



**MINUTES OF THE
SPECIAL MEETING OF COUNCIL
30 AUGUST 2018**

Disclaimer

No responsibility whatsoever is implied or accepted by the Murchison Regional Vermin Council for Any act, omission, statement or intimation occurring during this meeting. It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision provided within fourteen (14) days of this meeting.





**MINUTES
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TABLE OF CONTENTS

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	1
2.	RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE	1
3.	PUBLIC QUESTIONS TIME	1
4.	DECLARATIONS OF INTEREST	1
5.	REPORTS	1
	5.1 Investments as at 30 June 2018.....	2
	5.2 Accounts for Payment 1 June 2018 to 30 June 2018.....	5
	5.3 Financial Activity Statement for the Period 1 July 2017 to 30 June 2018	8
	5.4 Imposition of Fees and Charges for 2018-19.....	9
	5.5 2018-19 Annual Budget.....	10
	5.6 Insurance Claim - Vermin Fence Cash Settlement	13
6.	CLOSURE OF MEETING	14

Murchison Regional Vermin Council
Minutes of the Special Meeting of Council – 30 August 2018 at 10.00am
In Council Chambers, 90 Hepburn Street, Mount Magnet

1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Chairperson declared the meeting open at 10.25 am.

2. RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE

Present:

Chairperson Cr Jason Homewood, Cr Carol Hodshon, Cr Eliz Morris, Cr Les Price,
Cr Fred Spindler, Cr David Lefroy.

Apologies:

Cr Gregory Payne and Deputy Chairperson Cr Robert Grinham

Leave of Absence:

Nil

In Attendance:

Mr Dominic Carbone CEO MRVC

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 22 August 2018 in a notice to the Chief Executive Officer called a special meeting of Council for the following purpose.

1. Adoption of the 2018-19 Annual Budget
2. Imposition of Fees and Charges for 2018-19
3. Monthly Statement of Financial Activity for the period ended 30 June 2018
4. Accounts for Payment for the period 1 June to 30 June 2018
5. Insurance Claim – Vermin Fence Cash Settlement
6. Investments as at 30 June 2018

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

5.1 Investments as at 30 June 2018

File:	
Author:	Dominic Carbone, CEO
Interest Declared:	No interest to disclose
Date:	23 August 2018
Attachment	Nil

Matter for Consideration

That Council receive the Investment Report as at 30 June 2018.

Background

Money held in the Municipal Fund of a Regional Local Government that is not required for the time being may be invested under the Trustee Act 1962 Part III.

Local Government Act 1995

Statutory Environment

6.14. Power to invest

- (1) Money held in the municipal fund or the trust fund of a local government that is not, for the time being, required by the local government for any other purpose may be invested as trust funds under the *Trustees Act 1962* Part III.
- (2A) A local government is to comply with the regulations when investing money referred to in subsection (1).
- (2) Regulations in relation to investments by local governments may —
 - (a) make provision in respect of the investment of money referred to in subsection (1); and
 - [(b)deleted]
 - (c) prescribe circumstances in which a local government is required to invest money held by it; and

- (d) provide for the application of investment earnings; and
- (e) generally provide for the management of those investments.

Local Government (Financial Management) Regulations 1996

19. Investments, control procedures for

- (1) A local government is to establish and document internal control procedures to be followed by employees to ensure control over investments.
- (2) The control procedures are to enable the identification of —
 - (a) the nature and location of all investments; and
 - (b) the transactions related to each investment.

19C. Investment of money, restrictions on (Act s. 6.14(2)(a))

- (1) In this regulation —
 - authorised institution* means —
 - (a) an authorised deposit-taking institution as defined in the *Banking Act 1959* (Commonwealth) section 5; or
 - (b) the Western Australian Treasury Corporation established by the *Western Australian Treasury Corporation Act 1986*;
 - foreign currency* means a currency except the currency of Australia.
- (2) When investing money under section 6.14(1), a local government may not do any of the following —
 - (a) deposit with an institution except an authorised institution;
 - (b) deposit for a fixed term of more than 12 months;
 - (c) invest in bonds that are not guaranteed by the Commonwealth Government, or a State or Territory government;
 - (d) invest in bonds with a term to maturity of more than 3 years;
 - (e) invest in a foreign currency.

Strategic Implications

Nil

Consultation

Nil

Comment

The worksheet below details the investments held by the MRVC as at 30 June 2018.

MRVC INVESTMENTS AS AT 30 JUNE 2018

INSTITUTIONS	SHORT TERM RATING	INVESTMENT TYPE	ACCOUNT NO.	TERM	DATE OF TRANSACTION	DATE OF MATURITY	INTEREST RATE	PRINCIPAL
Commonwealth Bank	N/A	Operating A/c	65210311201	Ongoing	N/A	N/A	0.50%	53,766.20
Commonwealth Bank	N/A	Cash Deposit at Call	36558508	Ongoing	N/A	N/A	1.45%	284,531.82
Commonwealth Bank	N/A	Cash Deposit at Call	36558508	Ongoing	N/A	N/A	1.45%	64,628.57
Commonwealth Bank	N/A	Term Deposit	36558508	Ongoing	N/A	N/A	2.38%	356,400.00
Commonwealth Bank	N/A	Term Deposit	36558508	Ongoing	N/A	N/A	2.31%	350,000.00
TOTAL								1,109,326.59

INVESTMENT REGISTER

01 JULY 2017 TO 30 JUNE 2018

Commonwealth Bank of Australia - Cash Deposit Account Number 36558508

Maturity Date	Interest Rate	Opening Balance	Interest Earned to 30.06.2018		Investment Transfers	Closing Balance 30.06.2018
At Call	12.16%	328,625.16	5,906.66		(50,000.00)	284,531.82
At Call	1.45% & 2.38%	412,500.00	2,128.57		356,400.00	771,028.57
TOTAL		741,125.16	8,035.23		306,400.00	1,055,560.39

Voting Requirements

Simple Majority

COUNCIL DECISION:

Moved: Cr Les Price

Seconded: Cr Carol Hodshon

That the Investment Report as at 30 June 2018 be received.

CARRIED 6/0

5.2 Accounts for Payment 1 June 2018 to 30 June 2018

File:	
Author:	Dominic Carbone, CEO
Interest Declared:	No interest to disclose
Date:	23 August 2018
Attachment	Nil

Matter for Consideration

Council approve the Accounts for payment list for the period 1 June 2018 to 30 June 2018 as detailed in the report below.

Background

The Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996 requires the Chief Executive Officer to present a list of accounts paid and/or payable to Council and such to be recorded in the minutes of the meeting.

Statutory Environment

Local Government Act 1995

6.10. Financial management regulations

Regulations may provide for —

- (a) the security and banking of money received by a local government; and
- (b) the keeping of financial records by a local government; and
- (c) the management by a local government of its assets, liabilities and revenue; and
- (d) the general management of, and the authorisation of payments out of —
 - (i) the municipal fund; and
 - (ii) the trust fund,
of a local government.

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (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; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
- (a) for each account which requires council authorisation in that month —
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction;and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (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.

Strategic Implications

Nil

Financial Implications

Nil

Consultation

Nil

Comment:

The list of accounts paid for the period 1 June 2018 to 30 June 2018 are as follows:

**MURCHISON REGIONAL VERMIN COUNCIL
LIST OF ACCOUNTS PAID AND PAYABLE
FOR THE PERIOD 1 JUNE 2018 TO 30 JUNE 2018**

DATE PAID	INVOICE No.	PAYEE	PARTICULARS	AMOUNT \$
6/1/2018		COMMONWEALTH BANK	BANK FEES	5.15
6/30/2018		N A GRINHAM AND K F PEAT	FENCE INSPECTOR FEES	3,412.75
6/30/2018		SHIRE OF MOUNT MAGNET	RENTAL SATELITE TELEPHONES	100.00
6/30/2018		SHIRE OF MOUNT MAGNET	RENTAL SATELITE TELEPHONES	109.04
6/30/2018		LCIS	INSURANCE - PUBLIC LIABILITY	567.52
6/30/2018		ROBERT GRINHAM	MEETING FEE	150.00
6/30/2018		LES PRICE	MEETING FEE	150.00
6/30/2018		FRED SPINDLER	MEETING FEE	150.00
6/30/2018		ROBERT GRINHAM	DEPUTY CHAIRPERSON ALLOWANCE	31.25
6/30/2018		LCIS	INSURANCE - ASSOCIATION LIABILITY	385.28
6/30/2018		JASON HOMEWOOD	MEETING FEE	300.00
6/30/2018		JASON HOMEWOOD	CHAIRPERSON ALLOWANCE	75.00
6/30/2018		LCIS	INSURANCE - WORKERS COMPENSATION	2,596.00
6/30/2018		ELIZ MORRIS	MEETING FEE	150.00
6/30/2018		CAROL HODSHON	MEETING FEE	150.00
		TOTAL		8,331.99

Voting Requirement:

Simple Majority

COUNCIL DECISION:

Moved: Cr Eliz Morris

Seconded: Cr Carol Hodshon

That Council approve the list of accounts paid for the period 1 June 2018 to 30 June 2018 amounting to \$8,331.99 and the list be recorded in the minutes.

CARRIED 6/0

5.3 Financial Activity Statement for the Period 1 July 2017 to 30 June 2018

File:	
Author:	Dominic Carbone, CEO
Interest Declared:	No interest to disclose
Date:	23 August 2018
Attachment	- Financial Activity Statement for the Period 1 July 2017 to 30 June 2018 - Summary of Current Assets and Liabilities as at 30 June 2018 - Detailed Worksheets

Matter for Consideration

Adoption of the monthly financial statements.

Background

The Local Government Act and Regulations require local governments to prepare monthly reports containing the information that is prescribed.

Statutory Environment

Local Government Act 1995

Section 6.4-Specifies that a local government is to prepare such other financial reports as are prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

- (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 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 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);
 - (e) The net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5 and 6 prescribe further details of information to be included in the monthly statement of financial activity.

Strategic Implications

Provision of timely accounting information to inform Council of the financial status and financial affairs of local government.

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

Financial Implications

Nil

Consultation

Nil

Comment

Accordingly the Chief Executive Officer has produced the above mentioned financial statements in order that the MRVC meets its statutory compliance.

Voting Requirement

Simple Majority

COUNCIL DECISION:

Moved: Cr David Lefroy

Seconded: Cr Les Price

That Council adopts the Financial Activity Statement for the period ending 30 June 2018.

CARRIED 6/0

5.4 Imposition of Fees and Charges for 2018-19

Author:	Dominic Carbone, CEO
Interest Declared:	No interest to disclose
Date:	23 August 2018
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 2018-19 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 2018-19 financial year amounts to \$7,367 from these sources.

Statutory Environment

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

Consultation

Nil

Comment

Voting Requirements

Absolute Majority

COUNCIL DECISION:

Moved: Cr David Lefroy Seconded: Cr Fred Spindler

That Council adopts the Schedule of Fees and Charges as detailed in the 2018-19 Draft Annual Budget.

CARRIED BY AN ABSOLUTE MAJORITY 6/0

5.5 2018-19 Annual Budget

Author:	Dominic Carbone, CEO
Interest Declared:	No interest to disclose
Date:	23 August 2018
Attachment	2018-19 Annual Budget

Matter for Consideration

The purpose of this report is for Council to give consideration and adopt the 2018-19 Annual Budget.

Background

The 2018-19 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 2018-19 Annual Budget comprises the following information, which is contained in the Budget Booklet:

- Budget Statement of Comprehensive Income for the year ending 30 June 2019
- Budget Financial Activity Statement for the year ending 20 June 2019
- Budget Rate Setting Statement for the year ending 30 June 2019
- Budget Cash Flow Statement for the year ending 30 June 2019
- 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 2018-19 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

COUNCIL DECISION:

Moved: Cr Fred Spindler

Seconded: Cr David Lefroy

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 2019
- (b) Budget Financial Activity Statement for the year ending 30 June 2019
- (c) Budget Rate Setting Statement for the year ending 30 June 2019
- (d) Budget Cash Flow Statement for the year ending 30 June 2019
- (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
 - 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
- (f) Schedule of Fees and Charges for 2018-19

CARRIED BY AN ABSOLUTE MAJORITY 6/0

5.6 Insurance Claim – Verm Fence Cash Settlement

File:
Author: Dominic Carbone CEO
Interest Declared: No interest to declare
Date: 23 August 2018
Attachments: Emails, Scope of works and cost estimates.

Matter for Consideration

That Council give consideration to accepting a cash settlement in relation to an insurance claim for flooding to the No. 2 fence.

Background

The Council was previously advised in March 2018 that heavy rain caused flooding in the area of the No. 2 fence. An insurance claim was lodged with the insurer accepting the claim.

Statutory Environment

Nil

Consultation

Cr Jorgen Jensen

Comment

In the first instance the insurer QBE were to award the contract to the John Lyn Group at a cost of \$82,986 exclusive of GST. However conversation with the broker LCIS provided an opportunity for the MRVC to provide a scope of works and cost estimate to undertake the work and on that basis QBE agreed to a cash settlement of \$77,000 including GST less excess on the claim of \$5,000.00.

The scope of works and cost estimates were prepared by Cr Jorgen Jensen at the CEO request on behalf of the MRVC. It is proposed that the MRVC will purchase the materials and engage its contractors to undertake the works.

Council is requested to give consideration to accepting the cash settlement on the basis that the insurer will not be responsible for any of the works undertaken.

Voting Requirement

Simple majority.

COUNCIL DECISION:

Moved: Cr Carol Hodshon

Seconded: Cr David Lefroy

That Council accept the cash settlement offered by its insurer of \$77,000 inclusive of GST less \$5,000 excess on the insurance claim for damages caused to the No. 2 Fence by flooding.

CARRIED 6/0

6. CLOSURE OF MEETING

There being no further business, the Chairman closed the meeting at 11.10 am.