in the order and may contain exceptions.
- [(3) deleted]
- (4) Before it makes an order wholly or partially closing a thoroughfare to the passage of vehicles for a period exceeding 4 weeks or continuing the closure of a thoroughfare, the local government is to —
 - (a) give local public notice of the proposed order giving details of the proposal, including the location of the thoroughfare and where, when, and why it would be closed, and inviting submissions from any person who wishes to make a submission; and
 - (b) give written notice to each person who —
 - (i) is prescribed for the purposes of this section; or
 - (ii) owns land that is prescribed for the purposes of this section; and
 - (c) allow a reasonable time for submissions to be made and consider any submissions made.
- (5) The local government is to send to the Commissioner of Main Roads appointed under the Main Roads Act 1930 a copy of the contents of the notice required by subsection (4)(a).
- (6) An order under this section has effect according to its terms, but may be revoked by the local government, or by the Minister, by order of which local public notice is given.
- [(7) deleted]
- (8) If, under subsection (1), a thoroughfare is closed without giving local public notice, the local government is to give local public notice of the closure as soon as practicable after the thoroughfare is closed.
- (9) The requirement in subsection (8) ceases to apply if the thoroughfare is reopened.

3.50A. Partial closure of thoroughfare for repairs or maintenance

Despite section 3.50, a local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure —

- (a) is for the purpose of carrying out repairs or maintenance; and*
- (b) is unlikely to have a significant adverse effect on users of the thoroughfare.*

Policy Implications

This policy has been developed as a risk management tool for identifying and managing road risks.

Financial Implications

This policy may provide some savings if mitigating risks to road infrastructure and public safety.

Strategic Implications

The Shire has a core responsibility to ensure the safety and well-being of those within and travelling through the Shire's road networks.

12.0 REPORTS OF ADMINISTRATION

12.1 FINANCIAL REPORT FOR THE PERIOD ENDED 30 JUNE 2019

| | |
|--------------------------------|----------------------------------|
| Location/Address: | Shire of Mingenew |
| Name of Applicant: | Shire of Mingenew |
| Disclosure of Interest: | Nil |
| File Reference: | ADM0304 |
| Date: | 11 July 2019 |
| Author: | Jeremy Clapham – Finance Manager |
| Voting Requirement: | Simple Majority |

Summary

This report recommends that the Monthly Financial Report for the period ending 30 June 2019 as presented to the Council be received.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.1 - Resolution 19071708

Moved: Cr Cosgrove Seconded: Cr Smyth

That the Monthly Financial Report for the period 1 July 2018 to 30 June 2019 be received.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 6/0

Attachment

12.1.1 Monthly Financial Report for period ending 30 June 2019

Background

The Monthly Financial Report to 30 June 2019 is prepared in accordance with the requirements of the Local Government Act and the Local Government (Financial Management) Regulations and includes the following:

- Statement of Financial Activity by Nature & Type
- Statement of Financial Activity by Program
- Statement of Capital Acquisitions and Capital Funding
- Explanation of Material Variances
- Net Current Funding Position
- Cash and Investments
- Budget Amendments
- Receivables
- Cash Backed Reserves
- Capital Disposals
- Rating Information
- Information on Borrowings
- Grants & Contributions
- Trust

Comment

| SUMMARY OF FUNDS – SHIRE OF MINGENEW as at 30 June 2019 | |
|--|-----------|
| Municipal Fund | \$530,714 |
| Cash on Hand | \$100 |
| Restricted Funds – 3 Month Term Deposit @ 2.50% | \$551,945 |
| Trust Fund | \$19,111 |
| Reserve fund (3 Month Term Deposit) @ 2.50% | \$308,490 |

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered.

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2018/2019 financial year.

The Monthly Financial Report for the period ending 30 June 2019 has not yet been audited and is subject to change. No significant changes are foreseen.

Consultation

Nil

Statutory Environment

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

34. Financial activity statement required each month (Act s. 6.4)

(1A) In this regulation —

committed assets means revenue unspent but set aside under the annual budget for a specific purpose.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, 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); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing —
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets; and
 - (b) an explanation of each of the material variances referred to in sub regulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown —
 - (a) according to nature and type classification; or

- (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub regulation (2), are to be —
- (a) Presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Policy Implications

Nil

Financial Implications

No financial implications are indicated in this report.

Strategic Implications

Nil

12.2 LIST OF PAYMENTS FOR THE PERIOD ENDING 30 JUNE 2019

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0042
Attachment/s: List of Payments – June 2019
Disclosure of Interest: Nil
Date: 11 July 2019
Authorising Officer: Jeremy Clapham, Finance Manager
Voting Requirement: Simple Majority

Summary

This report recommends that Council receive the list of payments for period ending 30 June 2019 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 12.2 - Resolution 19071709

Moved: Cr Cosgrove Seconded: Cr Bagley

That Council receive the attached list of payments for the month of June 2019 as follows:

| | |
|---------------------|---|
| \$20,485.90 | Municipal Cheques 8604 to 8608; |
| \$997,012.18 | Municipal EFT12516 to EFT12608; |
| \$11,143.88 | Municipal Direct Debit Superannuation payments; |
| \$51,645.10 | Municipal Direct Debit Department of Transport (Licencing) Payments; |
| \$432.17 | Municipal Direct Debit National Australia Bank Fees; and |
| \$12,532.20 | Municipal Direct Debit Other. |

Totalling \$1,093,251.43 as per attached list of payments.

Net Salaries not included in the attached list of payments - \$70,602.76

Total of all payments - \$1,163,854.19.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 6/0

Attachment

12.2.1 List of Payments – June 2019

Background

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

Comment

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costings, and that the amounts shown were due for payment.

Consultation

Nil

Statutory Environment

Local Government Act 1996, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 15

Policy Implications

Payments have been made under delegation.

Financial Implications

Funds available to meet expenditure.

Strategic Implications

Nil

13.0 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN/FOR CONSIDERATION AT FOLLOWING MEETING

13.1 REDUCTION OF SPEED LIMIT ON MIDLANDS RD

COUNCIL DECISION - ITEM 13.1 - Resolution 19071710

Moved: Cr Newton Seconded: Cr McGlinn

That the Department of Main Roads, and/or the relevant authorities, be requested to reduce the speed limit on Midlands Road, between Spring Street and Lockier Street, from 50 kilometres per hour to 40 kilometres per hour.

VOTING DETAILS: (DELIBERATIVE VOTE 3/3) CARRIED BY PRESIDENT'S CASTING VOTE: 4/3

CEO Comment

This matter was flagged with Main Roads who indicated that they would be unlikely to support the request, based on the following:

- 40kph speed zones are generally only reserved for special purposes, and not recommended for thoroughfares like Midlands Road
- Implementation of a 40kph zone over this section would require rezoning the approaching sections also, as MRWA only alter zones by up to 30kph at a time (currently the speed limit transitions from 110kph to 80kph to 50kph).

Whilst this does not preclude the matter from being debated, it is likely that MRWA will require proof of exceptional circumstances to support a request of this nature.

The following written comment was received from Peter Herbert, Network Operations Manager, Central and Northern Regions / Mid West – Gascoyne:

"Hi Nils

I refer to your enquiry regarding the lowering of speed throughout the town centre of Mingenew.

Main Roads does not consider a 40km/h speed zone on Midlands Road throughout the town centre to be appropriate.

The use of 40km/h speed limits is generally restricted to school zones and locations where there is significant pedestrian activity, with frequent crossings being made both day and night during all days of the week.

I am aware that this is not the situation in Mingenew, with low pedestrian numbers during the day and reducing more outside of normal business trading hours.

The section of road currently has the state default 50km/h speed limit that applies in built up areas. This reduced speed limit is to allow for the conflict between through traffic, local traffic and pedestrians.

Experience has shown that the imposition of artificially low speed limits has little impact on the actual operating speed chosen by the majority of motorists. Reducing the speed limit in these circumstances could actually compromise safety because some motorists may ignore the reduced speed limit and not slow down while others expecting lower speeds, might exercise less caution, as a consequence, safety for pedestrians would diminish rather than enhanced.

As you are aware, enhanced enforcement by police is often the most effective means of reducing vehicle operating speeds through town sites and this is best achieved by engaging local police.

Pls contact if you require further comment"

14.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

14.1 PROPOSED LATE ITEM – ANNUAL BUDGET 2019/20

In accordance with Clause 3.12 of the *Shire of Mingenew Standing Orders Local Law 2017*, consent by the Presiding Member was given for a Late Item report and Annual Budget 2019/20 be presented at this meeting in order to deliver the Annual Budget 2019/20 within the statutory timeframe and commence with key projects as soon as possible.

14.1 LATE ITEM - ADOPTION OF 2019/20 BUDGET

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0130
Date: 15 July 2019
Author: Jeremy Clapham, Finance Manager
Voting Requirement: Absolute Majority

Summary

This report seeks Council adoption of the Shire of Mingenew 2019/20 Budget.

Key Points

- Balanced budget
- 1% rate increase
- No new borrowings proposed
- Where possible, fees and charges amended to better reflect actual cost

OFFICER RECOMMENDATIONS AND COUNCIL DECISION - ITEM 14.1

PART A – MUNICIPAL FUND BUDGET FOR 2019/20 FINANCIAL YEAR - Resolution 19071711

Moved: Cr Cosgrove Seconded: Cr Bagley

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 Attachment 14.1.1 of this Agenda for the Shire of Mingenew for the 2019/20 financial year which includes the following:

- Rates Setting Statement
- Statement of Cash Flows
- Comprehensive Income Statement by Program
- Comprehensive Income Statement by Nature/Type
- Notes to and Forming Part of the Budget
- Capital Works Program
- Road Program
- Plant Replacement Program

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 5/1

PART B – GENERAL AND MINIMUM RATES AND INSTALMENT PAYMENT ARRANGEMENTS - Resolution 19071712

Moved: Cr Smyth Seconded: Cr Cosgrove

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 payments on Gross Rental and Unimproved Values, as supplied by Landgate (as amended) as at 1 July 2019.

1.1 General Rates

- Mingenew & Yandanooka (GRV) 15.0276 cents in the dollar
- Rural & Mining (UV) 1.2915 cents in the dollar

1.2 Minimum Payments

- Mingenew & Yandanooka (GRV) \$707
- Rural & Mining (UV) \$1060.50

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 provides the option for ratepayers to pay their rates as a single payment or by 4 equal instalments; and, in accordance with Section 6.50 of the Act nominates the following due dates for the payment in full or by instalments:
 - Full payment and 1st instalment due date 30 August 2019
 - 2nd quarterly instalment due date 19 October 2019
 - 3rd quarterly instalment due date 17 January 2020
 - 4th quarterly instalment due date 16 March 20120
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 \$15 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 regulation 70 of the Local Government (Financial Management) Regulations 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
6. Pursuant to section 6.47 of the Local Government Act 1995, Council grants a 50% concession on rates assessments issued to all properties rateable on the basis of Gross Rental Valuation in the Yanda nooka Townsite with the object of recognising the reduced level of service provided to properties in Yandanooka Townsite as compared to Mingenew Townsite. Rates for A219 (Charitable property) are exempt and subject to a 20% voluntary contribution by the ratepayer.

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 6/0

PART C – ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2019/20 - Resolution 19071713

Moved: Cr McGlinn Seconded: Cr Cosgrove

1. Pursuant to Section 5.99 of the Local Government Act 1995, and regulation 30 of the Local Government (Administration) Regulations 1996, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

| | |
|-----------------|---------|
| Shire President | \$6,384 |
| Councillors | \$3,764 |

2. Pursuant to Section 5.98(5) of the Local Government Act 1995, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

| | |
|-----------------|---------|
| Shire President | \$7,348 |
|-----------------|---------|

3. Pursuant to Section 5.98A of the Local Government Act 1995, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:

| | |
|------------------------|---------|
| Deputy Shire President | \$1,836 |
|------------------------|---------|

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 6/0

PART D – GENERAL FEES AND CHARGES FOR 2019/20 - Resolution 19071714

Moved: Cr Bagley Seconded: Cr Cosgrove

Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges as presented forming part of the 2019/20 Budget included as a separate Attachment to this Agenda.

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 6/0

PART E – OTHER STATUTORY FEES FOR 2019/20 - Resolution 19071715

Moved: Cr McGlinn Seconded: Cr Bagley

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

3.1 Residential Premises

- 240 Litre bin per weekly collection \$380 per annum

3.2 Commercial Premises

- 240 Litre bin per weekly collection \$380 per annum

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 6/0

PART F – MATERIAL VARIANCE REPORTING FOR 2019/20 - Resolution 19071716

Moved: Cr McGlinn Seconded: Cr Cosgrove

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 2019/20 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

VOTING DETAILS:

CARRIED BY SIMPLE MAJORITY: 5/1

Attached

14.1.1 2019/20 Annual Budget

Related Documents (circulated prior to Council Meeting)

2019/20 Budget Template

2019/20 Capital Expenditure

2019/20 Road Program

10 Year Plant Replacement Program

2019/20 Fees & Charges

Background

As part of the function of local government and its operations, each year the Council is required, under Section 6.2 of the Local Government Act 1995, to formally adopt its annual financial year budget to enable the administration to carry out the defined services and programmes and to raise revenue through rates and fees and charges.

Consistent with sections 6.2(4) of the Local Government Act 1995, the 2019/20 Budget for the Shire of Mingenew includes the following:

- Rates and Minimum Payments for 2019/20
- Capital Works
- Fees and Charges
- Concessions
- Allowances
- Borrowings

- Reserves
- Budget Estimates for Adoption

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 budget results in an estimated Unrestricted Cash balance of \$29,314 at 30 June 2020. It is very unlikely that this will happen in reality, as it is likely that there will be a prepayment of the Federal Assistance Grants in June 2020, and/or the full budget may not be spent, and an adjustment can be made if necessary when the Statutory Budget Review is done during the year.

It should also be noted that the 2018/19 Budget column in the statutory documents refers to the 2019/19 budget as adopted in August 2018, not any of the subsequently reviewed versions.

Rating & Minimum Payments

The raising of revenue via annual rates is an important source of funds for all Councils throughout Australia. The Local Government Act 1995 (the Act) empowers WA Councils to impose general rates and minimum payments.

Rate Modelling (2019/20):

The proposed rates model is based on the following:

- Annual UV & Mining valuations applied
- 1% average rate increase (2018/19: 2.5%)
- GRV Rate in the \$ - 15.0276c (2018/19:14.9035c)
- UV Rate in the \$ - 1.2915c (2018/19: 1.3684c)
- Minimum Payments – UV - \$1,060.50 (2018/19: \$1,050)
- Minimum Payments – GRV - \$707 (2018/19: \$700)
- 50% concessions applied to Yandanooka Townsite
- 80% concession applied to A219 – charitable property
- No differential rates

Fees and Charges

The proposed fees and charges have increased by between 0% and 5%, depending on the type of fee and to compensate for the fact that most fees and charges were not increased in 2018/19. Some fees and charges have decreased, particularly in the Plant Hire Rates section. Sporting Club fees have increased by 1% and Rental Property Fees have also increased by 1%. Where possible, the actual cost of providing the service has been assessed, with provision for increases based on inflation and cost escalation where necessary.

Household and commercial waste removal charges have increased slightly, with a 240L bin now \$380 per week (2018/19: \$378)

Statutory fees and charges associated with town planning, health and building have been increased or remain unchanged as per relevant legislation that determines those fees and charges.

Concessions

A 50% concession will be available to persons owning rateable properties within the Shire that are rateable on the basis of Gross Rental Value (GRV) and are in the Yandanooka Townsite. The purpose of the concession is to recognise the reduced level of service provided to these ratepayers as compared to that provided to those in the Mingenew Townsite.

As per Council's resolution, application for rates exemption (with a 20% voluntary contribution by the ratepayer) under the Local Government Act 1995 for property A219 (charitable property) is proposed.

Borrowings

There are no new borrowings proposed in the 2019/20 budget.

Reserve Accounts

The following transfers to/from reserves for the financial year 2019/20 are proposed:

- Transfer to Land and Building Reserve for land development opportunities - \$10,000
- Transfer from Land and Buildings Reserve for 50% of the Town Hall Planning costs - \$5,000
- Transfer to Plant Reserve – surplus funds to balance the budget to \$0 - \$32,413
- Transfer from Environmental Rehabilitation Reserve for monitoring bores at the waste disposal site - \$10,000
- Transfer from RTC/PO/NAB Reserve for building work to prepare property for rent - \$10,000
- Transfer from Economic Development and Marketing Reserve for public wi-fi in Mingenew - \$10,000

Brought Forward Value

There is an estimated surplus of \$1,206,732 shown in the Budget as the brought forward amount from 30 June 2019. This figure is unaudited and may change with any adjustments to the opening position to be addressed during the year end and audit process.

Capital Works and Funding

Capital Works of \$2,937,402 are proposed in the 2019/20 financial year and these projects are itemised in the supplementary budget information.

A total of \$3,002,377 is budgeted for the Road Programme.

Funding sources allocated to the 2019/20 Road Programme include;

- \$728,000 – Main Roads Regional Road Group
- \$164,870 – Roads to Recovery
- \$ 325,487– Federal Assistance Grants
- \$894,432 – Local Government Commodity Freight Roads Fund

Elected Members Fees & Allowances

Elected Members Fees & Allowances were increased in February 2019 and are due to be reviewed during the budget review process in 2019/20 to ensure alignment with the Salaries and Allowances Act 1975 by.

| | |
|----------------------------------|---------|
| President Allowance | \$7,348 |
| Deputy President Allowance | \$1,836 |
| Annual Meeting Fee – President | \$6,384 |
| Annual Meeting Fee – Councillors | \$3,764 |

Consultation

While no specific community consultation has occurred during the compilation of the draft 2019/20 Budget, community consultation was previously undertaken during the development of the Community Strategic Plan.

There has been internal consultation with staff and elected members throughout the preparation of the budget and the budget meetings involving 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, (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.

In addition, Section 6.2 of the Local Government Act 1995 requires that in preparing its annual budget the Council is to have regard to the contents of its Plan for the Future, prepared in accordance with section 5.56. Under the Integrated Planning Framework for Local Government, that is the Community Strategic Plan in conjunction with the Corporate Business Plan.

The 2019/20 Budget as presented is considered to meet statutory requirements.

Voting Requirements:

Part A - Municipal Fund Budget for 2019/20 Financial Year - Absolute Majority

Part B - General and Minimal Rates and Instalment Payment Arrangements - Absolute Majority

Part C – Elected Members’ Fees and Allowances for 2019/20 – Absolute Majority

Part D - General Fees and Charges for 2019/20 - Absolute Majority
Part E - Other Statutory Fees for 2019/20 - Simple Majority
Part F - Material Variance Reporting for 2019/20 - Simple Majority

Policy Implications

The 2019/20 Budget is prepared on the principles outlined within the Corporate Business Plan and other related documents.

Financial Implications

As detailed within the report and as per the attached 2019/20 Budget documentation.

Strategic Implications

The 2019/20 Budget will address Council's capacity to deliver on projects identified in the Community Strategic Plan, Corporate Business Plan, Long Term Financial Plan and other associated plans.

15.0 CONFIDENTIAL ITEMS

Nil.

16.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 21 August 2019 commencing at 4.30pm.

17.0 CLOSURE

The Presiding Member closed the meeting at 5.36pm.

These minutes were confirmed at an Ordinary Council meeting on 21 August 2019.

Signed _____
Presiding Officer

Date: _____