

# AGENDA

## Special Council Meeting

To be held in Council Chambers  
13 Cottrell Street, Dowerin WA 6461  
Friday 23 August 2024  
Commencing 3:00pm





## NOTICE OF MEETING

Dear Councillors,

A Special Council Meeting will be held on Friday 23 August 2024 in the Shire of Dowerin Council Chambers, 13 Cottrell Street, Dowerin commencing at 3:00pm. This meeting will be held to adopt the 2024 - 2025 Budget and Fees and Charges.

Brian Jones  
Acting Chief Executive Officer  
21 August 2024

### DISCLAIMER

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 Dowerin 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.

It should be noted that the Attachment hyperlinks may not be functional from this document when sourced from the Shire of Dowerin's website. Attachment copies follow on from the end of the agenda.

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Shire of Dowerin  
Special Council Meeting  
3:00pm Friday 23 August 2024



**1. Official Opening**

The President welcomes those in attendance and declares the meeting open at 3:00pm.

**2. Record of Attendance / Apologies / Leave of Absence**

**Councillors:**

Cr RI Trepp	President
Cr NP McMorrان	Deputy President
Cr WG Allsopp	
Cr AJ Metcalf	
Cr JC Sewell	
Cr BA Ward	

**Staff:**

Mr B Jones	Acting Deputy Chief Executive Officer
Ms K Rose	Governance Coordinator

**Apologies:**

Cr DP Hudson

**Approved Leave of Absence:**


Nil

**3. Disclosure of Interest**

Councillors are to complete a Disclosure of Interest Form for each item they are required to disclose an interest in. The Form should be given to the Presiding Member before the meeting commences. After the meeting, the Form is to be provided to the Governance Coordinator for inclusion in the Disclosures Register.

**4. OFFICERS REPORT – Governance and Compliance**

**4.1 Adoption of 2024/25 Budget**

<h2 style="color: red;">Corporate &amp; Community Services</h2>		 <b>SHIRE OF DOWERIN</b> <small>TIN DOG TERRITORY</small>
<b>Date:</b>	23 August 2024	
<b>Location:</b>	Not Applicable	
<b>Responsible Officer:</b>	Brian Jones, Acting Chief Executive Officer	
<b>Author:</b>	As above	
<b>Legislation:</b>	<i>Local Government Act 1995; Local Government (Financial Management) Regulations 1996; Local Government (Administration) Regulations 1996; Waste Avoidance and Resources Recovery Act 2001;</i>	
<b>SharePoint Reference:</b>	Organisation/Financial Management/Budgeting/2024-2025 Budget	
<b>Disclosure of Interest:</b>	Nil	
<b>Attachments:</b>	<a href="#"><u><b>Attachment 4.1A - Draft Annual Budget 2024/25 (Statutory)</b></u></a> <a href="#"><u><b>Attachment 4.1B - 2024/25 Fees and Charges</b></u></a>	

**Purpose of Report**



Executive Decision



Legislative Requirement

**Summary**

To consider the adoption of the Shire of Dowerin 2024/25 Budget.

**Background**

The Shire of Dowerin draft Statutory Budget, as presented, has been discussed with Councillors at a Councillor workshop and included with this item as Attachment 4.1A – Draft Annual Budget 2024/25 (Statutory).

**Comment**

Council is also required to adopt the Schedule of Fees & Charges for the 2024/25 Financial year, as presented in Attachment 4.1B – 2024/25 Fees and Charges.

**Consultation**

Councillors and staff

**Policy Implications**

Nil

**Strategic Implications**

Nil

### Statutory Implications

Part 6 'Financial Management' Section 6.2 of the *Local Government Act 1995* requires that not later than 31 August in each financial year, the local government is to prepare and adopt a budget for its municipal fund for the financial year ending on the 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* detail the form and content of the budget. The draft 2024/25 Budget as presented is considered to meet the statutory requirements.

### Risk Implications

<b>Risk Profiling Theme</b>	Failure to fulfil statutory regulations or compliance requirements
<b>Risk Category</b>	Compliance
<b>Risk Description</b>	No noticeable regulatory or statutory impact
<b>Consequence Rating</b>	Insignificant (1)
<b>Likelihood Rating</b>	Rare (1)
<b>Risk Matrix Rating</b>	Low (1)
<b>Key Controls (in place)</b>	Governance Calendar, Financial Management Framework & Legislation
<b>Action (Treatment)</b>	Nil
<b>Risk Rating (after treatment)</b>	Adequate

### Financial Implications

Sets the Budget for the 2024/25 financial year and enables rates and charges to be levied.

### Voting Requirements

Simple Majority

Absolute Majority

### Officer's Recommendation

1. That Council, pursuant to the provision of section 6.2 of the *Local Government Act 1995* and Part 3 of the *Local Government (Financial Management) Regulations 1996*, adopts the budget for the Shire of Dowerin for the 2024/25 financial year which includes the following:
  - a. Statement of Comprehensive Income
  - b. Statement of Cash Flows
  - c. Statement of Financial Activity
  - d. Notes to and forming part of the Budget
  - e. Schedule of Fees and Charges

2. That Council, pursuant to sections 6.32, 6.34 and 6.35 of the Local Government Act 1995 impose the following general rate for all rateable properties with a Gross Rental Valuation (GRV) and Unimproved Valuation (UV):

	Rate in \$	Minimum Rate
Residential (GRV)	0.07441	\$883
Commercial/Industrial GRV	0.07441	\$883
Town Rural (GRV)	0.07441	\$883
Other Towns (GRV)	0.07441	\$258
Rural Farmland (UV)	0.004553	\$883
Commercial/Industrial (UV)	0.004553	\$883
Town Rural (UV)	0.004553	\$883
Mining (UV)	0.004553	\$258

3. That, in accordance with Section 41 of the Health Act 1911, Council imposes the following sewerage rates and minimum payments on Gross Rental Values:

Gross Rental Value	Rate in \$	Minimum Rate/Charge
<b>Sewerage Rates:</b>		
Residential	0.06046	\$425
Commercial	0.06046	\$875
Vacant	0.06046	\$425
Government	N/A	\$875
<b>Sewerage Fixtures:</b>		
First Fixture	N/A	\$275
Additional Fixtures	N/A	\$125

4. That, in accordance with Division 6 'Rates and Service Charges 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 by instalments:

<b>One Instalment Option</b>	
Full Payment	4 October 2024

<b>Two Instalments Option</b>	
1 <sup>st</sup> Instalment due date	4 October 2024
2 <sup>nd</sup> Instalment due date	7 February 2025

<b>Four Instalments Option</b>	
1 <sup>st</sup> Instalment due date	4 October 2024
2 <sup>nd</sup> Instalment due date	6 December 2024
3 <sup>rd</sup> Instalment due date	7 February 2025
4 <sup>th</sup> Instalment due date	11 April 2025

5. That Council, pursuant to Section 6.45 of the Local Government Act 1995 and Regulation 67 of the Local Government (Financial Management) Regulations 1996, adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$0 for each instalment after the initial instalment is paid.
6. That Council, pursuant to Section 6.45(3) of the Local Government Act 1995 and Regulation 68 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5% where the owner has elected to pay rates and service charges through an instalment option.
7. That Council, pursuant to Section 6.51(1) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, adopts an interest rate of 5% for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
8. That Council, pursuant to Section 67 of the Waste Avoidance and Resources Recovery Act 2007, adopts the following charges for the removal and deposit of domestic and commercial waste:

Residential Premises (Including Recycling)	
a. 240ltr Waste Bin Weekly Collection; and	<b>\$384</b>
b. 240ltr Recycle Bin Fortnightly Collection	<b>\$384</b>
Additional Refuse Service	
a. 240ltr Waste Bin Weekly Collection	<b>\$191</b>
Minnivale Residential Collection	
a. 240ltr Waste Bin Weekly Collection (excluding recycling)	<b>\$191</b>

9. That Council, pursuant to Regulation 34(5) of the Local Government (Financial Management) Regulations 1996 and AASB 1031 Materiality, adopts the level to be used in the Statement of Financial Activity in 2024/25 for the reporting of material variance as 10% or \$10,000, whichever is the greater.
10. That Council, pursuant to Section 6.16(3) of the Local Government Act 1995, adopts the 2024/25 Schedule of Fees and Charges as included within the 2024/25 Budget papers.
11. That Council, pursuant to Section 3.18 of the Local Government Act 1995, advises it is satisfied that the services and facilities it provides, and which are funded in the 2024/25 Annual Budget:
  - Integrate and coordinate, so far as is practical, with any provided by the Commonwealth, State or any public body,
  - Do not duplicate, to an extent that the Council considers inappropriate, services or facilities provided by the Commonwealth, State or any other body or person, whether public or private, and
  - Will be managed efficiently and effectively.



**5.**

**Closure**

The President thanked those in attendance and declared the meeting closed at X:XXpm