



MINUTES
SPECIAL MEETING OF COUNCIL
29 AUGUST 2016



Murchison Regional Vermin Council
Minutes of the Special Meeting of Council – 29 August 2016 at 10.00am
In Council Chambers, 90 Hepburn Street, Mount Magnet

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairman, Cr Neil Grinham opened the meeting at 10.12 am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present:

Chairman	Cr Neil Grinham
Deputy Chairman	Cr Jason Homewood
Member	Cr Les Price
Member	Cr Kerry Key
Member	Cr Carol Hodshon
Member	Cr Ross Pigdon
Member	Cr Robert Grinham

Apologies:

Cr Joe O'Brien

Leave of Absence:

Nil

In Attendance:

A/CEO Mr Dominic Carbone (via telephone link)

Members of the Public:

Nil

3. PUBLIC QUESTION TIME

Nil

4. DECLARATION OF INTEREST

Nil

5. REPORTS

The Chairman in accordance with Section 5.4 of the Local Government Act 1995 on 27 August 2016 in a notice to the Acting Chief Executive Officer called a special meeting of Council for the following purpose.

1. To adopt the 2016-17 Annual Budget.

In relation to the above matter members are requested to give consideration to the following reports:

5.1 Imposition of Fees and Charges for 2016-17

Author:	Dominic Carbone, A/CEO
Interest Declared:	No interest to disclose
Date:	29 August 2016
Attachment	Nil

Matter for consideration

The purpose of this report is for Council to give consideration to adopting the Fees and Charges detailed in the schedule of Fees and Charges incorporated in the 2016-17 Annual Budget.

Background

Pursuant to Section 6.16 of the Local Government Act 1995 and Financial Management Regulation 25, A Local Government may impose and recover a fee for a charge for any goods or services it provides or proposes to provide other than a service for which a service charge is imposed.

Notes to the Annual Budget No. 15 – Fees and Charges information, details total Revenue to be delivered from fees and charges for each program as required by Financial Management Regulation 25. The Total revenue estimated for the 2016-17 financial year amounts to \$6,378 from these sources.

Statutory Environment

Local Government Act 1995s 6.16 and Financial Management Regulation 25.

Consultation

Nil

Comment

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

Moved: Cr Jason Homewood

Seconded: Cr Robert Grinham

That Council pursuant to Section 6.16 of the Local Government Act 1995, adopts the Fees and Charges detailed in the “Schedule of Fees and Charges” in the 2016-17 Annual Budget.

CARRIED:7/0

5.2 Monthly Statement of Financial Activity – Reporting of Material Variance

Author:	Dominic Carbone, A/CEO
Interest Declared:	No interest to disclose
Date:	25 August 2016
Attachment	Nil

Matter for Consideration

The Local Government Financial Management Regulations 1996 requires a Local Government to prepare monthly Financial Activity Statements and report Material Variance. Council is now required to set the material variance for the 2016-17 financial year.

Background

Regulation 34 of the Local Government (Financial Management) Regulation 1996 require the following in relation to the Financial Activity Statement.

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, 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); and
 - (b) budget estimates to the end of the month to which the statement relates; and
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates; and
 - (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; and
 - (b) an explanation of each of the material variances referred to in subregulation (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; or
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.
- (6) In this regulation:

“committed assets” means revenue unspent but set aside under the annual budget for a specific purpose:

“restricted assets” means an asset the use of which is restricted wholly or partly by a law made or a requirement imposed outside of the control of the local government. Where the restriction is relevant to assessing the performance, financial position of financing and investment of the local government.

Accordingly in order to meet the reporting requirements of the Statement of Financial Activity Council is required to give consideration to setting the following material variances, as per previous years.

- 10% or \$2,000 which is the greater

Statutory Environment

Financial Management Regulation 34.

Consultation

Nil

Comment

The Budget Statement of Financial Activity has been prepared and is incorporated in the 2016-17 Annual Budget. The Statement details the estimated sources of revenues and application of funds on a monthly basis year to date. These estimates will be utilized to analyze the material variances on a monthly basis.

Voting Requirement

Absolute Majority

OFFICER RECOMMENDATION

Moved: Cr Jason Homewood

Seconded: Cr Les Price

That Council in accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations and Australian Accounting Standard Number 5, adopts the following material variance for the 2016-17 Financial Year.

-10% or \$2,000 whichever is the greater.

Carried:7/0

5.3 2016-17 Annual Budget

Author:	Dominic Carbone, A/CEO
Interest Declared:	No interest to disclose
Date:	25 August 2016
Attachment	2016-17 Annual Budget

Matter for Consideration

The purpose of this report is for Council to give consideration and adopt the 2016-17 Annual Budget.

Background

The 2016-17 Annual Budget has been prepared in accordance with Section 6.2 of the Local Government Act 1995 and Financial Management Regulations Part 3, Regulations 22 to 33.

Details

The 2016-17 Annual Budget comprises the following information, which is contained in the Budget Booklet:

- Budget Statement of Comprehensive Income for the year ending 30 June 2017
- Budget Financial Activity Statement for the year ending 30 June 2017
- Budget Rate Setting Statement for the year ending 30 June 2017
- Budget Cash Flow Statement for the year ending 30 June 2017
- Notes to the Annual Budget:
 - 1) Significant Accounting Policies
 - 2) Operating, Revenues and Expenses
 - 3) Descriptions of Functions/Activities
 - 4) Operating, Revenues and Expenses
 - 5) Cash
 - 6) Disposal of Assets
 - 7) Borrowing Information
 - 8) Reserves

- 9) Cash Flow Information
- 10) Trust Fund Information
- 11) Investments
- 12) Council Members – Fees, Expenses and Allowances
- 13) Depreciation on Non-Current Assets
- 14) Acquisition of Assets
- 15) Fees and Charges Information
- 16) Rating Information
- 17) Specified Area Rate
- 18) Service Charges
- 19) Information About Discounts, Incentive, Concessions and Write Offs
- 20) Interest Charges for the late Payment of Rates Charges
- 21) Major Land Transactions
- 22) Joint Ventures
- 23) Trading Undertakings
- 24) Capital and Leasing Commitments
- 25) Financial Instruments
- 26) Position at Commencement of Financial Year
- 27) Members Councils' Equity in the Murchison Regional Vermin Council

Statutory Environment

Section 6.2 of the Local Government Act 1995 and Financial Management Regulations 22 to 33.

Consultation

Nil

Comment

The 2016-17 Annual Budget has been prepared pursuant to the requirements of Section 6.2 of the Local Government Act 1995 and the Financial Management Regulations 22 to 33.

Voting Requirements

Absolute Majority

OFFICER RECOMMENDATION

Moved: Cr Kerry Key

Seconded: Cr Jason Homewood

That Council:

Pursuant to Section 6.2 of the Local Government Act 1995 and Financial Management Regulation Part 3, Regulation 22 to 33, adopts the following Annual Budget as attached hereto:

- (a) Budget Statement of Comprehensive Income for the year ending 30 June 2017
- (b) Budget Financial Activity Statement for the year ending 20 June 2017
- (c) Budget Rate Setting Statement for the year ending 30 June 2017
- (d) Budget Cash Flow Statement for the year ending 30 June 2017
- (e) Notes to the Annual Budget:
 - 1) Significant Accounting Policies
 - 2) Operating, Revenues and Expenses
 - 3) Descriptions of Functions/Activities
 - 4) Operating, Revenues and Expenses
 - 5) Cash
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 - 20) Interest Charges for the late Payment of Rates Charges
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 - 22) Joint Ventures
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 - 24) Capital and Leasing Commitments
 - 25) Financial Instruments
 - 26) Position at Commencement of Financial Year
 - 27) Members Councils' Equity in the Murchison Regional Vermin Council
- (f) Schedule of Fees and Charges for 2016-17

Carried:7/0

6. CLOSURE OF MEETING

There being no further business, the Chairman closed the meeting at 10.46am..