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CONFIRMED AS A TRUE AND CORRECT RECORD 15 AUGUST 2018 \_\_\_\_\_

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**9.1.1 MONTHLY FINANCIAL REPORTS TO 30 JUNE 2018**

DATE:	11 July 2018
SUBJECT:	Monthly Financial Reports to 30 June 2018
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	FIN30.20
ASSESSMENT NO:	N/A

**PURPOSE**

In accordance with the Local Government (Financial Management) Regulations 1996, to follow is the presentation of the Monthly Financial Reports to Council.

**BACKGROUND**

Monthly Financial Reports are to be presented to Council and are to be received by Council resolution.

**STATUTORY IMPLICATIONS**

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Clause 34 and 35

**POLICY IMPLICATIONS**

Policy 4.1 Accounting Policies

Objective: To provide the basis for Council's accounting concepts and reporting guidelines.  
To maintain accounting reporting procedures which comply with Statutory Requirements and to demonstrate Council's financial position.

**FINANCIAL IMPLICATIONS**

Ongoing management of Council funds

**STRATEGIC IMPLICATIONS**

This matter is not dealt with in the Shire of Kent Community Strategic Plan.

**COMMENT**

The Monthly Financial Reports as presented indicate that Council continues to be in a sound financial position.

**ATTACHMENTS**

- Monthly Financial Reports to 30 June 2018 (including Statement of Financial Activities, Notes 3-11 and Budget Variances to 30 June 2018)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

That the following Monthly Financial Reports be received by Council:

- Monthly Financial Reports to 30 June 2018

**9.1.2 SCHEDULE OF ACCOUNTS PAID TO 30 JUNE 2018**

<b>DATE:</b>	11 July 2018
<b>SUBJECT:</b>	Schedule of Accounts Paid
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>FILE NO:</b>	N/A
<b>ASSESSMENT NO:</b>	N/A

**FUND VOUCHERS AMOUNT**

Municipal Fund	\$990,366.92
Trust Fund	\$352.00
Direct Debits	\$101,507.43
Spoiled Cheques	
Cancelled Cheques	

**ATTACHMENTS**

Schedule of Accounts submitted 18 July 2018.

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

That vouchers from the Municipal Fund and Trust Fund as detailed, be approved by Council:

Municipal Fund	\$990,366.92
Trust Fund	\$352.00
Direct Debits	\$101,507.43
<b>TOTAL</b>	<b>\$1,092,226.35</b>

**9.1.3 REQUEST TO COLLECT NATIVE PLANT SEEDS**

<b>DATE:</b>	20 June 2018
<b>PROPONENT:</b>	Greening Australia
<b>LOCATION:</b>	Whole of Shire
<b>SUBJECT:</b>	Permission to collect Native Plant Seed
<b>AUTHOR:</b>	Christie Smith – Executive Assistant
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	053.1.5
<b>ASSESSMENT NO:</b>	N/A

**PURPOSE**

Council are to consider a request from Greening Australia for permission to collect native plant seed within reserves that are vested with the Shire of Kent.

**BACKGROUND**

Greening Australia is required by legislation to seek the permission of the authority which holds control of land prior to collecting seed.

**STATUTORY IMPLICATIONS**

Local Government Act (1995)

**POLICY IMPLICATIONS**

The Council has no specific policy regarding this matter.

**FINANCIAL IMPLICATIONS**

There are no specific financial implications.

**STRATEGIC IMPLICATIONS**

This matter is not dealt with in the Shire of Kent Community Strategic Plan.

**COMMENT**

Permission has been granted in the past for such organisations to collect seed from native species for programs such as this and further detail is provided within the letter of request.

**ATTACHMENTS**

Letter – Greening Australia.

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION**

**That the Council:**

**Advise Greening Australia that permission is granted to collect native plant seed within the Shire of Kent subject to the following conditions:**

- **All persons collecting native seed are licensed according to the Wildlife and Conservation Act (1950) and will abide by the conditions of the licence.**

- **This approval is for the period 1 July 2018 to 30 June 2019.**
- **This approval applies to collection by Greening Australia staff only.**
- **Appropriate hygiene measures will be followed at all times to prevent the spread of plant disease and weeds.**
- **All care is to be taken to avoid the disturbance of fauna habitat.**
- **All care to be taken to avoid any disturbance that may lead to soil degradation.**

**9.1.4 REQUEST FOR CONTRIBUTION – SOUTHERN BIOSECURITY GROUP**

<b>DATE:</b> <b>PROPONENT:</b> <b>LOCATION:</b> <b>SUBJECT:</b> <b>AUTHOR:</b> <b>REPORTING OFFICER:</b> <b>FILE NO:</b> <b>ASSESSMENT NO:</b>	12 <sup>th</sup> July 2018 Southern Biosecurity Group Whole of Shire Dog Control Costs Peter Bentley – Chief Executive Officer Peter Bentley – Chief Executive Officer
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**PURPOSE**

Council to consider a request from the above group to fully cover the costs of wild control actions undertaken by it within the Lake Magenta Reserve during the course of the current calendar year.

**BACKGROUND**

Jessica Wright, Executive Officer of the Ravensthorpe Declared Species Group contacted the CEO with regard to any interest from the Council in becoming involved the then Ravensthorpe Declared Species Group's wild dog program. The letter stated that Keith Hams had lost about 100 sheep in 2015 from a wild dog attack and Keith believed that the dog resided in the Lake Magenta reserve.

**STATUTORY IMPLICATIONS**

Local Government Act (1995)  
 Biodiversity and Agriculture Management Act (2007)

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

At this stage the Council has no financial commitment with regard to this issue however any contributions to the group would be unbudgeted. Should Council agree to cover all costs as requested in would be in excess of \$18,000.

**STRATEGIC IMPLICATIONS**

There is no direct reference to declared species within the Community Strategic Plan

**COMMENT**

The following motion was passed at the February 2016 ordinary meeting. See original comment attached.

**4556 COUNCIL RESOLUTION (Officer Recommendation)**

**MOVED Cr G Collins / Cr A Smith**

**That the Council:**

**Decline the offer to be involved with the Ravensthorpe Declared Species Group, but would consider a fee for service option if required.**

The Group was advised of Council's position in March 2016 and it was suggested that the Council may entertain some form of agreement for a fee for service however that at this time Council was not interested in joining the group. In November 2017 Karyn Tuckett who is the chair of the SBG contacted the CEO again with regard to the wild dog issues that Keith Hams was experiencing. I advised that I would not be interested in any services from the group until we had spoken to Keith about the problems and then with the Council.

Keith was contacted by Paul Leoni with regard to meeting over the issue and he advised that as it was harvest he was too busy to meet with us at that time. Paul asked that Keith contact us when he was ready to meet and discuss the dog problem. To my knowledge Keith did not re-schedule the meeting with Council staff and it was therefore assumed that the problem was not as great as we were being led to believe by the SBG.

In June this year the SBG again wrote to the CEO requesting that the Council cover the full costs of the licensed pest management technician that the SBG employed to catch and kill the wild dog within the Lake Magenta Reserve. There had been no further discussions with the CEO during that time and no agreement suggested or negotiated during that time either. The total cost of the technician was \$18,150.

The group has acted unilaterally, without consultation with the Council and has made a request for a significant contribution to the operation where Council has no way of knowing what was done, how long it took and whether the work was in fact done at all.

#### **ATTACHMENTS**

Letter – Ravensthorpe Declared Species Group  
 Letter from Southern Biosecurity Group  
 Email – CEO to the SBG

#### **VOTING REQUIREMENT**

Absolute Majority

#### **RECOMMENDATION**

**That the Council:**

**Consider whether to make a contribution to the Southern Biosecurity Group for the capture and destruction of a wild dog within the Lake Magenta Reserve.**



**9.1.5 ADOPTION OF 2018/2019 BUDGET**

<b>DATE:</b>	12 July 2018
<b>SUBJECT:</b>	Adoption of 2018/19 Budget
<b>PROPONENT:</b>	N/A
<b>LOCATION:</b>	Whole of the Shire
<b>AUTHOR:</b>	Michelle Bamess – Deputy Chief Executive Officer
<b>REPORTING OFFICER:</b>	Peter Bentley – Chief Executive Officer
<b>FILE NO:</b>	FIN15.5
<b>ASSESSMENT NO:</b>	N/A

**PURPOSE**

To present to Council the 2018/19 Budget with a 2.5% increase on the previous year's yield for adoption.

**BACKGROUND**

At the Special Budget Meeting of Council held on 10 July 2018 minor changes were identified by Councillors and staff and included in the final budget document as presented.

**STATUTORY IMPLICATIONS**

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 provide prescriptive guidelines for the formal adoption of Council Budgets.

**6.32. Rates and service charges**

- (1) When adopting the annual budget, a local government
- (a) in order to make up the budget deficiency, is to impose\* a general rate on rateable land within its district, which rate may be imposed either
- (i) uniformly; or
- (ii) differentially;
- (b) may impose\* on rateable land within its district
- (i) a specified area rate; or
- (ii) a minimum payment;
- and
- (c) may impose\* a service charge on land within its district.
- \* Absolute majority required.
- (2) Where a local government resolves to impose a rate it is required to
- (a) set a rate which is expressed as a rate in the dollar of the gross rental value of rateable land within its district to be rated on gross rental value; and
- (b) set a rate which is expressed as a rate in the dollar of the unimproved value of rateable land within its district to be rated on unimproved value.
- (3) A local government

- (a) *may, at any time after the imposition of rates in a financial year, in an emergency, impose\* a supplementary general rate or specified area rate for the unexpired portion of the current financial year; and*
- (b) *is to, after a court or the State Administrative Tribunal has quashed a general valuation, rate or service charge, impose\* a new general rate, specified area rate or service charge.*

*\* Absolute majority required.*

- (4) Where a court or the State Administrative Tribunal has quashed a general valuation the quashing does not render invalid a rate imposed on the basis of the quashed valuation in respect of any financial year prior to the financial year in which the proceedings which resulted in that quashing were commenced.

### **6.35. Minimum payment**

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.
- (2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.
- (3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than
  - (a) 50% of the total number of separately rated properties in the district; or
  - (b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.
- (4) A minimum payment is not to be imposed on more than the prescribed percentage of
  - (a) the number of separately rated properties in the district; or
  - (b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.
- (5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.
- (6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories
  - (a) to land rated on gross rental value;
  - (b) to land rated on unimproved value; and
  - (c) to each differential rating category where a differential general rate is imposed.

### **POLICY IMPLICATIONS**

There is no policy on discount on rates, this is determined annually throughout the budget process.

### **FINANCIAL IMPLICATIONS**

The setting of the Shire's Annual Budget is a key decision made by Council on an annual basis. It is imperative that all Councillors fully understand the Budget and recognise the implications of decisions that have been made regarding resource allocation for the following 12 months as a result of the adoption of the Budget.

### **STRATEGIC IMPLICATIONS**

The Shire of Kent Community Strategic Plan identifies a number of key objectives and strategies based upon a sustainable future.

The 2018/19 Budget as presented is in keeping with Council's Strategic direction.

### **COMMENT**

The Council needs to adopt the budget in four (4) separate motions.

### **ATTACHMENTS**

- 2018/19 Statutory Budget including the Draft work papers.

### **VOTING REQUIREMENT**

Absolute Majority

### **RECOMMENDATION 1**

That the Fees and Charges and Rental Charges included within the budget document and the following Service Charges be adopted in accordance with the provisions of the Local Government Act 1995 and the Health Act 1911.

#### **Local Government Act 1995 – Service Charges 2018/19 Recycling charges**

Recycling Nyabing and Pingrup Townsites \$124 per service

#### **Health Act 1911**

#### **Refuse Removal Charges**

Residential	\$230.00 per 240 litre bin (Pensioners \$116.00) per 240 litre bin
Commercial	\$230.00 per 240 litre bin

#### **Sewerage Charges**

Nyabing Residential Sewerage	\$0.0560 cents in the dollar minimum charge \$358.00
Nyabing Commercial Sewerage	\$0.0560cents in the dollar minimum charge \$794.00
Nyabing Vacant lot Sewerage	\$246.00 per property
Pingrup Residential Sewerage	\$0.0678 cents in the dollar minimum charge \$358.00
Pingrup Commercial Sewerage	\$0.0678 cents in the dollar

	minimum charge \$794.00
Pingrup Vacant Lot Sewerage	\$246.00 per property
Minor fixture charge (first)	\$244.00
Major fixture charge (first)	\$794.00
Additional fixtures	\$99.00

### **RECOMMENDATION 2**

That the following General Rates for 2018/19 be adopted in accordance with the requirements of Section 6.32 of the Local Government Act 1995:

#### **Rates**

	<b>Cents in \$</b>	<b>Minimum Rate</b>
Unimproved Valuations (Rural/Mining)	0.010643	\$495.00
Gross Rental Valuations (Townsites)	0.103917	\$495.00

#### **Discount**

No early settlement discount or rates incentive prizes to be offered in the 2018/19 Budget.

### **RECOMMENDATION 3**

That the following payment options be offered with respect to the payment of rates/rubbish charges for 2018/19:

#### **Rate Payment Options**

##### **Option 1**

Payment in full by one Instalment only, payment is to be received by 4:30pm Friday 7 September 2018.

##### **Option 2**

Payment by two instalments only

1 <sup>st</sup> Instalment due date	4:30pm Friday 7 September 2018
2 <sup>nd</sup> Instalment due date	4:30pm Friday 18 January 2019

(A \$15.00 administration fee is applicable)

##### **Option 3\***

Payment by four instalments only

1 <sup>st</sup> Instalment due date	4:30pm Friday 7 September 2018
2 <sup>nd</sup> Instalment due date	4:30pm Friday 9 November 2018
3 <sup>rd</sup> Instalment due date	4:30pm Friday 18 January 2019
4 <sup>th</sup> Instalment due date	4:30pm Friday 22 March 2019

(A \$30.00 administration fee is applicable)

A charge of 5.5% per annum, calculated daily at 0.01507% by simple interest will apply in accordance with regulation 68 of the Local Government (Financial Management) Regulations 1996, will apply to assessments where the owner has elected to pay rates and service charges by instalment.

#### **Late Payment Penalty – Rates and Rubbish Charges**

A charge of 11.0% per annum, calculated daily at 0.03014% by simple interest will apply as follows:

If NO instalment option taken – Interest shall begin to accrue on rates and/or rubbish charges that remain unpaid after 7 September 2018.  
Eligible pensioners are exempt.

Instalment options taken - Interest shall begin to accrue daily on any rates/rubbish instalments payments that remain unpaid after the due date of the instalment, and continue to accrue until such time as the instalment is paid. Eligible pensioners are exempt.

Interest on Rates and/or Rubbish Charges Arrears will accrue on a daily basis until the arrears are paid.

#### **RECOMMENDATION 4**

That the Council adopts the Budget under the Local Government Act 1995 Section 6.2 for the Shire of Kent for the year ending 30 June 2019, incorporating:

- Operating Statement
- Statement of Cash Flows
- Statement of Non Operating Incomes and Expenditures
- Rate Setting Statement
- Statement of Rating Information
- Other supporting documents and schedules
- (Including the 10 Year Plant Replacement Program, 2018/19 Road Program)

10. **ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
11. **NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL**
12. **INFORMATION BULLETIN**
13. **MATTERS BEHIND CLOSED DOORS**

That the meeting be closed to the public in accordance with section 5.23 Local Government Act 1995, 5.5.23(2))

- Matters affecting employee(s)
- Personal affairs of any person(s), including financial and/or commercial Contracts
- Commercial Confidentiality
- Legal advice/matters
- Public safety/security matters where public knowledge may be prejudicial.

14. **MEETING CLOSED**