



Shire of Ravensthorpe

Minutes

Of the Special meeting of Council held on the 27th July, 2011, commencing 6:30pm, in the Hopetoun Rural Transaction Centre.

1. Attendance

MEMBERS: Cr Keith Dunlop (Deputy Shire President)
Cr Don Lansdown
Cr Brenda Tilbrook
Cr Julianne Townsend

STAFF: Pascoe Durtanovich (Chief Executive Officer)
Evelyn Arnold (Manager Finance & Administration)

Apologies

Cr Ian Goldfinch (Shire President)
Cr Ken Norman
Cr Jan Field

2. Public Question Time

Nil

3. Special Business

3.1 ADOPTION OF THE 2011/2012 BUDGET

File Ref:

Applicant: Not applicable

Location: Not applicable

Disclosure of Officer Interest: Evelyn Arnold

Date: 25th July, 2011

Author: Pascoe Durtanovich – Chief Executive Officer

Authorising Officer: Not applicable

Attachments: Yes – Draft Budget provided to Councillors

Summary:

The 2011/2012 draft budget has been prepared in accordance with Local Government accounting requirements and programs and directions set by Council.

This report recommends the draft budget be adopted.

Comment:

The budget as presented reflects an increase in rate revenue of 9%. This does not translate to a 9% increase for every rate assessment. Some properties will receive increase greater than 9% and some less, this is due to the fact that new unimproved and GRV valuations apply and valuation increases are not necessarily uniform throughout the Shire.

Kerbside domestic and commercial waste collection charges have been increased by 15% and the deep sewerage annual rate has been increased by 10%.

Capital Expenditure

Road infrastructure, buildings and plant replacement is detailed in the budget document.

Loan Funds/ Debt Servicing

No new loans are proposed, Debt servicing level is 6% of rate revenue.

6.55pm – Manager Finance and Administration declared a financial interest in this item on the basis that she is an effected employee and left the meeting.

Salary Review

The following salary increases have been included.

Manager Finance and Administration	- \$3,000 per annum
Rates and Payroll Officer	- \$2,000 per annum
PA to the CEO	- \$4,500 per annum
Customer Service/Bank/Licensing	- \$3,000 per annum
Customer Service/Accounts	- \$2,000 per annum
Customer Service/Records Manager	- \$2,000 per annum
Customer Services/Bank Officer	- \$1,500 per annum
Doctors Receptionists	- \$3.13 per hour from \$19.37 to \$22.50 per hour.

Apart from the Manager Finance all officers have also received a national wage increase of \$1,347 per annum.

Elected Members Fees and Allowances

Remain the same as 2010/2011.

Community Development Fund Applications

The following grants are included in the draft budget.

Munglinup Pony Club	\$ 1,000.00
Ravensthorpe Gun Club (Toilet Facilities)	\$ 7,442.00
Ravensthorpe Entertainment Centre (Dance Floor)	\$ 5,000.00
Hopetoun Golf Club (Store Room)	\$10,000.00

Funding for Community Groups and Organisations Outside of the Community Development fund.

The draft budget includes the following:

Fitzgerald Coast Tourism Association	- \$15,000	In addition to the allocation of \$80,000 from the State Government Grant.
Hopetoun Progress Association	- \$31,200	A 4% increase.
Hopetoun Resource Centre Library operation only	- \$24,545	Excludes GST
Ravensthorpe Resource Centre Library operation only	- \$24,545	Excludes GST as per MOU
Ravensthorpe Regional Arts	- \$9,750	An 8% increase. Used to attract matching funding.
Ravensthorpe Golf / Bowling Club Electricity supply and upgrade	- \$25,000	This is likely to be less. The Club has been requested to make a financial contribution. They are also providing an in-kind contribution.

Consultation

The draft budget was prepared with input from Councillors via two budget workshops. Due consideration has been given to the Shire of Ravensthorpe Strategic Plan/Plan for the Future.

Statutory Obligations

Local Government Act 1995

Local Government (Financial Management) Regulations

Policy Implications

Nil

Budget / Financial Implications

Not applicable.

Strategic Implications

Adoption of the budget will enable Council to provide the necessary services and facilities to ratepayers and residents.

Sustainability implication

- **Environmental**
There are no specific environmental initiatives in this budget.
- **Economic:**
There are no specific economic development initiatives however expenditure on capital building works and area promotion will achieve economic stimulus.
- **Social:**
Maintenance of existing facilities, including roads, playing fields and recreation areas together with new capital works will ensure adequate facilities and services are maintained for the community.

Voting Requirements

Absolute Majority

Salary Review

COUNCIL DECISION AND OFFICER RECOMMENDATION		ITEM 3.1
Moved: Cr Tilbrook		Seconded: Cr Lansdown
The following salary increase be granted, applicable from the 1 st July, 2011		
Manager Finance and Administration	-	\$3,000 per annum
Rates and Payroll Officer	-	\$2,000 per annum
PA to the CEO	-	\$4,500 per annum
Customer Service/Bank/Licensing	-	\$3,000 per annum
Customer Service/Accounts	-	\$2,000 per annum
Customer Service/Records Manager	-	\$2,000 per annum
Customer Services/Bank Officer	-	\$1,500 per annum
Doctors Receptionists	-	\$3.13 per hour from \$19.37 to \$22.50 per hour.
CARRIED BY ABSOLUTE MAJORITY: 4/0		Res: 166/11

7.13pm - *Manager Finance and Administration returned to the meeting.*

Fees and Allowances for Elected Members

COUNCIL DECISION AND OFFICER RECOMMENDATION		ITEM 3.1
Moved: Cr Tibrook		Seconded: Cr Townsend
That the Fees and Allowances for Elected Members for 2011/2012 be set at:		
Presidents Annual Local Government Allowance	-	\$10,000
Deputy Presidents Annual Local Government Allowance	-	\$ 2,500
Presidents Annual Attendance Fee	-	\$14,000
Councillors Annual Attendance Fee	-	\$ 7,000
Councillors Communication Allowance	-	\$ 1,000
CARRIED BY ABSOLUTE MAJORITY: 4/0		Res: 167/11

Budget 2011/2012

COUNCIL DECISION AND OFFICER RECOMMENDATIONS

3.1

Moved: Cr Lansdown

Seconded: Cr Townsend

1. Minimum Rate

That the Minimum Rate for the 2011/12 year be set at GRV - \$692.00
UV - \$692.00

2. Rates in the Dollar

That Council sets the Rates in the dollar for the 2011/12 year as:
Gross Rental Value (GRV) Rate - 0.1102 cents
Unimproved Value (UV) Rate - 0.08600 cents

3. Kerbside Waste Collection

That Council set the kerbside waste collection charge as:

1 X 240 litre bin per week residential \$200.00
1 X 240 litre bin per week commercial \$200.00

4. Sewerage Charges

Pursuant to Sections 41 and 112 of the Health Act 1911 (as amended)
Council impose the following:

(A) Ravensthorpe

Rate in Dollar Minimum Rate

Ravensthorpe townsite sewerage scheme on Ravensthorpe rateable GRV	Rate in the \$ 0.01947	Minimum Rate \$225.00
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First fixture Ravensthorpe non-rateable GRV (class 1)	\$214.50
Each additional fixture Ravensthorpe non-rateable GRV (class 1)	\$92.40
Flat fee Ravensthorpe non-rateable GRV (class 2 & 3)	\$1,126.40

(where for the purpose of the Ravensthorpe townsite sewerage scheme Class 1 non-rateable properties relate to institutional, recreational, cultural, educational, religious or public amenities type properties, Class 2 non-rateable properties relate to properties owned and operated by Co-operative Bulk Handling for the purpose of storage of grain and Class 3 non-rateable properties relate to state and local government properties of a commercial nature).

(B) Munglinup

Rate in Dollar Minimum Rate

Munglinup townsite sewerage scheme on Munglinup rateable GRV	Rate in the \$ 0.01947	Minimum Rate \$225.00
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First fixture Munglinup non-rateable GRV (class 1)	\$214.50
Each additional fixture Munglinup non-rateable GRV (class 1)	\$92.40
Flat fee Munglinup non-rateable GRV (class 2 & 3)	\$1,126.40

(where for the purpose of the Munglinup townsite sewerage scheme Class 1 non-rateable properties relate to institutional, recreational, cultural, educational, religious or public amenities type properties, Class 2 non-rateable properties relate to properties owned and operated by Co-operative Bulk Handling for the purpose of storage of grain and Class 3 non-rateable properties relate to state and local government properties of

a commercial nature).

5. Administration Charge on Instalments

That Council in accordance with Section 6.45 (3) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 67 set an administration charge of \$10 per rate instalment notice for the 2011/12 financial year where the instalment plan is selected.

6. Interest on Rate Instalments

That Council in accordance with Section 6.45 (3) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 68 sets an additional charge by the way of Interest where the instalment plan is selected, an interest rate of 5.5% for the 2011/12 financial year.

7. Late Payment Interest Charge

That Council in accordance with Section 6.51 (1) of the Local Government Act 1995 and the Local Government Financial Management Regulations 1996 – Clause 70 set an interest rate of 11% for the 2011/12 financial year as penalty interest for the late payment of rates and charges.

8. Reserve Funds

That Council in accordance with Section 6.11 of the Local Government Act 1995 allocate funds to and from the Reserve Funds for the financial year ending June 30, 2012 as specified in the 2011/12 budget document.

9. Trust Fund Budget

That Council adopt the Trust Fund Budget for the financial year ending June 30, 2012 as per the budget document.

10. Material Variance in Budget and Actual Expenditure

That Council adopt a variance of 10% or greater for each item of expenditure and income, as a level that requires an explanation or report, with a minimum dollar variance of \$5,000.

11. 2011/2012 Municipal Fund Budget

That the 2011/12 budget as presented incorporating the Schedule of Fees & Charges; Minimum Rates, Rates in the Dollar; Significant Accounting Policies and Annual Fees and Allowances for Elected Members be adopted.

CARRIED BY ABSOLUTE MAJORITY: 4/0

Res: 168/11

4. CLOSURE OF MEETING – 7.24pm

These minutes were confirmed at the meeting of the

Signed: _____
(Presiding Person at the meeting of which the minutes were confirmed.)

Date: _____