

Bunbury - Harvey Regional Council

Council Minutes

(Confirmed)



For the Special Council Meeting of

16th July 2015

BUNBURY HARVEY REGIONAL COUNCIL

**MINUTED (CONFIRMED) FOR THE SPECIAL MEETING OF COUNCIL TO BE HELD ON
16TH JULY 2015**

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These Minutes are confirmed as being true & correct by Council **Resolution Nr: OC81023-1335**

Cr Neville McNeill
 Chairman

Tony Battersby
 Chief Executive Officer

MINUTES (CONFIRMED)

BUNBURY-HARVEY REGIONAL COUNCIL

The Presiding Member, Cr. Neville McNeill, declared the meeting open at 4:08pm.

1. Attendance, Apologies

Andrew Brien (City of Bunbury – Chief Executive Officer) – Attend
 David Ransom (City of Bunbury – Manager for Finance) – Attend
 Phil Harris (City of Bunbury – Director Works and Services) – Apology

<i>Name</i>	<i>Attended</i>	<i>Apologies</i>	<i>Leave of Absence</i>
Cr Neville McNeill – City of Bunbury	√		
Cr Greg Campbell – Shire of Harvey	√		
Cr Judy Jones – City of Bunbury	√		
Cr Murray Cook - City of Bunbury	√		
Cr Peter Monagle – Shire of Harvey	√		
Tony Battersby – CEO	√		
Michael Parker – CEO Shire of Harvey	√		
Chris Welham – Accountant	√		
Martinette Pieterse – Secretary to CEO	√		

2. Declarations of Interests

NIL

3. Reports of Officers

3.1 DRAFT Budget 2015/2016

REPORTING OFFICER:

*Tony Battersby, Chief Executive Officer
Chris Welham, Accountant*

Précis

Section 6.1 of the Local Government Act 1995 requires a local government to prepare and adopt (in the period June 1 to August 31) an annual budget of its Municipal fund for that same year.

Background

Discussions regarding the draft budget for the 2015/16 Financial Year were held at a budget workshop on the 28th May 2015 and June 25th 2015. The new schedule of Fees and Charges to apply from 1st July 2015 was adopted at the 28th May 2015 Ordinary Meeting of Council as the basis for the 2015/16 income budget. It was resolved at the 25th June 2015 meeting to adopt the budget at the next Meeting of Council on 16th July 2015.

Officer Comment

1. Transfer of Funds from the 'Banksia Road Construction Reserve' to the 'Stanley Road Lined Cell Construction Reserve'

It is proposed to set aside funds for the construction of a landfill cell at Stanley Road, Australind. As the Regional Council was not successful in obtaining the Banksia Road, Dardanup, site (which was proposed as an alternative to the existing Stanley Road Site) Funds currently held in the Banksia Road Construction Reserve of \$516,503 will be transferred to the new Stanley Road Lined Cell Construction Reserve.

(Refer to Recommendation 1)

2. Adoption of the 2015/16 Budget

A copy of the Draft Budget 2015/16 has been circulated under separate cover. Councillors developed the Draft Budget at the Council Meetings on 28th May 2015 and 25th June 2015.

The budget as presented includes provision to charge a \$57.00/tonne (GST incl.) gate fee for Co-mingled Waste, and \$41.00/tonne (GST incl.) for Green Waste, and to provide an \$11.00/tonne (GST incl.) rebate to Member Councils.

Council include the following capital purchases carried forward from 2014/15 to the 2015/16 Budget.

i.	<u>Compost Aerator Units</u>	
	Expenditure	\$180,000
	Less Grant Income 2015/16	<u>\$115,200</u>
	Net Cost to Council	\$ 64,800

ii. <u>Concrete Bunkers</u>	
Expenditure	\$155,000
Less Grant Income 2015/16	<u>\$ 96,000</u>
Net Cost to Council	<u>\$ 59,000</u>
Total Net Cost to Council for 2015/16 Budget	<u>\$123,800</u>

(Refer to Recommendation 2)

3. Schedule of Fees and Charges 2015/16 Budget

The Schedule of proposed Fees and Charges for the 2015/16 Financial Year forms part of the 2015/16 Budget which has been circulated under separate cover as previously adopted by Council on 28th May 2015.

4. Elected Members Meeting Attendance Fees

In accordance with the Local Government Act 1995, fees will be paid to Councillors for attendance at meetings of Council and Council (Standing) Committees. This is in addition to any other expenses which may be reimbursed.

The prescribed minimum payments under the Local Government (Administration) Regulations 1996, 30(3A) are:

(a) Councillor Meeting Attendance Fees:

Chairperson \$88.00 per meeting

Councillors \$88.00 per meeting

(Note: The council resolution is for a Chairman meeting fee of \$176.00 per meeting)

(b) Committee Meeting fees:

Chairman and Councillors \$44.00 per meeting.

(Refer to Recommendation 3)

5. Reporting of Material Variances in the Monthly Statement of Financial Activity for 2015/16

It is a requirement under the Local Government (Financial Management) Regulations, for the Council to adopt (each year) a percentage or value, to be used for reporting material variances in the Statement of Financial Activity.

Any variance meeting these criteria will be required to have a supporting explanation in the Monthly report to Council. Information is considered "material" if its omission, miss-statement or nondisclosure has the potential to adversely affect decisions by users of the financial report or affect the discharge of accountability by management or Council.

(Refer to Recommendation 4)

6. Late Payment Interest Charge

A charge on outstanding fees and charges as allowed under the Local Government Act 1995 General Debtor Collection charges during the 2015/16 financial year (including amounts allowed on ad hoc payment plans) of 11% will be calculated daily at 0.0301% on a simple interest basis for the number of days from the account due date until the day prior to the day on which the payment is received.

(Refer to Recommendation 5)

Consultation

Budget Workshops have been held with Councillors on 28th May 2015 and 25th June 2015.

Financial Implications

Notes are included in the draft budget papers in regard to new items of income and expenditure in addition to Officer Comment in this report.

Statutory Environment

Section 6.1 of the Local Government Act 1995 applies.

Strategic Implications

Nil

Policy Implications

Nil

Officer Recommendations**Recommendation 1 – Transfer of funds from the ‘Banksia Road Construction Reserve’ to the ‘Stanley Road Lined Cell Construction Reserve’**

That Council redirect existing funds in the Banksia Road Construction Reserve totalling \$516,503 to the new Stanley Road Lined Cell Construction Reserve.

Note: Absolute Majority Vote Required

SC81106-1031

Moved: Cr Peter Monagle

Second: Cr Judy Jones

***5/0
UNANIMOUS
CARRIED***

Recommendation 2 – Adoption of the 2015/16 Budget

Budgets for the following funds for the year ended 30 June 2016 be adopted, with amendment to include capital purchases (Compost Aerator Units and Concrete Bunkers) carried forward from 2014/15 to the 2015/16 Budget, for grants received in 2014/2015 Financial Year:

- Municipal Fund
- Plant and Infrastructure Reserve
- Site (Post Closure) Rehabilitation Reserve
- Waste Minimisation and Environmental Protection Reserve
- Banksia Road Construction Reserve
- Stanley Road Lined Cell Construction Reserve

- Compost Aerator Units	-	Grant Income 2014/2015	\$ 28,800
- Concrete Bunkers	-	Grant Income 2014/2015	\$ 24,000
<u>Total 2014/2015 Grant Income</u>	-		<u>\$ 52,800</u>
Total Net Cost to Council for 2015/16 Budget			\$123,800
Less Grant Income 2014/15 received			<u>\$ 52,800</u>
<u>Total Net Cost to Council</u>			<u>\$ 71,000</u>

Note: Absolute Majority Vote Required

SC81106-1032

Moved: Cr Greg Campbell
Second: Cr Peter Monagle

5/0
UNANIMOUS
CARRIED

Recommendation 3 – Elected Members Meeting Attendance Fees

That Council adopt the Elected Member sitting fees as prescribed by the Local Government (Administration) Regulations 1996 being:

(a) Council Meeting fees:

Chairman \$176.00 per meeting (This is double the minimum prescribed fee)

Councillors \$88.00 per meeting

(b) Committee Meeting fees:

Chairman and Councillors \$44.00 per meeting.

SC81106-1033

Moved: Cr Greg Campbell
Second: Cr Murray Cook

5/0
UNANIMOUS
CARRIED

Recommendation 4 – Reporting of Material Variances in the Monthly Statement of Financial Activity for 2015/16

A variance between actual and budget-to-date of greater than or equal to 10% and \$15,000 is considered to be a material variance for reporting purposes in the Statement of Financial Activity for 2015/16.

Note: Absolute Majority Vote Required

SC81106-1034

*Moved: Cr Judy Jones
Second: Cr Murray Cook*

**5/0
UNANIMOUS
CARRIED**

Recommendation 5 – Late Payment Interest Charge

A charge on outstanding fees and charges (including amounts allowed on ad hoc payment plans) of 11% will be calculated daily at 0.0301% on a simple interest basis for the number of days from the account due date until the day prior to the day on which the payment is received.

Note: Absolute Majority Vote Required

SC81106-1035

*Moved: Cr Murray Cook
Second: Cr Greg Campbell*

**5/0
UNANIMOUS
CARRIED**

4. Closure

4:52pm

Comments / Notes

Recommendation 2 – Page i of Draft Budget 2015/16 “Replacement Site Organics Recycling”
Leave \$20,000 and create a line Item for Land Investigations and transfer \$980,000 into new line.
Page 24 – (b) Site (Post Closure) Rehabilitation Reserve of Draft Budget 2015/16 – Change tip to
Landfill!