

SHIRE OF MENZIES

MINUTES OF THE SPECIAL MEETING OF THE COUNCIL OF THE SHIRE OF MENZIES, HELD IN THE COUNCIL CHAMBERS, MENZIES, ON SATURDAY 17th JULY 2004 at 9.25am.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The president thanked all members who were able to attend the Special Meeting called to adopt Council's 2004 / 05 budget.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

Present:

Cr. K. Finlayson	President
Cr. K. Pusey	D. President
Cr. I. McGregor	
Cr. R. Earnshaw	

Mr. T. Nottle	Chief Executive Officer
Mrs. J. Nottle	Deputy Chief Executive Officer
Mr. B. Pepper	Works Supervisor

Apologies: Cr. K. Purchase
Cr. P. Kennedy
Cr. S. Tonkin

3. CHIEF EXECUTIVE OFFICER'S REPORT

3.1 Budget Proposals for 2004 / 05 Financial Year

Location:	N/A
Applicant:	N/A
File Ref:	113
Disclosure of Interest:	N/A
Date:	6 th July 2004
Author:	Tony Nottle, Chief Executive Officer
Signature of Author:	

Summary

Council is required to adopt the proposed budget.

Background

Circulated herewith, is the draft budget proposals for consideration and adoption for the 2004 / 2005 financial year.

Comment

At the 30 June 2004, Council's surplus was estimated at approximately \$358,648 and this has been allocated to reserve accounts as per Council's instruction at last month's meeting. This surplus has been brought about by either cost savings in expenditure or non expenditure (not proceeding) on budgeted projects, eg replacement of grader, Contract road maintenance.

The Local Government Act 1995 does allow a Council to adopt a budget with a deficit or surplus for the year of up to 10% of total rate income (ie \$49,000), however the draft presented to Council is a balanced budget. Changes of course can occur however for every \$ added, a project of similar value is required to be deleted or extra income to that value, required to be found.

Deletions, which include a wage or plant operation component, provide no savings as those costs remain fixed for the year and will require reallocation to another job, unless staff numbers are reduced or plant sold off.

With rating being done through Haines Norton, our accounting firm, required Council to adopt a penalty interest levy amount on rates and rubbish not paid by their due date.

An allowance has been made within the income budget document of \$10,000, similar to the amount raised last year. This of course can vary, depending on when a ratepayer chooses to make their payment.

Council will need to resolve the penalty amount (%) for outstanding rates and service charges unpaid at the expiry of the 35 day prescribed time or unpaid instalment on the due date. A penalty rate of 10% pa (maximum is 11%) for the one payment option and 5% pa (maximum is 5.5%) for the instalment option, both to be calculated on a daily basis from their due dates, is suggested.

The FESA levy, which will still be \$30 on around 75% of lots and mining tenements in the District, will attract 11% for late payment.

Consultation – All liaisons have been carried out with Haines Norton and various companies requested to provide quotations.

Statutory Environment – The annual budget of a local government is to be adopted by the 31st August each year. It is recommended that this be done in July as to provide direction for staff and to ensure the budget is adopted prior to the Acting CEO's arrival in August.

Policy Implications – Council Policy 3.5 relates.

Financial Implications – This is the adoption of Council's budget for the 2004 / 05 financial year.

Voting Requirement – ABSOLUTE Majority

10:55am Council adjourned for a tea break

11:05am Meeting recommenced all in attendance

**CEO presented the proposed budget for the 2004/2005 financial year and advised of the income and expenditure items make up and responded to questions raised during the process.*

The following amendments were agreed to be included:

- Increase President's Allowance to \$5,000 per annum
- Increase Deputy President's Allowance to \$2,000 per annum
- Increase GEDC Leonora Officer contribution to \$3,500
- Increase Dozer Hire to \$50,000
- Add grid construction / maint. \$20,000
- Increase traffic signs to \$30,000

- ❑ Increase noxious weeds control to \$12,000
- ❑ Increase caravan park maint. To \$23,750
- ❑ Increase tourism district promotion to \$15,000
- ❑ Delete grader blades allowance (\$1,000)
- ❑ Delete Kookynie Road 5km seal (\$175,000)
- ❑ Increase truck & trailer config. to \$250,000
- ❑ Increase bobcat trailer to \$10,000
- ❑ Add satellite television set-up for bush camp \$2,000
- ❑ Add purchase of Hi-Ab \$7,000
- ❑ Reduce revenue from teacher housing to \$28,000

12.45pm CEO left to make adjustments as listed above in the document.

1.10pm CEO returned to the meeting informing Council of the situation that with all the adjustments, Council will need to further allocate \$48,600 of expenditure. After deliberation Council opted to increase the Floodway Program by \$48,600, which resulted in a balanced budget.

OFFICER RECOMMENDATION / COUNCIL DECISION	ITEM 3.1
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MOVED Cr. R. Earnshaw

SECONDED Cr. I. McGregor

1. That the following rate levels to be imposed for the 2003/2004 financial year:
 - a) General rates

Unimproved values (except Pastoral)	6.77cents in the \$
Unimproved values (Pastoral)	3.39cents in the \$
Gross Rental values	4.91cents in the \$
Minimum Rate – all land	\$135
 - b) Payment Plan A – paid in full by due date
A discount of 5% be offered on all rates paid in full by 4pm on Wednesday 22 September 2004
 - c) Payment Plan B – four equal payments

Dates due for each payment

First Instalment	22 September 2004
Second Instalment	24 November 2004
Third Instalment	26 January 2005
Fourth Instalment	23 March 2005

and for each instalment following the first payment, an administration fee of \$7 per assessment shall apply.

Note* This payment plan is not available for rates and service charges of less than \$200.

- d) Part Minimum Rate
50% of minimum rate is payable on prospecting leases which overlap other Shire boundaries.
- e) Rubbish Charges
A Rubbish charge of \$110 per annum per 240 litre mobile garbage bin, be levied on serviced properties within the Menzies townsite.
be adopted.

2. That the Schedule of Fees & Charges for the 2004 / 2005 financial year as listed in section 8 of this budget document, be adopted.

3. That the transfers to or from Reserve accounts as listed in section 9 of this budget document, be adopted.
4. That the maximum level of Councillor meeting attendance fees of \$120 per Council meeting, as well as the maximum level of meeting fee for the Shire President of \$240 per Council meeting, be adopted.
5. That the Shire President be paid an allowance of \$5,000 pa in accord with section 5.98 (5) of the Local Government Act and the Deputy President an allowance of \$2,000 pa in accord with section 5.98A of the Local Government Act.
6. That the significant Accounting Policies, as listed in section 2 of this budget document, be adopted.
7. That a penalty rate of 10% be charged for late payment of rates under the 1 payment option and 5% be charged under the instalment option.
8. That the proposed budget (as amended by Council where deemed appropriate) be adopted for the 2004 / 2005 financial year and the levels of income and expenditure be authorised.

**CARRIED 4/0
BY ABSOLUTE MAJORITY**

There being no further business to discuss, the President declared the Special Meeting closed at 1.15pm.

These minutes were confirmed as a true and accurate record of proceedings of the Special Meeting of the Council held on the 17th July 2004, at the Ordinary Council Meeting held on 20th August 2004.

CONFIRMED

SHIRE PRESIDENT.....