



Special Council Meeting Minutes

Date: 4 June 2008

Please Note: These minutes and the decisions recorded therein have not as yet been confirmed by Council as a true and accurate record of the meeting.

The Shire of Moora Vision and Mission Statement

Vision

Our vision is that:

The Moora region will be a place of brilliant opportunity over the next twenty years. Sustainable growth will result in a vibrant, healthy, wealthy and diverse community.

Mission

Our mission is:

To identify and stimulate growth through creative leadership and a willingness to get things done.

SHIRE OF MOORA
MINUTES OF THE SPECIAL MEETING OF COUNCIL
HELD IN COUNCIL CHAMBERS, MOORA
WEDNESDAY 4 JUNE 2008

Purpose of Meeting

The purpose of the meeting is to consider the Plan for the Future and items relating to the 2008/09 draft budget for the Shire of Moora.

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* Separate Attachments

Item 6.1 *Draft Plan for the Future 2008-2010*

Item 6.3 *Summary of Community Budget Submissions & Copies of all Submissions Received*

Item 6.4 *2008/2009 Draft Schedule of Fees & Charges*

1. DECLARATION OF OPENING & WELCOME OF VISITORS

The Shire President declared the meeting open at 1.10pm, welcomed visitors and announced:

“Acknowledging of Country”

I would like to show my respect and acknowledge the traditional owners of this land and acknowledge their contribution to the Shire of Moora as I do for all its people.

2. DISCLAIMER READING

To be read by the Shire President should members of the public be present at the meeting.

No responsibility whatsoever is implied or accepted by the Shire of Moora for any act, omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council’s decision, which will be provided within fourteen (14) days of this meeting.

3. ATTENDANCE

SA Bryan	-	Presiding Member
SJ Pond	-	Councillor
WA Barrett-Lennard	-	Councillor
CD Hawkins	-	Councillor
AR Tonkin	-	Councillor
JW McLagan	-	Councillor
R Keamy	-	Councillor
LM O’Reilly	-	Chief Executive Officer
JL Greay	-	Manager Engineering Services
MJ Prunster	-	Manager Community Services
DA Friend	-	Manager Finance & Corporate Services
GF Bangay	-	Manager Health & Planning Services
RL McCall	-	Manager Economic Development

APOLOGIES

CE Gardiner	-	Councillor
DV Clydesdale-Gebert	-	Councillor

PUBLIC

Nil

4. DECLARATIONS OF INTEREST

The Manager Finance and Corporate Services declared an interest affecting impartiality in item 6.3 as one of the submissions received is from the Moora Playgroup. His daughter attends the playgroup and wife is the Group's Treasurer.

The Manager Finance and Corporate Services declared an interest affecting impartiality in item 6.4 as one of the fees within the schedule relates to the Moora Playgroup. His daughter attends the playgroup and wife is the Group's Treasurer.

5. QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH SECTION 5.24 OF THE ACT

Nil

The Shire President advised that Council extends its sympathy to the Headland family on the passing of Mr Edward (Ted) Headland on Sunday 1st June.

6. REPORTS OF OFFICERS

6.1 DRAFT PLAN FOR THE FUTURE 2008-2010

FILE REFERENCE: PD/PLF1
REPORT DATE: 28 May 2008
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: 10.05.06 (71/06), 14.06.06 (90/06)
AUTHOR: Rebecca McCall, Manager Economic Development
ATTACHMENTS: Draft Plan for the Future 2008-2010

PURPOSE OF REPORT:

That Council review the Draft Plan for the Future of the District of Moora 2008-2010 and endorse it for release for Public Comment.

BACKGROUND:

The Local Government Act 1995 Section 5.56 requires a Local Government to Plan for the Future of its District. This plan is to be made in accordance with Financial Management Regulation 19C.

Prior to the Local Government Amendment Act 2004 Local Government was required to produce a Principal Activities Plan. This requirement was repealed and replaced with the current requirement to produce a Plan for the Future of the District. Council adopted the Plan for the Future of the Moora District 2006-2008 on June 14, 2006.

COMMENT

The adopted Plan for the Future of the Moora District 2006-08 is due for review. The reviewed document includes modifications to be considered by Council. Upon Council's deliberation the reviewed plan will be required to be released for Public Comment before adopting the Plan for the Future of the Moora District 2008-2010.

POLICY IMPLICATIONS:

Nil

LEGISLATION REQUIREMENTS:

Section 5.53 and 5.56 - Local Government Act 1995

Regulation 19C & 19D- Local Government (Financial Management) Regulations 1996

Planning for the future

- *A local government is to make a plan for the future of its district in respect of the period specified in the plan, being at least 2 financial years.*
- *A plan for the future of a district is to set out the broad objectives of the local government for the period specified in the plan.*
- *A local government is to review its current plan for the future of its district every 2 years and may modify the plan including extending the period the plan is made in respect of.*
- *A council is to consider a plan, or modifications, submitted to it and is to determine, by absolute majority, whether or not to adopt the plan, or modifications, as is relevant.*
- *If a plan, or modified plan, is adopted by the council then the plan or modified plan is to apply to the district for the period of time specified in the plan.*
- *A local government is to ensure that the electors and ratepayers of its district are consulted as to the development of a plan for the future of the district, and any modifications of a plan.*
- *A plan for the future of a district is to contain a description of the involvement by the electors and ratepayers in the development of the plan, and any modifications to the plan.*
- *A local government is to ensure that a plan for the future made, applies in respect of each financial year, beginning with the financial year commencing 1 July 2006.*

STRATEGIC IMPLICATIONS:

Planning for the Future of the Moora District will ensure Council, Staff and the Community understand the direction the District is moving towards.

SUSTAINABILITY IMPLICATIONS:**➤ Environment**

There are no known significant environmental implications associated with this proposal.

➤ Economic

There are no known significant economic implications associated with this proposal.

➤ Social

There are no known significant social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Projects identified in the Plan for the Future should be included in the Budget for the year revenues and expenditures are identified.

VOTING REQUIREMENTS:

Absolute Majority required.

**COUNCIL RESOLUTION
(MANEX RECOMMENDATION)**

118/08 Moved Cr Hawkins, seconded Cr Tonkin that Council receive the Draft Plan for the Future of the District of Moora 2008-2010 and endorse it for release for Public Comment.

CARRIED BY ABSOLUTE MAJORITY 7/0

6.2 2008/09 DRAFT BUDGET GUIDELINES

REPORT DATE: 29 May 2008
DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Darren Friend, Manager Finance & Corporate Services
ATTACHMENTS: Nil

PURPOSE OF REPORT:

To assist Management in the preparation of the 2008/2009 Draft Budget by providing an indicative acceptable rate increase.

BACKGROUND:

To assist with the preparation of the 2008/2009 draft Budget, Council is requested to give consideration to outlining any broad principles, projects or significant changes to be considered or included with the draft Budget document.

As may have been the case in previous years, it would also assist if Council can provide an indication or range of what is considered to be an acceptable rate revenue increase.

COMMENT

Rate modelling work on the coming Budget will commence later in June. An indication from Council of what may be considered acceptable by way of an increase in rate revenue will be of substantial assistance in the compilation of rate models as part of the annual Budget process.

A revaluation of all properties was undertaken by the Valuer General's Office in late 2007 / early 2008 and will be applied effective 1 July 2008. The revaluation applies to all Gross Rental Value (GRV) and Unimproved Value (UV) properties within the Shire of Moora. The resultant variations/changes in the valuations of individual properties will vary with some ratepayers having their property valuations increase significantly more than the average increase. The range of increases is not known at this point in time however, it is anticipated that more information will be provided to Council at the Meeting. Any change to the rate in the dollar will be uniform across all land uses/zonings in the coming Budget, subject to Council's decision.

Again in 2008/2009 Council will be required to levy and remit the Emergency Services Levy (ESL), which impacts on ratepayers. This charge will again appear on the rate notice however, it is a **State Government** levy and when collected, it is required to be remitted to the State Government. Council now remits the ESL on a "pro-rata" or instalment type arrangement which is less burdensome on finance staff and provides a cash flow benefit to Council's books.

Information that is available, which will have an impact on the coming draft Budget includes;

- The current Consumer Price Index (CPI) figure for the year ended March 2008 shows a 4.3% increase for Perth and a national increase of 4.2%. These figures indicate a measure of **past** increases in cost. Comparative figures for the same period last year show figures of 3.5% and 2.4% respectively.
- Underlying inflation for the coming year (2008/2009) is expected to be above 4.0% although it was announced during the Treasurer's Budget speech that the figure is anticipated to be 3.25%.
- The State and Federal Government's Budgets for the coming year were delivered in early May and don't have any significant impact on the coming Budget process.

Other costs that will impact on the 2008/2009 Budget include;

- Fuel prices increased significantly during the first half of 2008 although not the 40% to 50% increase that occurred in 2005/2006. This will again significantly impact on the 2008/2009 plant operating costs. Council will have to Budget for a provisional 15% to 20% increase on its 2007/2008 Budget provision to around \$350,000.
- Insurance costs continue to rise marginally although they appear to have settled in relation to the significant increases incurred during the early part of this decade. An increase in premiums of less than 10% is anticipated in line with last year.
- Loan liability costs (net) have increased over the last several years and Council may need to look at the provision of quality rental accommodation in Moora, which will need to be funded by way of loan. The figures below show Council's annual liability to service its loan portfolio:-

2006/2007	\$242,524
2007/2008	\$350,074
2008/2009	\$265,940
2009/2010	\$200,171
2010/2011	\$185,295

One "positive" to take out of the figures is that there is a significant debt service fall off in the coming years which may allow Council to fund some of its long term projects by way of loan, including providing suitable facilities for visitor servicing and library information services.

As is the case with most years, a number of ongoing and one-off projects continue to impact on Council's resources including the requirement to maintain up to date plant and equipment for its outside workforce. There is very little in Plant Reserve so any changeover costs will impact significantly on the Budget, either by direct funding from Municipal or via loan, which will then be serviced from the Municipal fund.

Council must continue to keep up with its annual road maintenance and construction requirements (subject to the usual finance constraints) and make provision for other roadwork requests for improvements, upgrades, reseals etc.

One major fact that will impact on the Budget process is Council's current financial position, the subject of much discussion over the last 6 - 8 months. As was reported during the

Budget review process, Council's financial position at the time of adopting the 2007/2008 Budget was not correct and the deferment of projects, as per the Budget review process to "balance the books" will impact on the coming budget. This may even carry forward to 2009/2010. Coupled with the high level of inflation, generated by the housing market and fuel prices, Council may need to look at an overall rate increase significantly higher than the CPI figure and comparable to the 2007/2008 rate increase of 5.99%.

Additionally, Council's sewerage infrastructure is now some 35 years old and in need of some substantial overhaul as the earthenware pipes will need replacing in the coming years to avoid any serious failure within the sewerage system.

The items listed above for Council's information are by no means comprehensive nor exhaustive. In some areas, Council will have no control on those items however; they will have a direct impact when framing the significant parameters for the 2008/2009 draft Budget.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Any decision made by Council in relation to this matter will have a direct impact on the 2008/2009 Budget.

STRATEGIC IMPLICATIONS

Nil

PRECEDENT

Nil

VOTING REQUIREMENTS

Simple Majority required.

COUNCIL RESOLUTION (MANEX RECOMMENDATION)

119/08 Moved Cr Hawkins, seconded Cr Pond that Council directs the Administration to draft the 2008/2009 Budget around a provisional rate increase of 5.0% to 7.0%.

CARRIED 4/3

6.3 2008/09 DRAFT BUDGET COMMUNITY SUBMISSIONS

FILE REFERENCE: F/BUDI
REPORT DATE: 29 May 2008
DISCLOSURE OF INTEREST: The author declares an interest affecting impartiality as one of the submissions received is from the Moora Playgroup. My daughter attends the playgroup and my wife is the Group's Treasurer.
PREVIOUS MEETING REFERENCES: Nil
AUTHOR: Darren Friend, Manager Finance & Corporate Services
ATTACHMENTS: Summary of Community Budget Submissions
Copies of all submissions received

PURPOSE OF REPORT:

To assist Management in the preparation of the 2008/2009 Draft Budget by providing an indicative listing of Community Budget submissions for inclusion in the Budget.

BACKGROUND:

Each year as part of the annual Budget process Council advertises locally inviting submissions from Community and Sporting organisations seeking financial assistance. Submissions opened in late February and closed on 28 April 2008. Each submission received should address all details of the project to be undertaken and request the amount of funding required from Council as part of the 2008/2009 draft Budget.

COMMENT

A relatively small number of submissions have been received and copies of these are circulated as an attachment to this report for information and reference purposes. The attached Schedule provides Council with a summary of all requests received for consideration. The submissions are not in any particular order of priority or value. There have also been several requests for infrastructure type works and these will be costed and included in the draft Works Program for the coming year.

There are several submissions from the current budget which will be carried forward into 2008/2009 as a result of funding applications. These are listed separately on the attached summary.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Should Council resolve to fund some or all of the requests received, this will have a direct impact on the total level of expenditure within the 2008/2009 draft Budget. Council is requested to consider the priority, impact and nature of each submission.

STRATEGIC IMPLICATIONS

Nil

PRECEDENT

Nil

VOTING REQUIREMENTS

Simple Majority required.

**COUNCIL RESOLUTION
(MANEX RECOMMENDATION)**

120/08 Moved Cr Hawkins, seconded Cr Bryan that Council considers the Schedule of submissions for financial assistance and the following items be included for consideration within the 2008/2009 draft Budget.

Community Budget Submissions 2008/2009		
Community Group	Project Description	Funding Request
Moora Playgroup Inc.	Thorough pruning of large gum situated in the playground Labour and tools to lay 1 course of limestone blocks around sandpit area.	In kind labour and plant to complete pruning and limestone border. (2 men x 8hrs = 16hrs + shire equipment) - Approx \$1,500
Moora Toy Library *this submission was on the 2007/2008 Budget	Back shed requires sealing to prevent weather and dust damaging toys and equipment. Inside of main building requires painting. Installation of shelving.	Approx \$1,000 Note – works not commenced in 2007/2008 Budget for painting. Painting costed at \$4,000 in current Budget.
Watheroo Development Association Inc.	Landscaping in the Watheroo Community Park and at the Watheroo Community Hall (see next column for specific tasks)	Plant & Labour to remove sizeable area of bitumen –front of hall, Donation of red paving (currently owned by the Shire of Moora), Labour to extend red paving from the south side of the hall to the front Soil conditioner for the gardens - \$2,000
Watheroo Development Association Inc.	Kerbing and footpaths in the Watheroo townsite. York Street, linking paths from the Watheroo Shop to the Post Office. A second footpath – or at least kerbing from the south corner of Watheroo Miling Road to the North Corner of Ellis Road linking the Watheroo Shop, Post Office and Hall.	No information provided by group except that the Shire would need to provide costs. Estimation provided by Shire of Moora.
Bindi Bindi Progress Association Inc.	New Community Centre. A modern, low maintenance meeting/function centre. Total project cost \$140,000	\$15,800 Cash \$2,500 Labour
Moora Historical Society	Financial assistance to offset the costs of the photographic and memorabilia display at Clinch House presently opens to the public by appointment. Regular cleaning of gutters	\$500 cash Shire labour to clean gutters

Moora Fine Arts Society	Assistance with running Fine Arts Winter School in the form of postage, printing and reduce rate to hire MPAC. Assistance with updating and re-printing the Moora Artists Brochure	\$2,000 cash \$500 hire of MPAC \$800 cash for brochure
Moora Hockey Club *this submission was on the budget last year	Addition of a patio area to the hockey club rooms Total project \$38,000 NB a request for \$6,000 from 2007/2008 approved budget allocation to be deferred.	\$6,000 \$8,400 Community Loan (over 4 years) NB. Loan to be increased to \$28,400 if not successful with the CFGP (over 8years)
Moora Sporting Clays	Purchase of 2 electric traps (clay target throwers).	\$6,200 requested \$2,000 only Council cont.
Miling Tennis Club	Removal of trees from court perimeter. Removal of tree roots from below current court surface. Resurfacing of 4 courts. Total project \$41,000	\$15,000 cash (total quote for \$34,410 + GST)

Community Budget Submissions Carried Forward 2008/2009		
Community Group	Project Description	Funding Request
Miling Progress Association	Shade Structure for Miling Sportsground playground	\$16,000 Council \$8,000 Grant
Watheroo Progress Association	Shade Structure for Watheroo Oval playground	\$6,000
Moora Senior Citizens	Development of croquet field	\$2,000

CARRIED 7/0

6.4 **2008/09 DRAFT BUDGET SCHEDULE OF FEES & CHARGES**

REPORT DATE: 29 May 2008

DISCLOSURE OF INTEREST: The author declares an interest affecting impartiality as one of the fees within the schedule relates to the Moora Playgroup. My daughter attends the playgroup and my wife is the Group's Treasurer.

PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Darren Friend, Manager Finance & Corporate Services

ATTACHMENTS: 2008/2009 Draft Schedule of Fees & Charges

PURPOSE OF REPORT:

To assist Management in the preparation of the 2008/2009 Draft Budget by providing an indicative schedule of fees & charges.

BACKGROUND:

As part of the 2008/2009 draft Budget preparation, it is considered fiscally responsible to review the Schedule of Fees and Charges, which is required as a disclosure within the

adopted Budget. Any changes made to the Fees and Charges can also be used to review the calculations of income provisions within the draft Budget.

COMMENT

A draft Schedule of Fees and Charges showing the 2007/2008 figures and the proposed 2008/2009 figures is provided as an attachment to this report. As shown on the Schedule, some fees are determined by regulation or other statutory legislation over which Council has no power to change. These are shown for reference and disclosure purposes only. Council determines other charges; however some fees, rents, leases etc are subject to the terms and conditions within an agreement/lease, which are usually adjusted by the CPI from a particular date.

The draft Schedule of Fees and Charges attached shows where other changes and additions which are summarised as;

- Where fees and charges have been adjusted, these have been increased by the CPI (%) and rounded accordingly.
- Rents and leases are adjusted by the CPI, subject to the inclusion of such a clause in the agreement or contract, from a given date.
- All Recreation related fees, (Ovals, Recreation Centre and Swimming Pool) have been reviewed. Where possible, juniors' fees, school fees and spectator fees remain unaltered.
- The introduction of split "half" season swimming pool passes has proved to be both fair and popular with patrons and it is recommended that this continue. Additionally, the introduction of a spectator concession pass allowed parents and onlookers not using the swimming pool to observe events such as carnivals, sports days etc.
- A comprehensive review of Council's Plant Hire and Private Works rates was undertaken by staff as a result of the substantial increase in fuel prices over the last twelve months. Hourly hire rates are shown that reflect the actual running costs of the machine, with operator, together with a component covering depreciation and an administration charge.
- Some fees and charges within the schedule have not been adjusted by the CPI for the coming year as the increase is either minor or the cost of implementation/change outweighs the return and it is more financially prudent to review these changes every three years or so.
- Such items as rates enquiries/zoning orders require significant notification to agents dealing in these matters and were increased in the last few years. It is recommended that these charges remain as per the 2007/2008 Budget.

A separate report will be presented to Council concerning the operations of the Moora Landfill Site when the associated charges proposed for the coming year for waste disposal will be determined.

After reviewing the draft Schedule of Fees and Charges it would be advisable for Council to adopt the Schedule of Fees and Charges, effective from 1 July 2008 or other dates as detailed with leases or legal agreements. The early adoption of the Schedule allows Officers the opportunity to advise customers of any changes proposed from 1 July 2008 therefore providing a short lead time should fees and charges be passed on that affect existing transactions.

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

BUDGET IMPLICATIONS

Any changes to the Schedule of Fees & Charges will impact directly on Council's 2008/2009 Budget.

STRATEGIC IMPLICATIONS

Nil

PRECEDENT

Nil

VOTING REQUIREMENTS

Simple Majority required.

**COUNCIL RESOLUTION
(MANEX RECOMMENDATION)**

121/08 Moved Cr McLagan, seconded Cr Hawkins that Council adopts the Schedule of Fees and Charges as detailed within this report, to take effect from 1 July 2008 except where other dates are specified within a lease, contract or agreement with the exception of refuse charges, to be calculated and adopted with the 2008/2009 Budget.

CARRIED 7/0

7. CLOSURE OF MEETING

There being no further business, the Shire President declared the meeting closed at 2.45pm.

CONFIRMED**PRESIDING MEMBER**