



# Special Council Meeting Minutes

**Date: 12 September 2007**

**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 THE COUNCIL CHAMBERS, MOORA

### WEDNESDAY 12 SEPTEMBER 2007

#### Purpose of Meeting

The purpose of the meeting is to consider and adopt the budget for the Shire of Moora for the year ended 30 June 2008.

---

#### TABLE OF CONTENTS

---

<b>1.</b>	<b><u>DECLARATION OF OPENING &amp; WELCOME OF VISITORS</u></b>	<b>2</b>
<b>2.</b>	<b><u>DISCLAIMER READING</u></b>	<b>2</b>
<b>3.</b>	<b><u>ATTENDANCE</u></b>	<b>2</b>
	<b><u>APOLOGIES</u></b>	<b>2</b>
	<b><u>PUBLIC</u></b>	<b>2</b>
<b>4.</b>	<b><u>DECLARATIONS OF INTEREST</u></b>	<b>2</b>
<b>5.</b>	<b><u>QUESTIONS BY THE PUBLIC IN ACCORDANCE WITH SECTION 5.24 OF THE ACT</u></b>	<b>2</b>
<b>6.</b>	<b><u>REPORTS OF OFFICERS</u></b>	<b>3</b>
	<b>2007/2008 BUDGET ADOPTION</b>	
6.1	Adoption of GRV and UV Valuations	<b>4</b>
6.2	Setting of GRV Rate	<b>5</b>
6.3	Setting of UV Rate	<b>5</b>
6.4	Setting of Minimum GRV Rate	<b>5</b>
6.5	Setting of Minimum UV Rate	<b>6</b>
6.6	Service Charge	<b>6</b>
6.7	Sewerage Rates	<b>6</b>
6.8	Rubbish Collection Charges	<b>7</b>
6.9	Payment Instalment Options	<b>8</b>
6.10	Instalment Plan Interest Rate	<b>9</b>
6.11	Instalment Plan Administration Fee	<b>9</b>
6.12	Late Payment Interest Rate	<b>10</b>
6.13	Adoption of User Fees and Charges	<b>10</b>
6.14	Setting of Materiality for Monthly Reporting	<b>11</b>
6.15	Adoption of Accounting Policies	<b>11</b>
6.16	Reserve Fund Accounts	<b>11</b>
6.17	Adoption of 2007/08 Budget	<b>12</b>
6.18	Extreme Hardship Payment Plan	<b>12</b>
6.19	Rates Payment Incentive	<b>14</b>
<b>7.</b>	<b><u>CLOSURE OF MEETING</u></b>	<b>14</b>

## **1. DECLARATION OF OPENING & WELCOME OF VISITORS**

*The Shire President declared the meeting open at 6.05pm, 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	-	Moora Town Ward
CE Gardiner	-	Councillor	-	Moora Town Ward
JL Craven	-	Councillor	-	Moora Town Ward
Sj Pond	-	Councillor	-	Koojan Ward
AR Tonkin	-	Councillor	-	Coomberdale Ward
CD Hawkins	-	Councillor	-	Moora Town Ward
JW McLagan	-	Councillor	-	Miling Ward
DV Clydesdale-Gebert	-	Councillor	-	Watheroo Ward

Sj Deckert	-	Chief Executive Officer
MJ Prunster	-	Community Development Manager
JL Greay	-	Operational Development Manager
ML Rourke	-	Manager Health & Regulatory Services
RL McCall	-	A/Enterprise Development Manager
K Hatcher	-	Contract Finance Officer

### **APOLOGIES**

WA Barrett-Lennard	-	Councillor	-	Bindi Bindi Ward
--------------------	---	------------	---	------------------

### **PUBLIC**

Mr Tom Sayers	-	Farmer/President, Miling Tennis Club
---------------	---	--------------------------------------

## **4. DECLARATIONS OF INTEREST**

Nil

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

Nil

## 6. REPORTS OF OFFICERS

### ADOPTION OF THE BUDGET FOR THE YEAR ENDED 30 JUNE 2008

<b>FILE REFERENCE:</b>	PD/ADBI
<b>REPORT DATE:</b>	7 September 2007
<b>APPLICANT/PROPONENT:</b>	Not Applicable
<b>DISCLOSURE OF INTEREST:</b>	The author of this report has no financial interest in the matter.
<b>PREVIOUS MEETING REFERENCES:</b>	Not Applicable
<b>AUTHOR:</b>	Steven Deckert, Chief Executive Officer
<b>ATTACHMENTS:</b>	2007/08 Adopted Budget

#### **PURPOSE OF REPORT:**

To consider the Budget as presented, for the year ended 30 June 2008 and adopt the Budget, either without amendment or amended as considered necessary.

#### **BACKGROUND:**

On Wednesday 29 August 2007, Councillors met to consider the draft Cash Budget. Following discussions, Councillors balanced the Cash Budget for the purposes of preparing the Statutory Budget for adoption.

On Tuesday 4 September 2007, the CEO circulated a Memo to all Councillors and Managers confirming the outcomes of the discussions on 29 August and to advise of some subsequent changes made by the CEO due to a number of factors that had come to light since that meeting.

Haines Norton has now converted the Cash Budget, as balanced on 29 August and updated in accordance with the CEO's memo of 4 September, into the statutory format. The 2007/08 Budget is now provided with this Agenda for Councils formal consideration and adoption, either without amendment or amended as Council determines necessary. This Budget documentation includes the Statutory Budget, the Cash Budget and a number of supporting documents and schedules that assist the reader in understanding the contents of the Budget.

#### **COMMENT:**

Throughout budget discussions it was Council's desire to cap rate increases to 5.9%. This has been achieved with the rate in the dollar for both GRV and UV adjusted accordingly. Minimums have also been increased by 5.9%. It should be noted that the proposed UV rate in the dollar is actually less than last year. This has been as a consequence of the Valuer General carrying out a general revaluation of unimproved valued properties, which resulted in an average increase of 7% in their valuation. In respect to the cost indices that Council considers, it should be noted that for the year ended 31 March 2007 the CPI was 3.50% and the Local Government Cost Index was 5.40%.

The Budget as presented has also been balanced on the basis of increasing both rubbish charges and sewerage charges by 4.00 %.

#### **POLICY REQUIREMENTS:**

Various adopted policies impact on the budget including the 5% bitumen policy, staff rates incentive schemes and polices in relation to staff remuneration.

**LEGISLATIVE REQUIREMENTS:**

Section 6.2 of the Local Government Act 1995 requires all local governments to prepare and adopt a budget for the year ended 30 June by 31 August of that Financial year.

It should be noted that the Shire of Moora applied to the Minister for approval to extend the adoption date past 31 August. The Minister's approval of the Shire's request has been received.

**STRATEGIC IMPLICATIONS**

A balanced budget enables Council to progress their strategic plan in a sustainable means.

**SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
The proposed budget contains a number of initiatives that will enhance and support the environment within the Shire.
- **Economic**  
The proposed budget contains a number of initiatives that will enhance and support economic development within the Shire.
- **Social**  
The proposed budget contains a number of initiatives that will enhance and support social development within the Shire.

**FINANCIAL IMPLICATIONS:**

The result of the following resolutions will be the adoption of the 2007/08 budget.

**VOTING REQUIREMENTS:**

Absolute majority

**6.1 Adoption of GRV and UV Valuations**

The valuation schedule for the 2007/08 year is included in the budget document at note "15 Rating Information". Total rateable values of \$141,797,831 apply to the Shire of Moora for 2007/08. This is broken down into Unimproved valuations (UV) totalling \$136,763,127 and Gross Rental Valuations (GRV) totalling \$5,034,704.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATIONS) – ITEM 6.1**

***169/07 Moved Cr McLagan, seconded Cr Hawkins that***

- 1) The valuation schedule for the 2007/08 year included in the budget document at note "15 Rating Information" be adopted with total rateable values of \$141,797,831 to apply to the Shire of Moora for 2007/08.***
- 2) Council imposes a general rate on rateable land within the district for the 2007/08 financial year using the valuation schedule set out in note "15 Rating Information" as the basis for the 2007/08 budget rating calculations.***

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.2 Setting of GRV Rate**

The 2006/07 adopted GRV rate was 10.6147¢ in the dollar. The recommended 5.9% rate increase results in the new GRV rate of 11.2310 ¢ in the dollar.

<p><b>COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 6.2</b></p>
--

*170/07 Moved Cr Gardiner, seconded Cr Pond that a rate of 11.2310¢ in the dollar on GRV rated properties for the 2007/08 year be adopted.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.3 Setting of UV Rate**

The 2006/07 adopted UV rate was 1.4988¢ in the dollar. The recommended 5.9% rate increase results in the new UV rate of 1.4680¢ in the dollar. The rate in the dollar has decreased due to the increase in Rural UV valuations.

<p><b>COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 6.3</b></p>
--

*171/07 Moved Cr Tonkin, seconded Cr Hawkins that a rate of 1.4680¢ in the dollar on UV rated properties for the 2007/08 year be adopted.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.4 Setting of Minimum GRV Rate**

The 2006/07 adopted Minimum GRV was \$350 for Residential Moora Townsite and \$245 for Residential Other Townsite and Mining Tenements. An increase of 5.90% per minimum GRV is recommended.

<p><b>COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 6.4</b></p>
--

*172/07 Moved Cr McLagan, seconded Cr Hawkins that the minimum GRV rates for 2007/08 are adopted as follows;*

<i>GRV properties</i>	<i>- Moora townsite</i>	<b>\$370</b>
	<i>- Other townsites</i>	<b>\$260</b>
	<i>- Mining tenements</i>	<b>\$260</b>

**CARRIED BY ABSOLUTE MAJORITY 8/0**

### 6.5 Setting of Minimum UV Rate

The 2006/07 adopted Minimum UV was \$245. An increase of 5.9% is recommended as per the increase in minimum GRV

<b>COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 6.5</b>
---

*173/07 Moved Cr Hawkins, seconded Cr Pond that the minimum UV rates for 2007/08 are adopted as follows;*

<i>UV properties</i>	<i>- Rural</i>	<b>\$260</b>
	<i>- Urban Farms</i>	<b>\$260</b>

**CARRIED BY ABSOLUTE MAJORITY 8/0**

### 6.6 Service Charge

Gardiner Street power supply has been upgraded to enable businesses to expand. Council undertook a consultation process with the affected businesses who supported the imposition of a service charge to cover the upgrade costs. A loan was raised in 2006/07 to cover the costs of the required works and the service charge is to meet the loan repayments. Council decisions 54/2005 and 99/2005 refer.

<b>COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 6.6</b>
---

*174/07 Moved Cr Pond, seconded Cr Gardiner that the following service charge be applied to the rate assessments that directly benefit from the power upgrade in Gardiner Street*

<i>Non-Residential</i>	<b>\$339.32</b>
<i>Residential</i>	<b>\$169.66</b>

**CARRIED BY ABSOLUTE MAJORITY 8/0**

### 6.7 Sewerage Rates

The sewerage rate in the dollar is recommended to be increased from 9.005¢ to 9.3652¢ in the dollar, which reflects a 4.0% increase on the 2006/07 sewerage rate charge. This level of increase is recommended as it is in keeping with the average increase applied by the Water Corporation to sewerage charges for towns in the same Class as Moora as per Water Agencies (Charges By-laws) 1987.

The minimum and maximum values and the fees recommended for non-rateable properties connected to the sewer are as per advice from the Water Corporation.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.7**

***175/07 Moved Cr Pond, seconded Cr Tonkin that the sewerage rate be set at 9.3652¢ in the dollar to apply to properties contained within the designated area of the Moora Townsite Sewerage Scheme.***

a. ***That the minimum annual sewerage rates be as follows;***

<b><i>Residential properties</i></b>	<b><i>\$266.80</i></b>
<b><i>Commercial properties</i></b>	<b><i>\$587.90</i></b>
<b><i>Vacant Land properties</i></b>	<b><i>\$175.60</i></b>

b. ***That the maximum annual sewerage rate be as follows;***

<b><i>Residential properties</i></b>	<b><i>\$664.90</i></b>
<b><i>Vacant Land properties</i></b>	<b><i>\$664.90</i></b>

c. ***Non Rateable Properties connected to sewer***

***Class 1 Institutional/Public & Charitable Purposes***

***FOR EACH PROPERTY:***

***First MAJOR FIXTURE \$157.90 per annum***

***Each additional MAJOR FIXTURE \$ 69.45 per annum***

***Class 2 State and Local Government properties of a commercial nature: \$877.80 per CONNECTION***

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.8 Rubbish Collection Charges**

The Residential rubbish charge of \$180.00 was levied in 2006/07. The budget has been formulated on increasing rubbish charges by 5.4% (rounded up to the nearest \$5) to \$190.

The Pensioner rubbish charge of \$145.00 per service was levied in 2006/07. The Budget has been formulated on increasing the charge by 4% (rounded down to the nearest \$10) to \$150.

Please note that last year, Council did not increase the rubbish charges for 2006/07, which remained at the level set in 2005/06.

**MANEX RECOMMENDATION – ITEM 6.8**

*That the charges for rubbish collection for the 2007/08 financial year be set at;*

<i>Ordinary (per service)</i>	<i>\$180 per annum</i>
<i>Pensioner (per service)</i>	<i>\$145 per annum</i>



<b>COUNCIL RESOLUTION – ITEM 6.8</b>
--------------------------------------

***176/07 Moved Cr Gardiner, seconded Cr Hawkins that the charges for rubbish collection for the 2007/08 financial year be set at;***

<b><i>Ordinary (per service)</i></b>	<b><i>\$190 per annum</i></b>
<b><i>Pensioner (per service)</i></b>	<b><i>\$150 per annum</i></b>

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Note:** The per annum fee of the MANEX recommendation was updated to '\$190' and '\$150' per annum to reflect the correct figures as stated in the report above.

### **6.9 Payment Instalment Options**

A local government is required to provide its ratepayers with an option to pay a rate or service charge;

- (i) in full
- (ii) by 4 equal or nearly equal instalments
- (iii) by such other method of payment by instalments as is set forth in the local government's annual budget.

Last year Council adopted the following payment instalment options:

1. *To pay in full within 35 days of service of the rates notice.*
2. *To pay by 2 equal instalments as under.*
  - (i) *50% of the rates within 35 days*
  - (ii) *50% of the rates within 4 months of (i)*
3. *To pay by 4 equal instalments as under.*
  - (i) *25% of the rates within 35 days*
  - (ii) *25% of the rates within 2 months of (i)*
  - (iii) *25% of the rates within 2 months of (ii)*
  - (iv) *25% of the rates within 2 months of (iii) being 6 months from the expiration of the initial 35 day period and 6 months and 35 days from the date of service of the notice.*

This arrangement varied from what Council had approved in previous years, however was in line with what could be accommodated by the new rating software.

<b>COUNCIL RESOLUTION (MANEX RECOMMENDATIONS) – ITEM 6.9</b>
--

***177/07 Moved Cr McLagan, seconded Cr Gardiner that Council***

- a) ***Adopt the instalment plan options, being;***
  1. ***To pay in full within 35 days of service of the rates notice.***
  2. ***To pay by 2 equal instalments as under.***
    - (i) ***50% of the rates within 35 days***
    - (ii) ***50% of the rates within 4 months of (i)***

3. **To pay by 4 equal instalments as under.**
- (i) **25% of the rates within 35 days**
  - (ii) **25% of the rates within 2 months of (i)**
  - (iii) **25% of the rates within 2 months of (ii)**
  - (iv) **25% of the rates within 2 months of (iii) being 6 months from the expiration of the initial 35 day period and 6 months and 35 days from the date of service of the notice.**

b) **Adopts the above instalment plan as a replacement to the current policy.**

**CARRIED BY ABSOLUTE MAJORITY 8/0**

#### **6.10 Instalment Plan Interest Rate**

Council can impose an interest rate charge on each instalment if ratepayers elect to use any of the instalment plan options. The maximum interest rate charge applicable is 11% from those that did not pay according to the plan (i.e. default) and 5.5% for those on an instalment plan. Last years charges were 11% and 5.5% respectively for the Shire of Moora. It is recommended that the maximum charges continue to be applied.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.10**

***178/07 Moved Cr McLagan, seconded Cr Tonkin that the interest rate charge of 11% for ratepayers who default on payments according to a nominated plan and a rate of 5.5% for ratepayers who opt to use an instalment plan be adopted.***

**CARRIED BY ABSOLUTE MAJORITY 7/1**

#### **6.11 Instalment Plan Administration Fee**

Section 6.45(3) of the Local Government Act 1995 allows a local government to impose an additional charge where payment of a rate or service charge is made by instalments.

Council's policy stipulates a service charge of \$5.00 for each instalment other than the first.

It is recommended that Council impose a charge of \$5 for instalment payments.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.11**

***179/07 Moved Cr Gardiner, seconded Cr Pond that in accordance with the Local Government Act 1995, Council imposes a \$5.00 administration charge for each instalment payment for rates and services other than the first instalment.***

**CARRIED BY ABSOLUTE MAJORITY 7/1**

## **6.12 Late Payment Interest Rate**

Where ratepayers have not elected to pay by any of the offered instalment options and have not paid their rates by the due date, they can be charged interest on the outstanding amount.

The maximum rate of interest that can be applied is 11%.

### **COUNCIL RESOLUTION (MANEX RECOMMENDATION) – ITEM 6.12**

*180/07 Moved Cr Gardiner, seconded Cr Tonkin that an interest rate charge of 11% for ratepayers with arrears and who have not elected to pay by instalments be adopted.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

## **6.13 Adoption of User Fees and Charges**

The schedule of user fees and charges is attached and presented as part of the Adopted Budget document. The recommended Fees and Charges have been reviewed by Manex and previously discussed by Councillors at a Briefing Session. All fees excluding town planning fees include GST where applicable.

### **MANEX RECOMMENDATION – ITEM 6.13**

*That the schedule of fees and charges for the 2007/08 financial year be adopted as presented.*

### **COUNCIL RESOLUTION – ITEM 6.13**

*181/07 Moved Cr Hawkins, seconded Cr Pond that the schedule of fees and charges for the 2007/08 financial year as presented be adopted subject to removing the hire fees for Bindi Bindi Hall and Round Hill Hall.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Note:** Council amended the Fees & Charges Schedule to exclude the hire charges for the Bindi Bindi and Round Hill Halls as these halls are currently closed to public use.

**6.14 Setting of Materiality for Monthly Reporting**

Changes to the Local Government Act and Regulations require the Council to set the materiality level at which explanations are required for variations between Year to Date Budget and Year to Date Actual figures. Last year the materiality level was set at +/-10% and +/- \$1,000 at account level and +/-10% and +/- \$5,000 at financial statement level. It is recommended that this be adopted again in 2007/08.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.14**

*182/07 Moved Cr Hawkins, seconded Cr Tonkin that materiality level for monthly reporting be set at +/-10% and +/- \$1,000 at account level and +/-10% and +/- \$5,000 at financial statement level.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.15 Adoption of Accounting Policies**

Council should consider its accounting policies on an annual basis and adopt the policies to apply to the budget. The Shire of Moora Accounting Policies are included in the Statutory Budget as attached. These policies are as adopted last year.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.15**

*183/07 Moved Cr Pond, seconded Cr Craven that the accounting policies as presented within the Adopted Budget as attached be adopted.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.16 Reserve Fund Accounts**

Council is required to adopt the name and purpose of any reserve account included in the Reserve Funds. It is proposed to establish a Building Reserve Fund as part of the 2007/08 budget. Currently, Council has established reserve funds for specific shire buildings (Administration Building, SES Building and Staff Housing) but nothing that makes provision for all other Shire buildings. The purpose of this reserve fund is to establish a reserve to set aside funds to put towards the construction or upgrade of new or existing Shire buildings for which a reserve fund does not currently exist.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.16**

*184/07 Moved Cr Craven, seconded Cr Hawkins that Council endorses the establishment of a new reserve fund “Shire Buildings Reserve” as part of the 2007/08 budget, with the purpose of establishing a reserve to set aside funds to put towards the construction or upgrade of new or existing Shire buildings for which a reserve fund does not currently exist.*

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.17 Adoption of 2007/08 Budget**

The management recommends that in order to maintain real operating expenditure and continue to position Council to undertake future projects of significant economic benefit and employment growth initiatives, that Council adopt a 5.9% rate increase.

**MANEX RECOMMENDATION – ITEM 6.17**

*That the 2007/08 budget as appended, reflecting a 5.9% increase in total GRV and total UV rates, be adopted.*

**COUNCIL RESOLUTION – ITEM 6.17**

***185/07 Moved Cr McLagan, seconded Cr Hawkins that the 2007/08 budget as appended, reflecting a 5.9% increase in total GRV and total UV rates, as presented be adopted subject to the following amendments;***

- (i) Making provision in the Adopted Budget to transfer \$60,000 to the Reserve Fund, being interest earned on Reserve Fund investments;***
- (ii) Reduce the transfer of \$50,000 from the Municipal fund to the Staff Housing Reserve Fund to \$0;***
- (iii) Reduce the transfer of \$50,000 from the Municipal Fund to the Administration Building Fund to \$49,000, and***
- (iv) Increase the budgeted revenue for account 20401 “Governance General Sundry Income” from \$6,000 to \$15,000 to account for additional anticipated revenue.***

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**Note:** Council amended the draft budget document as presented to bring it in to balance following advice that \$60,000 needed to be transferred to the Reserve Fund and \$9,000 additional operating revenue had not been provided for.

**6.18 Extreme Hardship Payment Plan**

As part of last years Budget adoption, Council passed the following resolution in recognition of the potential impact on ratepayers of the dry season that was being experienced:

**COUNCIL RESOLUTION**

*175/06 “That Council delegates authority to the Chief Executive Officer to enter into payment plans with ratepayers experiencing extreme financial hardship due to seasonal conditions within the following guidelines*

- i. The Chief Executive Officer determines a case of extreme financial hardship exists.*
- ii. Application to enter into a payment plan must be made in writing and supported by a letter from the ratepayer’s bank manager or accountant substantiating the ratepayer’s financial hardship;*

- iii. *The ratepayer has approached the Shire of Moora to enter into a payment plan prior to the rates due date.*
- iv. *The ratepayer has a previous record of payment of rates by due dates.*
- v. *No arrears rates exist on the rate assessment.*
- vi. *The payment plan results in all outstanding rates being paid by 30 June 2007.*
- vii. *Interest is not charged on rates paid prior to 30 June 2007.*
- viii. *Administration fees are not charged on rates paid prior to 30 June 2007.*
- ix. *The ratepayer must pay in accordance with the negotiated payment plan.*
- x. *Interest and administration fees will be charged on amounts not paid in accordance with the payment plan or outstanding at 30 June 2007.”*

It can be confirmed, that no one applied to be considered for this payment plan last year. The recommendation is to continue the plan due to the possible flow on impact of last season and the less-than average season this year.

**COUNCIL RESOLUTION  
(MANEX RECOMMENDATION) – ITEM 6.18**

***186/07 Moved Cr McLagan, seconded Cr Hawkins that Council delegates authority to the Chief Executive Officer to enter into payment plans with ratepayers experiencing extreme financial hardship due to seasonal conditions within the following guidelines***

- ii. ***The Chief Executive Officer determines a case of extreme financial hardship exists.***
- iii. ***Application to enter into a payment plan must be made in writing and supported by a letter from the ratepayer’s bank manager or accountant substantiating the ratepayer’s financial hardship;***
- iv. ***The ratepayer has approached the Shire of Moora to enter into a payment plan prior to the rates due date.***
- v. ***The ratepayer has a previous record of payment of rates by due dates.***
- vi. ***No arrears rates exist on the rate assessment.***
- vii. ***The payment plan results in all outstanding rates being paid by 30 June 2007.***
- viii. ***Interest is not charged on rates paid prior to 30 June 2007.***
- ix. ***Administration fees are not charged on rates paid prior to 30 June 2007.***
- x. ***The ratepayer must pay in accordance with the negotiated payment plan.***
- xi. ***Interest and administration fees will be charged on amounts not paid in accordance with the payment plan or outstanding at 30 June 2007.***

**CARRIED BY ABSOLUTE MAJORITY 8/0**

**6.19 Rates Payment Incentive**

The CEO raised whether Council would consider a rates payment incentive prize for payment of this years rates by the due date.

**COUNCIL RESOLUTION – ITEM 6.19**

*187/07 Moved Cr Pond, seconded Cr Craven that Council approves the provision of a \$500 rates payment incentive prize to be paid to a ratepayer, to be drawn from the pool of ratepayers who have paid their rates in full by the due date.*

**CARRIED BY ABSOLUTE MAJORITY 5/3**

**7. CLOSURE OF MEETING**

Prior to the closure of the meeting, the CEO circulated a copy of the draft 2007 Rates Newsletter that will be posted out with the rate notices for Councillors information and feedback.

The Chief Executive Officer and Shire President then took the opportunity to acknowledge and thank everyone's contribution towards the preparation of the 2007/08 Budget

*There being no further business, the Presiding Member thanked the member of public for his attendance and declared the meeting closed at 7.17pm.*

**CONFIRMED**

**PRESIDING MEMBER**