



# **MINUTES**

# **SPECIAL MEETING**

Held

**3 July 2018**

At

**Shire of Dardanup  
ADMINISTRATION CENTRE EATON  
1 Council Drive - EATON**

This document is available in alternative formats such as:  
~ Large Print  
~ Electronic Format [disk or emailed]  
Upon request.

## **TABLE OF CONTENTS**

<b>1</b>	<b>DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....</b>	<b>1</b>
<b>2</b>	<b>RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED.....</b>	<b>1</b>
2.1	Attendance.....	1
2.2	Apologies.....	2
<b>3</b>	<b>RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....</b>	<b>2</b>
<b>4</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>2</b>
<b>5</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE.....</b>	<b>2</b>
<b>6</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS.....</b>	<b>2</b>
<b>7</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....</b>	<b>3</b>
7.1	Ordinary Meeting Held 27 June 2018.....	3
<b>8</b>	<b>ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION.....</b>	<b>3</b>
<b>9</b>	<b>ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED.....</b>	<b>3</b>
<b>10</b>	<b>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN.....</b>	<b>3</b>
<b>11</b>	<b>DECLARATION OF INTEREST.....</b>	<b>3</b>
<b>12</b>	<b>REPORTS OF OFFICERS AND COMMITTEES.....</b>	<b>4</b>
12.1	Title: 2018/19 Budget Adoption.....	4
<b>13</b>	<b>ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN.....</b>	<b>16</b>
<b>14</b>	<b>NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....</b>	<b>16</b>
<b>15</b>	<b>PUBLIC QUESTION TIME.....</b>	<b>16</b>
<b>16</b>	<b>MATTERS BEHIND CLOSED DOORS.....</b>	<b>16</b>
<b>17</b>	<b>CLOSURE OF MEETING.....</b>	<b>17</b>

**COUNCIL ROLE**

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council eg. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	<p>When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.</p> <p>Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</p>

**DISCLAIMER**

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision, and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

## **SHIRE OF DARDANUP**

### **MINUTES OF THE SHIRE OF DARDANUP SPECIAL MEETING OF COUNCIL HELD ON TUESDAY 3 JULY 2018, AT SHIRE OF DARDANUP – EATON ADMINISTRATION CENTRE, COMMENCING AT 5.00PM.**

#### **1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The Presiding Member, Cr. M T Bennett declared the meeting open at 5.00pm, welcomed those in attendance and referred to the Disclaimer, Acknowledgement of Country, Emergency Procedure and the Affirmation of Civic Duty and Responsibility on behalf of Councillors and Officers:

##### *Acknowledgement of Country*

*The Shire of Dardanup wishes to acknowledge that this meeting is being held on the traditional lands of the Noongar people. In doing this, we recognise and respect their continuing culture and the contribution they make to the life of this region by recognising the strength, resilience and capacity of Wandandi people in this land.*

##### *Affirmation of Civic Duty and Responsibility*

*Councillors and Officers of the Shire of Dardanup collectively declare that we will duly, faithfully, honestly and with integrity fulfil the duties of our respective office and positions for all the people in the district according to the best of our judgement and ability. We will observe the Shire's Code of Conduct and Standing Orders to ensure efficient, effective and orderly decision making within this forum.*

##### *Emergency Procedure*

*In the event of an emergency, please follow the instructions of the Chairperson who will direct you to the safest exit route. Once outside, please proceed to the Assembly Area points located to the western side of the front office car park near the skate park and gazebo where we will meet (and complete a roll call).*

#### **2 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED**

##### **2.1 Attendance**

Cr. Michael Bennett	-	Shire President (Chairperson)
Cr. Peter Robinson	-	Elected Member
Cr. Carmel Boyce	-	Elected Member

Cr. Tyrrell Gardiner	-	Elected Member
Cr. James Lee	-	Elected Member
Cr. Patricia Perks	-	Elected Member
Mr Mark Chester	-	Chief Executive Officer
Mr Phil Anastasakis	-	Director Corporate & Community Services
Mrs Natalie Hopkins	-	Manager Financial Services
Mr Steve Potter	-	Manager Development Services

## 2.2 Apologies

Cr. Luke Davies	-	Elected Member
Cr. Janice Dow	-	Elected Member

### **3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

None.

### **4 PUBLIC QUESTION TIME**

None.

### **5 APPLICATIONS FOR LEAVE OF ABSENCE**

None.

### **6 PETITIONS/DEPUTATIONS/PRESENTATIONS**

None.

**7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****7.1 Ordinary Meeting Held 27 June 2018**

Note: The Minutes of the Ordinary Council meeting held on 27 June 2018 will be brought to the Ordinary Council meeting on 18 July 2018 for confirmation.

**8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

None.

**9 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED**

None.

**10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

None.

**11 DECLARATION OF INTEREST**

*Discussion:*

*Shire President, Cr. M T Bennett asked Councillors and staff if there were any Declarations of Interest to be made.*

*Chief Executive Officer, Mr Mark Chester declared an indirect financial interest in the allocation of funds to the School Chaplaincy program as his wife is employed by Youthcare as a School Chaplain.*

## 12 REPORTS OF OFFICERS AND COMMITTEES

### 12.1 Title: 2018/19 Budget Adoption

*Reporting Department: Corporate & Community Services*

*Reporting Officer: Mr Phil Anastasakis – Director Corporate & Community Services  
Mrs Natalie Hopkins – Manager Financial Services*

*Legislation: Local Government Act 1995*

#### Overview

This report presents the final 2018/19 Annual Budget for Council adoption.

The 2018/19 Annual Budget papers have been formulated and presented to Council in the statutory format for formal adoption.

#### Background

The 2018/19 budget has been compiled based on the principles contained in the Strategic Community Plan and Plan for the Future.

As part of the Integrated Planning and Reporting cycle, Council has reviewed and updated its ten year Strategic Community Plan 2018 – 2028, four year Corporate Business Plan 2018 – 2022, and ten year Long Term Financial Plan.

Year one of the Corporate Business Plan formed the basis of the draft annual budget, with further deliberations and resolutions of Council occurring at the Corporate & Community Services Committee meeting on the 18 May 2018, and the Strategic Planning Committee meeting on the 30 May 2018.

The 2018/19 Annual Budget has been prepared taking into consideration these preceding reviews and incorporates relevant elements of the various strategies, plans and resolutions adopted by Council.

The culmination of these strategic reviews was the Special Council meeting held on the 20 June 2018, where Council considered, deliberated and resolved to endorse the draft 2018/19 budget.

This report recommends Council adopt the final Shire of Dardanup 2018/19 Annual Budget, together with the supporting schedules, including the imposition of rates and minimum payments, and related matters arising from the budget. (Appendix ORD: 12.1 – Under Separate Cover).

#### Legal Implications

*Local Government Act 1995*

*Division 2 — Annual budget**6.2. Local government to prepare annual budget*

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

*\* Absolute majority required.*

- (2) *In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
- (a) the expenditure by the local government; and*
  - (b) the revenue and income, independent of general rates, of the local government; and*
  - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*
- (3) *For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*
- (4) *The annual budget is to incorporate —*
- (a) particulars of the estimated expenditure proposed to be incurred by the local government; and*
  - (b) detailed information relating to the rates and service charges which will apply to land within the district including —*
    - (i) the amount it is estimated will be yielded by the general rate; and*
    - (ii) the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;**and*
  - (c) the fees and charges proposed to be imposed by the local government; and*
  - (d) the particulars of borrowings and other financial accommodation proposed to be entered into by the local government; and*
  - (e) details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used; and*
  - (f) particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*
  - (g) such other matters as are prescribed.*
- (5) *Regulations may provide for —*
- (a) the form of the annual budget; and*
  - (b) the contents of the annual budget; and*
  - (c) the information to be contained in or to accompany the annual budget.*

**Strategic Community Plan**

Strategy outcome 1.3.1 of the Strategic Community Plan.

**Environment** - None.



### Precedents

Each year Council prepares an annual budget for the forthcoming financial year. The annual budget is formed from year one of the Shire of Dardanup Corporate Business Plan 2018 - 22.

### Budget Implications

The budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

The budget outlines planned expenditure and revenue and determines the financial parameters for the Shire to operate within for the 2018/19 financial year. Specific budget implications are as outlined in the Schedules and Notes that form part of the budget document.

The main features of the budget include:

- The budget has been prepared on the basis of a 4.5% rate increase in line with Corporate Business Plan and Long Term Financial Plan. This increase applies to all UV and GRV general rates, and minimum rates.
- After taking into consideration all other sources of income, Council is required to raise sufficient rates to meet its total expenditure. However, it is allowed to adopt a budget that has a deficit that does not exceed 10% of its rate revenue.
- For the 2018/19 budget it is proposed a total of \$12,656,546 be raised from general property rates, \$240,000 for the Eaton Landscaping Specified Area Rate, and \$79,178 for the Annual Bulk Rubbish Collection Specified Area Rate. The expected yield from rates will be sufficient to balance the 2018/19 budget after some adjustments have been made to increase other sources of revenue, reduce operating expenditure and to adjust the amount transferred to or from reserves.

	<b>Unimproved Value Rate in Dollar</b>	<b>Gross Rental Value Rate in in Dollar</b>	<b>Minimum Rate</b>
2017/18 – current	\$0.005760	\$0.09262	\$1,424
2018/19 – 4.5% increase	\$0.006019	\$0.09679	\$1,488

	<b>Specified Area Rate Bulk Waste</b>	<b>Specified Area Rate Eaton Landscaping</b>
2017/18 – current	\$0.001489	\$0.002826
2018/19 – budget	\$0.001454	\$0.002895

- The Bulk Waste Specified Area Rate has decreased by 2.4% with the Eaton Landscaping Specified Area Rate increasing by 2.44% to ensure revenue received covers the specific cost of these services. These changes reflect the anticipated decreased or increased service costs.

- Household waste collection charges have been increased 2% to \$205 to reflect the increased contract cost and are itemised in the schedule of Fees & Charges.
- The recurrent operating budget includes an overall increase in estimated expenditure of \$746,673 or 3.85% compared with the previous year (although individual line items may vary from this based on specific factors affecting each of these) and continues to focus on improved service delivery to the community.

This increase includes additional staffing of 6.7 full-time equivalents making a total of 116.78 FTE's.

Non-recurrent expenditure has increased by \$33,747 or 4.0% and includes items such as special projects expenditure, grant funded expenditure (ie: Bushfire Risk Management Coordinator, Kidsport, etc), loss on disposal of assets, community grants, software purchases and insurance claims.

- The fees and charges when adopted will determine the amount of revenue to be received during the 2018/19 financial year for certain areas. An additional \$10 bond for event and program booking has been included in the previously adopted fee and charges. The income has been forecast in the budget income projections.
- \$7,109,624 is to be spent in 2018/19 on the acquisition and/or construction of furniture, equipment, vehicles, plant, buildings and infrastructure assets. Council will allocate \$5,171,234 from Reserves to fund this expenditure, with \$1,393,942 received as proceeds from disposal. The funding balance of \$544,448 will be contributed from Council's municipal and trust fund.

Of the \$7,109,624 capital expenditure budget, the following is the breakdown based on Asset Category:

- Asset Renewal \$3,720,737 (53%)
- Asset Upgrade \$1,891,815 (27%)
- New Assets \$1,497,072 (20%)

A profit on disposal of assets of \$1,165,000 has been included which relates to the sale of land - Lot 501 to Citygate, which forms part of the overall development of the Eaton Fair Shopping Centre. Proceeds from this sale, together with the \$1,000,000 donation by Citygate, will be transferred to the Sale of Lands Reserve as previously noted in the Long Term Financial Plan.

- The 2018/19 budget includes the raising of one new loan during the year of \$750,000. These funds are to be utilised over a three year period to pay for the creation and management of the WANJU Developer Contribution Plan. Funds are to be utilised to pay for a Project Manager and Finance Officer, plus any consultancy and administrative cost directly attributed to the Developer Contribution Plan.

- Transfers to reserves are expected to total \$5,731,789 for the 2018/19 year. \$230,040 in interest is forecast to be earned on cash backed reserves during 2018/19.

Transfers from reserves totalling \$5,171,234 are primarily used for capital projects.

The expected balance of reserves at 30 June 2019 will be \$14,444,916.

- It is expected that Council will receive Local Government Grants Commission General Purpose Grant revenue of \$870,179 and Local Roads Grant revenue of \$485,014, noting that 50% of these grant funds are expected to be received in June 2017, and will be transferred to the Unspent Grants Reserve.

The Commonwealth Roads to Recovery (R2R) Grant program was allocated over 5 years to all local governments in Australia; the program is due to be completed in 2018/19 financial year. Council received its 2018/19 instalment during the 2017/18 financial year, hence there is no provision in the annual budget for R2R Grant Funds. A new round of Roads to Recovery funding is scheduled to commence in 2019/20 with a stronger focus on road safety for Roads to Recovery projects.

- The current forecast end of year surplus for 2017/18 is \$199,000, which is reflected in the opening surplus at the start of the 2018/19 financial year. This forecast will vary when the final annual financial report is produced for 2017/18, with the final result reflected in the financial statements when the 2018/19 mid-year budget review is conducted in Feb/March 2019.
- A modest end of year surplus of \$126,119 has been forecast in the budget. This small surplus enables Council to withstand any unforeseen financial costs or revenue reductions that may occur during the year.

### Budget – Whole of Life Cost

While the budget contains new assets and infrastructure, this report does not deal directly with the whole of life costs of those items. Consideration of the whole of life costs relevant to those items forms part of the individual project or asset evaluation and justification.

### Council Policy Compliance

Council Policy CP018 – *Corporate Business Plan Deadline* notes that each year with the best endeavours Council aims to consider a draft budget for adoption by the end of June. To achieve this aim the draft Corporate Business Plan (budget) needs to be compiled within the last weeks of May.

Risk Assessment - Low.

### Officer Comment

While the budget document follows a similar format to previous years, there has been a significant change to Australian Accounting Standard AASB101 –

*Presentation of Financial Statement* which has been incorporated into this years' budget document.

The change to the Accounting Standard essentially enables a simplification in the presentation of Financial Statements aimed at improving the understandability and comparability of financial statements. As a result of this change, the Moore Stephens budget model has been utilised to generate the 2018/19 budget report.

The 2018/19 budget document includes the following information:

- Financial statements including the Statement of Comprehensive Income (by Nature or Type), Statement of Comprehensive Income (by Program), Statement of Cash Flows, and Rate Setting Statement.
- Notes to and forming part of the budget including notes on operating expenditure and revenue, loan borrowings, asset construction / acquisition / disposal, transfers to and from reserves, rating information and grants.
- Detailed Financial Information for each Schedule at account level, with Sundry Notes providing a greater level of detail for each account. This information is formatted with the account number, description and totals for the 2018/19 Budget.

The final 2018/19 budget has been prepared utilising the various elements that Council has previously resolved to adopt. These include:

- Strategic Community Plan;
- Long Term Financial Plan;
  - Debt Management Plan
  - Reserve Funds
  - Rating Strategy
- Corporate Business Plan;
- Workforce Plan
- Asset Management Plans
  - Pathways
  - Roads
  - Parks & Reserves
  - Buildings
  - Stormwater Drainage
  - Engineering Services Vehicles
  - Compliance & Executive Vehicles
  - Information Technology
  - Recreation Centre Equipment
  - Small Plant & Equipment

- Elected Member Fees, Expenses & Allowances;
- Community Budget Requests
- Elected Member Budget Requests;
- Minor & Community Grants
- Fees & Charges Schedule
- Draft 2018/19 Budget

While the 2017/18 financial year has not yet ended, the 2018/19 Budget document presented to Council represents the current forecast to the 30 June 2018.

- *Materiality Limit*

*Local Government (Financial Management) Regulation 34(5)* requires that each financial year a local government adopts a Materiality percentage or value, calculated in accordance with the Australian Accounting Standards.

This percentage or value is required to guide the users of financial reports regarding variances in actual to budget expenditures and revenues. Specifically the intention is to highlight variances that are important or significant due to their value and possible impact.

Having regard to the fact that the users of these financial reports are primarily management and Council, a value greater than \$10,000 or 10%, whichever is greater has historically been considered reasonable for highlighting material variances.

This historical materiality value is considered to be reasonable, therefore it is proposed that the materiality limit remain at the greater of \$10,000 or 10%, with reporting at the Program or Nature/Type level instead of the line item.

Overall the 2018/19 Budget continues to deliver on strategies and actions identified and prioritised by Council as part of its Strategic Community Plan and Corporate Business Plan. This ensures Council maintains a high level of service across all programs while ensuring an increased focus on road and associated infrastructure as well on renewing all assets at sustainable levels.

Council Role - Executive/Strategic.

Voting Requirements - Absolute Majority.

Change to Officer Recommendation - No Change.

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION “A”**

222-18      MOVED - Cr. M T Bennett      SECONDED - Cr. T G Gardiner

**MUNICIPAL FUND BUDGET FOR 2018/19**

**THAT Council pursuant to Section 6.2 of the *Local Government Act 1995* and *Part 3 of the Local Government (Financial Management) Regulations 1996*, adopts the Municipal Fund Budget as contained in (Appendix ORD: 12.1 – Under Separate Cover) of this Agenda and the Minutes, for the Shire of Dardanup for the 2018/19 financial year which includes the following:**

- **Statement of Comprehensive Income by Nature or type showing a net result for 2018/19 of \$2,164,065;**
- **Statement of Comprehensive Income by Program showing a net result for 2018/19 of \$2,164,065;**
- **Statement of Cash Flows;**
- **Rate Setting Statement showing an amount required to be raised from rates for 2018/19 of \$12,881,546;**
- **Notes to and Forming Part of the Budget;**
- **Budget Program Schedules; and**
- **Transfers to / from Reserve Accounts.**

CARRIED

6/0

*By Absolute Majority*

**AND**

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION “B”**

223-18      MOVED - Cr. M T Bennett      SECONDED - Cr. T G Gardiner

**GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

**THAT Council:**

1. **For the purposes of yielding the deficiency disclosed by the Municipal Fund Budget for 2018/19 adopted as Part A above, Council pursuant to Sections 6.32, 6.33, 6.34 and 6.35 of the *Local Government Act 1995* impose the following general rates and minimum rates on Gross Rental and Unimproved Values:**

a) **General Rates**

- **Gross Rental Value (GRV) Rated Properties= \$0.09679**
- **Unimproved Value (UV) Rated Properties = \$0.006019**

b) **Minimum Payments**

- **Gross Rental Value (GRV) Rated Properties = \$1,488**
- **Unimproved Value (UV) Rated Properties = \$1,488**

	<b>RATE IN THE DOLLAR</b>	<b>\$ RATE YIELD</b>
<b>Gross Rental Value (GRV)</b>	<b>\$0.09679</b>	<b>\$8,113,574</b>
<b>GRV Minimum</b>	<b>\$1,488</b>	<b>\$2,676,912</b>
<b>TOTAL GRV</b>		<b>\$10,790,486</b>
<b>Unimproved Value (UV)</b>	<b>\$0.006019</b>	<b>\$1,644,349</b>
<b>UV Minimum</b>	<b>\$1,488</b>	<b>\$221,712</b>
<b>TOTAL UV</b>		<b>\$1,866,061</b>
<b>TOTAL GRV &amp; UV YIELD</b>		<b>\$12,656,546</b>

2. Pursuant to Sections 6.37 of the *Local Government Act 1995* impose the following Specified Area Rates:

a) **The Specified Area Rate for “Bulk Waste Collection Levy”**

- **Purpose: *Levied on developed residential properties within (and adjoining to) the townsites of Eaton, Dardanup and Burekup that are serviced with Council’s bulk and green waste kerbside pickup to meet the cost of the service and to contribute to the refuse site.***
- **Residential GRV = \$0.001454 per specified assessment to yield \$109,178.**

b) **The Specified Area Rate for “Eaton Landscaping”**

- **Purpose: *Levied on properties within the townsites of Eaton for the purpose of upgrading and maintaining parks and reserves in Eaton townsite.***

- Residential GRV = \$0.002895 per specified assessment to yield \$240,000.
3. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, Council nominates the following dates for the payment in full by instalments:
    - Full payment and 1<sup>st</sup> instalment due date 12 September 2018
    - 2<sup>nd</sup> quarterly instalment due date 14 November 2108
    - 3<sup>rd</sup> quarterly instalment due date 16 January 2019
    - 4<sup>th</sup> quarterly instalment due date 20 March 2019
  4. Pursuant to Section 6.46 of the *Local Government Act 1995*, Council offers an incentive for the early payment of rates through a rates prize draw of \$1,500 to those ratepayers who pay their rates in full and have no outstanding balance by 4.00pm on 12 September 2018.
  5. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 67 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$13.00 for each instalment after the initial instalment is paid (\$39.00 for four (4) instalment option).
  6. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an interest rate of 5.5% where the owner has elected to pay rates (and service charges) through an instalment option.
  7. Pursuant to Section 6.51(1) and subject to Section 6.51(4) of the *Local Government Act 1995* and Regulation 70 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an interest rate of 11% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

CARRIED  
6/0

By Absolute Majority

AND



**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION “C”**

224-18            MOVED -    Cr. M T Bennett            SECONDED -    Cr. T G Gardiner

**RESERVE FUNDS – NEW RESERVES ESTABLISHED**

Pursuant to Section 6.11 of the *Local Government Act 1995*, the following Reserves be established :

- **Employee Leave Entitlements Reserve.** The purpose of this Reserve is to provide funds for employee purchased leave entitlements under Policy.
- **Wanju Developer Contribution Plan Reserve.** The purpose of this Reserve is to fund Wanju Developer Contribution Plan planning and development costs.

CARRIED

6/0

*By Absolute Majority*

**AND**

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION “D”**

225-18            MOVED -    Cr. M T Bennett            SECONDED -    Cr. T G Gardiner

**GENERAL FEES AND CHARGES FOR 2018/19**

**THAT Council pursuant to Section 6.16 of the *Local Government Act 1995*, adopts the Fees & Charges as contained in the 2018/19 Budget included as (Appendix Ord: 12.1 – Under Separate Cover) of the Agenda and Minutes.**

CARRIED

6/0

*By Absolute Majority*

**AND**

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION “E”**

226-18            MOVED -    Cr. M T Bennett            SECONDED -    Cr. T G Gardiner

**OTHER STATUTORY FEES FOR 2018/19****THAT Council:**

1.     Pursuant to Section 53 of the *Cemeteries 1986*, Council adopts the Fees & Charges for the Dardanup and Ferguson Cemetery as contained in the 2018/19 Budget included as (Appendix ORD: 12.1 – Under Separate Cover) of the Agenda and Minutes.
2.     Pursuant to Section 245A(8) of the *Local Government (Miscellaneous Provisions) Act 1960*, Council adopts the swimming pool inspection fee as contained in the 2018/19 Budget included as (Appendix ORD: 12.1 – Under Separate Cover) of the Agenda and Minutes.
3.     Pursuant to Section 67 of the *Waste Avoidance and Resource Recovery Act 2007*, Council adopts the Fees & Charges for the removal and deposit of domestic and commercial waste as contained in the 2018/19 Budget included as (Appendix ORD: 12.9 – Under Separate Cover) of the Agenda and Minutes.
4.     Pursuant to Section 67 of the *Waste Avoidance and Resource Recovery Act 2007* and Section 6.16 of the *Local Government Act 1995*, Council adopts the Fees & Charges for the deposit of domestic and commercial waste as contained in the 2018/19 Budget included as (Appendix ORD: 12.1 – Under Separate Cover) of the Agenda and Minutes.

CARRIED

6/0

*By Absolute Majority*

**AND**

**OFFICER RECOMMENDED RESOLUTION & COUNCIL RESOLUTION "F"**

227-18      MOVED -   Cr. M T Bennett      SECONDED -      Cr. T G Gardiner

**MATERIAL VARIANCE REPORTING FOR 2018/19**

**THAT Council In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and *AASB 101 Presentation of Financial Statements*, the level to be used in statements of financial activity in 2018/19 for reporting material variances shall be 10% or \$10,000, whichever is greater.**

CARRIED

6/0

*By Absolute Majority*

**13      ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS  
BEEN GIVEN**

None.

**14      NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION  
OF MEETING**

None.

**15      PUBLIC QUESTION TIME**

None.

**16      MATTERS BEHIND CLOSED DOORS**

None.

**17 CLOSURE OF MEETING**

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Wednesday 18 July 2018, commencing at 5.00pm at the Shire of Dardanup - Administration Centre Eaton.

There being no further business the Presiding Officer declared the meeting closed at 6.13pm.



**CONFIRMATION OF MINUTES**

**“As the person presiding at the meeting at which these minutes were confirmed on 18 July 2018, I certify that these minutes have been confirmed as a true and accurate record of proceedings.**

DocuSigned by:



**Signed** \_\_\_\_\_  
(Chairman or Shire President or Other Presiding Officer)