



**SHIRE**  
*of*  
**DANDARAGAN**

**MINUTES**

**of the**

**SPECIAL COUNCIL MEETING**

**held at the**

**COUNCIL CHAMBERS, JURIEN BAY**

**on**

**WEDNESDAY 4 AUGUST 2021**

**COMMENCING AT 10.00AM**

*(THIS DOCUMENT IS AVAILABLE IN LARGER PRINT ON REQUEST)*

<b>MINUTES FOR SPECIAL COUNCIL MEETING HELD WEDNESDAY 4 AUGUST 2021</b>
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## 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

### 1.1 DECLARATION OF OPENING

The presiding member declared the meeting open at 10.00am and welcomed those present.

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

### Members

Councillor L Holmes	(President)
Councillor P Scharf	(Deputy President)
Councillor A Eyre	
Councillor J Clarke	
Councillor R Shanhun	
Councillor R Rybarczyk	
Councillor D Slyns (via video)	

*Due to the late Notice of the Meeting, electronic participation by Cr Slyns was approved by the Shire President in accordance with Regulation 14C of the Local Government (Administration) Regulations 1996 and under current Emergency Management Act 2005 (WA) COVID-19 coronavirus: State of Emergency Declarations.*

### Staff

Mr S Clayton	(Executive Manager Corporate & Community Services)
Mr B Pepper	(Executive Manager Infrastructure)
Mr T O'Gorman	(Manager Economic Development)
Ms R Headland	(Council Secretary & PA)

### Apologies

Councillor W Gibson

### Approved Leave of Absence

Nil

## 3 PUBLIC QUESTION TIME

Nil

## 4 PURPOSE OF THE MEETING

The purpose of the meeting is to 2021 / 2022 Annual Municipal Budget.

## 5 ORDER OF BUSINESS

### 5.1 CORPORATE & COMMUNITY SERVICES

#### 5.1.1 SHIRE OF DANDARAGAN 2021 / 2022 ANNUAL MUNICIPAL BUDGET

Location:	N/A
Applicant:	None
Folder Path:	Business Classification Scheme / Financial Management / Budgeting / Allocations
Disclosure of Interest:	None
Date:	29 July 2021
Author:	Scott Clayton, Executive Manager Corporate & Community Services
Senior Officer:	Brent Bailey, Chief Executive Officer

#### PROPOSAL

To adopt the Shire of Dandaragan's Budget for the 2021 / 2022 financial year together with supporting schedules, including striking of the municipal fund rates, adoption of fees and charges, setting of elected members fees for the year and other consequential matters arising from the budget papers.

#### BACKGROUND

The 2021 / 2022 draft budget has been prepared in accordance with the presentations made to councillors at budget workshops held in June and July 2021.

#### COMMENT

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.

To yield the deficiency as identified in the draft budget it was necessary to impose an overall 4% rate increase for 2021/2022. This increase is 0.8% above the "Local Government Cost Index" forecast for 2021/2022 calculated and published by the WA Local Government Association. A 4% increase approximately equates to an additional \$50 to the annual rates of a standard 4 x 2 brick dwelling in a residential area.

The estimated opening surplus includes an advance WA Local Government Grants Commission grant payment of \$839,207.

Budget highlights include;

- \$2.1m for the reconstruction of part of Jurien East Road.
- \$3.7m for other road reconstruction and renewal works.
- \$643,000 for the construction of teachers housing in Dandaragan.
- \$1.17m to complete stage 1 of the Jurien Bay foreshore redevelopment.

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- \$1.28m to construct the foreshore pavilion and toilet, with a commercial tenant already secured to operate the facility at completion.
- \$265,000 to building renewal works on multiple community buildings.
- An additional \$490,000 towards road maintenance works including, maintenance grading, shoulder maintenance, verge spraying, verge slashing and road patching.

Other key expenditure includes;

- Smart community digital strategy.
- An additional \$20,000 per annum to service, maintain and insure the Tatra fire unit gifted to the Shire.
- Completion of the Sport and Recreation Plan and commencement of recreation precinct master planning.
- Completion of asphaltting the CCRC carpark
- Large events grant funding round
- Establishing a working group to commence development of a strategy to foster strong relationships with the Yued people.
- Precinct plan development for the Cervantes Recreation reserve encompassing the Cervantes Country Club and Men's Shed.
- Development of an investment opportunity prospectus

#### CONSULTATION

- Chief Executive Officer
- Executive Manager Development Services
- Executive Manager Infrastructure
- Principal Environmental Health Officer
- Key Community Groups

#### STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget. The draft 2021 / 2022 budget as presented is considered to meet statutory requirements.

Section 6.2 of the Local Government Act 1995 deals with the waiving of debts.

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POLICY IMPLICATIONS

The budget is based on the principles contained in the Strategic Community Plan.

FINANCIAL IMPLICATIONS

Specific financial implications are itemised in the draft 2021 / 22 budget attached for adoption.

STRATEGIC IMPLICATIONS

The draft 2021 / 2022 budget has been developed based on the Strategic Community Plan.

ATTACHMENTS

Circulated with the agenda is the following item relevant to this report:

- Shire of Dandaragan Draft 2021 / 2022 Annual Municipal Budget

**(Marked 5.1.1)**

VOTING REQUIREMENT

OFFICER RECOMMENDATION 1 Absolute majority

OFFICER RECOMMENDATION 2 Absolute majority

<b>OFFICER RECOMMENDATION 1 / COUNCIL DECISION 1</b>
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**Moved Cr Scharf, seconded Cr Shanhun**

**PART A – MUNICIPAL FUND BUDGET FOR 2021 / 2022**

Pursuant to the provisions of Section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Budget as contained in Attachment 5.1.1 (2021 / 2022 Annual Municipal Budget) of this agenda and the minutes, for the Shire of Dandaragan for the 2021 / 2022 financial year which includes the following:

- Statement of Comprehensive Income by Nature or Type showing a net profit result for that year of \$1,126,010.
- Statement of Comprehensive Income by Department showing a net profit result for that year of \$1,126,010.
- Statement of Cash Flows.
- Rate Setting Statement showing an amount required to be raised from rates of \$6,607,075.
- Notes to and forming part of the Budget.
- Budget Program Schedules.
- Transfers to / from Reserve Accounts.

**PART B – GENERAL AND MINIMUM RATES, INSTALMENT PAYMENT ARRANGEMENTS**

1. for the purpose of yielding the deficiency disclosed by the Budget adopted at Part A above, Council pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995 impose the general and minimum rates on Gross Rental Values and general and minimum rates on Unimproved Values.

- 1.1 General Rates
  - General (GRV) 8.3362 cents in the dollar.
  - General (UV) 0.6638 cents in the dollar.
- 1.2 Minimum Rates
  - General (GRV) \$985.
  - Lesser (GRV) (Dandaragan & Badgingarra) \$744.
  - General (UV) (Mining) \$930.
  - Lesser (UV) (Non Mining) \$744.
2. 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 due dates for the payment in full or by instalments:
  - Full payment and 1<sup>st</sup> instalment due date 17 September 2021.
  - 2<sup>nd</sup> instalment due date 17 November 2021.
  - 3<sup>rd</sup> instalment due date 17 January 2022.
  - 4<sup>th</sup> and final instalment due date 17 March 2022.
3. pursuant to Section 6.46 of the Local Government Act 1995, Council offers a discount of 5% to ratepayers who have paid their rates in full, including arrears and service charges, on or before 17 September 2021 or 35 days after the date of service appearing on the rate notice, whichever is the later.
4. 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 \$6.67 (\$20 total) for each instalment after the initial instalment is paid.
5. In accordance with the Local Government Amendment (COVID-19 Response) Act 2020 and the Local Government (COVID-19 Response) Amendment Order 2021, for the purpose of 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 3.0% where the owner has elected to pay rates and service charges through an instalment option.
6. In accordance with the Local Government Amendment (COVID-19 Response) Act 2020 and the Local Government (COVID-19 Response) Amendment Order 2021, for the purpose of 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 7% for rates (and service charges) and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.

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**PART C – FEES AND CHARGES FOR 2021 / 2022**

1. pursuant to section 6.16 of the Local Government Act 1995, Council adopts the Fees and Charges included in the draft 2021 / 2022 budget included as Attachment 5.1.1 of this agenda and minutes.
2. pursuant to section 6.16 of the Local Government Act 1995, Council cap the maximum any one customer, as individually identified by the “customer ID” held by Avdata, will pay for the 2021 / 2022 financial year towards landing fees at \$20,000 ex GST
3. pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, Council adopt the following charges for the proper disposal of waste:

**Rubbish Service Level 1**

Collection of one rubbish bin weekly and one recycling bin fortnightly	\$	357.00
Pensioner Rate	\$	309.00

**Rubbish Service Level 2**

Collection of one rubbish bin weekly and two recycling bin fortnightly	\$	434.00
Pensioner Rate	\$	386.00

**Rubbish Service Level 3**

Collection of one rubbish bin weekly and three recycling bin fortnightly	\$	511.00
Pensioner Rate	\$	463.00

**Rubbish Service Level 4**

Collection of one rubbish bin weekly and four recycling bin fortnightly	\$	588.00
Pensioner Rate	\$	540.00

**Rubbish Service Level 5**

Collection of one rubbish bin weekly and five recycling bin fortnightly	\$	665.00
Pensioner Rate	\$	617.00

**Rural Facility Pass**

Rural 240l Disposal Charge	\$	149.00
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4. pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, and section 6.16 of the Local Government Act 1995 Council adopt the following charges for the deposit of domestic and commercial waste:

General refuse	per m <sup>3</sup>	\$28.00 <sup>§</sup>
<i>§ General waste, generated by the activities of an incorporated community group based in the Shire of Dandaragan will incur a charge equal to 25% of the fee otherwise payable.</i>		
Builders Waste	per m <sup>3</sup>	\$28.00
Clean bricks and concrete slabs (resaleable)		Free
Separated recyclables		Free
Clean fill		Free
Scrap metal		Free

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Motorcycle Tyres	each	\$3.00
Car Tyres without rims	each	\$5.00
4x4 Tyres without rims	each	\$10.00
Truck Tyres without rims	each	\$23.00
4x4 & Car tyres with rims	each	\$20.00
Truck Tyres with rims	each	\$56.00
Car tyres contaminated	each	\$12.50
Light truck contaminated	each	\$25.00
Truck tyre contaminated	each	\$56.00
Super single tyre uncontaminated	each	\$44.00
Super single tyre contaminated	each	\$113.00
Bobcat tyre	each	\$17.00
Bobcat tyre contaminated	each	\$50.00
Tractor tyre 0m – 1m	each	\$100.00
Tractor tyre Large 1m to 2m	each	Not accepted
Earth mover tyre small 0m – 1m		Not accepted
Earth mover tyre large 1.m - 1.5m		Not accepted
Earth mover tyre large 1.5m – 2m		Not accepted
Asbestos (see note 1)	per m <sup>3</sup>	\$75.00
Freezers, Fridges, Air conditioners (see note 2)	each	\$15.00
Used Oil	per litre	Free
Oil Filters	each	Free
Uncontaminated green waste i.e. No weeds		Free
Large tree stumps	per m <sup>3</sup>	\$28.00
Power Poles	per m <sup>3</sup>	\$28.00
Problematic wastes (See note 3))	per m <sup>3</sup>	\$75.00
Emergency opening fee	per hour	\$100.00

*Note: Waste that originates from the Perth Metropolitan Area will incur the Department of Regulations current Landfill Levy, plus a 10% administration fee.*

*Note 1: A \$75.00 minimum charge applies to all asbestos quantities*

*Note 2: All fridges, freezers and white goods will be chargeable regardless of its gassed state*

*Note 3. Problematic Waste includes waste that requires additional handling i.e. animal carcasses, construction waste that requires further processing etc.*

### **PART E – ELECTED MEMBERS’ FEES AND ALLOWANCES FOR 2021 / 2022**

**1. pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, Council adopts the following annual fees**



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for payment of elected members in lieu of individual meeting attendance fees:

President	\$ 24,720
Councillors	\$ 15,965

2. pursuant to section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, Council adopts the following annual allowances for elected members:

ICT Allowance	\$ 3,500
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3. pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, Council adopts the following annual local government allowance to be paid in addition to the annual meeting fee:

President	\$ 16,000
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4. pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, Council adopts the following annual local government allowance to be paid in addition of the annual meeting allowance:

Deputy President	\$ 4,000
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#### **PART F – MATERIAL VARIANCE REPORTING FOR 2021 / 22**

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2021 / 2022 for reporting material variances shall be 10% or \$10,000, whichever is the greater.

**CARRIED BY ABSOLUTE MAJORITY 7 / 0**

#### **OFFICER RECOMMENDATION 2 / COUNCIL DECISION 2**

Moved Cr Shanhun, seconded Cr Rybarczyk

In accordance with Section 6.12 of the Local Government Act 1995, Council waive 100% of the Jurien Bay Airstrip / Aerodrome Landing Fee for the first four landings each calendar month for each customer as individually identified by the “customer ID” held by Avdata.

**CARRIED BY ABSOLUTE MAJORITY 7 / 0**

## **6 CLOSURE OF MEETING**

The presiding member declared the meeting closed at 10.02am.

**MINUTES FOR SPECIAL COUNCIL MEETING HELD WEDNESDAY 4 AUGUST 2021**

These minutes were confirmed at a meeting on 26 August 2021

Signed *Debra Holmes*

Presiding person at the meeting at which the minutes were confirmed

Date 26 August 2021