



MINUTES FOR THE SPECIAL COUNCIL MEETING

25 JUNE 2020

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**MINUTES FOR THE SPECIAL MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON
25 JUNE 2020 COMMENCING AT 5.00PM**

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member declared the meeting open at 5:00pm.

**2.0 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE
COUNCILLORS**

JD Bagley	Councillor	Rural Ward
GJ Cosgrove	Councillor	Town Ward
CV Farr	Councillor	Town Ward
HR McTaggart	Councillor	Rural Ward
HM Newton	Councillor	Town Ward
RW Newton	Councillor	Rural Ward
AR Smyth	Councillor	Town Ward

APOLOGIES

Nil.

STAFF

N Hay	Chief Executive Officer
J Clapham	Finance Manager

3.0 PUBLIC QUESTION TIME/PUBLIC STATEMENT TIME

Nil.

4.0 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

5.0 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil.

6.0 DECLARATIONS OF INTEREST

Nil.

7.0 REPORTS BY THE CHIEF EXECUTIVE OFFICER

Nil.

8.0 REPORTS BY THE FINANCE AND ADMINISTRATION MANAGER

8.1 BUDGET AMENDMENT – JUNE 2020

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0130
Disclosure of Interest: Nil
Date: 10 June 2020
Author: Jeremy Clapham – Finance & Administration Manager
Approved by: Nils Hay – Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

Consideration is requested to increase a budget allocation for the purchase of a new water tanker.

Key Points

- There is a need for additional funding to replace the water tanker, which can be offset by other expenditure which has not occurred in the current financial year
- Given the 5-6 week lead time required for the item, it would be preferable to commence the purchase process this financial year

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 8.1 – RESOLUTION S25062001

MOVED: Cr HM Newton

SECONDED: Cr AR Smyth

That Council, by Absolute Majority, authorises the reallocation of funds between accounts as listed below to amend the Budget for 2019/20:

<u>Details</u>	<u>A/C #</u>	<u>Amount</u>
Extra costs to be incurred:		
Water tanker replacement - costs above estimated - Capital account	PE255	-\$30,000
Water tanker replacement - costs above estimated - Proceeds on asset disposal	5120350	-\$10,000
Total		\$40,000
To be funded by:		
WIFI project	OC005	\$10,000
Road layout feasibility study	2040152	\$30,000
Total		\$40,000

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 7/0

Background

As raised at the 17 June 2020 Ordinary Council Meeting, there is a need to replace the water tanker.

Comment

Over the course of FY19/20 the Works Supervisor has been looking for a fit-for-purpose water tanker that falls within the budget parameters that were set. The vast majority of those within the price range that we were searching had existing defects and required work. It is felt that, given the extra cost, a new tanker would provide the benefits of a significantly longer life, far less risk of latent defects, and a warranty. Extra funds are required in order for a new tanker to be purchased. The extra funds required can be offset by savings on some projects that are not going ahead (see table above).

There is a lead time from the order of the tanker of approximately 5-6 weeks; hence a preference to make the request now, rather than waiting for 2020/21 budget approval which will likely add a further month to the timeline.

It is noted that the projects from which we are seeking to take funds are generally intended to be funded differently, or not at all, in FY20/21:

- The public WiFi project will be reassessed following completion of the fixed wireless link for Mingenew to be delivered through the Drought Communities Project (DCP)
- The road feasibility study will likely have to go on hold until Council has more information regarding CBH's traffic flow plans for their new site

Consultation

Works Supervisor

CEO

Statutory Environment

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

Policy Implications

Nil

Financial Implications

Funds will be reallocated between general ledger accounts, as outlined above, with the net effect on the budget bottom line being nil.

Strategic Implications

Community Strategic Plan

Strategy 1.2.1 Manage organisation in a financially sustainable manner

Strategy 1.2.4 Seek innovating ways to improve organisational efficiency and effectiveness.

8.2 SUNDRY DEBTOR WRITE OFF

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
File Reference: ADM0041
Date: 18 June 2020
Author: Jeremy Clapham - Finance & Administration Manager
Authorising Officer: Nils Hay - Chief Executive Officer
Voting Requirements: Absolute Majority

Summary

Council is requested to approve the following Sundry Debtor write off:

- DM49 – Main Roads Western Australia

Key points

- The Shire raised an invoice for labour costs incurred to clean and clear roads in order to reopen them to the public after the WANDRRA event of January 2017.
- It was not clear at the time whether these costs would be covered under the WANDRRA rules.
- MRWA declined to pay the invoice, as the rules, as interpreted, did not cover Shire labour costs incurred before the event was declared.
- The Shire has been advised by the auditors, that in accordance with the Australian Accounting Standards, this amount should be written off as this debt is now considered impaired.

OFFICER RECOMMENDATION AND COUNCIL DECISION - ITEM 8.2 – RESOLUTION S25062002

MOVED: Cr JD Bagley

SECONDED: Cr CV Farr

That Council, by Absolute Majority, authorises the amount of \$66,889.17 to be written off debtor account DM49.

VOTING DETAILS:

CARRIED BY ABSOLUTE MAJORITY: 7/0

Background

An invoice was raised in June 2019 for Claim 13 for the WANDRRA event which occurred in January 2017. MRWA has declined to pay this invoice, as the expense is considered ineligible.

Comment

A number of Shire roads were flooded in January 2017. In order to reopen these roads to the public, the Shire Works crew were engaged to clean, clear and repair these roads. This was done before the event was declared a disaster by WANDRRA.

A record of these costs was kept by the Shire but not submitted as a claim to WANDRRA. When the current Finance & Admin Manager started reconciling the claims made to WANDRRA, these unclaimed costs were discovered. A query was sent to GHD, who had been appointed to manage the WANDRRA claims on behalf of the Shire, to find out if these costs could be claimed. GHD responded, that after speaking with MRWA, it seemed that these costs would be claimable and that the Shire should submit a claim.

A claim was submitted in June 2019 on the understanding that it would be successful. After much correspondence between July 2019 and May 2020, eventually MRWA confirmed that the claim would not be

paid out. The reason was that the costs were incurred by the Shire before the event had been declared a disaster, using staff time that was to be paid anyway, as it fell during working hours.

Consultation

Butler Settineri – Shire auditors
CEO

Statutory Environment

Local Government (Financial Management) Regulations 1996.

Policy Implications

Policy 2.3.2 – Debt Collection Policy – Appropriate reports detailing outstanding debts and collection action will be provided to Council on a monthly basis.

Financial Implications

There will be a reduction in income of \$66,889.17, however, this will be balanced by savings in other areas.

Strategic Implications

Nil

MINGENEW SHIRE COUNCIL SPECIAL MEETING MINUTES – 25 June 2020

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

Nil.

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

Nil.

11.0 CONFIDENTIAL ITEMS

Nil

12.0 TIME AND DATE OF NEXT MEETING

Next Ordinary Council Meeting to be held on Wednesday 15 July 2020 commencing at 4.30pm.

13.0 CLOSURE

The Presiding Member declared the meeting closed at 5:14pm.

These minutes were confirmed at an Ordinary Council meeting on 15 July 2020.

Signed _____
Presiding Officer

Date: _____