



SHIRE OF MT MARSHALL

MINUTES

A Special Meeting of Council was held in Council Chambers,
80 Monger Street, Bencubbin commencing at 10:00am
Tuesday 23 August 2016 for the purpose of:

Consideration and Adoption of the Shire of Mt Marshall's
2016/2017 Annual Budget

Cr RM Kirby

President

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intentionally**

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In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by a member or officer of the Shire of Mt Marshall during the course of any meeting is not intended to be and is not to be taken as notice of approval from the Shire of Mt Marshall. The Shire of Mt Marshall warns that anyone who has an application lodged with the Shire of Mt Marshall must obtain and should only rely on written confirmation of the outcome of the application, and any conditions attaching to the decision made by the Shire of Mt Marshall in respect of the application.

Chairman Initial

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1.0 Purpose of Meeting

The purpose of the meeting was to consider and adopt the 2016/2017 Annual Budget.

2.0 Declaration of Opening / Announcement of Visitors

The Presiding Member declared the meeting open at 10:00 am, and welcomed all to the meeting.

3.0 Record of Attendance / Apologies / Approved Leave of Absence

In Attendance

Cr RM Kirby	President / Presiding Member
Cr SE Faulkner	Deputy President
Cr PA Gillett	Councillor
Cr ARC Sachse	Councillor
Cr WJ Beagley	Councillor
Cr HJ Shemeld	Councillor
Cr CT Lumsden	Councillor
Mr Stephen Tindale	Acting Chief Executive Officer
Ms Nadine Richmond	Executive Assistant
Ms Tanika McLennan	Finance and Administration Manager

Apologies

Nil

4.0 Standing Orders

2016/126 COUNCIL DECISION:

That Standing Order number 9.2 - Limitation of Number of Speeches be suspended for the duration of the meeting to allow for greater debate on items in the agenda.

Moved Cr CT Lumsden

Seconded Cr HJ Shemeld

Carried 7/0

5.0 Public Questions

Nil

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6.0 Reports of Officers

6.1 Annual Budget 2016/17 Financial Year

LOCATION/ADDRESS:	Shire of Mt Marshall
NAME OF APPLICANT:	N/A
FILE REFERENCE:	F1/3
AUTHOR:	Tanika McLennan – Finance & Administration Manager
DISCLOSURES OF INTEREST:	Nil
DATE:	10 August 2016
ATTACHMENT NUMBER:	6.1a – Annual Statutory Budget 2016/17 6.1b – Fees and Charges 2016/17
CONSULTATION:	Shire of Mt Marshall Officers Shire of Mt Marshall Councillors Shire of Mt Marshall Community Groups Contract Accountant – Sue Voloczi
STATUTORY ENVIRONMENT:	Local Government Act 1995 Local Government (Financial Management) Regulations 1996 Local Government (Administration) Regulations 1996 Rates and Charges (Rebates and Deferments) Act 1992
POLICY IMPLICATIONS:	Subject to Council policies
FINANCIAL IMPLICATIONS:	Budget Adoption
STRATEGIC IMPLICATIONS:	Subject to impacts from Councils strategic planning documents
VOTING REQUIREMENT:	Absolute Majority

OFFICER RECOMMENDATION:

That:

- 1) 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, Council adopt the attached Municipal Fund Budget for the Shire of Mt Marshall for the 2016/2017 financial year, which includes the following:
 - Statement of Comprehensive Income by Nature and Type
 - Statement of Comprehensive Income by Program
 - Statement of Cash Flows
 - Rate Setting Statement
 - Notes to and Forming Part of the Budget
 - Budget Program Schedules
 - Transfers to and from Reserve Accounts

- 2) For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at part 1) above, Council, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, impose the following rate levels:

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- a) Where the General Rate is to apply, for all rateable properties with a Gross Rental Valuation a rate of 11.8491 cents in the dollar and a Minimum Rate of \$380.00 be applied.
 - b) Where the General Rate is to apply, for all the rateable properties with Unimproved Valuations a rate of 2.0270 cents in the dollar and a Minimum Rate of \$380.00 be applied.
 - c) Where the Specified Area Rate for the Bencubbin area is to apply, for all rateable properties with Gross Rental Valuations, a rate of 0.1309 cents, in the dollar be applied.
 - d) Where the Specified Area Rate for the Bencubbin area is to apply, for all rateable properties with Unimproved Valuations, a rate of .0222 cents in the dollar be applied.
 - e) Where the service charge for domestic refuse collection is to apply, a charge of \$300 be applied.
 - f) Where the service charge for commercial refuse collection is to apply, a charge of \$300 plus GST be applied.
 - g) Where the service charge for domestic recycling bin collection is to apply, a charge of \$170 be applied.
 - h) Where the service charge for commercial recycling bin collection is to apply, a charge of \$170 plus GST be applied.
- 3) 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/or First Instalment | 14 October 2016 |
| Second Instalment | 16 December 2016 |
| Third Instalment | 17 February 2017 |
| Fourth Instalment | 21 April 2017 |
- 4) Pursuant to Section 6.46 of the Local Government Act 1995, Council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears, waste and service charges, within 21 days of the issue date of the rate notice.
- 5) Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts and instalment administration charge where the owner has elected to pay rates (and service charges) through and instalment option of \$11 for each instalment after the initial instalment is paid.
- 6) 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% where the owner elected to pay rates and service charges through the instalment option.

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- 13) 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 2016/17 for reporting material variances shall be 10% or \$10,000 whichever is greater.
- 14) The desktop review of the Corporate Business Plan be endorsed, and it be noted that a full review is currently underway.

Moved Cr ARC Sachse

Seconded Cr SE Faulkner

2016/127 AMENDMENT:

That the purpose of the Beacon Accommodation Reserve be changed to “To set aside funds for the provision of transient accommodation in Beacon”.

Moved Cr HJ Shemeld

Seconded CT Lumsden

Carried 7/0

2016/128 AMENDMENT:

That pursuant to section 6.16 of the Local Government Act 1995, Council adopts the attached Fees and Charges schedule with the following changes:

- **Part 4 of Schedule 4 & 14 – Housing**
 - Rental fee of community housing - non staff members be \$155.00 per week;
- **Part 2 of Schedule 11 – Recreation and Culture**
 - Casual Use of Beacon and Bencubbin Fitness Centres be \$5.50 inclusive of GST;
- **Part 3 of Schedule 13 – Bencubbin and Beacon Cabins**
 - Single Cabin –Work Camp be \$115.00 inclusive of GST
 - Single Cabin be \$135.00 inclusive of GST
 - Single Cabin Weekly be \$690.00 inclusive of GST
 - Double Cabin be \$155.00 inclusive of GST
 - Double Cabin Weekly be \$930.00 inclusive of GST; and
- **Part 6 of Schedule 13 – Railway Barracks**
 - Daily – Single person use be \$47.00 inclusive of GST
 - Weekly – Single Person use be \$280.00 inclusive of GST
 - Daily – Shared room use (two persons) be \$66.00 inclusive of GST
 - Weekly – Shared room use (two persons) be \$390.00 inclusive of GST.

Moved Cr RM Kirby

Seconded Cr SE Faulkner

Carried 7/0

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2016/129 AMENDMENT:

That 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 meeting attendance fees:

President		
Meeting Attendance		\$10,500.00
Deputy President		
Meeting Attendance		\$3,675.00
Councillors		
Meeting Attendance		\$3,675.00

Moved Cr RM Kirby

Seconded Cr ARC Sachse

Carried 7/0

2016/130 COUNCIL DECISION:

That:

- 1) With the above amendments and 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, Council adopt the attached Municipal Fund Budget for the Shire of Mt Marshall for the 2016/2017 financial year, which includes the following:
 - Statement of Comprehensive Income by Nature and Type
 - Statement of Comprehensive Income by Program
 - Statement of Cash Flows
 - Rate Setting Statement
 - Notes to and Forming Part of the Budget
 - Budget Program Schedules
 - Transfers to and from Reserve Accounts

- 2) For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at part 1) above, Council, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, impose the following rate levels:
 - a) Where the General Rate is to apply, for all rateable properties with a Gross Rental Valuation a rate of 11.8491 cents in the dollar and a Minimum Rate of \$380.00 be applied.

 - b) Where the General Rate is to apply, for all the rateable properties with Unimproved Valuations a rate of 2.0270 cents in the dollar and a Minimum Rate of \$380.00 be applied.

 - c) Where the Specified Area Rate for the Bencubbin area is to apply, for all rateable properties with Gross Rental Valuations, a rate of 0.1309 cents, in the dollar be applied.

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- d) Where the Specified Area Rate for the Bencubbin area is to apply, for all rateable properties with Unimproved Valuations, a rate of .0222 cents in the dollar be applied.
 - e) Where the service charge for domestic refuse collection is to apply, a charge of \$300 be applied.
 - f) Where the service charge for commercial refuse collection is to apply, a charge of \$300 plus GST be applied.
 - g) Where the service charge for domestic recycling bin collection is to apply, a charge of \$170 be applied.
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- 5) Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, Council adopts and instalment administration charge where the owner has elected to pay rates (and service charges) through and instalment option of \$11 for each instalment after the initial instalment is paid.
- 6) 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% where the owner elected to pay rates and service charges through the instalment option.
- 7) Pursuant to section 6.51(1) and subject to section 5.51(4) of the Local Government Act 1995 and regulation 70 of the Local Government (Financial Management) Regulation 1996, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

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- 8) Pursuant to section 6.16 of the Local Government Act 1995, Council adopts the attached Fees and Charges schedule with the following changes:
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 - Part 2 of Schedule 11 – Recreation and Culture
 - Casual Use of Beacon and Bencubbin Fitness Centres be \$5.50 inclusive of GST;
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- 9) 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 meeting attendance fees:

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Meeting Attendance	\$10,500.00
Deputy President	
Meeting Attendance	\$3,675.00
Councillors	
Meeting Attendance	\$3,675.00

- 10) Pursuant to section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, Council adopts the following annual allowances for elected members:

Telecommunications Allowance	\$1,750.00
Travel Allowance:	
- \$0.54 per kilometre for engine displacement 1600cc & under	
- \$0.654 per kilometre for engine displacement 1600cc to 2600cc	
- \$1.00 per kilometre for engine displacement 2600cc & over	

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Beacon Progress Association	Airstrip Upgrade	RFDS will not support a grant application for lighting. Strip needs substantial upgrade to be suitable. Email provided to Councillors.
	Housing	Public housing is traditionally a state responsibility. Current focus is on Aged Housing (CEACA). Strategic Plan
	Reserve - Community Facility Building Fund	\$200,000 pa. No indication of what "future facilities" are required. This could be addressed at Strategic Planning meetings
	Caravan Park Unit	4 Bedrooms with ensuites and communal kitchen/living is likely to cost \$600,000-700,000, although no costs have been submitted. Strategic Plan
	Beacon Oval Dam Fence	Included
	Complex Upgrade Kitchen	Completed 15/16
	Complex Upgrade Power	Needs power usage report and quote
	Complex Maintenance	Operating - Included
	Hall Community Centre Maintenance	Operating - Included
	Beacon Cabin C Veranda door & ramp	Needs costings. May be eligible for disability access funding
	Beacon Barracks Painting	Operating - Included
	Solar Lighting - Beacon Entrance Signs	Completed 15/16
	Various Road Works	Maintenance included in program
	Beacon Central & Beacon Hall Car Parks	Beacon Central is not a shire asset, although initial carpark was installed with the help of the Shire.
	Street Light - Lindsay St	Included
	Town Planning/Industrial Lots	Has a need been identified? What type of industry? What does the Shire need to do to attract industry? Strategic Plan
	Rates Exemption and Annual Rent for Beacon Central	Local Government Act, Section 6.47 - Council may resolve to waive the rate. Must be done each year and

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		cannot be committed for future years. Has been included in budget as a donation. Rent of \$10,000 to replace the previous SAR which was deemed illegal has been included
Beacon Theatre Arts Club	Painting interior of hall	Included
	Extension to backstage area	No costings submitted. May be eligible for funding. Strategic Plan

Shaded requests are suggested for investigation/inclusion in 2016/17 budget, funding permitting

Council indicated the following items were priorities to be costed and included in the budget:

Beacon Recreation Ground	power upgrade car park
Beacon Cabin C	veranda, door & ramp
Beacon Central & Hall	carparks

Council also identified that the second hand side tipper would only need a budget allocation of \$50,000.

A second budget workshop took place on Tuesday 16 August 2016 at which Council discussed the annual interest and discount percentages, rubbish service charges and settled the budget in schedule format in order for it to be converted to statutory format, for adoption at a Special Meeting of Council to be held 23 August 2016.

COMMENT:

The Finance Administration Manager has sought quotes and included the projects Council identified as priorities in the budget. Since the draft budget was presented, the following changes have been made:

- the carry forward position has been finalised with end of year provisions, accruals & creditors being loaded, however this is unaudited and may change. Any change will be addressed as part of the budget review process.
- the purchase price of the side tipper trailer has been reduced from \$100,000 to \$50,000
- the amount of the unspent RTG grant calculation was confirmed and has been reduced from \$15,649 to \$11,922
- new wage rates have been announced and adjusted accordingly
- the community events budget has been increased from \$5,500 to \$10,000 to allow for a centenary function for Bencubbin in 2017 (100 years since town's gazettal)
- the medical practice budget has been increased from \$40,000 to \$60,000 to reflect the new arrangements
- the staff housing maintenance budget has been increased by \$5,000 to take into account repairs required at the CEO's house

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- rubbish and recycling charges have been increased to bring them closer to covering costs
- corrected the allocation of rent from the industrial shed
- the Beacon Recreation Ground Power Upgrade has been included at \$100,000
- the Beacon Recreation Ground Car Park has been included in the operating budget
- \$18,000 has been included for upgrades to the Beacon Cabins
- \$30,000 has been included for the car parks at Beacon Central and hall
- the loans for the Bencubbin Sporting Complex have been split to reflect the officer recommendation for a Specified Area Rate, corresponding loan and the whole of shire loan repayments have been included at the request of the Acting CEO.
- the purpose of the Aged Care Units Reserve was changed from “This reserve was established as per the agreement, where \$500 per unit of the rental income per year is to be transferred into the reserve account, for future maintenance costs” to “To fund capital works on existing Aged Care Units or construction of new Aged Care Units”
- The name of the Beacon Barracks Replacement Reserve was changed to Beacon Accommodation Reserve, the purpose remains “To be used for the future replacement of the Beacon Barracks” as the long term plan is still to provide accommodation that replaces the barracks
- The contribution to the Aquatic Centre Development Reserve was reduced by \$25,000 and the contribution to the Beacon Accommodation Reserve was increased by the same amount
- other minor adjustments have been made throughout to balance the budget

The budget includes a rates increase of 5% for the 2016/2017 financial year, in accordance with Council’s Strategic and Long Term Financial Plans.

The Local Government Act 1995, requires that the Annual Budget is prepared and adopted no later than 31 August each financial year.

The 2016/2017 Annual Budget is presented for Council’s adoption.

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7.0 Closure of Meeting

The Presiding Member thanked everyone for their attendance and input declaring the meeting closed at 11:41am

These Minutes were confirmed by the Council at its Ordinary Meeting held on:

Date

Cr RM Kirby President