



Shire of
Collie

MINUTES

of the

SPECIAL MEETING OF COUNCIL

held on

Tuesday, 29 June 2021

INDEX

1.	OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE	1
2.	PUBLIC QUESTION TIME	1
3.	RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	1
4.	DISCLOSURE OF FINANCIAL INTEREST	2
5.	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	2
6.	NOTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC.....	2
7.	ITEMS BROUGHT FORWARD DUE TO INTEREST BY ATTENDING PERSONS	2
8.	CONFIRMATION OF THE PREVIOUS MEETINGS OF COUNCIL MINUTES	2
9.	BUSINESS ARISING FROM THE PREVIOUS MINUTES.....	2
10.	RECEIPT OF MINUTES OF COMMITTEE MEETINGS HELD SINCE THE PREVIOUS MEETING OF COUNCIL.....	2
11.	CORPORATE SERVICES REPORTS	3
11.1	Adoption of the 2021/22 Budget.....	3
12.	MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN.....	9
13.	QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN	9
14.	URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION	9
15.	ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS.....	9
16.	STATUS REPORT ON COUNCIL RESOLUTIONS.....	9
17.	CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC	9
18.	CLOSE.....	9

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

Minutes of the Special Meeting of the Collie Shire Council held in Council Chambers, 87 Throssell Street Collie, on Tuesday, 29 June 2021 commencing at 7:05pm.

1. OPENING/ATTENDANCE/APOLOGIES & LEAVE OF ABSENCE

PRESENT:	Sarah Stanley	Councillor (Presiding Member)
	Ian Miffling OAM JP	Councillor (Deputy Member)
	Gary Faries	Councillor
	Elysia Harverson	Councillor
	Brett Hansen	Councillor
	Rebecca Woods	Councillor
	Leonie Scoffern	Councillor
	John Kearney	Councillor
	Michelle Smith	Councillor
	Brent White	Councillor
	Stuart Devenish	Chief Executive Officer
	Allison Fergie	Director Corporate Services
	Brett Lowcock	Director Technical Services
	Hasreen Mandry	Finance Manager
	Belinda Dent	CEO PA

APOLOGIES: Cr Joe Italiano
Cr Michelle Smith
Matt Young Director Development Services

GALLERY: Nola Green – Press

- 1.1 Councillors granted Leave of Absence at previous meeting/s.
- 1.2 Councillors requesting Leave of Absence for future Ordinary Meetings of Council.
- 1.3 Councillors who are applying for Leave of the Absence for this Ordinary Meeting of Council.

8763

Moved: Cr Hansen	Seconded: Cr Kearney
That Council grant Cr Italiano and Cr Smith leave of absence from this Ordinary Meeting of Council.	
CARRIED 9/0	

2. PUBLIC QUESTION TIME

Nil

3. RESPONSES TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

11. CORPORATE SERVICES REPORTS

11.1 Adoption of the 2021/22 Budget

Reporting Department:	Corporate Services
Reporting Officer:	Hasreen Mandry – Finance Manager
Accountable Manager:	Allison Fergie – Director Corporate Services
Legislation:	<i>Local Government Act 1995</i>
File Number:	FIN/047
Appendices:	Appendix 1- Annual Budget 2021/222
Voting Requirement	Absolute Majority

Report Purpose:

To consider and adopt the Annual Budget for the 2021/22 financial year together with supporting schedules, including imposition of rates and minimum payment, adoption of fees and charges, establishment of new reserve funds, setting of elected members fees for the year and other significant matters arising from the budget papers. The report also addresses authority to facilitate budget amendments as a prudent financial management practice.

8765

Council Decision:

Moved: Cr Miffing

Seconded: Cr Woods

That Council resolved by ABSOLUTE MAJORITY to adopt recommendations 1 to 3 and 5 to 8 enbloc;

Recommendation #1

That Council resolves by ABSOLUTE MAJORITY to adopt the Annual Budget presented in Appendix 1 for the Shire of Collie for the 2021/22 financial year.

Recommendation #2:

That Council resolves by ABSOLUTE MAJORITY to adopt the schedule of fees and charges presented in Appendix 1 for the Shire of Collie for the 2021/22 financial year.

Recommendation #3:

That Council resolves by ABSOLUTE MAJORITY to establish the following reserves:

- 1. Infrastructure Reserve, the purpose of this reserve is to be used to assist renewal of infrastructure.**
- 2. Public Open Space Reserve, the purpose of this is to reserve hold public**

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

open space funds received on or after 12 September 2020.

3. Unspent Grant Reserve, the purpose is to hold unspent grant funds.
4. Unspent Loan Reserve, the purpose is to hold unspent loan funds.

Recommendation #5:

That Council resolves by ABSOLUTE MAJORITY:

1. To adopt 0.5914 cents in the dollar to be applied to all properties attributed to unimproved values for the 2021/22 financial year;
2. To adopt 9.8983 cents in the dollar to be applied to all properties attributed to gross rental values for the 2021/22 financial year;
3. To adopt a \$854 minimum rate for properties having unimproved values applied for the 2021/22 financial year;
4. To adopt a \$1,014 minimum rate for developed land having general gross rental values applied for the 2021/22 financial year;
5. To adopt a \$854 minimum rate for vacant land having gross rental values applied for the 2021/2 financial year;
6. Nominates the following due dates for the payment in full by instalments (Issue date: 26 July 2021):
 - a. Full payment and instalment due date: 30 August 2021
 - b. 2nd quarterly instalment due date: 1 November 2021
 - c. 3rd quarterly instalment due date: 10 January 2022
 - d. 4th quarterly instalment due date: 14 March 2022
7. To adopt an instalment administration charge of \$6 for each instalment after the initial instalment is paid where the owner has elected to pay rates (and service charges) through an instalment option.
8. To adopt an interest rate of 3% where the owner has elected to pay rates (and service charges) through an instalment option; and
9. To adopt an interest rate of 7% for rates (and service charges) plus the cost of proceedings to recover such charges that remain unpaid after becoming due and payable.

Recommendation #6:

That Council resolves by ABSOLUTE MAJORITY to apply rating concessions for the following organisations for 2021/22 (CS 3.16 Rating Policy)

1. A3977 (RSL Collie) – 100% rates concession or \$1,014
2. A3990 (Country Women's Association) - 100% rates concession or \$1,014
3. A4337 & A5321 (Riverview Residence) - 100% rates concession or \$44,574
4. A4779 (North Collie Hall Management Group) - 100% rates concession or \$1,014
5. A150 (Collie Pioneer Day Lodge) - 100% rates concession or \$1,014
6. A5043 (Collie Italian Club) - 100% rates concession or \$9,032
7. A995 (Energy Waste Hall) - 100% rates concession or \$2,265
8. A4813 (Red Cross Shop) - 100% rates concession or \$1,750

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

Recommendation #7:

That Council resolves by ABSOLUTE MAJORITY to adopt the following waste charges for 2021/22:

- 1. 3 bin collection service of \$356 per annum**
- 2. 3 bin collection service- pensioner of \$340 per annum**
- 3. Rural waste levy of \$165 per annum**

Recommendation #8:

That Council resolves by ABSOLUTE MAJORITY to:

- 1. Adopt the material variance of 10% or \$10,000 whichever is greater to be used for the monthly reporting of the statement of financial activity in 2021/22; and**
- 2. Delegate to the Chief Executive Officer the authority to make budget amendments of up to \$10,000 between allocated budgets provided there is no impact to the overall adopted budget and for the amendments to be reported as part of the monthly financial statement in 2021/22.**

CARRIED 9/0

Cr Stanley and Cr Miffing declared a Financial Interest in Recommendation #4.

Cr Stanley and Cr Miffing left the room at 7.10pm.

Cr Faries was nominated as the chair and took the chair at 7.10pm.

8766

Recommendation #4/Council Decision:

Moved: Cr Woods

Seconded: Cr Scoffern

That Council resolves by ABSOLUTE MAJORITY to adopt the following annual fees for payment of elected members in lieu of individual meeting attendance fees:

- 1. Annual attendance fees of \$7,688 per elected member**
- 2. Annual telecommunication allowance of \$600 per elected member**
- 3. Annual Shire President allowance \$4,000; and**
- 4. Annual Deputy Shire President allowance of \$1,000**

CARRIED 7/0

Cr Stanley and Cr Miffing returned to the room at 7.11pm.

Cr Faries vacated the chair and Cr Stanley resumed the chair at 7.11pm.

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

Background:

This report presents the 2021/22 Annual Budget for Council consideration and endorsement.

Following the endorsement of the proposed budget at the Ordinary Meeting of Council held on 8 June 2021, the final 2021/22 Annual Budget has taken into consideration the changes endorsed at that meeting.

The Budget as presented in Appendix 1 proposes a 4.56% rate revenue increase with a predicted surplus of \$3,967.

The following organisations have been granted charitable rating status under the Local Government Act or through the State Administrative Tribunal:

Assessment	Organisation	Concession	Value
A987	Ngalang Boodja Aboriginal Corporation	100%	\$2,934
A4295, A5219, A5833 & A5838	Alliance Housing	100%	\$4,499

Statutory and Policy Implications:

Section 6.2 (1) of the *Local Government Act 1995* states that by no later than 31 August each year, each Local Government is to prepare and adopt (by absolute majority), in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

As part of the budget adoption process, section 6.2 (4) (b) requires detailed information relating to the rates and service charges which will apply to land within the district.

Budget Implications:

As the budget presented is for the upcoming financial year, all the budget implications have been addressed in the proposed rate setting statement.

Strategic Community Plan/Corporate Business Plan Implications:

Goal 5: Our Business - Good governance and an effective, efficient and sustainable organisation

Outcome 5.3: Financial Sustainability and Accountability

- Strategy 5.3.4: Ensure a rating system is in place which is transparent and promotes equity, timeliness, affordability and comparability.
- Strategy 5.3.5: Provide corporate financial services that support the Shire's operations and meet planning, reporting and accountability requirements.

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

Comment:

The proposed budget has been prepared based on the following principles while aligning with the goals of the Shire of Collie Strategic Community and Corporate Business plans:

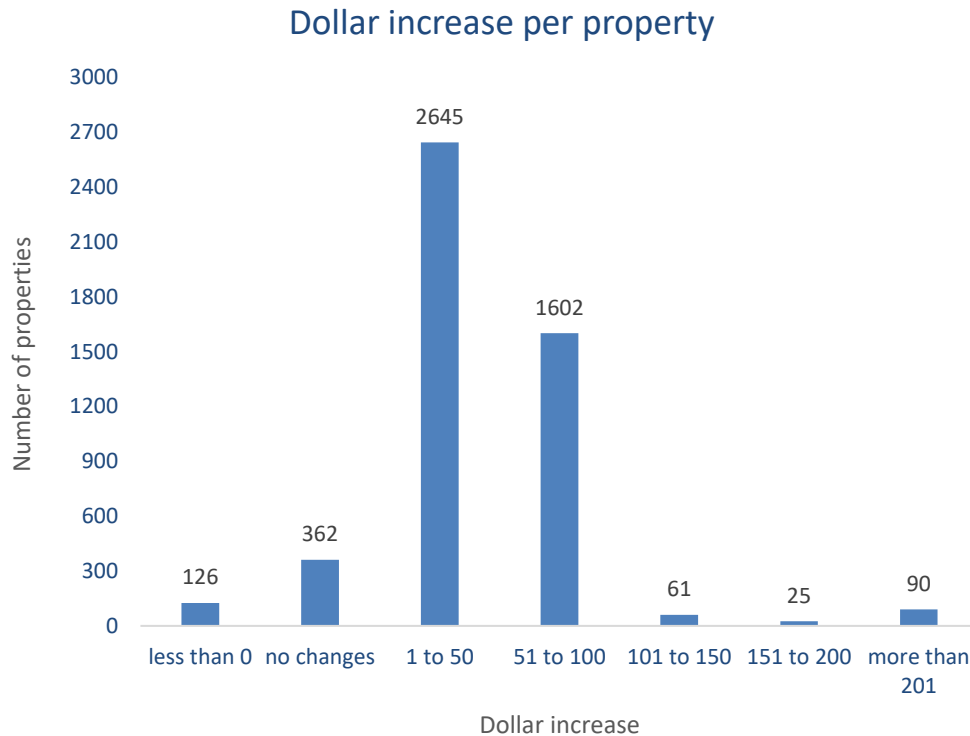
1. *Budget to surplus/neutral.*
A 'deficit' budget means expenditure is greater than revenue and is clearly unsustainable.
2. *Progressive reserve provisioning.*
Enabling funds to be available for future expenditure obligations.
3. *Avoid borrowings.*
Ensure financial sustainability and 'generational' equity.
4. *Limit discretionary spend.*
To enable funds to be allocated to reserve.
5. *Optimise asset disposal.*
Dispose of assets that offer no current benefit and provide opportunity for revenue.
6. *Minimise new liabilities.*
Improving financial sustainability without substantial rate increases.
7. *Prioritise 'renewal' works on capital spend.*
Maintaining current community assets while minimising the increase in new liabilities/expense obligations.

The terms of the proposed budget require operational efficiencies and cost savings within the organisation while maintaining levels of service that meet community expectations.

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

The proposed budget for 2021/22 addresses the predicted deficit for the 2020/21 financial year as well as budgeting to a surplus of \$3,967 at 30 June 2022 with a predicted total rates revenue of approximately \$6.47million.

The impact (dollar value) per property is expressed in the graph below:



The terms of the various recommendations are set out so as to:

1. Establish the annual budget allocations;
2. Adopt the schedule of fees and charges;
3. Establish new reserve accounts to assist financial management practices;
4. Set fees and allowances for Elected Members;
5. Adopt payment (rate) calculation values to raise sufficient revenue to meet budget provisioning;
6. Establish rate concessions for relevant organisations;
7. Establish the waste revenue service fees to meet budgeted expenditure requirements;
8. Confirm monthly financial variance reporting and enable delegated authority for limited budget amendments.

All recommendations are consistent with statutory provisions and presented accordingly.

SHIRE OF COLLIE
MINUTES - SPECIAL MEETING OF COUNCIL
Tuesday, 29 June 2021

12. MOTIONS FOR WHICH PRIOR NOTICE HAS BEEN GIVEN

Nil

13. QUESTIONS BY MEMBERS FOR WHICH DUE NOTICE HAS BEEN GIVEN

Nil

14. URGENT BUSINESS APPROVED BY THE PRESIDING MEMBER OR BY DECISION

Nil

15. ANNOUNCEMENTS BY THE PRESIDING MEMBER AND COUNCILLORS

Nil

16. STATUS REPORT ON COUNCIL RESOLUTIONS

Cr Woods asked for motions pertaining to thoroughfares be directed to the new Director of Development Services – Matthew Young.

Staff and Mrs Green left the room at 7.14pm.

17. CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC

8767

Moved: Cr Woods

Seconded: Cr White

That Council moves Into Committee.

CARRIED 9/0

Council then held discussions in committee.

8768

Moved: Cr Faries

Seconded: Cr Woods

That Council moves Out of Committee.

CARRIED 9/0

Staff and Mrs Green returned to the room at 7.41pm.

Mr Devenish thanked Mrs Mandry regarding the effort put into the budget.

Cr Stanley thanked Mr Brett Lowcock for his time on Council and wished him all the best for his future endeavours.

18. CLOSE

The Shire President thanked Council and Staff for their attendance. The Presiding Member declared the meeting closed at 7.43pm.

I certify that these Minutes were confirmed at the Ordinary Meeting of Council held on Tuesday, 13 July 2021.

.....
Presiding Member

.....
Date