

**MINUTES
JULY 2020
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**MINUTES
ORDINARY MEETING OF COUNCIL
22 JULY 2020**

1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chair Person, Shire President Cr Scott Crosby, declared the meeting opened at 5.35pm.

2 RECORD OF ATTENDANCE/APOLOGIES & APPROVED LEAVE OF ABSENCE

Members

Cr SR Crosby	Shire President
Cr KV Johnston	Deputy Shire President
Cr JN Germain	Member
Cr BC Bamess	Member
Cr TD Borgward	Member
Cr KR Stephens	Member
Cr AL Smith	Member

Staff

RJ Miller	Chief Executive Officer
M Bamess	Deputy Chief Executive Officer
GD Mathewson	Works Manager
CJ Smith	Executive Support/Project Officer

Members of the Public

Nil

Approved Leave of Absence

Cr RA Jury	Member
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3 DECLARATION OF INTERESTS:

- **Financial Interest:**
Nil
- **Members Impartiality Interest**
Nil
- **Proximity Interest:**
Nil

4 PUBLIC QUESTION TIME

Nil

5 APPLICATION FOR MEMBERS FOR LEAVE OF ABSENCE

Nil

6 CONFIRMATION AND RECEIVING OF MINUTES/BUSINESS ARISING

6.1 Ordinary Meeting of Council held on Wednesday 17 June, 2020

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 17 June, 2020 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

OCM2021/001 - COUNCIL RESOLUTION (Officer Recommendation)
--

MOVED Cr BC Bamess / Cr KV Johnston

That the minutes of the Ordinary Meeting of the Shire of Kent held on Wednesday 17 June, 2020 in the Shire of Kent Council Chambers be confirmed as a true and accurate record of proceedings and duly signed.

**CARRIED 7/0
By Simple Majority**

7 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

8 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9 OFFICERS REPORTS

9.1.1 MONTHLY FINANCIAL REPORTS TO 30 JUNE 2020

PROPOSED MEETING DATE:	22 July 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	FIN30.20
ASSESSMENT NO:	N/A
ATTACHMENTS:	<ul style="list-style-type: none"> Monthly Financial Reports to 30 June 2020

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.

COMMENT

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

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

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receive the following Monthly Financial Reports as presented:

- Monthly Financial Reports to 30 June 2020

OMC2021/002 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr JN Germain / Cr TD Borgward

That Council receive the following Monthly Financial Reports as presented:

- **Monthly Financial Reports to 30 June, 2020**

**CARRIED 7/0
By Simple Majority**

9.1.2 SCHEDULE OF ACCOUNTS PAID TO 30 JUNE 2020

PROPOSED MEETING DATE:	22 July 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Michelle Bamess –Deputy Chief Executive Officer
REPORTING OFFICER:	Michelle Bamess –Deputy Chief Executive Officer
FILE NO:	N/A
ASSESSMENT NO:	N/A
ATTACHMENTS:	Schedule of Accounts as at 30 June 2020

PURPOSE

Council endorsement of payment to Creditors under CEO Delegated Authority 2.1.2.

BACKGROUND

Details payments made to creditors since last Council Meeting.

COMMENT

The Schedule of Accounts Reports as presented, indicate that Council continues to be in a sound financial position.

STATUTORY IMPLICATIONS

Local Government Act 1995 – Section 6.4

Local Government (Financial Management) Regulations 1996 – Part 2 – Regulation 11 & 12

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

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council endorse the payments from the Municipal Fund and Trust Fund:

Municipal Fund	\$1,016,758.35
Trust Fund	\$ 0.00
Direct Debits	<u>\$ 128,910.09</u>
TOTAL	\$1,145,668.44

OCM2021/003 - COUNCIL RESOLUTION (Officer Recommendation)
--

MOVED Cr AL Smith / Cr JN Germain

That Council endorse the payments from the Municipal Fund and Trust Fund:

Municipal Fund	1,016,758.35
Trust Fund	\$ 0.00
Direct Debits	<u>\$ 128,910.09</u>
TOTAL	\$1,145,668.44

**CARRIED 7/0
By Simple Majority**

9.1.3 STATUS OF COUNCIL DECISIONS – June 2020

PROPOSED MEETING DATE:	22 July 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.1.1
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Council Resolution Register

PURPOSE

To inform Council of the actions taken in relation to Council decisions.

BACKGROUND

By providing this report to Council as an agenda item on a monthly basis will keep Council informed on the progress of decisions made.

COMMENT

The status of Council decisions/resolutions is included as an attachment and updated monthly.

It is requested that action items be reviewed at each Council meeting.

STATUTORY IMPLICATIONS

Local Government Act (1995), Section 5.41

The CEO's functions are to:-

c) Cause Council decisions to be implemented

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS**Community Strategic Plan 2017-2027**

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council receive the Council Resolutions Register for the month of June 2020.

OCM2021/004 - COUNCIL RESOLUTION (Officer Recommendation)
--

MOVED Cr BC Bamess / Cr TD Borgward

That Council receive the Council Resolutions Register for the month of June 2020.

**CARRIED 7/0
By Simple Majority**

9.1.4 ELECTED MEMBER TRAINING AND CONTINUING PROFESSIONAL DEVELOPMENT

PROPOSED MEETING DATE:	22 July 2020
PROPONENT:	Shire of Kent
LOCATION:	N/A
AUTHOR:	Michelle Bamess, Deputy Chief Executive Officer
REPORTING OFFICER:	Rick Miller, Chief Executive Officer
FILE NO:	041.4.2
ASSESSMENT NO:	N/A
ATTACHMENTS:	1. Continuing Professional Development Policy

PURPOSE

Council to adopt a Policy relating to Continuing Professional Development; and determine the preferred service provider for Elected Member Training.

BACKGROUND

The Local Government Legislation Amendment Act 1995 received the Governor's assent on 5 July 2019. S5.128 of the Act requires Councils to adopt a policy in relation to the continuing professional development of Elected Members with a requirement for a Policy to be published on the local government website.

The Department of Local Government, Sport and Cultural Industries (DLGSC) have subsequently advised that all Council Members will need to complete the Council Member Essentials training course, within 12 months of being elected. The course has been developed to provide Council Members with the skills and knowledge to perform their roles as leaders in their district.

COMMENT

All Council Members will have to complete the Council Member Essentials course unless, in the previous five years, they have passed the Diploma of Local Government 52756WA (Elected Member) or the course titled LGASS00002 Elected Member Skill Set.

The **Stage 1** Council Member Essentials course comprises of the following five units:

- Understanding Local Government (1/2 day)
- Serving on Council (2 day)
- Meeting Procedures (1 days)
- Conflicts of interest (1/2 day)
- Understanding financial reports and budgets (1 day)

Stage 2 comprises the following four units:

- Effective Community leadership
- Dealing with Conflict
- Integrated Strategic Planning – Essentials
- Planning Practices - Essentials

Stage 3 comprises the following four units:

- Planning Practices – Advanced
- CEO Performance Appraisals
- Integrated Strategic Planning – Policy
- Infrastructure Asset Management

Nationally-Accredited Elected Member professional development courses designed to provide the essential knowledge and skills to support Councillors to perform their role as defined in the Local Government Act 1995 are provided by WALGA with a range of delivery options available.

The Shire of Kent's Annual Budget includes allowance for the costs associated with Elected Member training, which could be face-to-face or completed online. Council Officers will liaise with Councillors to arrange mutually convenient training opportunities. The training is valid for five years.

Should an Elected Member have completed any of the units of training previously, the Elected Member will be required to undertake the on-line assessment component only of the training which will then be auto marked and a Certificate of Achievement automatically issued.

The officer has recommended WALGA as the Shire's preferred facilitator for the Council Member Essentials training.

STATUTORY IMPLICATIONS

Pursuant to section 5.128 of the Local Government Act 1995, all Councils are required to adopt a policy in relation to the continuing professional development of Elected Members, with a requirement that an up-to-date version of the policy be available on the Shire's website and the policy complying with any prescribed policy, if any. There is no current prescribed policy, nor any proposed by the Department, at this time.

In addition, s5.127 requires the Shire to report on the training completed by Elected Members each financial year, and that report is to be published on the Shire's website within 1 month after the end of the financial year.

POLICY IMPLICATIONS

The draft policy with respect to continuing professional development and training is attached (appendix 1).

Elected Members attendance at Conferences is dealt with separately in accordance with Policies:

- 1.4.1 Elected Members – Councillor Fees, Allowances and Reimbursements

FINANCIAL IMPLICATIONS

There is an amount of \$10,000 currently available in Councillor Training budget for the 2020/2021 financial year.

Costs associated with accommodation, meals and travel expenses should be taken into consideration for any face-to-face training.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs of a growing community

Outcome 4.1 An efficient and effective organisation

Strategy 4.1.1 Continually improve operational efficiencies and provide effective services

Strategy 4.1.2 Continue to enhance communication and transparency

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Absolute Majority

RECOMMENDATION

That Council:

With respect to section 5.128 of the Local Government Act 1995:

1. Adopt the draft Continuing Professional Development Policy as detailed in Appendix 1; and
2. Utilise the Western Australian Local Government Association (WALGA) for delivery of Council Member Training where practical.

OCM2021/005 - COUNCIL RESOLUTION (Officer Recommendation)
--

MOVED Cr JN Germain / Cr KV Johnston

That Council:

With respect to section 5.128 of the Local Government Act 1995:

- 1. Adopt the draft Continuing Professional Development Policy as detailed in Appendix 1; and**
- 2. Utilise the Western Australian Local Government Association (WALGA) for delivery of Council Member Training where practical.**

**CARRIED 7/0
By Absolute Majority**

9.1.5 WA LOCAL GOVERNMENT ASSOCIATION (WALGA) AGM 2020

PROPOSED MEETING DATE:	22 July 2020
PROPONENT:	N/A
LOCATION:	N/A
AUTHOR:	Rick Miller – Chief Executive Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	041.1.6
ASSESSMENT NO:	N/A
ATTACHMENTS:	Notice of WALGA AGM Information

PURPOSE

1. To determine which two members of Council, will represent the Shire of Kent as voting delegates at the Western Australian Local Government Association (WALGA) Annual General Meeting; and
2. To determine which Councillors will be attending the WALGA AGM Day Event and Dinner.

BACKGROUND

The following correspondence has been received in regards to the 2020 WALGA AGM:

“Dear Chief Executive Officer

Notice of Annual General Meeting 2020

The Annual General Meeting for the Western Australian Local Government Association (WALGA) will be held on Friday, 25 September 2020.

As you would be profoundly aware, the COVID-19 pandemic has upended much of our way of doing business and created significant uncertainty about our ability to host large scale events such as WALGA’s Annual General Meeting. Following the cancellation of the Local Government Convention, the 2020 Annual General Meeting has been delayed to late September to provide as much time as possible for the meeting to be held in-person.

The meeting will be held at Crown Perth.

If an in-person event is not able to be held due to social distancing restrictions, the meeting will be conducted virtually.

Notice of the Annual General Meeting is enclosed, together with general information on the meeting, guidelines for the preparation and submission of motions and the Voting Delegates Registration Form.

Key dates are as follows:

- *Friday, 17 July – Deadline to submit motions proposing amendments to WALGA’s constitution*

- Friday, 31 July – Deadline to submit motions for the AGM Agenda
 - Friday, 28 August – Registration of voting delegates closes
 - Friday, 25 September – Annual General Meeting, Crown Towers Perth
- For enquiries, please contact Margaret Degebrodt, Executive Officer Governance on 9213 2036 or via email mdegebrodt@walga.asn.au.
Yours sincerely



Nick Sloan
Chief Executive Officer"

COMMENT

Having an early indication of which Councillors will be attending the WA Local Government Day Event and AGM allows staff to pre-book accommodation at the cheapest available rate. It also allows Councillors enough time to book annual leave with their employer if required

Council will need to choose two (2) members who will be voting members at the WALGA AGM.

Registration and program will be distributed by WALGA once they have been finalised.

The WALGA Day is a great opportunity for Councillors to learn more about the sector and their role, and also to network with other Councillors.

Due to the pandemic, the theme has changed and WALGA have verbally advised that they are putting together an informative one day program to compliment and include the AGM in the afternoon and are looking at organising a Friday dinner to do presentations and networking.

Naturally, all will depend on how we continue in recovery mode and whether the second wave outbreaks eventuate.

STATUTORY IMPLICATIONS

N/A

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The cost to attend the LG Convention (4 day event) is budgeted each year with last year's attendance of 2 Councillors and CEO being \$7331. Attendance at the AGM is free of charge, however there may be a cost for the associated workshop/presentations and dinner. The conferences budgets 2020/21 accounts are 04101 \$5,000 and 04301 \$8,000.

STRATEGIC IMPLICATIONS

Community Strategic Plan 2017-2027

Economic Objective - Support growth and progress, locally and regionally.

Outcome 1.1 Growth in business opportunities

1.1.2 Promote the Shire of Kent and the Region in general.

Civic Leadership Objective - Continually enhance the Shire's organisational capacity to service the needs our community

Outcome 4.1 An efficient and effective organisation

4.1.1 Continually improve operational efficiencies and provide effective services.

4.1.2 Continue to enhance communication and transparency.

Outcome 4.2 An employer of choice

4.2.1 Provide a positive, desirable workplace

RISK IMPLICATIONS

N/A

VOTING REQUIREMENT

Simple Majority

RECOMMENDATION

That Council:

1. Nominate the following two (2) Councillors, Cr. _____ and Cr. _____ to be Council's voting delegates and nominate Cr. _____ and Cr. _____ as PROXY delegates at the 2020 WALGA Annual General Meeting on Friday 25 September;
2. The Chief Executive Officer and the following Councillors attend the 2020 WA Local Government Association AGM Day Event and dinner to be held Friday 25 September, on behalf of the Shire of Kent:

OCM2021/006 - COUNCIL RESOLUTION (Officer Recommendation)

MOVED Cr JN Germain / Cr KR Stephens

That Council:

1. **Nominate the following two (2) Councillors, Cr SR Crosby and Cr KV Johnston to be Council's voting delegates and nominate Cr TD Borgward and Cr RA Jury as PROXY delegates at the 2020 WALGA Annual General Meeting on Friday 25 September;**
2. **The Chief Executive Officer and the following Councillors attend the 2020 WA Local Government Association AGM Day Event and dinner to be held Friday 25 September, on behalf of the Shire of Kent:**

**Cr SR Crosby,
Cr KV Johnston,
Cr RA Jury and
Cr TD Borgward**

**CARRIED 7/0
By Simple Majority**

9.1.6 ADOPTION OF 2020/2021 BUDGET

PROPOSED MEETING DATE:	22 July 2020
PROPONENT:	N/A
LOCATION:	Whole of the Shire
AUTHOR:	Christie Smith – Executive Support / Project Officer
REPORTING OFFICER:	Rick Miller – Chief Executive Officer
FILE NO:	042.6.3
ASSESSMENT NO:	N/A
ATTACHMENTS:	2020/21 Statutory Budget including the Draft work papers.

PURPOSE

To consider and adopt the Municipal Fund Budget for the 2020/21 financial year together with supporting schedules, including imposition of rates and minimum payments, adoption of fees and charges, reserve transactions setting of elected members fees for the year and other consequential matters arising from the budget papers.

BACKGROUND

The draft 2020/21 budget has been compiled based on the principles contained in the 2017 – 2027 Community Strategic Plan. The 2020/21 draft budget has been prepared in accordance with the presentations made to councillors at the budget workshop held on 1 July 2020.

Financial budget requests for submissions from the community were advertised in April/May 2020, three minor submissions were received from Nyabing Playgroup, A Smart Start and Nyabing CWA.

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 main features of the draft budget include:

- The budget has been prepared with a 1% rate increase.
- Several minor changes have been made to the Fees and Charges and were discussed at draft budget meeting.
- An increase in number of staff in the outside workforce of an additional 1.0fte (5 days per week) has been budgeted for to allow for an additional truck driver to be employed.
- A capital works program of \$5,346,769 for investment in infrastructure, land and buildings, plant and equipment and furniture and equipment is planned. \$1.26mil of this is for extra road funding initiated by the federal government to stimulate the economy.
- An estimated surplus of \$1.8mil is anticipated to be bought forward from 30 June 2020. However, this is unaudited and may change. Any change will be addressed as part of a future budget review.

STATUTORY IMPLICATIONS

Local Government Act 1995 S6.2 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 budgets and raising of rates and charges. The *Local Government (Financial Management) Regulations 1996* details the form and content of the budget. The draft 2020/21 budget as presented is considered to meet statutory requirements.

POLICY IMPLICATIONS

The budget is based on the principles contained in the Community Strategic Plan. 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 2020/21 Budget as presented is in keeping with Council's Strategic direction.

Community Strategic Plan 2017-2027

- Economic Objective - Support growth and progress, locally and regionally.

- Social Objective – To provide community facilities and promote social interaction.
- Environment Objective – Conserve, protect and enhance our natural sand built environment.
- Civic Leadership – Continually enhance the Shire's organisational capacity to service the needs of our community.

RISK IMPLICATIONS

N/A

OFFICER'S RECOMMENDATION TO BE DEBATED AND RESOLVED BY COUNCIL

That:

PART A – MUNICIPAL FUND BUDGET FOR 2020/2021

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 the attachment to this agenda and minutes, for the Shire of Kent for the 2020/2021 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of \$1,373,598.
- Statement of Comprehensive Income by Program on page 4 showing a net result for that year of \$1,373,598.
- Statement of Cash Flows on page 6.
- Rate Setting Statement on page 7 showing an annual amount required to be raised from rates of \$2,352,321.
- Note to and Forming Part of the Budget on pages 9 to 28
- Transfers to / from Reserve Accounts as detailed in page 21
- Budget program Schedules as detailed in pages 1 to 30 (supplementary)

VOTING REQUIREMENT

Absolute Majority Required

OCM3021/007 - COUNCIL RESOLUTION (Officer Recommendation)
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PART A – MUNICIPAL FUND BUDGET FOR 2020/2021

MOVED Cr KV Johnston / Cr KR Stephens

That Council, in accordance with the provisions of Section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopt the Municipal Fund Budget as contained in the attachment to this agenda and minutes, for the Shire of Kent for the 2020/2021 financial year which includes the following:

- **Statement of Comprehensive Income by Nature and Type on page 2 showing a net result for that year of \$1,373,598.**
- **Statement of Comprehensive Income by Program on page 4 showing a net result for that year of \$1,373,598.**
- **Statement of Cash Flows on page 6.**

- **Rate Setting Statement on page 7 showing an annual amount required to be raised from rates of \$2,352,321.**
- **Note to and Forming Part of the Budget on pages 9 to 28**
- **Transfers to / from Reserve Accounts as detailed in page 21**
- **Budget program Schedules as detailed in pages 1 to 30 (supplementary)**

**CARRIED 7/0
By Absolute Majority**

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

1. For the purposes 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 / Commercial (GRV)	10.565 cents in the dollar
	• Rural (UV)	1.022 cents in the dollar
	• Mining (UV)	1.022 cents in the dollar
1.2	Minimum Payments	
	• Residential / Commercial (GRV)	\$510
	• Rural (UV)	\$510
	• Mining (UV)	\$510

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 by instalments:

Full payment and instalment due date	4:30pm Friday 4 September 2020
2nd quarterly instalment due date	4.30pm Friday 6 November 2020
3rd quarterly instalment due date	4.30pm Friday 8 January 2021
4th quarterly instalment due date	4.30pm Friday 12 March 2021

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 services charges through an instalment option of \$10 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 Sections 6.51 of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 8% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

VOTING REQUIREMENT
Absolute Majority Required

OCM3021/008 - COUNCIL RESOLUTION (Officer Recommendation)

PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS

MOVED Cr KR Stephens / Cr BC Bamess

1. That council impose the following general rates and minimum payments on Gross Rental and Unimproved Values for the purposes of yielding the deficiency disclosed by the Municipal Fund Budget adopted as Part A above in accordance with Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995*:

1.1 General Rates

- | | |
|----------------------------------|----------------------------|
| • Residential / Commercial (GRV) | 10.565 cents in the dollar |
| • Rural (UV) | 1.022 cents in the dollar |
| • Mining (UV) | 1.022 cents in the dollar |

1.2 Minimum Payments

- | | |
|----------------------------------|-------|
| • Residential / Commercial (GRV) | \$510 |
| • Rural (UV) | \$510 |
| • Mining (UV) | \$510 |

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 by instalments:

Full payment and instalment due date	4:30pm Friday 4 September 2020
2nd quarterly instalment due date	4.30pm Friday 6 November 2020
3rd quarterly instalment due date	4.30pm Friday 8 January 2021
4th quarterly instalment due date	4.30pm Friday 12 March 2021

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 services charges through an instalment option of \$10 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 Sections 6.51 of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, council adopts an interest rate of 8% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

**CARRIED 7/0
By Absolute Majority**

PART C – GENERAL FEES AND CHARGES FOR 2020/2021

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*.

Health Act 1911

Sewerage Charges

Nyabing Residential Sewerage	\$0.0572cents in the dollar minimum charge \$367.00
Nyabing Commercial Sewerage	\$0.0572 cents in the dollar minimum charge \$812.00
Nyabing Vacant lot Sewerage	\$253.00 per property
Pingrup Residential Sewerage	\$0.0678 cents in the dollar minimum charge \$367.00
Pingrup Commercial Sewerage	\$0.0678 cents in the dollar minimum charge \$812.00
Pingrup Vacant Lot Sewerage	\$253.00 per property
Minor fixture charge (first)	\$253.00
Major fixture charge (first)	\$812.00
Additional fixtures	\$103.00

VOTING REQUIREMENT**Absolute Majority Required****OCM3021/009 - COUNCIL RESOLUTION (Officer Recommendation)****PART C – GENERAL FEES AND CHARGES FOR 2020/2021****MOVED Cr TD Borgward / Cr KV Johnston**

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*.

Health Act 1911**Sewerage Charges**

Nyabing Residential Sewerage	\$0.0572cents in the dollar minimum charge \$367.00
Nyabing Commercial Sewerage	\$0.0572 cents in the dollar minimum charge \$812.00
Nyabing Vacant lot Sewerage	\$253.00 per property
Pingrup Residential Sewerage	\$0.0678 cents in the dollar minimum charge \$367.00
Pingrup Commercial Sewerage	\$0.0678 cents in the dollar minimum charge \$812.00
Pingrup Vacant Lot Sewerage	\$253.00 per property
Minor fixture charge (first)	\$253.00
Major fixture charge (first)	\$812.00
Additional fixtures	\$103.00

**CARRIED 7/0
By Absolute Majority**

PART D – OTHER STATUTORY FEES FOR 2020/2021

Pursuant to Section 67 of the *Waste Avoidance and Resources Recovery Act 2007*, council adopt the following charges for the removal of domestic and commercial waste:

Refuse Removal Charges for Nyabing and Pingrup Townsites

Residential and Commercial Premises (including recycling)	
240lt bin per weekly collection	\$237.00 per annum
240lt bin per weekly collection – eligible pensioner	\$119.00 per annum
240lt recycling bin per fortnightly collection	\$128.00 per annum

VOTING REQUIREMENT

Simple Majority Required

OCM2021/010 - COUNCIL RESOLUTION (Officer Recommendation)

PART D – OTHER STATUTORY FEES FOR 2020/2021

MOVED Cr JN Germain / Cr TD Borgward

That council adopt the following charges for the removal of domestic and commercial waste in accordance with Section 67 of the Waste Avoidance and Resources Recovery Act 2007:

Refuse Removal Charges for Nyabing and Pingrup Townsites

Residential and Commercial Premises (including recycling)	
240lt bin per weekly collection	\$237.00 per annum
240lt bin per weekly collection – eligible pensioner	\$119.00 per annum
240lt recycling bin per fortnightly collection	\$128.00 per annum

**CARRIED 7/0
By Absolute Majority**

PART E – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2020/2021

- 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:

Shire President	\$8,000
Councillors	\$8,000

- Pursuant to Section 5.99 of the *Local Government Act 1995* and regulation 34A and 34AA of the *Local Government (Administration) Regulations 1996*, council adopts the following annual allowances for elected members:

Telecommunications Allowance	\$1,000
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VOTING REQUIREMENT

Absolute Majority Required

OCM2021/011 - COUNCIL RESOLUTION (Officer Recommendation)

PART E – ELECTED MEMBERS' FEES AND ALLOWANCES FOR 2020/2021

MOVED Cr KR Stephens / Cr KV Johnston

1. That council adopt the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

Shire President	\$8,000
Councillors	\$8,000

2. That council adopts the following annual allowances for elected members:

Telecommunications Allowance	\$1,000
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**CARRIED 7/0
By Absolute Majority**

PART F – MATERIAL VARIANCE REPORTING FOR 2020/2021

In accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, the level to be used in statements of financial activity in 2020/2021 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

VOTING REQUIREMENT

Simple Majority Required

OCM2021/012 - COUNCIL RESOLUTION (Officer Recommendation)
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PART F – MATERIAL VARIANCE REPORTING FOR 2020/2021

MOVED Cr KV Johnston / Cr BC Bamess

That council adopt the level to be used in statements of financial activity in 2020/2021 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

**CARRIED 7/0
By Simple Majority**

10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NEW BUSINESS OF AN URGENT NATURE AGREED TO BY RESOLUTION OF COUNCIL

Nil

12. 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.

13. MEETING CLOSED

There being no further business the Shire President Cr Scott Crosby, closed the meeting at 6.09pm.