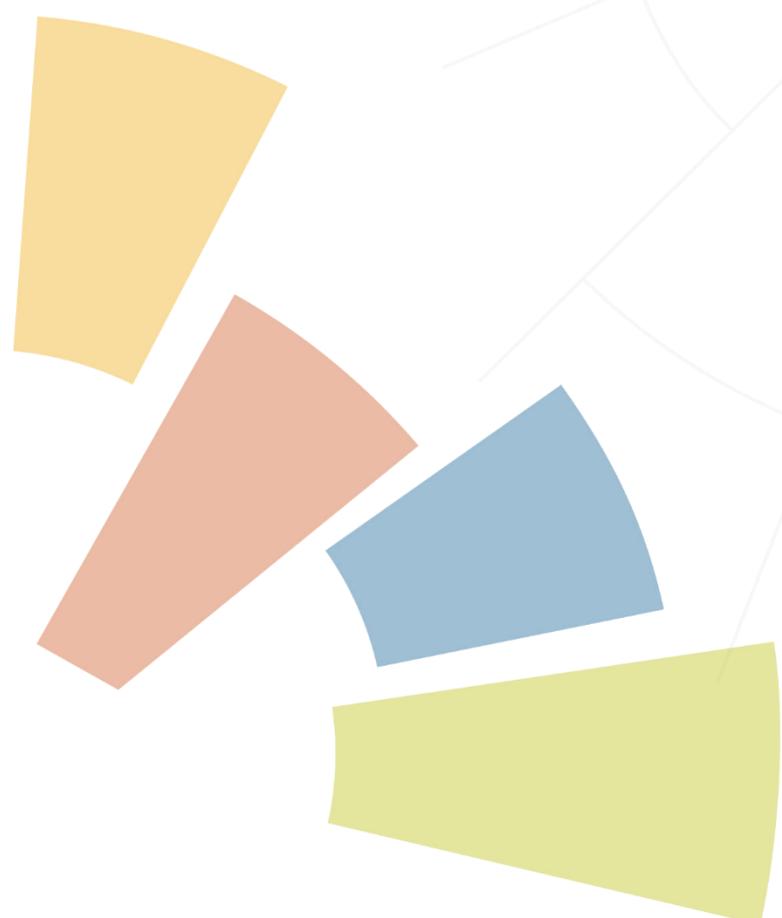


SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

AGENDA

Special Council Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 6 August 2024
Commencing 6:00pm



Notice of Meeting



Dear President and Councillors,

A Special Meeting of the Council will be held on Tuesday, 6 August 2024 at 6:00pm in Council Chambers, Corner of King & Barrack Streets, Merredin. The purpose of the meeting is to address the following items:

- a) Shire of Merredin Annual Budget 2024/25 Adoption

Members of the public are welcome to attend the Council Chambers, located on the corner of King and Barrack Streets, however one item on the Agenda will be behind closed doors and public will be asked to leave the Council Chambers prior to this item being discussed.

Craig Watts
CHIEF EXECUTIVE OFFICER
1 August 2024

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Merredin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Common Acronyms Used in this Document	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
EMS&C	Executive Manager Strategy & Community
EMCS	Executive Manager Corporate Services
EMDS	Executive Manager Development Services
EMES	Executive Manager Engineering Services
EO	Executive Officer
GECZ	Great Eastern Country Zone
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MP	Manager of Projects
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan



Shire of Merredin Special Council Meeting

1. Official Opening.....	5
2. Record of Attendance / Apologies and Leave of Absence.....	5
3. Public Question Time.....	5
4. Disclosure of Interest.....	5
5. Applications of Leave of Absence	5
6. Petitions and Presentations	6
7. Announcements by the Person Presiding without Discussion.....	6
8. Matters for Which the Meeting may be Closed to the Public.....	6
9. Urgent Business Approved by the Person Presiding or by Decision.....	6
10. Officers' Report – Corporate Services	7
10.1 Shire of Merredin Annual Budget 2024/25 Adoption.....	7
11. Motions of which Previous Notice has been given	12
12. Questions by Members of which Due Notice has been given.....	12
13. Matters Behind Closed Doors.....	12
14. Closure.....	12

Shire of Merredin
Special Council Meeting
6:00pm Tuesday, 6 August 2024



1. Official Opening

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr M McKenzie	President
Cr R Manning	Deputy President
Cr B Anderson	
Cr H Billing	
Cr D Crook	
Cr L O'Neill	
Cr M Simmonds	
Cr P Van Der Merwe	

Staff:

C Watts	CEO
L Boehme	EMCS
A Tawfik	EMES
C Brindley-Mullen	EMS&C
M Dalwadi	A/EMDS
M Wyatt	EO
A Bruyys	GO

Members of the Public:

Apologies:

Approved Leave of Absence:

3. Public Question Time

Members of the public may submit questions up to 2:00pm on the day of the meeting by emailing ea@merredin.wa.gov.au.

4. Disclosure of Interest

5. Applications of Leave of Absence

6. Petitions and Presentations

Nil

7. Announcements by the Person Presiding without Discussion

8. Matters for Which the Meeting may be Closed to the Public

Nil

9. Urgent Business Approved by the Person Presiding or by Decision

Nil

10. Officers' Report – Corporate Services

10.1 Shire of Merredin Annual Budget 2024/25 Adoption

<h2>Corporate Services</h2> 	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995, Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 10.1A – Draft 2024/25 Statutory Budget Attachment 10.1B – Draft 2024/25 Capital Budget Attachment 10.1C – Shire of Merredin 2024/25 Schedule of Fees & Charges – changes highlighted Attachment 10.1D – Shire of Merredin 2024/25 Schedule of Fees & Charges

Purpose of Report



Executive Decision



Legislative Requirement

For Council to consider and adopt the 2024/25 Annual Budget.

Background

The Draft 2024/25 Annual Budget has been compiled based on the objectives contained in the Strategic Community Plan (SCP) and Corporate Business Plan (CBP), and to reflect Council's priorities in the coming year, and is attached for consideration, and adoption by Council. Supporting documentation relating to the Capital Budget has also been included as Attachment 10.2B.

The proposed fees and charges were approved in principle by Council at the April Ordinary Council Meeting held on 30 April 2024 (CMRef 83774). Proposed amendments that have occurred since the in principle adoption have been highlighted in Attachment 10.1C. Attachment 10.1D, Shire of Merredin 2024/25 Schedule of Fees & Charges, is the final copy for publication.

The proposed differential general and minimum rates were approved by Council at the May Ordinary Council Meeting held on 21 May 2024 and advertised for public comment, which closed on 13 June 2024. There were no submissions received from the public during the period.

Council attendance fees were endorsed by Council at the April Ordinary Council Meeting held on 30 April 2024 (CMRef 83373) and have been included in the 2024/25 Annual Budget provisions.

Comment

Two briefing sessions were conducted with Council to discuss the budget in detail, answer questions that arose and address any concerns. These sessions were held on 25 June and 16 July 2024.

The main features of the 2024/25 Annual Budget include:

1. The budget has been prepared with a 5% increase in rates revenue from the previous year. This increase applies across all differential rate categories utilising the Gross Rental Valuation (GRV) and the Unimproved Valuation (UV) provided by Landgate. It should be noted that rates in the dollar charges are lower than previous years due to the GRV and UV revaluations received.
2. Fees and charges have been reviewed and generally increased by 4%, with rounding to the nearest 10c. Fees for the Merredin Regional Community and Leisure Centre have been added to reflect management coming back under the Shire of Merredin (the Shire). Charges set under Local Laws and where statutory regulations apply, were only changed where this met the requirements.
3. A capital works budget of over \$11m has been included for investment in infrastructure, land and buildings, plant and equipment. This includes expenditure on road infrastructure totalling over \$6m.

The estimated brought forward balance is \$4,834,910.00. However, this is unaudited and may change once the annual 2023/24 accounts are finalised. The major influence on the brought forward balance is the receipt of advanced Financial Assistance Grants payments for 2024/25 of \$2,788,507, which was received on 30 June 2024. It is believed that this represents 85% of the Shire's 2024/25 allocation, with a further 15% expected to be received throughout the year, however this is yet to be officially confirmed.

The following is a summary of budgeted reserve movements for 2024/25:

Opening Balance 2024/25	Transfers to Reserve	Transfers from Reserve	Closing Balance 2024/25
\$7,078,559.20	\$280,020	(\$545,950)	\$6,812,629.20

Policy Implications

The Draft 2024/25 Annual Budget is based on the objectives contained in the SCP.

Policy 3.18 - Financial Reserves has also been considered.

Statutory Implications

Section 6.2 of the *Local Government Act 1995* requires that no later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt (by Absolute Majority), in the form and manner prescribed, a budget for its Municipal fund for the financial year ending on the next following 30 June.

Division 5 and 6 of Part 6 of the *Local Government Act 1995* refers 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 budget has been prepared to include information required by the *Local Government Act 1995*, *Local Government (Financial Management) Regulations 1996* and Australian Accounting Standards.

Strategic Implications

∅ Strategic Community Plan

Theme:	4. Communication and Leadership
Service Area Objective:	4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources 4.2.3 The Council is well informed in their decision-making, supported by a skilled administration team who are committed to providing timely, strategic information and advice
Priorities and Strategies for Change:	Nil

∅ Corporate Business Plan

Theme:	4. Communication and Leadership
Priorities:	Nil
Objectives:	Nil

Sustainability Implications

∅ Strategic Resource Plan

Nil

Risk Implications

There is a compliance risk associated with this item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be moderate (8), which is determined by a likelihood of unlikely (2) and a consequence of major (4). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

Specific financial implications are as outlined in the 'Comment' section of this report and as itemised in the 2024/25 Annual Budget, compiled as Attachment 10.1A.

Voting Requirements

- Simple Majority Absolute Majority

Officers Recommendation

That Council;

1. **ADOPTS** for the Shire of Merredin, the Annual Budget for the 2024/25 financial year, 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, as outlined in Attachment 10.1A which includes the following:
 - a. Budget Statement of Comprehensive Income (by Nature or Type);
 - b. Budget Statement of Cash Flows;
 - c. Budget Rate Setting Statement;
 - d. Notes to the Annual Budget including statement of Rating Information;
 - e. Schedule of Fees and Charges for 2024-25;
2. **IMPOSES** the following differential general and minimum rates on Gross Rental and Unimproved Values adopted for the purpose of yielding the deficiency disclosed by the Municipal Fund Budget in the Rate Setting Statement, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995:

General Rates

Gross Rental Values	Minimum	Rate in \$
GRV	\$940	0.109400

General Differential Rates

Unimproved Value	Minimum Rate	Rate in \$
UV1 – Rural	\$1,160.00	0.013325
UV2 – Urban Rural	\$1,160.00	0.026650
UV3 – Mining	\$200.00	0.025875
UV4 – Power Generation	\$1,160.00	0.025800
UV5 – Special Use Airstrip	\$1,160.00	0.023971

3. **ADOPTS** the following due dates for the payment in full by instalments, pursuant to section 6.45 of the Local Government Act 1995 and Regulation 64(2) of the Local Government (Financial Management) Regulations 1996:

Full payment or 1 st Instalment due date	20 September 2024
2 nd Instalment due date	22 November 2024
3 rd Instalment due date	24 January 2025

4 th Instalment due date	28 March 2025
-------------------------------------	---------------

4. **ADOPTS** an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$13 for each instalment after the initial instalment is paid, pursuant to section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996;
5. **ADOPTS** an interest rate of 5.5% where the owner has elected to pay rates (and service charges) through an instalment option, pursuant to section 6.45 of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996;
6. **ADOPTS** an interest rate of 6.0% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable, 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;
7. **ADOPTS** the 2024/25 Schedule of Fees and Charges for the Shire of Merredin removal and/or deposit of domestic and commercial waste included in Attachment 10.1D, pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007;
8. **ADOPTS** the following annual fees for payment of Elected Members in lieu of individual meeting attendance fees, pursuant to section 5.99 of the Local Government Act 1995 and Regulation 34 of the Local Government (Administration) Regulations 1996:

Shire President	\$8,495
Deputy Shire President	\$8,495
Councillors	\$8,495

9. **ADOPTS** the following annual local government allowances to be paid in addition to the annual meeting allowance, pursuant to section 5.98A of the Local Government Act 1995 and Regulation 33 and 33A of the Local Government (Administration) Regulations 1996; and

Shire President	\$14,155
Deputy Shire President	\$3,535

10. **ENDORSES** that the level to be used in the Statement of Financial Activity in 2024/25 for the reporting of material variance shall be whichever is greater of 10% and \$10,000, in accordance with Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality.

11. Motions of which Previous Notice has been given

Nil

12. Questions by Members of which Due Notice has been given

Nil

13. Matters Behind Closed Doors

Nil

14. Closure

This page has intentionally
been left blank