



SPECIAL MINUTES

A SPECIAL Meeting of the Council was held:

DATE: Tuesday, 7 July 2020

TIME: 5:00pm

VENUE: Council Chambers, Lowood
Road, Mount Barker WA 6324

Rob Stewart
CHIEF EXECUTIVE OFFICER

SPECIAL BUSINESS

To consider and adopt: General Fees and Charges 2020/2021; Other Statutory Fees 2020/2021; Charges for the deposit of domestic and commercial waste; Waste Rate 2020/2021; General and Minimum Rates for 2020/2021; the Municipal Fund Budget 2020/2021; and Corporate Business Plan 2020/2021 to 2023/2024.

Resolution numbers: 176/20 to 185/20

DISCLAIMER

This agenda has yet to be dealt with by the Council. The Recommendations shown at the foot of each item have yet to be considered by the Council and are not to be interpreted as being the position of the Council. The minutes of the meeting held to discuss this agenda should be read to ascertain the decision of the Council.

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MEMBERSHIP – Quorum (5)

Members:

Cr C Pavlovich Shire President
Cr B Bell
Cr S Etherington JP
Cr L Handasyde
Cr K Clements
Cr J Moir
Cr M O'Dea
Cr J Oldfield Deputy Shire President
Cr K Woltering

Information and recommendations are included in the reports to assist the Council in the decision making process and may not constitute the Council's decision until considered by the Council.

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

5.00pm The Presiding Member declared the meeting open.

Members Present:

Cr C Pavlovich	Shire President
Cr B Bell	Councillor
Cr K Clements	Councillor
Cr S Etherington	Councillor
Cr L Handasyde	Councillor
Cr J Moir	Councillor
Cr M O'Dea	Councillor
Cr J Oldfield	Councillor
Cr K Woltering	Councillor

In Attendance:

Mr Rob Stewart	Chief Executive Officer
Mr John Fathers	Deputy Chief Executive Officer
Mr David Lynch	Executive Manager Works and Services
Mr Andrus Budrikis	Executive Manager Strategic Development

Apologies:

Nil

Members of the Public Present:

Nil

Previously Approved Leave of Absence:

Nil

2 PUBLIC QUESTION TIME (RELATING TO SPECIAL BUSINESS ONLY)

Section 5.24 Local Government Act 1995

Nil

3 PETITIONS / DEPUTATIONS / PRESENTATIONS (RELATING TO SPECIAL BUSINESS ONLY)

Nil

4 DISCLOSURE OF INTEREST

Part 5 Division 6 Local Government Act 1995

Nil

5 SPECIAL BUSINESS

5.1 PROPERTY RATES - 2020/2021

File Ref:	N51708
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	7 July 2020

PURPOSE

The purpose of this report is to set the property rates, establish an early payment incentive, payment instalment options and fees and set the interest rates for overdue and late payments in readiness for the adoption of the 2020/2021 budget.

BACKGROUND

It should be noted that, due to the impact of the Covid-19 pandemic, the Minister for Local Government has issued a Ministerial Order limiting the level of interest on overdue rate payments or on rates that are paid by instalment in the 2020/2021 financial year. The limits are as follows:

- Penalty interest reduced from a maximum of 11% to 8% (in-line with ATO penalty rates)
- Instalment interest to remain at 5.5% if a Local Government has a Hardship Policy, and to be a max of 3% if a Local Government does not have a hardship policy. (The Shire of Plantagenet has a policy for rates debt collection – hardship.)
- For those that are in hardship and meet the Local Government Hardship policy eligibility, then no penalty interest or instalment interest rate applies. Each Local Government decides on approving the application for hardship.

Level of Rates

As a result of the economic downturn associated with the Covid-19 pandemic, the Federal and State Governments have advocated for local governments to keep rates and charges at existing levels. This philosophy was endorsed by councillors at a fees and charges workshop held on 31 March 2020.

The general minimum rate will remain the same at \$900.00. The rubbish collection charge will remain at \$330.00 for domestic collections and \$440.00 for non-domestic collections.

The Waste Rate will also stay at \$56.00 per rates assessment, using the minimum rate provisions of the Local Government Act 1995.

Discount

Section 6.12 (1)(a) permits a local government to grant a discount or incentive for the early payment of money which is owed to the Council. As in previous years, it is recommended that a discount not be offered and no allowance has been made for any early payment discount to reflect this.

Incentive

The Council has previously offered incentive prizes to encourage the early payment of rates. Only ratepayers who have paid their rates in full and by 17 August 2020 will be entered into the draw.

For the 2020/2021 year, the following prizes are on offer:

First Prize - \$750.00 bank account with the Bendigo Community Bank.

Second prize - A two night weekend stay for two people including full buffet breakfast each morning, at the Perth Ambassador Hotel in a premium deluxe room.

Third Prize - One carton of mixed wine donated by Mount Barker Wine Producers Association at a retail value of \$200.00.

Instalments

It is recommended that the following three payment options be offered as in previous years.

- (1) To pay the total rates and charges included on the rate notice in full by the 35th day after the date of issue of the rates notice; or
- (2) Two equal instalments. The first instalment will be due on the 35th day after the date of issue of the rates notice and the second instalment four calendar months after this date.
- (3) Four equal instalments. The first instalment will be due on the 35th day after the date of issue of the rates notice and the remainder at two calendar month intervals after this date.

Instalment Fee

It is recommended that an instalment fee of \$7.50 be charged for each instalment reminder issued after the first instalment is paid. A special payment arrangement administration charge of \$25.00 (excluding pensioners) will again apply, for those people who wish to pay rates through an instalment plan, but do not qualify for a standard instalment plan, due to late payment or other circumstances. This is the same as that charged in recent years.

Interest on Instalments

It is recommended that the maximum interest rate of 5.5% per annum be applied to instalment payments. Again, this is consistent with the previous year's charge and statutory requirements.

Late Payment Penalty Interest

It is recommended that late payment penalty interest be charged at 8% per annum, in line with the Ministerial Order.

It is proposed that the late payment penalty interest will apply to rates that remain unpaid where no election was made to pay the rate by instalments and on overdue instalment payments where an election was made to pay by instalments.

This year, an interest rate of 8% will apply to outstanding Emergency Services Levies, in line with State Government guidance.

STATUTORY ENVIRONMENT

Section 6.25 to 6.82 of the Local Government Act 1995 and Sections 52 to 78 of the Local Government (Financial Management) Regulations relate to property rating requirements and procedures.

FINANCIAL IMPLICATIONS

The property rates proposed have been established on the basis of delivering a balanced budget with a nil% increase on the 2019/2020 rate revenue, as well as the same rubbish collection charges and waste rate raised last year.

POLICY IMPLICATIONS

Policy A/PA/8 Rating – Rate Incentive Prize applies.

Policy F/FM/12 Budget Preparation applies.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2017-2026 provides at Outcome 4.6 (Effective and efficient corporate and administrative services) the following Strategy 4.6.3:

'Maintain, develop and monitor rating and property strategies.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

A revaluation of unimproved value rates base has been carried out by the Valuer General's Office for the 2020/2021 financial year. The movement is as follows.

	2019/2020	2020/2021	Movement
Total UV Valuation	\$554,453,567	\$584,642,047	5.4%

In line with Council Policy F/FM/12, a ratio has been used to determine the proportion of rates raised between property valuation categories, regardless of re-valuations. This has been combined with adjustments in the respective rates in the dollar to reflect a proportionate increase in rates.

This has resulted in the rates in the dollar being adjusted as follows:

- Unimproved Value – 0.84935 to 0.80604 (decrease of 5.4%).
- Gross Rental Value – 9.82140 to 9.7453 (decrease of 0.8%).

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Etherington:

That:

1. For the purpose of yielding the deficiency disclosed by the 2020/2021 Municipal Fund Budget, pursuant to sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995, the following general and minimum rates be imposed on Gross Rental and Unimproved Values.

- 1.1 General Rates

a) Rural Townsites (GRV)	9.7453 cents in the dollar
b) Rural (GRV)	9.7453 cents in the dollar
c) Mount Barker Townsite (GRV)	9.7453 cents in the dollar
d) Strata Titles (GRV)	9.7453 cents in the dollar
e) Rural (UV)	0.80604 cents in the dollar
f) Mining (UV)	0.80604 cents in the dollar

- 1.2 Minimum Rates

a) Rural Townsites (GRV)	\$900.00
b) Rural (GRV)	\$900.00
c) Mount Barker Townsite (GRV)	\$900.00
d) Strata Titles (GRV)	\$900.00
e) Rural (UV)	\$900.00
f) Mining (UV)	\$900.00

2. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 64(2) of the Local Government (Financial Management) Regulations 1996, the following due dates be nominated for the payment in full by instalments:

- a) Full payment and 1st instalment due date 17 August 2020;
- b) 2nd half instalment due date 4 January 2021;
- c) 2nd quarterly instalment due date 19 October 2020;
- d) 3rd quarterly instalment due date 4 January 2021;
- e) 4th and final quarterly instalment due date 8 March 2021.

3. No discount be offered for the early payment of property rates.

4. Incentive prizes for the payment of property rates in full by the due date be offered as follows:

- a) First prize – Bank Account to the value of \$750.00, donated by the Bendigo Community Bank;
- b) Second prize - A two night weekend stay for two people including full buffet breakfast each morning, at the Perth Ambassador Hotel in a premium deluxe room.
- c) Third prize – One carton of wine with a retail value of in excess of \$200.00 donated by the Mount Barker Wine Producers Association.

5. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 67 of the Local Government (Financial Management) Regulations 1996, an instalment administration charge of \$7.50 be adopted where the owner has elected to pay rates through an instalment option for each instalment after the initial instalment is paid.
6. Pursuant to section 6.16(2) of the Local Government Act 1995, a special payment arrangement administration charge of \$25.00 be adopted (excluding pensioners) where the owner wishes to pay rates through an instalment plan, but does not qualify for a standard instalment plan, as detailed in Clause 5 above.
7. Pursuant to section 6.45 of the Local Government Act 1995 and regulation 68 of the Local Government (Financial Management) Regulations 1996, an interest rate of 5.5% be adopted where the owner has elected to pay rates through an instalment option.
8. 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, an interest rate of 8% be adopted for general rates, Waste Rates and costs of proceedings to recover such charges that remains unpaid after becoming due and payable.
9. That pursuant to section 6.13 of the Local Government Act 1995, an interest rate of 8% be adopted for rubbish collection charges that remain unpaid after becoming due and payable.

CARRIED (9/0)

NO. 176/20

Absolute Majority

5.2 ADOPTION OF 2020/2021 BUDGET

File Ref:	N51709
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	7 July 2020

PURPOSE

The purpose of this report is to recommend the adoption of the annual budget and fees and charges for the 2020/2021 financial year.

BACKGROUND

The 2020/2021 budget has been prepared as a balanced budget with significant input from staff and elected members. The Council considered the list of fees and charges for the 2020/2021 financial year as part of its budget workshop process.

STATUTORY ENVIRONMENT

Section 6.2 of the Local Government Act 1995 requires a local government to prepare and adopt, by absolute majority, an annual budget prior to 31 August in each year. Sections 6.15 to 6.19 of the Local Government Act 1995 relate to the imposition of fees and charges for a local government.

EXTERNAL CONSULTATION

Consultation has occurred with elected members and staff throughout the budget preparation process. The draft budget has been compiled based on the principles contained in the Strategic Community Plan and Corporate Business Plan.

FINANCIAL IMPLICATIONS

The adoption of the budget enables the operations of the Council to continue effectively and issue rates in a timely manner to assist with income generation and cash flow.

POLICY IMPLICATIONS

The budget was framed in line with Council Policy F/FM/12 – Budget Preparation.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2017-2026 provides at Outcome 4.6 (Effective and Efficient Corporate and Administrative Services) the following Strategy 4.6.1:

‘Provide a full range of financial services to support Shire’s operations and to meet planning, reporting and accountability requirements.’

Further, the adoption of the budget is a primary mechanism in enabling the goals and outcomes set out in the Strategic Community Plan to be achieved.

OFFICER COMMENT

The draft 2020/2021 budget continues to deliver on other strategies adopted by the Council and maintains service levels across all programs. The budget maintains a focus on road renewal as well as on renewing and developing new assets. Capital roadworks (new projects) totalling over \$3.5 million are proposed, with over \$1.68 million (47%) being directly funded from State and Federal sources.

Major items include the continued refurbishment of Frost Park Pavilion, new business system software, refurbishment of the swimming pool facility (subject to further conceptual and detailed planning and confirmation of grant funding), development of infrastructure on Tower Hill, and beautification / signage on Albany Highway.

Several improvements are proposed for the Mount Barker Regional Saleyards, namely further treatment of rust damage to roof members and braces for walkways and bays, an additional water tank for the wash down process and an initial allocation to replace the weighbridge panel scanners. The cost of these improvements are sourced from the Saleyards Capital Improvements Reserve Fund and do not require ratepayer funds.

Proposed plant purchases include the replacement of the Isuzu 3 Tonne Tipper and Cat 924G Loader.

VOTING REQUIREMENTS

See individual recommendations.

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Etherington:

That 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 Municipal Fund Budget as attached for the 2019/2010 financial year which includes the following:

- a) **Statement of Comprehensive Income by Nature and Type on page 2;**
- b) **Basis of Preparation on page 3;**
- c) **Statement of Comprehensive Income by Program on page 4;**
- d) **Key terms and Definitions on page 5**
- e) **Statement of Cash Flows on page 6;**
- f) **Rate Setting Statement by Program on page 7;**
- g) **Note 1 - Rates and Service Charges on pages 8 to 11;**
- h) **Note 2 - Net Current Assets on pages 12 to 14;**
- i) **Note 3 - Reconciliation of Cash on page 15;**
- j) **Note 4 - Fixed Assets on pages 16 to 17;**
- k) **Note 5 - Asset Depreciation on page 18;**
- l) **Note 6 - Borrowings on pages 19 to 20;**
- m) **Note 7 - Cash Backed Reserves on page 21;**
- n) **Note 8 - Fees and Charges on page 22;**

- o) Note 9 - Grant Revenue on page 22;
- p) Note 10 - Revenue Recognition on page 23;
- q) Note 11 - Other Information on page 24;
- r) Note 12 – Trust Funds on page 25;
- s) Note 13 – Significant Accounting Policies – Other Information on page 26
- t) Capital Works Program on pages 27 to 37;
- u) Supplementary Information Notes on pages 38 to 44;
- v) Detailed operating programs on pages to 45 to 69;
- w) Schedule of Fees and Charges on pages 70 to 92.

be adopted.

CARRIED (9/0)

NO. 177/20

Absolute Majority

Moved Cr L Handasyde, seconded Cr S Etherington:

That the following financial assistance grants be made to community groups and organisations, as further detailed on page 40 of the attached 2020/2021 Budget:

a) Anglican Op Shop	\$412.00
b) ArtSouth WA Inc	\$2,000.00
c) Australian Red Cross Mount Barker	\$1,000.00
d) Barker Bishops Chess Club	\$1,000.00
e) Forest Hill – Denbarker Community Hall	\$976.00
f) HorsePower Plantagenet	\$1,000.00
g) Kendenup Country Club	\$1,040.00
h) Kendenup Tennis Club	\$7,000.00
i) Mount Barker Amateur Swim Club	\$5,000.00
j) Mount Barker CRC - Food Relief	\$1,000.00
k) Mount Barker Golf Club	\$1,500.00
l) Mount Barker Toy Library	\$1,620.00
m) Mount Barker Wildflower Photo Committee	\$2,275.00
n) Mountains and Murals Mt Barker Inc	\$5,000.00
o) Plantagenet Arts Council	\$4,450.00
p) Plantagenet Historical Society	\$20,000.00
q) Plantagenet Village Homes	\$5,000.00
r) Porongurup Promotions Association	\$3,500.00
s) Rocky Gully CWA	\$1,000.00
t) Rotary Club of Mount Barker	\$1,000.00

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- | | |
|---------------------------|------------|
| u) RSL Mount Barker | \$500.00 |
| v) Youthcare Mount Barker | \$5,000.00 |

CARRIED (9/0)

NO. 178/20

Absolute Majority

Moved Cr L Handasyde, seconded Cr S Etherington:

That pursuant to section 6.16 of the Local Government Act 1995, the Fees and Charges included at pages 70 to 92 inclusive of the attached 2020/2021 Budget be adopted.

CARRIED (9/0)

NO. 179/20

Absolute Majority

Moved Cr L Handasyde, seconded Cr S Etherington:

That pursuant to section 6.11 of the Local Government Act 1995, the following Reserve Accounts be established for the 2020/2021 budget, incorporating the following names and purposes of reserve accounts:

- a) **Name: Employee Entitlements Reserve**
Purpose: To fund sick, annual and long service leave entitlements for former staff and unplanned payments of annual leave and long service leave
- b) **Name: Plant Replacement Reserve**
Purpose: To fund the purchase of vehicles, plant and machinery
- c) **Name: Drainage and Water Management Reserve**
Purpose: To fund the purchase of land for drainage purposes and carry out major drainage works and projects identified in the Shire of Plantagenet Water Strategy 2020
- d) **Name: Waste Management Reserve**
Purpose: To fund waste management infrastructure and major items of associated plant and equipment
- e) **Name: Computer Software and Hardware Upgrade Reserve**
Purpose: To fund the upgrade of business system software and hardware with latest versions and additional functionality
- f) **Name: Mount Barker Regional Saleyards Capital Improvements Reserve**

- Purpose:** To fund capital works and purchases at the Mount Barker Regional Saleyards
- g) **Name:** Mount Barker Regional Saleyards Operating Loss Reserve
Purpose: To retain a proportion of Saleyards operating surpluses to fund operating deficits
- h) **Name:** Outstanding Land Resumptions Reserve
Purpose: To fund old/outstanding obligations for land resumptions associated with road realignments and the like
- i) **Name:** Natural Disaster Reserve
Purpose: To fund the Council's proportion of natural disaster events in the Shire of Plantagenet
- j) **Name:** Plantagenet Medical Centre Reserve
Purpose: To fund renewal, refurbishment and improvements to the Plantagenet Medical Centre
- k) **Name:** Spring Road Roadworks Reserve
Purpose: To fund roadworks in Spring Road, Porongurup as required by the relevant subdivision condition
- l) **Name:** Mount Barker Swimming Pool Revitalisation Reserve
Purpose: To fund planning and capital works associated with the revitalisation of the Mount Barker Memorial Swimming Pool
- m) **Name:** Hockey Ground Carpet Replacement
Purpose: To contribute towards the planned replacement of carpet at the Sounness Park Hockey Ground
- n) **Name:** Community Resource Centre Building Reserve
Purpose: To contribute to the maintenance, renewal, refurbishment and improvements to the Mount Barker Community Resource Centre
- o) **Museum Complex Reserve**
Purpose: To fund the refurbishment of buildings at the Mount Barker historical museum complex
- p) **Standpipe Reserve**
Purpose: To fund the repair, renewal and upgrade of water standpipes.
- q) **Paths and Trails Reserve**
Purpose: To fund the development of new pathways, cycleway infrastructure and trails

r) Major Projects and Renewals Reserve

Purpose: To fund new, improvements or refurbishments to existing Shire buildings and / or infrastructure and concept planning / working drawings for projects, to be determined by the Council

CARRIED (9/0)

NO. 180/20

Absolute Majority

Moved Cr L Handasyde, seconded Cr S Etherington:

That pursuant to:

- 1. Section 53 of the Cemeteries Act 1986, the fees and charges for Shire of Plantagenet cemeteries shown on pages 81 to 82 of the attached 2020/2021 Budget;**
- 2. Section 53(2) of the Building Regulations 2012, a swimming pool inspection fee of \$56.00 (including GST); and**
- 3. Section 67 of the Waste Avoidance and Resources Recovery Act 2007, the charges for the removal of domestic and commercial waste (and domestic recycling) included at page 74 of the attached 2020/2021 Budget;**

be adopted.

CARRIED (9/0)

NO. 181/20

Moved Cr L Handasyde, seconded Cr S Etherington:

That pursuant to section 67 of the Waste Avoidance and Resources Recovery Act 2007, and section 6.16 of the Local Government Act 1995 the charges for the deposit of domestic and commercial waste included at pages 74 to 76 inclusive of the attached 2020/2021 Budget be adopted.

CARRIED (9/0)

NO. 182/20

Absolute Majority

Moved Cr L Handasyde, seconded Cr S Etherington:

That:

1. Pursuant to Sections 66(1)-(3) of the Waste Avoidance and Resources Recovery Act 2007, the provisions of the Local Government Act 1995 relating to the making, payment and recovery of general rates, Section 6.35 of the Local Government Act 1995 relating to minimum payments and Section 53 of the Local Government (Financial Management) Regulations 1996 relating to the amount prescribed for minimum payment, a 'Waste Rate' be imposed for 2020/2021; and
2. In respect to the Waste Rate, the following general and minimum rates apply on Gross Rental and Unimproved Values:
 - 2.1 General Rate

a) Rural Townsites (GRV)	0.01 cents in the dollar
b) Rural (GRV)	0.01 cents in the dollar
c) Mount Barker Townsite (GRV)	0.01 cents in the dollar
d) Strata Titles (GRV)	0.01 cents in the dollar
e) Rural (UV)	0.0009 cents in the dollar
 - 2.2 Minimum Rate

a) Rural Townsites (GRV)	\$56.00
b) Rural (GRV)	\$56.00
c) Mount Barker Townsite (GRV)	\$56.00
d) Strata Titles (GRV)	\$56.00
e) Rural (UV)	\$56.00

CARRIED (9/0)

NO. 183/20

Absolute Majority

Moved Cr L Handasyde, seconded Cr S Etherington:

That:

1. Pursuant to section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administration) Regulations 1996, the following annual fees for payment of elected members in lieu of individual meeting attendance fees be adopted:
 - a) Shire President \$15,450.00; and
 - b) Councillors \$8,250.00.
2. Pursuant to section 5.99A of the Local Government Act 1995 and regulations 34A and 34AA of the Local Government (Administration) Regulations 1996, a Telecommunications Allowance of \$2,000.00 for elected members be adopted.

3. Pursuant to section 5.98(5) of the Local Government Act 1995 and regulation 33 of the Local Government (Administration) Regulations 1996, an annual local government allowance of \$6,790.00 be paid to the Shire President in addition to the annual meeting allowance.
4. Pursuant to section 5.98A of the Local Government Act 1995 and regulations 33A of the Local Government (Administration) Regulations 1996, an annual local government allowance of \$1,697.50 be paid to the Deputy Shire President in addition of the annual meeting allowance.

CARRIED (9/0)

NO. 184/20

Absolute Majority

5.3 CORPORATE BUSINESS PLAN - REVIEW

File Ref:	N51710
Attachments:	Corporate Business Plan - 2019/20 to 2023/24
Responsible Officer:	Rob Stewart Chief Executive Officer
Author:	John Fathers Deputy Chief Executive Officer
Proposed Meeting Date:	7 July 2020

PURPOSE

The purpose of this report is to review the Corporate Business Plan for the Shire of Plantagenet.

BACKGROUND

At its meeting held on 9 July 2019, the Council resolved to adopt a Corporate Business Plan for the Shire of Plantagenet for the period 2019/20 – 2022/23. It is a requirement to review the Corporate Business Plan every year.

STATUTORY ENVIRONMENT

Local Government Act 1995 (Section 5.56) and Local Government (Administration) Regulations 1996 Section 19DA of the Regulations states (in part) that:

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.*
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) A corporate business plan for a district is to –
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government's priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) govern a local government's internal business planning by expressing a local government's priorities by reference to operations that are within the capacity of the local government's resources; and*
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning;**
- (4) A local government is to review the current corporate business plan for its district every year.*
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government's strategic community plan.*
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

...

** Absolute Majority required.**

FINANCIAL IMPLICATIONS

There are no financial implications for this report.

POLICY IMPLICATIONS

There are no policy implications for this report.

STRATEGIC IMPLICATIONS

The Shire of Plantagenet Strategic Community Plan 2017-2026 provides at Outcome 4.4 (Effective integrated planning and reporting processes) the following Strategy:

Strategy 4.4.1:

'Develop, implement and maintain a Strategic Community Plan and Corporate Business Plan.'

Accordingly, the recommended outcome for this report aligns with the Strategic Community Plan.

OFFICER COMMENT

This Corporate Business Plan together with the Strategic Community Plan 2017-2026, is the Shire of Plantagenet's Plan for the Future and has been prepared to achieve compliance with the Local Government (Administration) Regulations 1996.

The highest level of plan is our Strategic Community Plan 2017—2026, which sets out the visions, aspirations and objectives for our community over a 10 year period. This plan guides all of the work, advocacy and partnerships that are undertaken by the Council.

While the Strategic Community Plan guides the overall direction of the Council, it is important that this aspirational plan be translated into concrete operational priorities. The Corporate Business Plan which sets out the Council's operational priorities and their resourcing over the next four years.

The Plan highlights what is important, anticipating the many challenges that are likely to occur. This will guide the delivery of the Council's and community's shared vision. The Corporate Business Plan will be used to inform the Shire's budget over the next four years.

The Corporate Business Plan has been reviewed in line with adjustment to priorities identified in future planning workshops and the 2020/2021 budget process.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION/COUNCIL DECISION

Moved Cr L Handasyde, seconded Cr S Etherington:

That:

- 1. The annual review of the Shire of Plantagenet Corporate Business Plan be endorsed; and**
- 2. The Shire of Plantagenet Corporate Business Plan 2020/2021 to 2023/2024 as attached, be adopted.**

CARRIED (9/0)

NO. 185/20

Absolute Majority

6 CLOSURE OF MEETING

5.07pm The Presiding Member declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ DATE: ____ / ____ / ____