



**MINUTES**

**FOR THE**

**ORDINARY MEETING**  
**OF COUNCIL**

**HELD ON**

**TUESDAY, 23 JULY 2013**

**PLEASE READ THE FOLLOWING DISCLAIMER BEFORE PROCEEDING**

Members of the public are cautioned against taking any action on Council decisions, on items in these Minutes in which they may have an interest, until such time as they have been advised in writing by Council staff.

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I certify that this copy of the Minutes is a true and correct record of the meeting held on 23 July 2013

Signed: .....  
Presiding Elected Member

Date:.....



**MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD IN THE COUNCIL CHAMBERS ON  
TUESDAY, 23 JULY 2013  
COMMENCING AT 4.00PM**

<b>PRESENT:</b>	President	Cr S C Chandler (Presiding Member)
	Councillors	Cr J B Fitzhardinge Cr R T McClurg Cr R J Porteus arrived at 4:01pm Cr B C Scott Cr M T Smith Cr I F West
	Staff	Mr D J Simmons - Chief Executive Officer Mr G M Peddie – Director Corporate and Community Mr G F Coaker – A/Director Planning and Infrastructure Mrs H M Sternick – Manager Corporate Services Ms N Nelson – Manager Tourism and Library Services Mr A Hayat – Planning Officer Ms E Greaves – Executive Assistant Miss L E Tunbridge – Research and Projects Officer
<b>GALLERY:</b>		Mr J Rossiter arrived at 4:01pm
<b>APOLOGIES:</b>		-
<b>LEAVE OF ABSENCE:</b>		Cr K J Hepworth (Deputy President)

- 
- 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
  - 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE**

Cr K J Hepworth (Deputy President) had previously been granted a Leave of Absence for the period 13 July – 6 August 2013 inclusive.

- 3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4. PUBLIC QUESTION TIME**

Mr John Rossiter raised the following questions;

- Why have residents not been advised of the rate increase, in percentage?

Director Corporate and Community, Mr Geoff Peddie advised that the advertising format has been recommended by the Department of Local Government as part of the statutory requirement for advertising differential rates, however the inclusion of a percentage can be considered for next year.

- Who authorises staff to travel to Geraldton for the purchase and pick up of goods?

The Chief Executive Officer advised that individual Managers are responsible for authorising these trips. The purchasing of goods in Geraldton is allowed for within our purchasing policy. These trips are sometimes necessary due the items being unavailable locally. These trips also generally coincide with other business requirements in Geraldton. The CEO confirmed that he is comfortable with these operations.

- Can the Shire give away excess mulch at the tip?

The Chief Executive Officer commented that the provision of mulch seemed appropriate and would investigate with relevant staff members.

## 5. APPLICATIONS FOR LEAVE OF ABSENCE

### COUNCIL DECISION 010713:

**MOVED: Cr McClurg**

**SECONDED: Cr Porteus**

**That Cr Fitzhardinge be granted a Leave of Absence for the period 12-22 August 2013 and Cr West be granted a Leave of Absence for the period 11-20 August 2013 inclusive.**

**VOTING DETAILS:**

**CARRIED 7/0**

## 6. PETITIONS

## 7. CONFIRMATION OF MINUTES

### 7.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 25 JUNE 2013

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A copy of the Minutes of the Ordinary Council Meeting held on 25 June 2013 has been provided to all Councillors under separate cover.

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### COUNCIL DECISION 020713:

**MOVED: Cr Porteus**

**SECONDED: Cr Fitzhardinge**

**That the Minutes of the Ordinary Council Meeting, held on 25 June 2013, be confirmed as a true and accurate recording of that meeting.**

**VOTING DETAILS:**

**CARRIED 7/0**

## 8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

- Shire President and Chief Executive Officer attended the Business After Hours Networking Session on 16 July 2013, held at Midwest Mobile Mechanics. The event was well attended.
- The Chief Executive Officer and Customer Service Officer, Miss Stephanie Clarkson, attended the RAC Luncheon with Emeritus Professor Mary Sheehan at Queens Park Theatre Geraldton.
- June 2013 Employee of the Month – two recipients;
  - Mr Glenn Coaker was awarded in recognition of the support and improved communication provided within the Planning and Infrastructure team. He has demonstrated great leadership overall, whilst demonstrating excellent results within the planning field.
  - Mr Norm Ilich was recognised for the pride and skill he has regularly demonstrated in ground preparation, with particular mention of the Recreation Centre oval preparation for the AFL Masters Midwest Carnival. Positive feedback was received from locals and visitors who were present at the event.
- Ms Nicole Nelson was presented with a Certificate of Achievement in recognition of her nomination and selection as a finalist in the Golden i Awards. The Shire President read out a recent media release in regards to the Awards.
- Mr Darren Simmons was presented with a Certificate from the Australian Institute of Management (AIM WA) which awarded him with the honour of becoming a Fellow Member. The Shire President outlined the criteria require for this achievement.
- The Chief Executive Officer thanked the Shire President for acknowledging staff in their achievements and thanked all Councillors for supporting staff development.

## 9. REPORTS

### CORPORATE AND COMMUNITY

CC01 – 07/13

**Subject:** Accounts for Payment  
**Reporting Officer:** Manager Corporate Services  
**Date of Report:** 17 July 2013  
**File Reference:** Minute Book  
**Voting Requirements:** Simple Majority

#### Report Purpose:

To receive the list of accounts paid under delegated authority during June 2013.

#### OFFICERS RECOMMENDATION AND COUNCIL DECISION 030713:

**MOVED: Cr Porteus**

**SECONDED: Cr Scott**

That the Accounts paid during June 2013, represented by Municipal Cheque Numbers 30164-30201, EFT payment numbers 14677-14787 totalling \$704,346.99, Police Licensing Payment No's PL040613- PL260613 totalling \$43,458.20, Vehicle Lease Payment \$853.51, Trust No's 3002-3007 totalling \$10,707.00 be received.

**VOTING DETAILS:**

**CARRIED 7/0**

#### Background:

A list of accounts paid under delegated authority is attached showing all payments made during the month of June 2013.

#### Officer's Comment:

Nil

#### Financial Implications:

Nil

#### Statutory Implications:

13. Lists of accounts

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
  - (a) the payee's name;
  - (b) the amount of the payment;
  - (c) the date of the payment; and
  - (d) sufficient information to identify the transaction.
- (3) A list prepared under sub-regulation (1) or (2) is to be —
  - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
  - (b) recorded in the minutes of that meeting.

#### Policy Implications:

Under Delegation C3 Council has delegated authority to the Chief Executive Officer to authorise all payments by Council.

#### Strategic Implications:

SCP Outcome 4.2.1 *Ensure compliance whilst embracing innovation and best practice principles.*

**CORPORATE AND COMMUNITY**

**CC02 – 07/13**

**Subject:** Financial Statements for the Period ending 30/06/2013  
**Reporting Officer:** Manager Corporate Services  
**File Reference:** Minute Book  
**Date Prepared:** 17 July 2013  
**Voting Requirements:** Simple Majority

**Report Purpose:**

To consider and receive the Monthly Financial Statements for the period 1 July 2012 to 30 June 2013.

**OFFICERS RECOMMENDATION AND COUNCIL DECISION 040713:**

**MOVED: Cr West**

**SECONDED: Cr Porteus**

**That the Monthly Financial Statement for the period 1 July 2012 to 30 June 2013 be received.**

**VOTING DETAILS:**

**CARRIED 7/0**

**Background:**

The Monthly Financial Report to the 30 June 2013 is prepared in accordance with the requirements of the Local Government Act and the Local Government (Financial Management) Regulations and includes the following:

- Statement of Financial Activity by Nature & Type
- Statement of Financial Activity by Program
- Statement of Cash Flows
- Schedules 3 – 14 Budget vs Actuals Comparison
- Graphical Representation – Statement of Financial Activity
- Net Current Funding Position
- Cash and Investments
- Receivables
- Cash Backed Reserves
- Information on Borrowings
- Capital Disposals and Acquisitions
- Trust Fund
- Budget Amendments
- Restricted Assets
- Port Denison Retirement Village Operating Statement

**Officers Comment:**

Nil.

**Financial Implications:**

Nil.

**Statutory Environment:**

The Local Government (Financial Management) Regulations provides as follows:

Section 34. Financial activity statement report

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -

- (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
  - (b) budget estimates to the end of the month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
- (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;
  - (b) an explanation of each of the material variances referred to in sub-regulation (1)(d); and
  - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) according to nature and type classification;
  - (b) by program; or
  - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in sub-regulation (2), are to be -
- (a) presented to the council -
    - (i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
  - (b) recorded in the minutes of the meeting at which it is presented.

**Policy Implications:**

Nil.

**Strategic Implications:**

SCP Outcome 4.2.1 Ensure compliance whilst embracing innovation and best practice principles  
SCP Outcome 4.3.3 Adopt best practice processes to achieve a high standard of governance and accountability.

Prior to Item PI01, Cr Scott disclosed a financial (proximity) interest in the Item, as she is the owner of the adjoining property and therefore did not participate in discussion or vote on the matter having left the meeting at 4:20pm.

**PLANNING AND INFRASTRUCTURE**

**PI01 – 07/13**

**Subject:** Proposed Subdivision of Lot 8 (No 12) Hunts Road, Dongara  
**Proponent:** Graham and Denise Campbell  
**Reporting Officer:** A/Director Planning and Infrastructure  
**Date of Report:** 17 July 2013  
**File Reference:** WAPC.139635  
**Voting Requirements:** Simple Majority

**Report Purpose:**

To consider an application to subdivide the above lot, as referred by the Western Australian Planning Commission for comment by Council.

**OFFICERS RECOMMENDATION AND COUNCIL DECISION 050713:**

**MOVED:** Cr McClurg

**SECONDED:** Cr West

That Council advises the Western Australian Planning Commission that it supports the proposed subdivision of Lot 8 Hunts Road, Dongara (WAPC Ref: 148187) subject to the following conditions:

1. A Notification, pursuant to section 165 of the *Planning & Development Act 2005*, is to be placed on the Certificate of Title of proposed Lot B advising that a Local Area Plan is to be prepared and approved by the local government prior to any development taking place and that plan is to have regard for the heritage significance of adjoining Lot A.
2. A foreshore reserve in accordance with the plan date stamped 20 June 2013, as established by survey, being shown on the deposited plan as a reserve for foreshore management and vested in the Crown under Section 152 of the *Planning and Development Act 2005*, such land to be ceded free of cost and without any payment of compensation by the Crown.
3. All buildings and effluent disposal systems having the necessary clearance from the new boundaries as required under the relevant legislation including the Local Planning Scheme and Building Regulations of Australia.
4. The outbuilding (shed) shown on proposed Lot B being demolished and materials removed from the lot.
5. All septic sewer systems including all tanks and pipes and associated drainage systems (soak wells or leach drains) and any stormwater disposal systems are to be decommissioned, in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, removed, filled with clean sand and compacted. Proof of decommissioning is to be provided in the form of certification from a licensed plumber.

**VOTING DETAILS:**

**CARRIED 6/0**

**Background:**

The Land

Lot 8 (No 12) Hunts Road, Dongara is 3657m<sup>2</sup> in area with 38 metres of frontage to Hunts Road. It is located on the south side of the road, roughly opposite the rear of the Dongara Motel.

The property is occupied by a single dwelling and a small shed. The dwelling is listed on the Shire of Irwin Municipal Inventory of Heritage Places (2005) and is known as 'Backwater' or 'Delmage's

House'. It is listed as a Category 2 place, meaning it has the highest importance as a locally significant place, without being listed on the State Register of Heritage Places.

There is an existing dwelling located on the adjoining lot to the west (Lot 183) which includes a boundary wall with Lot 8. This place is also listed on the Shire's Municipal Inventory as Place No 26 (known as 'Herbert's House'), and is also afforded a Category 2 listing. The other adjoining lot to the east side (Lot 9) is currently vacant.

#### The Proposal

There are essentially three elements to the application;

- to subdivide off the heritage dwelling at the front and provide it with its own lot;
- to create a new lot with significant development potential and with access from Hunts Road; and
- to cede the land extending down the bank of the Irwin River as foreshore reserve.

In this regard, proposed Lot A contains the heritage dwelling and is 727m<sup>2</sup> in area with 27 metres of frontage to Hunts Road. The shape of the lot reflects that of the dwelling with a minimum six metre setback from each boundary.

Lot B contains the majority of the parent lot and is proposed to be 1984m<sup>2</sup> in area, including a nine metre wide battleaxe driveway providing access onto Hunts Road.

The land to be ceded as foreshore reserve is 946m<sup>2</sup> and corresponds with the steep bank and floodplain for the Irwin River. As such it has little development potential.

A copy of the subdivision plan is attached.

#### Consultation

The applicant (Landwest on behalf of the Campbell's) sought the advice of the Mid West Heritage Adviser prior to lodgement of the application, in relation to any heritage matters. In liaison with the Heritage Adviser, it was determined that the proposed curtilage around the dwelling would be suitable, and will ensure it accommodates any heritage features of the place.

#### **Statutory Environment:**

Under the Shire of Irwin Local Planning Scheme No 5 (LPS 5), the lot is zoned both "Town Centre" and "Local Reserve".

The portion of the property zoned "Town Centre" is therefore subject to the Shire of Irwin Town Centre Precinct Plan (2009) and falls within Precinct 2 – Irwin River Tourist/Residential of this plan. Under this precinct, subdivision is to correspond with the R30 density code which provides for a minimum lot size of 270m<sup>2</sup> and an average lot size of 300m<sup>2</sup>. A 'Single House' is a 'P' (permitted) use in this precinct.

The portion zoned "Local Reserve" is located at the rear of the lot and corresponds with the river bank and the area subject to inundation during a 1 in 100 year flood, as per the Water Authority maps dated 1987.

The boundary between the two zones was recently modified (Scheme Amendment No 3, 2010) to more accurately reflect the true extent of the floodplain and to ensure the lot could be developed to its full potential.

#### **Officer's Comment:**

The application is generally supported.

Proposed Lot A containing the heritage dwelling either meets or exceeds the relevant minimum statutory requirements under the Residential Design Codes (2010) including setbacks from the

boundaries, lot size and open space around the building. The advice from the Heritage Adviser as mentioned above in relation to the curtilage around the dwelling also indicates the size of the lot is appropriate.

The ceding of 946m<sup>2</sup> at the rear of Lot 8 for foreshore reserve is supported, and corresponds with the boundary between the “Town Centre” and “Local Reserve” zones under LPS 5. The land to be ceded will then become part of adjoining Reserve 38068 which has a management order to the Shire of Irwin for the purpose of public recreation. It is not expected that this will significantly increase the Shire’s costs in maintaining this reserve. It will however, allow the Shire to incorporate this land into its current and future management plans for the Irwin River estuary.

The creation of the balance of the property as Lot B likewise complies with relevant statutory requirements, including the width of the battleaxe leg at nine metres which is more than wide enough to allow vehicles to pass in either direction.

The main consideration is the future development potential of proposed Lot B. At 1984m<sup>2</sup> it has potential to accommodate up to six new buildings. Development of this nature would likely have an impact on the heritage dwelling on proposed Lot A (and on Hunts Road in general) and on the Irwin River and the foreshore reserve below.

It is suggested therefore, that a Local Area Plan should be prepared and adopted for Lot B prior to any future development taking place. The purpose of this would be to ensure a coordinated approach to its development, rather than a piecemeal approach which typically results in irregular development and inefficient use of land, and to ensure the built form pays regard to and is sympathetic to the both the heritage dwelling on Lot A and the adjacent Irwin River reserve.

A Local Area Plan typically includes such elements as:

- distribution of uses within the lot;
- design features and orientation of buildings;
- private open space;
- services;
- vehicular and pedestrian access;
- rubbish collection areas; and
- landscaping.

If supported, ideally this requirement should be imposed upfront at this initial subdivision stage, to ensure the development intentions for this lot are clear from the outset. This can be done either as a condition of the subdivision approval requiring the proponent to prepare the plan before this subdivision can be finalised, or imposed on the title of proposed Lot B, alerting the owner and future successors in title to the requirement to prepare the plan prior to development.

In this instance, it is recommended that a notice go on the title of proposed Lot B, as there is a distinct possibility the lot may be on-sold for its development value, in which case the new owner would be best placed to prepare a plan that suits their aspirations.

In summary, the creation of a new lot around the heritage dwelling fronting Hunts Road complies with the relevant statutory provisions, the ceding of the rear of the property as river reserve is supported and corresponds with LPS 5, and lastly, a requirement for a Local Area Plan over Lot B will ensure a coordinated approach prior to future development and regard for its heritage and river setting.

It is recommended that the subdivision application be supported subject to conditions.

**Financial Implications:**

Nil.

**Policy Implications:**

Nil.

**Strategic Implications:**

SCP Strategy 1.1.1 – Implement an efficient and effective approval process.

SCP Strategy 2.1.1 – Promote and maintain the Municipal Inventory of Heritage Places.

SCP Strategy 2.2.2 – Review, regulate and monitor access to our natural assets.

Following consideration of Item PI 01 – 07/13 and prior to consideration of PI 02 – 07/13, Cr Scott returned to the meeting at 4:21pm.

**PLANNING AND INFRASTRUCTURE**

**PI 02 – 07/13**

**Subject:** Memorandum of Understanding with the Dongara Playgroup (INC)  
**Reporting Officer:** Planning Officer  
**Date of Report:** 16/07/2013  
**File Reference:** N/A  
**Voting Requirements:** Simple Majority

**Report Purpose:**

To consider lease arrangements with the Dongara Playgroup at No. 1 Moreton Terrace, Dongara.

**OFFICERS RECOMMENDATION AND COUNCIL DECISION 060713:**

**MOVED: Cr West**

**SECONDED: Cr Porteus**

That Council approves the Memorandum of Understanding (MOU) from 1 July 2013 to 30 June 2018 for the Dongara Playgroup (Inc) at 1 Moreton Terrace, Dongara, subject to the Dongara Playgroup following these specified conditions;

1. The Dongara Playgroup is to notify the Council in writing of the days the building is required by 31 January each year;
2. The Dongara Playgroup is to be invoiced 25% of the utilities (power and water) used at the building;
3. All telecommunication expenses for the building are the responsibility of the Playgroup with all accounts relating to such to be established in the name of the Playgroup;
4. The Playgroup is to be invoiced for 50% of all maintenance costs incurred by Council relating to the general up-keep of the facility. This takes into account that the Playgroup is responsible for general cleaning and lawn-mowing maintenance;
5. Afternoon sessions shall operate on the same day the premises is open in the mornings, and for the same operating time;
6. Lease payments shall be paid according to the new agreement; and,
7. All insurances required by the Dongara Playgroup including public liability, contents and workers compensation are the responsibility of the Dongara Playgroup.

**VOTING DETAILS:**

**CARRIED 7/0**

**Background:**

The agreement for the Dongara Playgroup ceased to be effective on the 30<sup>th</sup> June 2013 which operated under a Memorandum of Understanding (MOU). The Dongara Playgroup have requested a new MOU, extending the agreement for five years, ceasing on 30 June 2018.

A copy of the new proposed MOU is attached.

**Officer's Comment:**

In relation to the building maintenance arrangements, the Shire would maintain the building during the lease period, with the exception of renovations and any upgrades. Upon inspection of the Playgroup premises, maintenance issues were noted and those which could be resolved were discussed. This included the provision of an RCD and a smoke detector, and possible upgrade of one of the two children toilets to an adult toilet.

A quarter of the costs of utilities shall be invoiced to the Playgroup. The Playgroup will be responsible for the general upkeep of the building with regards to mowing the lawn and maintaining

any grassed area. The Shire will maintain the building during the period of this agreement with the exception of issues mentioned.

Afternoon hours, as requested by the Dongara Playgroup may operate as per the new agreement, where the afternoon sessions shall occur on the same days as the morning sessions and for the same operating time.

In the interest of clarity, it is suggested that Council moves to a flat annual fee of \$1,125 in the first year in lieu of the existing \$375 per day per annum (as the Playgroup hire the facility for 3 days per week over 52 weeks this would incur the same annual cost of \$1,125).

It is also proposed that the annual fee will be increased in each subsequent year by CPI.

**Financial Implications:**

Property and Public Liability Insurance are paid for by Council along with its annual insurance premiums, whereas public liability, contents and workers compensation are the responsibility of the Playgroup. Half of the costs for maintenance relating to general up-keep of the Playgroup premises shall be borne with the Playgroup, and they are to be invoiced 25% for the utilities used at the building.

**Statutory Environment:**

Nil.

**Policy Implications:**

Nil

**Strategic Implications:**

SCP Outcome 3.2.2 – Identify services and programs for families.

SCP Outcome 3.6.2 – Annually review the cost and utilisation of all community facilities and services.

SCP Outcome 3.7 – Community groups and volunteers are acknowledged and supported

**OFFICE OF THE CEO**

**CEO01 – 07/13**

**Subject:** Proposed Special Meeting of Council – 13 August 2013  
**Reporting Officer:** Executive Assistant  
**Date of Report:** 17 July 2013  
**File Reference:** GV.CM  
**Voting Requirements:** Simple Majority

**Report Purpose:**

To consider calling a Special Meeting of Council to review and adopt the 2013/14 Budget.

**OFFICERS RECOMMENDATION AND COUNCIL DECISION 070713:**

**MOVED: Cr West**

**SECONDED: Cr Porteus**

**That Council holds a Special Meeting on Tuesday 13 August 2013, commencing at 4:00pm for the purpose of considering the 2013/14 Budget.**

**VOTING DETAILS:**

**CARRIED 7/0**

**Background:** In previous years the Budget has commonly been provided to Council for consideration at the July Council meeting however due to prioritisation of the new Integrated Planning and Reporting Framework requirements, the Budget preparation has been deferred.

In order to meet the requirements of the Local Government Act 1995 s.6.3 (2) it was essential for Council to consider and adopt the various Integrated Plans, which included the modified Strategic Community Plan 2012 – 2022 (Plan for the Future) and Corporate Business Plan, prior to completion of the Budget in order for the identified projects / costings to be incorporated.

**Officer's Comment:**

Holding a Special Meeting of Council on 13 August will allow sufficient time for staff to prepare the 2013/14 Budget, with consideration to the recently adopted Corporate Business Plan, modified Strategic Community Plan and various informing strategies whilst allowing Council to meet the deadline of 31 August to adopt and submit the Budget.

**Financial Implications:**

The 2013/14 Budget provides for the revenue and expenditure requirements of the Shire of Irwin for the period 1 July 2013 to 30 June 2014.

**Statutory Environment:**

The Local Government Act provides as follows:

**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.

**Policy Implications:**

Nil

**Strategic Implications:**

SCP Outcome 4.2.2 Implement the Integrated Planning Framework, including the Long Term Financial Plan, Workforce Plan, Asset Management Plan, Corporate Business Plan and Annual Budget.

**10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

**12. URGENT BUSINESS APPROVED BY PERSON PRESIDING OR BY DECISION**

Nil

**13. MATTERS BEHIND CLOSED DOORS**

Nil

**14. CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 4:22pm.

I certify that this copy of the Minutes is a true and correct record of the meeting held on  
23 July 2013  
*Signed:* .....  
Presiding Elected Member  
Date:.....