



SHIRE OF LAVERTON MINUTES

OF THE SPECIAL MEETING OF COUNCIL

HELD ON

THURSDAY 28 AUGUST 2014

COMMENCING AT 4:08PM

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SPECIAL MEETING OF COUNCIL 28 AUGUST 2014

PURPOSE OF MEETING

The purpose of the meeting is to deal with the following matters:

1. **Adoption of Corporate Business Plan 2014 -2018, incorporating 10 Year Long Term Financial Plan**
2. **Councillor’s Meeting Fees and Allowances from 1 July 2014**
3. **Adoption of the 2014/15 Budget including consideration of Differential Rating and Fees & Charges**
4. **Shire of Laverton Bush Fire Notice for 2014/15**
5. **Endorsement of CSRFF Application for Multi-purpose Community Centre and Swimming Pool**
6. **Preliminary Financial Statements for the year ended 30 June 2014**
7. **Proposal to Purchase Lot 374 (12) Weld Drive**

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Attachment 8.4.1.A	Indicative Funding Allocations

MINUTES OF THE SPECIAL MEETING OF COUNCIL, HELD AT THE SHIRE OF LAVERTON COUNCIL CHAMBERS ON 28 AUGUST 2014 COMMENDING AT 4.08PM

1. DECLARATION OF OPENING

The President, Cr P Hill, declared the meeting open at 4:08pm and read the disclaimer as printed in the Agenda.

2. ANNOUNCEMENT OF VISITORS

There were no visitors in attendance.

3. RECORD OF ATTENDANCE

3.1 PRESENT

Cr P Hill	President
Cr R Wedge	Deputy President
Cr S Weldon	Councillor
Cr D Cannons	Councillor

Mr S Deckert	Chief Executive Officer
Mr G Stanley	Executive Manager Corporate & Community Services
Mr R Williams	Executive Manager Technical Services
Miss T Farlow	Executive Assistant

3.2 APOLOGIES

Cr B Fuamatu	Councillor
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3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED

Cr L Hawkins	Councillor
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4. PUBLIC QUESTION TIME

Nil.

5. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

10.1 Proposal to Purchase Lot 374 (12) Weld Drive (File Ref: 520).

6. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

7. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil.

8. REPORTS OF COMMITTEES AND OFFICERS

8.1 MANAGEMENT AND POLICY BUSINESS

8.1.1 REVIEW OF THE SHIRE'S INTEGRATED STRATEGIC PLANS – STRATEGIC COMMUNITY PLAN, CORPORATE BUSINESS PLAN AND LONG TERM FINANCIAL PLAN (FILE REF: 10)

SUBMISSION TO:	Special Meeting of Council, 28 August 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Steven Deckert, Chief Executive Officer
SENIOR OFFICER:	Not applicable
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

To consider and, if deemed appropriate, to adopt the 2014 to 2024 Strategic Community Plan (SCP) and the 2014-2018 Corporate Business Plan (CBP), including the Long Term Financial Plan (LTFP), which have recently been reviewed and updated.

ATTACHMENTS

Attachment 8.1.1.A	2014 to 2018 Strategic Community Plan
Attachment 8.1.1.B	2014-2018 Corporate Business Plan
Attachment 8.1.1.C	2014-2024 Long Term Financial Plan

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

In June 2013, Council adopted its:

- Strategic Community Plan (SCP),
- Corporate Business Plan (CBP),
- Asset Management Plan (AMP),
- Long Term Financial Plan (LTFP) and
- Workforce Plan (WFP)

The above documents are collectively called our Integrated Strategic Planning Framework, which came into effect from 1 July 2013.

These plans were developed as part of a GVROC grant funded project, however it was acknowledged that these documents, being the first edition, needed ongoing review to make them more relevant and useful.

The SCP, CBP and LTFP have now been reviewed and are being presented to Council for consideration and, if appropriate, to be adopted.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

POLICY IMPLICATIONS

The Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report acknowledges the first review of a number of the plans making up the Shire's Integrated Strategic Planning Framework. While the Legislation only requires, as a minimum, a review every two years, it is important that the plans be reviewed at least annually so they remain relevant in these rapidly changing times.

CONSULTATION

Russell Barnes, UHY Haines Norton
Councillors and staff who participated in workshops with Russell Barnes

COMMENT

Council agreed to engage the services of UHY Haines Norton to provide a mentoring service in respect to the Shire's obligations and legislative requirements for its Integrated Planning and to facilitate a review of the SCP, CBP and LTFP.

The reviewed documents are appended for Council's information (Attachments 8.1.1.A, 8.1.1.B and 8.1.1.C).

It should be noted that in preparing the 2014/15 Budget, consideration has been given to the strategies and actions contained in the CBP and all actions have been incorporated into the Budget being presented to Council for adoption later in the meeting. Therefore, it would be prudent to adopt the revised Integrated Strategic Plans as presented prior to adoption of the Budget.

VOTING REQUIREMENTS

Absolute majority decision of Council is required

SC0801 COUNCIL'S DECISION/STAFF RECOMMENDATION

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council:

- 1. Receives the revised Strategic Community Plan, revised Corporate Business Plan and revised Long Term Financial Plan as tabled at this meeting;**
- 2. Adopts the '*Shire of Laverton Strategic Community Plan*' as appended (Attachment 8.1.1.A) as the Shire of Laverton's Strategic Community Plan for the period commencing from 1 July 2014;**
- 3. Adopts the '*Shire of Laverton Corporate Business Plan*' as appended (Attachment 8.1.1.B) as the Shire of Laverton's Corporate Business Plan for the period commencing from 1 July 2014.**
- 4. Receives the '*Long Term Financial Plan*' for the period commencing 1 July 2014 as appended (Attachment 8.1.1.C) and acknowledges that this plan is an informing document to the Strategic Community Plan and Corporate Business Plan.**

CARRIED BY ABSOLUTE MAJORITY 4/0

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8.2 FINANCE AND ADMINISTRATION BUSINESS

8.2.1 COUNCILLORS' MEETING FEES AND ALLOWANCES FROM 1 JULY 2014 (FILE REF: 269)
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SUBMISSION TO:	Special Meeting of Council, 28 August 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Steven Deckert, Chief Executive Officer
SENIOR OFFICER:	Not applicable
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

To establish the level of meeting fees and allowances to be paid to Councillors from 1 July 2014

ATTACHMENTS

Attachment 8.2.1.A Salaries and Allowances Tribunal – Determination of Fees, Allowances and Expenses for Local Government Elected Council Members as From 1 July 2014.

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

The Local Government Act 1995 has been amended to make provision for the Salaries and Allowances Tribunal (the Tribunal) to consider and determine the level of fees, allowances and expenses that elected members (Councillors) may be paid. The Tribunal's first determination under the legislation changes took effect from 1 July 2013.

It is also the role of the Tribunal to review the level of fees, allowances and expenses on an annual basis. A copy of the Tribunal's determination following this review, to apply from 1 July 2014, is appended for Council's information (Attachment xxx)

Council is required to consider the Tribunal's determination and establish the level and method of payments to apply from 1 July 2014.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Local Government (Administration) Regulations

- Regulations 30 to 34AD set the limits, parameters and types of allowances that can be paid.

POLICY IMPLICATIONS

Council Policy No. 3.11 “Reimbursement of Expenses/Authorisation to Incur Expenditure” covers the reimbursement of approved expenses.

FINANCIAL IMPLICATIONS

Budget provision is made to cover the payment of fees, allowances and expenses.

STRATEGIC IMPLICATIONS

Ensuring that Councillors are appropriately remunerated to adequately compensate them for their time and effort involved on Council duties falls generally within Strategic Goal 4 of the Strategic Community Plan – ‘A sustainable and innovative Shire working as an advocate for the community, with skilled and dedicated staff’.

CONSULTATION:

Nil

COMMENT

The introduction of legislation in 2013 requiring the Salaries and Allowance Tribunal to determine the levels of meeting fees, allowances and expenses for Elected Members resulted in a significant increase in the maximum levels paid to Elected Members from 1 July 2013. This review is the first annual review carried out by the Tribunal since the introduction of the new legislation.

Following the Tribunal’s review carried out in May and June 2014, the Tribunal has issued a Determination of its findings and decisions. When referring to the Determination, the Shire of Laverton has been placed in ‘Band 3’.

In effect the Tribunal has not changed the structure of the payments, and has only changed the limits by increasing them in line with CPI. Therefore, Council need only consider the level of payments in line with previous year’s decisions if it wishes.

It should be noted that the payment of the following allowances and fees is at the Councillors discretion. That is, while the Councillor is entitled to the amounts as set by Council, it is up to the individual Councillors to decide whether they wish to receive the payments or not.

Meeting Attendance Fees

In respect to meeting attendance fees, Council has previously elected to pay an “annual amount” rather than the option to pay on a “per meeting basis”. Depending on the amounts determined and the number of meetings per year, the annual fee generally provides the ability to pay Councillors more in recognition of the time and effort that goes in to being a Councillor these days than being paid on a per meeting basis.

Paying fees on a “per meeting basis” does provide the ability to only pay Councillors for meetings actually attended, however Council has previously resolved that the annual fee be paid quarterly in arrears and a pro-rata amount be deducted for any Council Meetings not attended. Whilst not strictly in accordance with the intent of the legislation, Council has imposed this requirement on itself to encourage Councillors to attend all meetings.

The two options available to Council for payment of meeting fees are ‘*Per Meeting Fees*’ or ‘*Annual Sitting Fees*’.

“Per Meeting Fees”

- The Tribunal’s determination now makes provision that the minimum per meeting fee for Council Meetings is \$188 (previously \$188) with a maximum of \$400 (previously \$388) for Councillors and \$188 (previously \$188) to \$618 (previously \$600) for the President.
- Regulations also provide that the minimum per meeting fee for Committee Meetings is \$94 for Councillors and the President with the maximum fee being \$200.
- The Regulations cap the maximum payments permissible on a per meeting basis to \$7,000 per annum for Councillors and \$14,000 for the President.

“Annual Sitting Fees”

- In respect to the ‘Annual Sitting Fees’ payment, the minimum annual payment for Councillors is now \$7,500 (previously \$7,500) and the President is also \$7,500 (previously \$7,500). The prescribed maximums are now \$15,965 (previously \$15,500) and \$24,720 (previously \$24,000) respectively.
- The recommendation of this report is proposing that Council continue the payment of ‘Annual Sitting Fees’ rather than the option of ‘Per Meeting Fees’, on the basis of more adequately compensating Councillors for the time and effort spent on Council business. Taking into account the recent amendments to the Act and Regulations where Councillors can now be paid for other meetings attended as a delegate of Council, it is proposed that an annual fee be set to appropriately recognise the attendance at other meetings.
- It is recommended that the ‘Annual Sitting Fees’ be set at \$9,000 (up from \$8,000) per Councillor and \$17,000 (up from \$15,000) for the President. The recommendation also proposes that this annual fee be paid quarterly in arrears and be based on attendance as has been past practice.

Allowances

The allowances paid to the President and Deputy President are in recognition of the extra responsibilities of the positions and additional workload. These allowances are an annual allowance and the President and Deputy President may spend these monies as they see fit with no legal justification requirement.

The Tribunal’s Determination now prescribes that the minimum allowance for a President is \$1,000 (previously \$1,000) with a maximum of \$36,050 (previously \$35,000 or 0.002% of our operating revenue capped at \$60,000pa). The Deputy President receives 25% of the Allowance paid to the President.

The President’s allowance was set at \$15,000 last year in 2013 and the Deputy President’s allowance was set at \$3,750. If an increase is considered, Council would need to determine whether the proposed amount adequately compensates the President and Deputy President.

The recommendation of this report is based on increasing the allowances to \$17,000 (up from \$15,000) for the President and \$4,250 (up from \$3,750) for the Deputy President.

Telecommunications and Information Technology Allowances

A telecommunications allowance was first introduced in 1999, when Council set an annual allowance of \$300 for the Shire President and \$150 for Councillors. In 2009, Council determined that it would no longer pay a telecommunications allowance in recognition of moving to Annual Meeting Fees which Council believed adequately compensated Councillors for telecommunication costs.

Council also has the option to consider in addition to a telecommunications allowance, an information technology allowance to encourage greater use of the technology for Councillors communication. To date Council has never introduced the payment of this allowance.

The recommendation of this report proposes that Councillors continue to forgo payment of a telecommunications and information technology allowance in acknowledgement of the proposed increase in the *'Annual Sitting Fees'*.

While the recommendation is to forgo these allowances from 1 July 2014, Council is at liberty to review this at any stage should circumstances warrant it, such as if Council decides to introduce iPads for all Councillors.

Reimbursement of Other Expenses

The Act and Regulations also provides that Councillors are entitled to be reimbursed for travel costs incurred by the Councillor in travelling from their usual place of residence to official meetings of Council or Council committees. In previous years, Councillors residing outside of the Laverton Townsite were permitted to lodge a travel claim where they were responsible for paying for the cost of travel. The amount payable was determined by the kilometres travelled multiplied by the rate per kilometre provided in the Local Government Officers Award. It would seem fair and reasonable to make this reimbursement available to those Councillors residing outside of the Townsite and responsible for their travel expenses.

The Tribunal's Determination however requires that the per-kilometre payment be based on the Public Service Award 1992, rather than the Local Government Officer's Award as has been the case previously.

Councillors are also at liberty to claim reimbursement of any expenses incurred in their official capacity as an elected member subject to either Council authorisation or verified by sufficient information, as provided by Council Policy 3.11.

VOTING REQUIREMENTS:

Absolute Majority decision of Council required.

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SC0802 COUNCIL'S DECISION/STAFF RECOMMENDATION

Moved Cr R Wedge, Seconded Cr S Weldon.

That Council approves the following fees, allowances and reimbursements which are to be made available to elected members from 1 July 2014 until any subsequent review:

1. Meeting Attendance Fees

Pursuant to section 5.99(1)(b) of the Local Government Act 1995, the annual meeting fees be set as follows:

MEETING ATTENDANCE FEES		
(covers all Council, Committee and other Council related meetings)		
<u>CLASSIFICATION</u>	<u>FREQUENCY</u>	<u>AMOUNT</u>
President	per annum	\$17,000.00
Councillor	per annum	\$9,000.00

The payment of the annual fee is to be made on a quarterly basis in arrears and a pro-rata deduction be made for Council meetings not attended. It is also noted that these annual fees incorporate recognition of attending meetings, other than Council meetings, where a Councillor attends as an appointed delegate (or proxy) representing Council.

2. Local Government Allowance for President

Payment of an annual local government allowance to the Shire President in accordance with Section 5.98(5)(b) is endorsed and the amount is set at \$17,000.00, paid quarterly in arrears.

3. Local Government Allowance for Deputy President

Payment of an annual local government allowance to the Deputy President in accordance with Section 5.98A(1) is endorsed and the amount is set at \$4,250.00, paid quarterly in arrears.

4. Telecommunications and Information Technology Allowances

Payment of an annual telecommunications and information technology allowances in accordance with Section 5.99A of the Local Government Act 1995 are not endorsed.

5. Reimbursement of Meeting Travel Expenses

Pursuant to Section 5.98(2)(a) of the Local Government Act 1995 and regulation 31(b) of the Local Government (Administration) Regulations 1996 reimbursement of actual travel costs for Councillors who are responsible for their travel costs and residing outside of the Laverton Townsite is endorsed. Actual costs may be determined by applying the per kilometre rate as prescribed by the Public Service Act 1992 to the total kilometres travelled between their place of residence in the Shire and the meeting place when attending official Council or committee meetings.

6. Reimbursement of Other Expenses

Pursuant to sections 5.98(2),(3) & (4) of the Local Government Act 1995, Councillors may seek reimbursement of actual expenses incurred on Council business in accordance with Council Policy 3.11. Expenditure incurred not covered by Policy 3.11, the Local Government Act 1995 or the Local Government (Administration) Regulations 1996 needs to be referred to Council for consideration.

CARRIED BY ABSOLUTE MAJORITY 4/0

8.2.2 ADOPTION OF 2014/15 BUDGET (FILE REF: 839)

SUBMISSION TO:	Special Meeting of Council, 28 August 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Glenn Bone, Project Officer
SENIOR OFFICER:	Steven Deckert, Chief Executive Officer
PREVIOUS MEETING REFERENCE:	24 July 2014 – Proposed Differential Rating (Minute OC0707) 19 August 2014 – Informal Meeting

MATTER FOR CONSIDERATION

Council to consider adopting the 2014/15 budget and also approve:

- Differential and minimum rates;
- Rate payment discount, instalment interest rate, fee and penalty interest rate;
- Rubbish collection charges;
- Imposition of the FESA levy;
- The Schedule of Fees and Charges;
- The materiality percentage for monthly reporting of variances;
- 2014/15 Budget Executive Summary; and
- 2014/15 Budget Information Brochure.

ATTACHMENTS

Attachment 8.2.2.A	2014/15 Schedule of Fees and Charges
Attachment 8.2.2.B	Shire of Laverton Budget for the year ended 30 June 2015
Attachment 8.2.2.C	Budget Executive Summary

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Council approved the advertising of differential rates for 2014/15 at its July 2014 meeting (Minute OC0707).

In previous years Council has approved at a prior meeting a list of fees and charges and these have been taken into account when framing the budget. It is a formal requirement of the budget process that fees and charges are to be imposed when adopting the annual budget. However this year the budget process has not enabled staff to submit the proposed Schedule of Fees and Charges for earlier consideration. The adoption of the 2014/15 Schedule of Fees and Charges is nevertheless still part of the budget adoption process and accordingly appropriate commentary is included in this agenda item.

The draft budget was the subject of a briefing session by the CEO at an informal meeting held on 19 August 2014.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 6.2 requires a local government to prepare an annual budget by 31 August (*absolute majority required*).
- Section 6.11 enables a local government to change the purpose of a reserve account and where this change is disclosed in the annual budget, the need to give local public notice is dispensed with (*absolute majority required*).
- Section 6.16 allows a local government to impose and recover a fee or charge for any goods or services it provides or proposes to provide (*absolute majority required*).
- Section 6.32 states that a local government in order to make up the budget deficiency is to impose a general rate on rateable land that may be imposed uniformly or differentially. A local government may also impose a minimum payment (*absolute majority required*).
- Section 6.33(1) provides that a local government may impose differential general rates according to a number of characteristics.
- Section 6.33(3) states that a local government cannot, without the approval of the Minister, impose a differential general rate that is more than twice the lowest differential general rate imposed.
- Section 6.35 states a local government may impose a minimum rate that is greater than the general rate that would be applied for the land and outlines the requirements for this minimum rate).
- Section 6.36 requires that a local government, before imposing any differential general rates, provides at least 21 days local public notice of its intention to do so and to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.
- Sections 6.45 and 6.47 allow a local government to levy fees and interest, grant a discount for early payment and to waive or grant other concessions in relation to a rate or service charge (*absolute majority required* for s.6.45 – discounts).
- Section 6.51 allows a local government to charge interest on a rate or service charge that remains unpaid after it is due and payable (*absolute majority required*).

Local Government (Financial Management) Regulations 1996

- Regulation 17 states that a reserve account is to have a title that clearly identifies the purpose for which the money in the account is set aside.
- Regulation 27 sets out the detail accompanying notes to the budget are to contain.
- Regulation 34(5) states that each financial year a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances.
- Regulation 64(1) sets out the local government is to determine the due date of instalments after the first instalment.

- Regulation 67 enables an additional charge to be imposed where payment of rates is made by instalments.
- Regulation 68 states that the maximum interest rate, under section 6.45(3) for instalments, is 5.5%.
- Regulation 70 states that the maximum interest rate for overdue rates under section 6.51(1), is 11%.

Fire and Emergency Services Authority of Western Australia Act 1998

- Section 36L requires the Shire to assess the amount of levy payable on land owned by the State, a State agency or instrumentality or a local government.

Waste Avoidance and Resource Recovery Act 2007

- Section 66 enables a local government to impose an annual charge in respect of premises provided with a waste service by the local government.

POLICY IMPLICATIONS

Policy 3.8 Budget – Preparation: Outlines the steps and timetable leading to the adoption of the budget.

FINANCIAL IMPLICATIONS

The Budget outlines planned expenditure and revenue and determines the financial parameters for the Shire to operate within for the 2014/15 financial year. The proposed budget for the year is balanced with all revenue to be received during the year and the estimated brought forward surplus being expended on meeting operating expenditure demands, the capital works programme and transfers to reserves for future year's expenditure.

The Shire's adopted Integrated Strategic Planning (ISP) framework has also provided direct input into the formulation for the 2014/15 budget.

STRATEGIC IMPLICATIONS

Not applicable.

CONSULTATION

The proposed differential rates for 2014/15 were advertised for public comment in an advertisement placed in the "Kalgoorlie Miner" on 5 August 2014. Ratepayers and electors were invited to provide submissions to be received by 4pm on 27 August 2014.

At the time of preparing this agenda item, no submissions had been received to date. An update of the circumstances will be provided at the budget meeting together with the details of any submissions subsequently received.

COMMENT

Draft Budget

The budgeted result for 2014/15 assumes that a surplus of \$1,817,547 will be recorded for 2013/14 and is the same surplus included in the draft cash budget. As the annual financial statements have not been completed, this forecasted result is subject to change.

Changes to the Draft Budget

Following the Informal Meeting on 19 August 2014, the following changes were made to the draft cash budget:

- Operating income account I032010 – revenue increased by \$10,235 to reflect the latest Grants Commission advice.
- Operating income account I032020 – revenue increased by \$4,943 to reflect the latest Grants Commission advice.
- Capital Expenditure – for Infrastructure Other increased by \$20,000 due to a formula error in the spreadsheet.
- Financial Regulations require that Rates written off be reported as an operating expense, not as operating revenue as has been the case in the past and as provided for in the draft Budget. To correct this operating income account I031050 has been changed to zero (0) and expenses relating to levying of rates in Schedule 3, increased by \$20,000.

The net effect of the foregoing changes is nil.

UHY Haines Norton have since converted the document into the statutory format which means that it now includes allocation of depreciation, profit and loss on sale assets and other non-cash items.

Rate Setting

As there was a revaluation of town site land in 2010, the next revaluation for Laverton will not be due until 2015. Consequently, there will not be a lot of change to GRV valuations apart from new property additions during the past year. However, mining GRV will be boosted because of the approval during the last financial year by the Minister for Local Government in respect to the Shire's submissions for Regis Resources (Garden Well) and Stone Resources (Bright Star) operations.

In considering the differential rating proposal at the July meeting (Minute OC0707), Council opted to pursue a relatively modest approach of a 3.1% rating increase based on the Consumer Price Index (CPI) movement. This same percentage is also passed on by the impact of the \$10 per assessment increase in the minimum rate (\$250 to \$260). However, the overall yield for 2014/15 is anticipated to be 5.9% greater than the previous year. The reason for this principally stems from the following factors:

- The 3.1% rates increase
- Additional income generated from new GRV mining rating
- Surrender of a significant number of mining tenements

The following tables present rating information prior to the impact of discounts and write-offs.

Proposed 2014/15 + yield					
2014/15 Valuation	No. of Properties	2014/15 Rate in \$	Min Rate	Yield \$	
2,672,754	182	0.0949		253,644	
15,293,588	12	0.0659		1,000,847	
818,626	-	0.0691		56,567	
14,968,427	699	0.1380		2,065,643	
Minimums					
32,623	59		270	15,930	
20	1		270	270	
-	-		270	-	
439,982	422		270	113,940	
6,658	21		135	2,835	
				3,516,676	

Budgeted 2013/14				
2013/14 Valuation	No. of Properties	2013/14 Rate in \$	Min Rate	Cash Budget \$
2,672,754	182	0.0920	260	245,893
11,495,056	6	0.0639	260	734,534
826,626	16	0.0670	260	55,384
15,363,536	718	0.1338	260	2,055,641
Minimums				
31,180	59	0.0920	260	15,340
-	-	-	-	-
-	-	-	-	-
476,123	502	0.1338	260	130,520
21,130	34	0.1338	130	4,420
				3,346,732

General

GRV - Town site

GRV - Mining

UV - Pastoral

UV - Mining

Minimums

GRV - Town site

GRV - Mining

UV - Pastoral

UV - Mining

UV - Mining Shared

As indicated in the above tables, overall rate revenue is anticipated to be \$169,444 more than calculated last year. However, after provision is made for rates discount, concessions and various penalty charges, the total to be made up from rates shrinks to \$3,478,176 as compared to \$3,283,132 in 2013/14. The net gain is therefore expected to be \$195,044 more than the previous year.

While the attached budget documents have been prepared and based on this additional revenue, Council is still at liberty to review the desired yield prior to adopting the Budget. Obviously, any reduction or increase in revenue will result in a need to review anticipated expenditures and either reduce or increase these accordingly to maintain a balanced budget.

Rates, Discounts, Penalties and Instalments

Apart from last year it has always been necessary to seek the approval of the Minister for Local Government to implement a differential rate that is more than twice the lowest differential rate (section 6.33(3)). However, a change in rating philosophy in 2013 regarding the rating of pastoral properties now means that the rate in the dollar for UV pastoral properties is not less than half of the rate in the dollar for UV mining leases. Consequently, applications to the Minister for Local Government for differential rating approval will no longer be necessary.

The discount for payment of rates within 21 days of the date of service is the same approach as last year. The revised period of 21 days has again been chosen to separate it from the regular due date (35 days), as a clear incentive for people to pay early and not just by the due date. Also, ratepayers are being specifically advised they can pay direct to the Shire's bank account as a means of effecting early payment. Penalty interest for rates not paid by the due date and rate payment instalment options are the same as last year. These details are:

- 5% discount on rates paid in full within 21 days of the date of service.
- 11% penalty interest to be charged on rates outstanding after the due date for which the instalment option has not been taken up.
- Rates can be paid in four instalments 9 weeks apart provided there are no outstanding rates from the previous year. An instalment charge of \$5 is applicable to the second, third and fourth instalments as is instalment interest of 5.5%.

Fees and Charges

Over the past two years changes have been made to the formatting of the Fees and Charges Schedule mainly to clarify whether GST is applicable or not on the various fees. This formatting will continue to be used for the 2014/15 Schedule of Fees and Charges.

Most fees and charges will not change, however where fees have been increased or decreased, an explanation to these is provided below.

Law, Order and Public Safety

- Emergency Services Levy The levy is prescribed by the *Fire and Emergency Services Act 1998* and is generally reviewed each year. The proposed fees for 2014/15 are outlined in the table below:

ESL Category	ESL Rate (Per \$GRV)	Minimum and Maximum ESL Charges By Property Use			
		Residential, Farming and Vacant Land		Commercial, Industrial and Miscellaneous	
		Minimum	Maximum	Minimum	Maximum
4	\$0.0040	\$64	\$116	\$64	\$66,000
5	Fixed Charge \$64	\$64	\$64	\$64	\$64
Mining Tenements	Fixed Charge \$64	\$64	\$64	\$64	\$64

- Impounding and Other Fees – Dogs These fees are as set in the *Dog Local Law*. No variation proposed.
- Dog Registration These fees are set by Regulation and had previously been unchanged since 1995. The previous regulations have been replaced by the *Dog Regulations 2013* and engage where practicable, similar principles to the *Cat Regulations 2012*.
- Cat Fees These fees in Schedule 3 of the *Cat Regulations 2012* were gazetted on 23 August 2013. Fees for cat traps and deposits for cat traps (removed in 2013), have been re-included in the Fees and Charges Schedule.

Community Amenities

- Sanitation Charges Prior to 2011/12, the Rubbish Removal Service was not listed as an item in the Schedule of Fees and Charges.
Standard practice across most local governments in Western Australia is that revenue income for rubbish services, should recover the cost of providing the service. In most cases this would also cover a substantial part of the tip maintenance costs.
However, Laverton is a small remote town and economy of scale simply does not readily enter our parameters. Nevertheless, a substantive rise in the rubbish collection charge was introduced in 2011/12 as a major effort towards cost recovery.
Currently the Shire is handling 470 services. For the 2014/15 service, it is recommended to increase the charge from \$200 to \$206.

- Sewerage
These fees are set by Regulation and in accordance with State Government policy, have been indexed. There has been a small increase to some of the fees in 2014/15.
- Food Businesses
This is a new item that provides for the registration and renewal of registration of a Food Business. A fee is sanctioned by s.110(4)(b) of the *Food Act 2008*. The fees proposed are:
 - Registration \$100
 - Renewal \$50
- Town Planning
This was a new item in 2011/12. Town Planning Fees will come up from time to time and it is appropriate for the Shire to set fees in line with those described in Schedule 2 of the *Planning and Land Development Regulations 2006*. These have recently been indexed.

Recreation and Culture

- Hall Hire Charges
No variation proposed.
- Community Gymnasium
The fee structure for the Community Gymnasium previously included annual and monthly fees. Due to requests for a further alternative it has been decided to introduce a weekly fee of \$11 inclusive of GST.
- Airport Landing Fees
The aircraft landing fees were reviewed and changed in 2012/13. There is no proposal to change the fees for 2014/15.

An annual fee for Private Aircraft based at Laverton Airport, was introduced in 2011/12. No proposal to change the fee.
- Crossovers
This was a new item in 2011/12, however merely reflects the *Local Government Act 1995* requirement that the Shire bear 50% of the cost of the first Crossover.
- Community Resource Centre
Charges levied for the Community Resource Centre have remained unchanged since a rationalisation exercise was carried out in 2011/12 to better reflect present usage and a fairer basis of fees.

This year further rationalisation has been effected to consolidate the listings, delete some services no longer performed, plus the addition of A3 and A4 colour and double sided photocopying.

While most other CRC fees and charges are satisfactory, there have been amendments to a few others such as laminating and desk top publishing.

- Great Beyond
These fees have been unchanged since they first appeared in the Schedule of Fees and Charges in 2008/09. No variation proposed.
- Private Works
Figures were revised in 2012/13 to 'round' the charges applicable at the time. In 2013/14 the fees were subject to a review by the then Executive Manager Technical Services however this task was not completed. A comprehensive review has now been undertaken to identify the plant and equipment presently available and to also properly reflect the cost of salaries, wages, plant and equipment operation costs and profit mark-up.
- Building Application Fees
The fees listed under building application fees reflect what is charged throughout the State under the *Building Regulations 2012*.

Materiality Limit

Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, requires that each financial year a local government is to adopt a percentage or value, calculated in accordance with AAS5, to be used in statements of financial activity for reporting material variances. AAS5 is the abbreviation for Australian Accounting Standard number 5, Materiality.

AAS5 states that *'information is material if its omission, misstatement or non-disclosure has the potential to adversely affect decisions about the allocation of scarce resources made by users of the financial report of the discharge of accountability by the management or governing body of the entity'*. AAS5 also states that *'quantitative thresholds used as guidance for determining the materiality of an amount of an item must, of necessity, be drawn at arbitrary levels. Materiality is a matter of professional judgement influenced by characteristics of the entity and the perceptions as to who are, or are likely to be, the users of the financial reports, and their information needs'*.

AAS5 provides some guidance as to what may be regarded as a material amount when dealing with the balance sheet, operating statement and statement of cash flows when it states an amount which is equal to or greater than 10 percent of the base amount may be considered to be material while an amount less than or equal to 5 per cent may not be material, unless in both cases there is a convincing argument to the contrary.

On the basis of this guidance and having regard to the fact that the users of this financial information are management and Council requiring assistance with making management decisions, 10% or \$10,000 has been considered to be a reasonable lower limit for highlighting material variances. However, this limit could be adjusted in the future if necessary and the use of this limit also does not preclude reporting lesser variances if it is considered their disclosure would be of benefit to the user of the financial report.

Council last approved the materiality limit of plus or minus 10% or \$10,000 at its 2013/14 Budget meeting on 22 August 2013 (Minute OC0817). As legislation requires this process to be done each financial year, it is recommended it occur again as part of the annual budget approval process.

Comment

Draft Budget Executive Summary & Budget Information Brochure

Last year as a thrust towards enabling public awareness of the budget document at an earlier stage, both of the following documents were presented to the Budget Meeting on 22 August 2013.

- 2013/14 Draft Budget Executive Summary
- 2013/14 Budget Information Brochure

The Budget Executive Summary has been prepared to explain in simple terms the budget details (outcomes) based on a cash budget. This document has always been part of the material prepared for Council for reporting purposes as part of the budget process.

The Budget Information Brochure in fact contains much of the same data as the Executive Summary and also includes a *'Message From The President'*. This brochure has traditionally been directed at the public via circulation with rates assessments and publication in the *"Sturt Pea"*. Consequently and in the past, it was always completed shortly after the budget meeting processes.

However for the last two years both documents were prepared at the same time and submitted to Council for endorsement. The same approach has been continued for 2014/15 and is now included in the list of recommendations for approval/endorsement.

Summary

The budget document as presented to Council is complete in its format. But with information relating to the 2013/14 financial year still being compiled and subject to end of financial year audit scrutiny, the brought forward position for 2013/14 is likely to change. An explanatory text associated with the budget has been prepared and is included with the budget documentation. Once adopted by Council, the budget will be the final budget and will be provided to the Department of Local Government and Communities as is required by the *Local Government Act 1995*.

To complete the budget process for 2014/15, there are a number of formal decisions required and these are outlined in the staff recommendations.

Voting Requirements

Absolute majority of Council for recommendations 1, 2, 3, 4, 5 & 6.

Simple majority of Council for recommendations 7 & 8.

CEO Comment at Meeting

The CEO advised the meeting that no submissions on the proposed differential rates for 2014/15 were received by the deadline at 4:00pm on 27 August 2014. The CEO further advised that under the heading *'Changes to the Draft Budget'*, the following item had been omitted in error:

- Council Expenditure Account CR15408 Muni Fund Various Roads – reduced expenditure by \$4,822.

SC0803 COUNCIL'S DECISION/STAFF RECOMMENDATION 1

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council:

1. In accordance with section 6.36 of the *Local Government Act 1995*, acknowledge that no submissions were received; and
2. Pursuant to section 6.32 of the *Local Government Act 1995*, impose the following differential and minimum rates for the year ended 30 June 2015:

	Rate in \$	Minimum
Gross Rental Values		
• Townsite	9.49¢	\$270
• Minesite	6.59¢	\$270
Unimproved Value		
• Pastoral	6.91¢	\$270
• Mining	13.80¢	\$270
• Mining (shared tenements)	13.80¢	\$135

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0804 COUNCIL'S DECISION/STAFF RECOMMENDATION 2

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council:

1. In accordance with Section 6.46 of the *Local Government Act 1995*, offer a five (5) percent discount on current rates paid in full within 21 days of the date of service being 9 September 2014 (i.e. discount cut-off date is 30 September 2014).
2. In accordance with Section 6.45(1)(b) of the *Local Government Act 1995*, offer the following options for the payment of rates:
Option 1 – Payment in full by a single instalment by the due date of 14 October 2014.
Option 2 – Payment in four equal instalments at intervals of nine weeks.
3. Determine the four instalment dates for instalment payment options as follows:
 - First instalment due by 14 October 2014
 - Second instalment due by 16 December 2014
 - Third instalment due by 17 February 2015
 - Fourth instalment due by 21 April 2015
4. In accordance with Section 6.45(3), (FM Reg. 68) of the *Local Government Act 1995*, impose a 5.5% interest rate, to apply to the second, third and fourth instalments.
5. In accordance with Section 6.45(3), (FM Reg. 67) of the *Local Government Act 1995*, impose an administration fee of \$5.00 to the second, third and fourth instalments.
6. In accordance with Section 6.51(1), (FM Reg. 70) of the *Local Government Act 1995*, impose a late payment penalty interest rate of 11% on rates that have not been paid by the due date and where instalment option 2 has not been taken up.

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0805 COUNCIL'S DECISION/STAFF RECOMMENDATION 3

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council in accordance with the *Waste Avoidance and Recovery Act 2007*, impose the following charge for 2014/15:

- Domestic and commercial rubbish removal - per bin per service \$206.00

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0806 COUNCIL'S DECISION/STAFF RECOMMENDATION 4

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council, in accordance with the *Fire and Emergency Services Act 1998*, impose ESL levies on assessable properties in accordance with the following table:

ESL Category	ESL Rate (Per \$GRV)	Minimum and Maximum ESL Charges By Property Use			
		Residential, Farming and Vacant Land		Commercial, Industrial and Miscellaneous	
		Minimum	Maximum	Minimum	Maximum
4	\$0.0040	\$64	\$116	\$64	\$66,000
5	Fixed Charge \$64	\$64	\$64	\$64	\$64
Mining Tenements	Fixed Charge \$60	\$64	\$64	\$64	\$64

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0807 COUNCIL'S DECISION/STAFF RECOMMENDATION 5

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council, in accordance with Section 6.16 of the *Local Government Act 1995*, adopt the Schedule of Fees and Charges as presented in the Budget for the year ending 30 June 2015, as contained in Attachment 8.2.2.A.

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0808 COUNCIL'S DECISION/STAFF RECOMMENDATION 6

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council in accordance with section 6.2 of the *Local Government Act 1995*, adopt the annual budget for the year ended 30 June 2015, as contained in Appendix 8.2.2.B.

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0809 COUNCIL'S DECISION/STAFF RECOMMENDATION 7

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council, in accordance with s.34(5) of the *Local Government (Financial Management) Regulations 1996*, adopt a percentage of plus or minus 10%, and \$10,000 to be used for the reporting of variances of actual expenditure and revenue to budgeted expenditure and revenue in the monthly report of financial activity for 2014/15.

CARRIED 4/0

SC0810 COUNCIL'S DECISION/STAFF RECOMMENDATION 8

Moved Cr R Wedge, Seconded Cr D Cannons.

That Council endorse the 2014/15 Draft Budget Executive Summary (Attachment 8.2.2.C), as presented.

CARRIED 4/0

Staff Appreciation

The CEO requested that his appreciation to the staff involved in getting the Budget together for presentation to Council, especially the EMCCS and EMTS, be recorded in the Minutes.

The President approved of the CEO's request and also extended his appreciation to the Staff.

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8.2.3 INTERIM FINANCIAL STATEMENTS FOR THE PERIOD TO 30 JUNE 2014 (File Ref: 759)
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SUBMISSION TO: Special Meeting of Council, 28 August 2014

DISCLOSURE OF INTEREST: The author has no financial interest in this matter

OWNER/APPLICANT: Shire of Laverton

AUTHOR: Graham Stanley, Executive Manager, Corporate and Community Services

SENIOR OFFICER: Steven Deckert, Chief Executive Officer

PREVIOUS MEETING REFERENCE: Not applicable

MATTER FOR CONSIDERATION

To receive the Financial Activity Statements for the period to 30 June 2014.

ATTACHMENTS

Attachment 8.2.3.A Financial Report for Period to 30 June 2014

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires the preparation of a statement of financial activity each month, reporting on revenue and expenditure. Material variances (as determined by the Council annually) between actual and budgeted figures must be commented on.

Variances between budgeted and actual expenditure, including the required Material Variances of plus or minus 10% and \$10,000, which is the limit set as per Council Resolution, should be reported on.

Being the final monthly report for the financial year these statements are only interim statements as the final accounts for the year may be amended as a result of the year end process and requests from the Auditor. The finalised version of the Financial Statements to 30 June 2014 will be present to Council once the audit has been completed and signed off.

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulation 1996
Regulation 34

POLICY IMPLICATIONS

Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The recommendation of this report has no financial implications for Council.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

Not applicable.

COMMENT

The Financial Reports are presented monthly, generated by our off-site Accountants, UHY Haines Norton and printed in our office.

Once the reports are received from Haines Norton, comments are added to various sections of the report to provide additional information or explanations. Note 13 Major Variances provides explanations for any material variance identified in the reports.

VOTING REQUIREMENTS

Simple majority decision of Council required.

SC0811 COUNCIL'S DECISION/STAFF RECOMMENDATION

Moved Cr R Wedge, Seconded Cr S Weldon.

That the Interim Financial Activity Statements for the month ending 30 June 2014, as presented and appended (Attachment 8.2.3.A), be received.

CARRIED 4/0

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8.3 WORKS AND SERVICES BUSINESS

8.3.1 BUSH FIRE NOTICE 2014/15 (FILE REF: 312)

SUBMISSION TO: Special Meeting of Council, 28.August 2014
DISCLOSURE OF INTEREST: The author has no financial interest in this matter
OWNER/APPLICANT: Shire of Laverton
AUTHOR: Glenn Bone, Project Officer
SENIOR OFFICER: Steven Deckert, Chief Executive Officer
PREVIOUS MEETING REFERENCE: 19 August 2014, Minute OC0814

MATTER FOR CONSIDERATION

Adoption of the 2014/15 Bush Fire Notice.

ATTACHMENTS

Attachment 8.3.1.A Draft 2014/15 Bush Fire Notice

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

Following consideration at the 19 August 2014 Council meeting, this item is now re-submitted for the adoption of 2014/15 Bush Fire Notice.

Prior to 2012, it was apparent that the Shire's approach to fire preventative measures (*Bush Fires Act 1954*), had not been fully compliant. However, for the last two years the Shire has implemented a Bush Fire Notice to combat town site fire hazards.

This year has not resulted in the strong grass growth of the previous two winters but there is still the presence of obvious fire hazards around the town. It is therefore prudent for Council to approach this risk in a responsible manner and for the Shire to once again issue an appropriate Bush Fire Notice to owners and occupiers of land in the Laverton town site.

STATUTORY ENVIRONMENT

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Bush Fires Act Act 1954

Section 33

- (1) Subject to subsection (2) A local government at any time, and from time to time, may, and if so required by the Minister shall, as a measure for preventing the outbreak of a bush fire, or for preventing the spread or extension of a bush fire which may occur, give notice in writing to an owner or occupier of land situate within the district of the local government or shall give notice to all owners or occupiers of land in its district by publishing a notice in the Government Gazette and in a newspaper circulating in the area requiring him or them as the case may be within a time specified in the notice to do or to commence to do at a time so specified all or any of the following things –
 - (a) To plough, cultivate, scarify, burn or otherwise clear upon the land fire-breaks in such manner, at such places of such dimensions, and to such number, and whether in parallel or otherwise, as the local government may and is hereby empowered to determine and as are specified in the notice, and thereafter to maintain the fire-breaks clear of inflammable matter;
 - (b) To act as and when specified in the notice with respect to anything which is upon the land, and which in the opinion of the local government or its duly authorised officer, is or is likely to be conducive to the outbreak of a bush fire or the spread or extension of a bush fire,
and the notice may require the owner or occupier to do so –
 - (c) As a separate operation, or in co-ordination with any other person, carrying out a similar operation on adjoining or neighbouring land; and
 - (d) In any event, to the satisfaction of either the local government or its duly authorised officer, according to which of them is specified in the notice.
- (2) A notice in writing under subsection (1) may be given to an owner or occupier of land by posting it to him at his last postal address known to the local government and may be given to an owner of land by posting it to him at the address shown in the rate record kept by the local government pursuant to the *Local Government Act 1995*, as his address for the service of rate notices.
 - (2a)
 - (3)
 - (4) Where an owner or occupier of land who has received notice under subsection (1) fails or neglects to comply with the requisitions of the notice within the time specified in the notice –
 - (a) The local government may direct its bush fire control officer, or any other officer of the local government, to enter upon the land of the owner or occupier and to carry out the requisitions of the notice which have not been complied with; and
 - (b) The bush fire control officer or other officer may, in pursuance of the direction, enter upon the land of the owner or occupier with such servants, workmen, or contractors, and with such vehicles, machinery, and appliances as he deems fit, and may do such acts, matters and things as may be necessary to carry out the requisitions of the notice.
- (5) The amount of any costs and expenses incurred by the bush fire control officer or other officer in doing the acts, matters, or things provided for in subsection (4) –
 - (a) Shall be ascertained and fixed by the local government and a certificate signed by the mayor or president of the local government shall be *prima facie* evidence of the amount; and

- (b) May be recovered by the local government in any court of competent jurisdiction as a debt due from the owner or occupier of land to the local government.

POLICY IMPLICATIONS

The Council has no policies in respect of this matter.

FINANCIAL IMPLICATIONS

The only tangible “Financial Implications” that can be identified are:

- A small advertising cost in the “*Sturt Pea*” in respect to the imposition of the Bush Fire Notice.
- A small distribution cost (with the annual rate notice for Laverton town site land), of the Bush Fire Notice.
- An inspection cost in regard to properties in Laverton town site and identification of fire hazards (as was done last year).
- The likely issue of some Infringement Notices through non-compliance to the requirements of the Bush Fire Notice.

STRATEGIC IMPLICATIONS

The recommendation of this report has no strategic implications for Council.

CONSULTATION

None at this stage however this will occur with the issue of rate notices and advertisements in the “*Sturt Pea*” and on Shire Noticeboards.

COMMENT

Most local governments adopt a Bush Fire Notice tailored to the local conditions and needs of their district each year.

A Bush Fire Notice is similar in operation to a local law. Once adopted, there is a duty to enforce the requirements for the good governance of all in the community. To do otherwise would be negligent.

In stating the above however, it is also pertinent to observe that last year the Bush Fire Notice requirements were not fully enforced. While most owners/occupiers complied, there were unfortunately some that didn't.

Procedures have been strengthened this year to ensure the requirements of the Bush Fire Notice are fully pursued and the Shire is even handed with its approach.

The attached draft 2014/15 Bush Fire Notice is submitted for approval. Much of the material has a prescribed element - for example, Council has no discretion to vary the restricted and prohibited burning times as these are established via a Declaration by the Department of Fire and Emergency Services, made pursuant to sections 17 and 18 of the *Bush Fires Act 1954*.

There is discretion to prescribe what type of fire preventative or hazard reduction measures should be taken however, and what dates these are applicable to. To this end, the fire preventative measures recommended have moved away from the old approach (prior to 2012), of prescribing firebreaks. By just having a firebreak around the perimeter of a lot, there may still be a quantity of flammable material in the middle. This of course, would be an undesirable outcome.

Most local governments see the merit in requiring the removal of flammable material from the whole of residential, commercial and light industrial lots.

Lastly and in regard to concern expressed to possible confusion implied from the term “flammable material”, the Bush Fire Notice has been amended to clarify that the expression does not include buildings, structures or fences erected on the land.

Additionally under a new heading of “General Information”, some useful tips on “Keeping Your Home Safe From Fire”, have also been included.

The 2014/15 Bush Fire Notice is to be sent out with Laverton town site rate assessments and also be given “local public notice” in the “*Sturt Pea*”.

VOTING REQUIREMENTS

Simple majority decision required.

SC0812 COUNCIL’S DECISION/STAFF RECOMMENDATION

Moved Cr D Cannons, Seconded Cr S Weldon.

That Council:

- 1. Adopts the draft 2014/15 Bush Fire Notice as appended (Attachment 8.3.1.A);**
- 2. Endorses the publishing of the 2014/15 Bush Fire Notice in the “*Sturt Pea*”, on noticeboards and distributed with the 2014/15 Laverton town site Rates Notices; and**
- 3. Reminds the Chief Bush Fire Control Officer of his responsibility to ensure the requirements of the 2014/15 Bush Fire Notice are complied with this fire season.**

CARRIED 4/0

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8.4 HEALTH, BUILDING AND TOWN PLANNING BUSINESS

8.4.1 COMMUNITY SPORTING AND RECREATION FACILITIES FUND – ENDORSEMENT OF APPLICATION FOR MULTI-PURPOSE COMMUNITY CENTRE/POOL (FILE REF: 882)

SUBMISSION TO:	Special Meeting of Council, 28 August 2014
DISCLOSURE OF INTEREST:	The author has no financial interest in this matter
OWNER/APPLICANT:	Shire of Laverton
AUTHOR:	Steven Deckert, Chief Executive Officer
SENIOR OFFICER:	Not applicable
PREVIOUS MEETING REFERENCE:	Not applicable

MATTER FOR CONSIDERATION

To endorse the submission of a Department of Sport and Recreation Community Sporting and Recreation Facilities Fund application seeking partial funding for the Multipurpose Community Centre.

ATTACHMENTS

Attachment 8.4.1.A Indicative Funding Allocations

APPLICANT'S SUBMISSION

Not applicable.

BACKGROUND

The Department of Sport and Recreation ("DSR") offers Annual and Forward Planning Grants annually through the Community Sporting and Recreation Facilities Fund ("CSRFF") with local governments and community groups being eligible applicants. Grants relate to projects and initiatives that increase the opportunity for physical activities.

Grants can be sought for projects over \$166,667 and have several requirements including the stipulation that all applications must be approved by the Council that governs the geographic area in which the grant will be expended and that Minutes must be provided endorsing the project for application. Grants will fund a maximum of 1/3 of total project costs, with an opportunity to apply for a Development Bonus, being up to 50% of the total project costs. The Development Bonus considers factors such as geographic location (ie remoteness), participation and environmental initiatives.

Applications must be received by the Department of Sport and Recreation by no later than 4.00pm on Friday 26 September 2014, however supporting information, including Council Minutes, may be provided at a later date as agreed with the Department.

The purpose of this report is to seek a resolution of Council endorsing the submission of an application for funding from the Shire of Laverton to the Community Sporting and Recreation Facilities Fund for a grant in the order of \$4.5M.

STATUTORY ENVIRONMENT

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

POLICY IMPLICATIONS

The Council has no policies in respect to this matter.

FINANCIAL IMPLICATIONS

The project's total cost is estimated in the order of \$14.5M. Please refer to Attachment 5.1.A which provides a preliminary breakdown of the development costs into potential funding streams.

With an anticipated contribution from the Goldfields Revitalisation Fund of \$8,000,000 (expression of interest has been submitted), a contribution of \$683,952.50 from Lotterywest (application not yet submitted), a contribution from the Department of Sport & Recreation of \$4,501,314.95 (under the CSRFF) there is a shortfall of approximately \$1.6 million that the Shire would have to contribute or underwrite. There is potential to seek funding from other sources such as the Federal Government and mining companies should any of our applications be unsuccessful or be for a reduced amount.

With project planning and construction occurring over a 3 year period (2014 to 2017), to align with anticipated cash flows from the Goldfields Revitalisation Fund, the Shire has the ability to budget for its share of the cost. This timing also works well with CSRFF funding which will be available no earlier than 2015/16.

CONSULTATION

Tammy King, Grants Consultant (Grants Empire)
Erin Bond, Manager, Goldfields DSR

STRATEGIC IMPLICATIONS

- | | |
|----------|---|
| Goal 1.1 | A strong sense of community pride and ownership. |
| 1.1.1 | Promote the mindset of "This is Laverton – expect the best". |
| Goal 1.3 | Encourage a more active and engaged community. |
| 1.3.1 | Greater utilisation of Shire recreational facilities and staff by delivering a program of sports and recreational activities, as well as encouraging community-led initiatives. |

COMMENT

The Shire has submitted an expression of interest to the GEDC under the Goldfields Revitalisation Fund for \$8,000,000 towards this Project and has been invited to the next stage to submit a business case. This Project is identified as a priority project in this subregion in the Goldfields-Esperance Strategic Development Plan.

Provision has been made in the Shire's Corporate Business Plan for the Multipurpose Community Centre with Pool and Youth Centre Project to occur from 2014/15 (preliminary planning) with a majority of the expenditure occurring during the two years 2015/16 and 2016/17.

A comprehensive Business Case is currently being finalised by Aurecon in relation to this Project and should be ready for Council adoption at the September Ordinary Meeting of Council.

In order to submit the CSRFF application on time and in a professional manner, the CEO has engaged Grants Empire to prepare the application at a cost of \$990.

The items specific to the CSRFF application include contributions towards construction and fitout of the indoor courts, outdoor courts, aquatic facilities (including the main pool and new junior pool) and gymnasium.

For DSR to consider the application, they need to know that the application has been considered and formally endorsed by Council. The recommendation of this report is to endorse the application.

VOTING REQUIREMENTS

Simple majority decision of Council is required.

SC0813 COUNCIL'S DECISION/STAFF RECOMMENDATION

Moved Cr R Wedge, Seconded Cr S Weldon.

That Council:

- 1. Endorses the submission of an application under the Community Sporting and Recreation Facilities Fund (CSRFF) to the round of funding closing 30 September 2014, for a grant towards the construction of the proposed Multipurpose Community Centre and Swimming Pool Facility.**
- 2. Authorises the preparation of the CSRFF application by consultancy firm Grants Empire.**

CARRIED 4/0

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9. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DESIGN OF THE MEETING

There was no new business of an urgent nature at the time of printing this Agenda.

10. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS

SC0814 PROCEDURAL MOTION - COUNCIL'S DECISION

Moved Cr S Weldon, Seconded Cr R Wedge

This meeting to close to members of the public and move behind closed doors at 4.51pm to discuss:

- 10.1 Proposal to Purchase Lot 374 (12) Weld Drive (File Ref: 520) as this item refers to a matter which deals with a contract entered into by the local government, and a matter that if disclosed, would reveal information that has a commercial value to a person, pursuant to Section 5.23 (2)(c) and Section 5.23 2(e)(ii) of the *Local Government Act 1995*.

CARRIED 4/0

SC0815 COUNCIL'S DECISION

Moved Cr R Wedge, Seconded Cr D Cannons

That Council:

- 1. Agrees to make an offer to purchase Lot 374 (12) Weld Drive Laverton on the following terms and conditions:**
 - a. Purchase price is \$25,000 (excl GST);**
 - b. Council agrees to write off the rates owing on this property amounting to \$5,214.30 as at 1 August plus interest accrued since that date,**
 - c. Council agrees to write off the 2014/15 rates on this property, should the current year rates be levied prior to settlement;**
 - d. That settlement be subject to the Shire gaining vacant possession;**
 - e. That Council agrees to meet the settlement agent's fees for both parties.**
- 2. Meets the costs of purchasing the property and associated costs from the Economic Development Reserve Fund; and**
- 3. Authorises the President and CEO to sign and seal, where required, all documents pertaining to this purchase including but not limited to the 'Offer and Acceptance' and 'Land Transfer' forms.**

CARRIED BY ABSOLUTE MAJORITY 4/0

SC0816 PROCEDURAL MOTION - COUNCIL'S DECISION

Moved Cr D Cannons, Seconded Cr S Weldon

This meeting to reopen to members of the public and move from behind closed doors at 4.55pm.

CARRIED 4/0

On reopening the meeting to the public, the President noted that no public were present, so elected to not read aloud the decision of Council made behind closed doors.

11. NEXT MEETING

The next Ordinary Meeting of Council will be held on Thursday 18 September 2014 at the Shire of Laverton Council Chambers, commencing at 5:00pm.

12. CLOSURE OF MEETING

There being no further business, the Chairman declared the meeting closed at 4:55pm.

17. CERTIFICATION BY CHAIRMAN

I, Patrick Hill, hereby certify that the Minutes of the Special Meeting of Council held on 28 August 2014 are confirmed as a true and correct record, as per the Council resolution of the Ordinary Meeting of Council held on 18 September 2014.

SIGNED:

DATED:

2014

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