



Shire of Katanning

heart of the great southern

'Together, We're Building Katanning's Future'

MINUTES OF A SPECIAL COUNCIL MEETING

Dear Council Member

Minutes of the Special Council Meeting of the Shire of Katanning held on
Monday 3 August 2015, in the Shire of Katanning Council Chambers,
14 Austral Terrace, Katanning, commencing at 6:00pm

DISCLAIMER

The Council of the Shire of Katanning hereby advises that before taking any action on an application or a decision of the Council, any applicant or members of the public should wait for written advice from the Council.

Cr Alan McFarland
SHIRE PRESIDENT

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1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISTORS

The Presiding Member declared the meeting open at 6:00pm.

2. RECORD OF ATTENDANCE**PRESENT**

Presiding Member: Shire President - Cr Alan McFarland

Members: Cr Robert Godfrey
Cr Heather McCarley
Cr Danny McGrath
Cr Craig McKinley
Cr Richard Kowald
Cr Alep Mydie
Cr Leisha Wood

Council Officers: Andrew Holden, Acting Chief Executive Officer
Sarah Taylor, Director of Corporate and Community Services
Sam Davis, Executive Manager – Strategic Projects
Diana Marsh, Manager of Finance

Council Observer: Sarah Taylor, Director of Corporate and Community Services

Gallery: Matt Collis, Liz Guidera

Media:

Apologies: Cr Owen Boxall
Uwe Striepe, Director of Engineering & Development Services

Leave of Absence:

3. RESPONSE TO PUBLIC QUESTIONS TAKEN ON NOTICE

Nil.

4. DISCLOSURE OF FINANCIAL/IMPARTIALITY INTERESTS

10.2.1 President Alan McFarland Disclosure of Financial Interest

5. PUBLIC QUESTION/STATEMENT TIME

Liz Guidera advised that in her opinion there was insufficient public notice given for the special council meeting and that it could have been published on the Shire's Facebook page.

President Alan McFarland advised that a notice was published in the Albany Weekender and a display at the Shire front office and Library.

6. APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

7. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil.

8. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Nil.

9. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

10. REPORTS OF COMMITTEES AND OFFICERS

Nil.

10.1 DIRECTOR OF ENGINEERING & DEVELOPMENT SERVICES REPORTS

Nil.

10.2 DIRECTOR OF CORPORATE AND COMMUNITY SERVICES REPORTS**10.2.1 Adoption of 2015/16 Budget
(SEE ATTACHMENT)**

File Ref: AC/06/0008
Responsible Officer: S Taylor, Director of Corporate & Community Services
Date Report Prepared: 31 July 2015

Issue:

To consider adopting the 2015/16 Budget for the Shire of Katanning.

Officer's Comment:Budget Summary

A copy of the 2015/16 draft budget is attached. A separate Budget Highlights document is also attached.

The budget has been prepared with due regard to the Integrated Planning and Reporting Framework consisting of the Community Strategic Plan and the Corporate Business plan with the Long Term Financial Plan, the Asset Management Plan and the Workforce Plan as informing documents. Due regard has also been given to the Forward Capital Works Plan, the Plant Replacement Programme, decisions made by Council during the previous twelve months, initiatives introduced by staff and amendments following the presentation of earlier drafts to Council.

As presented the draft budget allows for an increase of approximately 6.0% in the minimum rate from \$820.00 to \$870.00. The rateable value on non minimum rates will increase by an average of 6.0% for both GRV and UV valued properties.

It is recommended that Council adopt a balanced budget.

Rates Paid by Instalments & Overdue Rates

Where ratepayers choose to pay their rates by instalments Council is required to adopt a rate of interest to be charged for this option and to determine an administrative charge for this service. Similarly, Council is required to adopt the rate of penalty interest to be imposed on outstanding rates.

Officer's Recommendation (*moved en-bloc*):

MOVED: CR ROBERT GODFREY

SECONDED: CR RICHARD KOWALD

OC80/15 That Council Adopt:

- 1) An administrative charge of \$10 per instalment notice;**
- 2) Interest of 5.5% per annum be imposed on rates paid by instalments in 2015/16;**
- 3) A penalty interest rate of 11% per annum to be imposed on outstanding rates in 2015/16.**

Voting Requirement: Absolute Majority

Discount on Rates**Officer's Recommendation (*moved en-bloc*):****OC80/15 That Council:**

Offer a discount of 2.0% of the value of current rates (rates levied in 2015/16) if all rates and charges appearing on the rate notice including arrears are paid in full within 35 days of issue of the rates assessment notice.

Voting Requirement: Absolute MajorityMinimum Rate**Officer's Recommendation (*moved en-bloc*):****OC80/15 That Council:**

Adopt a minimum rate for the 2105/16 year at:

Unimproved Value	\$870.00
Gross Rental Value	\$870.00

Voting Requirement: Absolute MajorityRate in the Dollar (Unimproved Value)**Officer's Recommendation (*moved en-bloc*):****OC80/15 That Council:**

Adopt the rate in the dollar of 1.0105 cents for the Unimproved Valuation rating in 2015/16.

Voting Requirement: Absolute MajorityRate in the Dollar (Gross Rental Valuation)**Officer's Recommendation (*moved en-bloc*):****OC80/15 That Council:**

Adopt a rate in the dollar of 8.9634 cents for the Gross Rental Valuation rating in 2015/16.

Voting Requirement: Absolute Majority

Monthly Reporting of Variances

Changes to the financial reporting regulations of the Local Government came into effect on 1 July 2005. Council has previously set the level of variance to be reported in the monthly statements.

It is necessary to review these levels for the 2015/16 financial year.

The current levels for reporting variances are:

“a variance of 10% or greater of the annual budget for each program area in the budget, as a level which requires an explanation or report, with a minimum dollar value of \$10,000.”

The monthly reporting during 2014/15 has been provided on this basis, unless Council is dissatisfied it is recommended that the same level of variance reporting be adopted for 2015/16.

Officer’s Recommendation (*moved en-bloc*):

OC80/15 That Council:

In relation to financial reporting in 2015/16, adopt a variance of 10% or greater of the annual budget for each program area in the budget, as a level which requires an explanation or report, with a minimum dollar value of \$10,000.

Voting Requirement: Absolute Majority

Adoption of Budget:**Officer’s Recommendation (*moved en-bloc*):**

OC80/15 That Council:

Adopt the Budget for the financial year to 30 June 2016

Voting Requirement: Absolute Majority

Members Sitting Fees

The Local Government Act 1995 and Administration Regulations provide for the following in respect to Members’ Sitting fees and President and Deputy President Local Government Allowance:

Attending Council Meeting (Local Government (Administration) Regulations 1996)

Attendance Fee

	Minimum	Maximum
Councillors	\$7,500	\$15,965
President	\$7,500	\$24,720

There was no change to attendance fees from the 2014/15 financial year.

Local Government Allowance (Local Government (Administration) Regulations 1996)
Allowance Fee

	Minimum	Maximum
President	\$1000	\$36,050
Deputy President	\$250	\$9,012.50

There was no change to council allowance fees from the 2014/15 financial year.

Officer's Recommendation (*moved en-bloc*):

OC80/15 That Council:

Adopt the annual sitting fee option and the fee be set at:

Councillors	\$10,000 per Councillor
Shire President	\$10,000 Shire President

Voting Requirement: Absolute Majority

Telecommunication Allowance

The maximum allowance in lieu of reimbursement of telecommunication expenses is currently \$3,500 pa (Local Government (Administration) Regulations 1996).

Councillor's annual telecommunications allowance was for 2014/15 was \$1,100 per annum. No increase to the telecommunication allowance is recommended for this year.

Officer's Recommendation (*moved en-bloc*):

OC80/15 That Council:

Set an annual telecommunications allowance be paid to Councillors and this be set at \$1,100 per annum.

Voting Requirement: Absolute Majority

CARRIED: 8/0

Cr Robert Godfrey spoke for the motion.

Cr Richard Kowald spoke for the motion.

President Alan McFarland spoke for the motion.

President Alan McFarland disclosed a financial interest in regard to the item on President's allowance and left the room at 6:10pm.

Deputy President Robert Godfrey took over the chair at 6:10pm.

Officer's Recommendation:**MOVED: CR DANNY MCGRATH****SECONDED: CR RICHARD KOWALD****OC81/15 That Council:****Set the President's Local Government allowance at \$20,000 per annum.****Voting Requirement:** Absolute Majority

CARRIED: 7/0

Cr Danny McGrath spoke for the motion.

President Alan McFarland returned to the room at 6:12pm.

Deputy President Robert Godfrey left the chair at 6:12pm.

Officer's Recommendation:**MOVED: CR CRAIG MCKINLEY****SECONDED: CR RICHARD KOWALD****OC82/15 That Council:****Set the Deputy Shire President's Local Government allowance at \$5,000 per annum.****Voting Requirement:** Absolute Majority

CARRIED: 8/0

10.3 EXECUTIVE MANAGER – STRATEGIC PROJECTS

Nil.

10.4 ACTING/DEPUTY CHIEF EXECUTIVE OFFICER

Nil.

10.5 CHIEF EXECUTIVE OFFICER'S REPORTS

Nil.

10.6 ADVISORY COMMITTEE MEETING

Nil.

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

Nil.

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil.

13. CONFIDENTIAL ITEM

Nil.

14. CLOSURE OF MEETING

The Presiding Member declared the meeting closed at 6:16pm