



SHIRE OF BODDINGTON

'The Council and Staff of the Shire of Boddington, in partnership with the community, are committed to operating effectively and efficiently to provide quality lifestyle opportunities that encourage population growth and development'

MINUTES

for the

Special Meeting of Council

to consider

ADOPTION OF THE 2013/14 DRAFT BUDGET and SHIRE ADMINISTRATION UPGRADE VARIATION

to be held at

5PM, TUESDAY 27th AUGUST 2013

at the
Community Club, Club Drive, Boddington

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1. DECLARATION OF OPENING:

The Shire President, Cr Allert declared the meeting open at 5.03pm.

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1 Attendance

Cr JR Allert	President
Cr DN Veitch	Deputy President
Cr PR Carrotts	
Cr EK Hoek	
Cr GJ Day	
Cr N Crilly	

Mr G Sherry	Chief Executive Officer
Mr G Bartle	Director of Corporate Services
Ms C Vandenberg	Finance Manager
Mr T Pearson	Director Special Projects
Mr P Langan	Manager Works & Services
Ms T Bryant	Executive Assistant

Mr F Waite	
Mrs M Waite	
Mr K Noonan	
Mrs E Noonan	
Ms A Blunt	BHP Billiton Worsley Alumina Pty Ltd
Ms J Fisher	Newmont Boddington Gold

2.1.2 Apologies

Cr J Goodgame

2.1.3 Leave of Absence

Nil

3. DISCLOSURE OF FINANCIAL INTEREST:

Cr Carrotts declared a Financial Interest in Item 8.1.1 in that he owns land on Bannister Road, Boddington – Main Street Upgrade, and resides on Crossman Road which involves the Ranford Water Pipeline Extension project.

Cr Day declared a Proximity Interest in Item 8.1.1 in that his property adjoins Days Road construction project.

Cr Hoek declared a Financial and Proximity Interest in Item 8.1.1 in that she is owner of property at 43 Bannister Road, Boddington (adjacent Main Street Upgrade proposal).

Under section 5.68(3) of the *Local Government Act 1995* (the Act) and in accordance with the authority delegated by the Minister for Local Government, the Director General of the Department of Local Government and Communities has approved the Shire of Boddington's request to allow the disclosing members, Councillors Carrotts, Day and Hoek, to participate in discussion and decision making procedures relating to Item 8.1.1 Adoption of the Annual Budget 2013/14 Council Budget.

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

Nil

4.2 WRITTEN PUBLIC QUESTIONS:

Nil

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

Nil

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS:

Nil

6. CONFIRMATION OF MINUTES

Nil. Minutes of previous meetings will be confirmed at the next Ordinary Meeting of Council.

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:

Nil at this time.

8. REPORTS OF OFFICERS AND COMMITTEES:

8.1. FINANCE MANAGER:

8.1.1 Adoption of the Annual Budget 2013/2014

Cr Hoek declared a Financial and Proximity Interest in Item 8.1.1 in that she is owner of property at 43 Bannister Road, Boddington (adjacent Main Street Upgrade proposal).

Cr Day declared a Proximity Interest in Item 8.1.1 in that his property adjoins Days Road construction project.

Cr Carrotts declared a Financial Interest in Item 8.1.1 in that he owns land on Bannister Road, Boddington – Main Street Upgrade, and resides on Crossman Road which involves the Ranford Water Pipeline Extension project.

Under section 5.68(3) of the *Local Government Act 1995* (the Act) and in accordance with the authority delegated by the Minister for Local Government, the Director General of the Department of Local Government and Communities has approved the Shire of Boddington's request to allow the disclosing members, Councillors Carrotts, Day and Hoek, to participate in discussion and decision making procedures relating to Item 8.1.1 Adoption of the Annual Budget 2013/14 Council Budget.

File Ref. No: ADM0314
Disclosure of Interest: Nil
Date: 21st August 2013
Author: Cassi-Dee Vandenberg, Gary Sherry
Attachment: 8.1.1A Annual Budget 2013/2014 (included separately)

Summary

The 2013/2014 Draft Budget is presented for adoption.

Background

Each year local governments are required to adopt a budget and set a rate in the dollar for rates that allow the Council to operate financially and once adopted, it is then presented to the Department of Local Government.

Council resolved at a Special Meeting of Council on 30th July 2013 to:

Council Resolution 143/13 Moved Cr Carrotts

That Council, for the preparation of Council's 2013/14 Budget:

1. include a 5% rate increase;
2. include the User Fees' and Charges included at Attachment 8.1.1C; and
3. adopt a priority ranking of discretionary activities for possible inclusion of these discretionary activities in Council's 2013/14 Budget as follows:

Details	Cost
Standpipe Swipecard System	12,946
Cemetery Entrance	10,000
Marradong Cemetery - Paving	5,000
Pool - Storage Garage	16,000

Comment

This budget incorporates a total operating expenditure of \$8,627,457, an increase from last year's budgeted expenditure of \$7,448,785.

This continued growth of expenditure is as a result of the increase in Council activities due to the Boddington Gold Mine project and Bauxite Mine expansion, which has resulted in the employment of additional staff and provision of new services to the community. The major increase in capital expenditure is due to the increased demands required through a growing community and infrastructure needs.

The Shire of Boddington has budgeted to receive \$3,512,381 in grants towards capital projects within the Shire.

1. Plant and Major Capital Purchases

6 x 4 Tipper Truck	225,577
New Tipper Truck	65,000

There are provisions to replace light vehicles on a regular basis.

As a part of the following Budget for 2013/2014, the Shire of Boddington has committed to undertake these major projects:

Administration Centre – Construction	2,783,843
Crossman Fire Appliance Shed	116,370
Retirement Village – Construction of 4 Units	932,408
Construction of New Youth Centre	764,402
Dog & Cat Pound	51,650
Main Street Upgrade	100,000
Total	4,748,673

2. Road Construction

Council has allocated a large portion of the budget funding for both Rural and Urban Road Maintenance and Capital improvement. The Shire of Boddington has also committed to the following major road projects:

Road	Expenditure	Associated Grant Income
Goldmine Road – Reseal	225,000	150,000
Harvey Quindanning Road – Seal	274,500	183,000
Quindanning Darkan Road - Seal	274,500	183,000
Mistletoe View/Pardalote Heights	86,856	0
Crossman Road - Shoulders	43,177	0
Days Road – Construction & Fencing	77,874	0
	981,906	516,000

3. Rates

Council has been able to contain the rate increase to an average of 4.9%. A 5% discount is offered to ratepayers who choose to pay their rates in full by the due date.

With the increasing cost of materials, utilities, contractors and staff wages, this increase was unavoidable.

4. Conclusion

It anticipated that through this budget, Council will be able to further progress and increase facilities provided to the community and its wider users, and increase Council owned assets.

These are very exciting times for the Boddington region, and the demand for increased infrastructure is very important to ensure that the region continues to prosper and develop at a rapid rate.

Strategic Implications - Nil

Statutory Environment

Council's 2013/2014 Budget document contains a number of items that require adoption by Council under the Local Government Act. They are that in accordance with:

1. As per Section 6.32 (1) of the Local Government Act 1995, Rates and Minimum Rates to be levied on all rateable property be as follows:

Valuation	Rate cents/dollar	Minimum Rate \$
Gross Rental Value	6.9492	750
Unimproved Value	0.5289	760

2. Section 6.35 (5) of the Local Government Act 1995 requires that the Minister for Local Government's approval be sought for the imposing of a minimum payment where the number of separately rated properties in the district on which a minimum payment is imposed is greater than 50%;
3. Section 6.46 of the Local Government Act allows a discount of 5% be allowed for payment of rates in full within 35 days of the date of issue of the rate notice;
4. Section 6.45 of the Local Government Act a 5% interest charge be levied on rates installments, Deferred Pensioners Rates' excluded;
5. Section 6.45 of the Local Government Act an administration charge of \$7 be levied for the second and each of the subsequent rates installments;
6. Section 6.51 of the Local Government Act an 11% interest charge be levied on all overdue rates outstanding, Deferred Pensioners' Rates excluded;
7. Section 6.32 (1) of the Local Government Act 1995 the Schedule of Rents, Leases and Charges as detailed in the budget document;
8. Section 64 (2) of the Local Government (Financial Management) Regulations 1996 that the due date for installments be set as follows:
Two Instalment Option:

- 1st Instalment due not before 8th October 2013; and
- 2nd Instalment due not before 8th February 2014;

Four Instalment Option:

- 1st Instalment due not before 8th October 2013; and
- 2nd Instalment due not before 9th December 2013; and
- 3rd Instalment due not before 10th February 2014; and
- 4th Instalment due not before 10th April 2014.

9. Section 6.19 of the Local Government Act 1995 requires a local government to give local public notice of any fees or charges it wishes to impose after adoption of the annual budget; and
10. Section 6.1 of the Local Government (Financial Management) Regulations 1996 requires that Council is required to adopt a percentage or value, to be used in statements of financial activity for reporting material variances against the adopted Budget

Policy Implications – Nil

Financial Implications

The budget sets the Council approved expenditure for the 2013/2014 financial year.

Economic Implications - Nil

Social Implications

Many projects contained within the 2013/2014 Annual Budget are focused on improving facilities within the general community.

Environmental Considerations - Nil

Consultation - Nil

Options

Council can resolve:

1. the Officer's Recommendation;
2. that the Annual Budget for 2013/2014 be adopted as amended.
3. that the Annual Budget for 2013/2014 be deferred for further deliberations.

Voting Requirements - Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 8.1.1

Council Resolution

163/13

Moved Cr Carrotts

That Council adopt, as detailed in the 2013/2014 Draft Budget included at Attachment 8.1.1A:

1. **the Rates and Minimum Rates to be levied in 2013/2014 on all rateable property be as follows:**

Valuation	Rate cents/dollar	Minimum Rate \$
Gross Rental Value	6.9492	750
Unimproved Value	0.5289	760

2. a discount of 5% be allowed for payment of annual rates paid in full within 35 days of the date of issue of Council's rate notice;
3. a 5% interest charge be levied on rates instalments, eligible and deferred pensioners rates' excluded;
4. an 11% interest charge be levied on all overdue rates, eligible and deferred pensioners rates' excluded;
5. an 11% interest charge be levied on all overdue service charges and rubbish charges, eligible and deferred pensioners rates' excluded;
6. an administration charge of \$7 be levied for the second and each of any subsequent rates instalments;
7. the due date for instalments of rates payments be set as follows;
 - a. two Instalment Option:
 - i. 1st Instalment due not before 8th October 2013; and
 - ii. 2nd Instalment due not before 10th February 2014;
 - b. four Instalment Option:
 - i. 1st Instalment due not before 8th October 2013; and
 - ii. 2nd Instalment due not before 9th December 2013; and
 - iii. 3rd Instalment due not before 10th February 2014; and
 - iv. 4th Instalment due not before 10th April 2014.
8. Council adopt the Schedule of Fees and Charges as detailed in the 2013/2014 Draft Budget;
9. the Revenue and Expenditure as detailed in the 2013/2014 Draft Budget;
10. Council adopt a materiality threshold of +/- 10% of the budget allocation unless the dollar value of any variance is less than \$2,000 in the statement of financial activity for 2013/2014.

Seconded

Cr Veitch

Carried 6/0

8.2. DIRECTOR SPECIAL PROJECTS:

8.2.1 Shire Administration Centre Upgrade – Audio Visual System for Chambers

File Ref. No: ADM0340
Disclosure of Interest: Nil
Date: 22 August 2013
Author: Terry Pearson
Confidential Attachment: 8.2.1A Financial Implications

Summary

Council to consider an audio visual system for installation in the new Council Chambers in the Administration Centre.

Background

Council has previously indicated that it wants a system for use at Council meetings that will amplify the voices of speakers, so that all speakers can be heard by all persons present at a meeting.

Administration and Acorp Construction's electrical engineering consultant has researched the subject and obtained a quote for a system.

As the cost is very significant, and hasn't been budgeted, it is recommended that Council reconsider the cost/benefit of such a system.

Comment

The quotation is for a system that will provide each Councillor and Director with a microphone on a stand, with the Chair of the meeting (normally the President) having a microphone that controls which of the other microphones are switched on or off. Six speakers will be mounted in the ceiling. A motorised screen will provide the ability to project an image sized 3230 x 2020 via a ceiling-mounted projector. The screen will face the head table and the image of the agenda and resolutions will be legible for all Councillors.

The system has the capacity to record all of the proceedings, to assist in preparing minutes of meetings.

Two quotations have been obtained, one for a wireless system and one for a less-costly wired system. Both systems will provide good performance.

Given the following factors:

- the significant cost of a system;
- the need to manage a protocol in the usage of a system for it to be beneficial and not;
- the relatively small size of the new Chambers;
- the small number of Councillors, and
- the small number of the public that attend Council meetings.

It is recommended that a wired audio conferencing system with basic functionality is installed in the new Chambers, together with a motorised screen and ceiling mounted projector.

Strategic Implications - Nil

Statutory Environment - Nil

Policy Implications - Nil

Financial Implications

The financial implications on the overall project are included in Confidential Attachment 8.2.1A.

The estimated costs of the two options are:

	WIRELESS SYSTEM	WIRED SYSTEM
CONFERENCING		
System hardware (quote)	35,608	9,094
Amplifier (estimate)	2,000	2,000
Installation (estimate)	5,000	15,000
Sub total	42,608	26,094
PROJECTOR/SCREEN		
Projector (quote)	2,739	2,739
Screen (quote)	3,228	3,228
Installation (estimate)	4,200	4,200
Sub total	10,167	10,167
Grand Total	52,775	36,261

Economic Implications – Nil

Social Implications - Nil

Consultation - Nil

Options

Council can resolve:

1. the Officer's Recommendation;
2. an amended Officer's Recommendation, giving reasons.

Voting Requirements – Simple Majority

OFFICER RECOMMENDATION – ITEM 8.2.1

MOTION

Moved

Cr Carrotts

That Council installs a wired audio conferencing system with basic functionality, a motorised screen and ceiling mounted projection system for an estimated total cost of \$36,000 (GST Exclusive) in the Chambers as part of the upgrade of the Shire of Boddington Administration Centre

Seconded Cr Veitch

AMENDMENT

Moved

Cr Carrotts

That the motion be amended by:

1. Removing the word “wired”;
2. Removing the words “a motorised screen and ceiling mounted projection system”; and

9. ELECTED MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil

10. URGENT BUSINESS WITHOUT NOTICE (WITH THE APPROVAL OF THE PRESIDENT OR MEETING):

Nil

11. CONFIDENTIAL MEETING:

Nil

12. CLOSURE OF MEETING:

With no further business to discuss the Shire President, Cr Allert, closed the meeting at 5.45pm.

These minutes were confirmed by the Council as a true and accurate record at the Ordinary Council Meeting held on Tuesday 15th October 2013.

.....
J R ALLERT
(President)