



Minutes for Special Meeting of Council

Wednesday 22 July 2020, adjourned at 6.45pm
Reconvened at 6pm on Wednesday 29 July 2020

Held in Council Chambers, 6177 Great Northern Highway, Bindoon



Preface

When the Chief Executive Officer approves these Minutes for distribution they are in essence "Unconfirmed" until the following Ordinary Meeting of Council, where the minutes will be confirmed subject to any amendments.

The "Confirmed" Minutes are then signed off by the Presiding Member.

Attachments that formed part of the agenda, in addition to those tabled at the Ordinary Meeting of Council are put together as an addendum to these Minutes.

Unconfirmed Minutes

These minutes were approved for distribution on Wednesday 12 August 2020.



Matthew Giffellon
Chief Executive Officer

Confirmed Minutes

These minutes were confirmed at a meeting held on Wednesday 19 August 2020.

Signed 

Note: The Presiding Member at the meeting at which the minutes were confirmed is the person who signs above.

Disclaimer

The purpose of this Council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda.

Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

Persons should be aware that the provisions of the *Local Government Act 1995* (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The Shire of Chittering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.

TABLE OF CONTENTS

1.	DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS	4
2.	RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	4
2.1	Attendance.....	4
2.2	Apologies.....	4
2.3	Approved leave of absence.....	4
3.	APPLICATION FOR LEAVE OF ABSENCE	5
3.1	Cr Don Gibson	5
4.	DISCLOSURE OF INTEREST	5
5.	PUBLIC QUESTION TIME.....	5
5.1	David Barnard, Lower Chittering.....	5
5.2	John Nagel, Bindoon	6
5.3	David Barnard, Lower Chittering.....	6
5.4	Peter Osborn, Bindoon.....	8
5.5	Dennis Boyanich, Bindoon	9
6.	RECORD OF ATTENDANCE / APOLOGIES.....	10
6.1	Attendance.....	10
6.2	Apologies.....	10
7.	PUBLIC QUESTION TIME.....	11
7.1	David Barnard, Lower Chittering.....	11
7.2	Chris Waldie, Bindoon.....	14
7.3	John Nagel, Bindoon (on behalf of Lee Martin, Bindoon).....	15
7.4	Peter Osborn, Bindoon.....	15
8.	PRESENTATIONS / PETITIONS / DEPUTATIONS	16
8.1	Petitions	16
8.2	Presentations	16
8.3	Deputations.....	16
9.	PURPOSE OF MEETING.....	16
9.1	Adoption of the 2020/2021 Annual Budget.....	16
10.	CLOSURE	27

Good evening Councillors, staff, ladies and gentlemen, we wish to acknowledge the traditional custodians of the land we are meeting on, the Yued people. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

1. DECLARATION OF OPENING OF MEETING / ANNOUNCEMENTS OF VISITORS

Cr Gibson declared the meeting open at 5:57PM.

2. RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 Attendance

The following Members were in attendance:

Member:	Cr Don Gibson	President (Presiding Member)
	Cr John Davis	Deputy President
	Cr Carmel Ross	
	Cr John Curtis	
	Cr Peter Osborn	
	Cr Mary Angus	
	Cr Kylie Hughes	

The following Shire staff were in attendance:

Matthew Gilfellow	Chief Executive Officer
Melinda Prinsloo	Executive Manager Corporate Services
Peter Stuart	Executive Manager Development Services
Jim Garrett	Executive Manager Technical Services
Natasha Mossman	Executive Assistant/Council Support (Minute Secretary)

Members of the public in attendance:

David Barnard	Lower Chittering
Gary Wilkinson	Bindoon
Paul Groves	Bindoon
John Nagel	Bindoon
Chris Waldie	Bindoon
Dennis Boyanich	Bindoon
Robert Pizzino	Bindoon

Media 0

2.2 Apologies

Nil

2.3 Approved leave of absence

Nil

3. APPLICATION FOR LEAVE OF ABSENCE

3.1 Cr Don Gibson

3.1 MOTION / COUNCIL RESOLUTION 240720**Moved Cr Gibson / Seconded Cr Davis****That Council approve the application for Leave of Absence for Cr Don Gibson for the period Monday 27 July 2020 until Friday 28 August 2020 inclusive.****CARRIED 7/0**

5:58PM

4. DISCLOSURE OF INTEREST

Nil

5. PUBLIC QUESTION TIME

Questions submitted before the meeting

5.1 David Barnard, Lower Chittering

Question 1: Bearing in mind the massive spend on COVID-19 relief measures are almost certain to restrict/reduce available government funding, what steps have been taken in the budget to reduce the reliance on operation type grants and/or contributions to make up the predicted negative 30% to 35% Operating Ratio gap?

Answer 1: Cr Gibson asked the Chief Executive Officer if anything had been done about grants for the next 12 months. The Chief Executive Officer responded that this question is based on a certain premise and that he did not agree with the premise of the question. The Chief Executive Officer stated further that if grants were to be reduced, an example in the Shire's budget where the Federal Government has given the Shire \$332,000 to spend on infrastructure. Within the budget, Council has expenditure of \$332,000. There is no point discussing what 'may' happen, in Australia there is 'vertical fiscal imbalance', therefore the Federal Government provides grants to other governments; the State Government's income of 34% comes from Federal Grants. To say that that is going to be cut off, you may be jumping at a shadow that is not really there.

Cr Gibson responded that Council needs to prepare for the worst and that they didn't want to lumber the ratepayers with the bill at the end of it, and is something that needs to be seriously considered.

Question 2: Does the Shire budget recognise the seriousness of COVID-19 impact on ratepayers' finances and what measures are in this budget to provide relief?

Answer 2: Cr Gibson informed the meeting that Council have removed some interest charges in consideration of the impact of COVID-19. Council also has a new Financial Hardship Policy that will assist people who couldn't raise money, Council can now remove some penalties, fees and provided more options. There will be no interest charged to ratepayers who stick to their payment arrangement.

Questions asked during the meeting

5.2 John Nagel, Bindoon

Mr Nagel did not ask a question. Mr Nagel made a statement with relation to the Annual Report 2018/2019, page 61 a loan for the lifestyle village was taken out for \$650,000, to pay a loan for \$504,000. Council bought the land from Retirees WA for \$504,000 and the loan taken for \$650,000; there is \$146,000 that can help Council get to \$2.8m. It has cost the Shire more to buy the land back than what they paid. They paid \$530,000, they bought it back for \$540,000, but in the first 12months on a \$650,000 loan they paid \$29,000 interest. There is still another three years of interest to be paid.

5.3 David Barnard, Lower Chittering

Mr Barnard did not ask a question. Mr Barnard made a statement where at the last meeting he asked what the debt of the Shire of Chittering is, which the CEO didn't really answer. Mr Barnard did state that the figure given was \$2.135m. Mr Barnard referred to the draft budget document and that it seems to be \$4.91m. Mr Barnard also made mention that the proposed Lower Chittering and Muchea developments there is further debt of \$3.28m, which will bring the borrowing to \$8.19m and he didn't believe that this figure can be afforded by the Shire.

Through the Chair, Cr Hughes informed the meeting that the \$4.91m is the proposed borrowings at the end of 2021. The additional \$3.28m is included in the \$4.91m. Cr Hughes directed Mr Barnard to look at the actual at the 30 June 2020, which is \$2.04415m and at end of 30 June 2021 it is budgeted at \$4.910m. Cr Hughes informed Mr Barnard that he had doubled the debt.

Question 1: Do you think that \$4.9m on a rate income of \$5.2m is a comfortable figure?

Answer 1: Cr Hughes advised that with regard to the Muchea proposal, the loan component is \$821,000. There is \$1.1m from the BBRF and the clubs are contributing \$278,000. Nothing has changed in those calculations.

Question 2: Is the rest for the Lower Chittering facility?

Answer 2: Cr Hughes responded in the affirmative.

Cr Gibson stated that the Lower Chittering business is not certain, and didn't know why it was in the budget, because it isn't approved. Cr Gibson directed a question to the Chief Executive Officer if the Shire had approval for that loan. The Chief Executive Officer advised that having the money allocated in the budget makes it easier to obtain the loan from WA Treasury Corporation. The Shire is going on the basis that funding does get approved (the variations of funding that have been applied), but if that does not approved then the projects will not be going ahead.

Mr Barnard made further statements on the inclusion of \$3.25m borrowing as an 'operating expenses'.

The Chief Executive Officer informed Mr Barnard that the 'Statement of Comprehensive Income', which deals with the Operating Income Expenditure, there is no loan component in that. The information that Mr Barnard refers to is the 'Rate Setting Statement', is being referred to as an 'operating statement'. The 'Rate Setting Statement' is specific to local government (businesses don't run it because they do not have rates), and its aim is to look at the cash flow for a local government. The way a local government budgets, is that you have to have \$0 at the end, including transfers to reserves. Local governments need to include principal repayments, etc. The 'Rate Setting Statement' looks at all cash coming in and going out, a loan is a version of cash coming in; it excludes some accounting expenses, i.e. depreciation, even though it is included in the 'Operating Expenses' it is excluded from the 'Rate Setting Statement' as it does not affect cash flow. The 'Rate Setting Statement' is about cash, it is not about operating income and expense. It is not about accounting expenses. It is specifically looking at cash, and when a loan is taken out it is a version of cash coming in. When a facility is built it is cash going out, although it is non-operating it is excluded from the 'Statement of Comprehensive Income', it is still included in the 'Rate Setting Statement'. Principal repayments are never included in the 'Statement of Comprehensive Income', but local governments include it as it is still money/cash going out. Mr Barnard's statement did not excluded depreciation. Mr Barnard's statement that the budget is a deficit is incorrect, the budget is in fact balanced.

Mr Barnard made further statements on the loan amount of \$3.25m.

The Chief Executive Officer advised Mr Barnard that the budget has also included the \$7m expenditure for the capital projects. That money coming in is specifically in the budget and is balanced against the capital projects. The Chief Executive Officer explained to Mr Barnard in more depth about operating budgets.

Mr Barnard made the statement that the operating cash flow position of the Shire is in deficit.

The Chief Executive Officer advised Mr Barnard that his statements are false. The Chief Executive Officer advised Mr Barnard that his statement is what is known as "creative accounting", where he is showing that the Shire is in deficit, and in fact all the statements in the budget show that it isn't the case.

Mr Barnard made the statement that the Shire is going to be borrowing \$3.25m to pay all the expenses for this coming year, even though the Shire is not engaging contractors to do work.

The Chief Executive Officer advised Mr Barnard that his statement is incorrect. The Shire is borrowing \$3.275m that is going towards a \$7m project, if it goes ahead.

Question 3: If that goes ahead what will the actual debts be?

Answer 3: The Chief Executive Officer advised that the schedule at the end of the year (30 June 2021), budgeted at \$4.91m which is inside what the WA Treasury Corporation sets their limits at. WA Treasury Corporation admit that they set conservative limits for local government borrowings.

Question 4: Will we have an asset to balance that off?

Answer 4: The Chief Executive Officer advised that there would be a \$7m facility.

Question 5: Will that be built by the end of 2021?

Answer 5: The Chief Executive Officer advised that there would not be facility completed by the end of 2021, however the Shire would also not have taken out the loan. The Chief Executive Officer explained what a budget is and what an annual report is; an annual report presents what happened in the past and what was done, a budget is looking at what may be done. If the Shire does not get the variation there will be no loan, no facilities. The budget would change accordingly. The Shire will only take out as much of the loan (i.e. draw down) as much as required to build a facility. The following year the left over amount of the facility left to build would then have additional loan available to be taken out.

Mr Barnard made further statements on the loan, particularly in present conditions. Mr Barnard also made statements about the State Government's financial people to 'clamp?' down on expenditure.

The Chief Executive Officer responded to Mr Barnard's statement that it wasn't correct. The State Government and Federal Government, might be right in operating; which the Shire is doing the same thing to reduce costs, but they are actually going out to stimulate the economy. The State Government, for example, are going to be building a railway line to Ellenbrook. The State Government is putting money out into the state by bringing capital projects forward, as it is capital projects that will supply jobs. The statement of people struggling, where it was found during the Great Depression that if the government follows austerity and stops spending, the whole economy is affected. It is well known today that when everyone starts to suffer, that is when the government should start spending to try and stimulate and provide money.

Mr Barnard continued with his statement about the loan and how the money will be recovered, and that the Shire should be looking long term and not embark on big multi-million projects which are going to be difficult.

The Chief Executive Officer informed Mr Barnard, that on a legal matter the Regulations for the budget normally state that the budget is prepared with a view to the long term. Whilst all the workshops, Council have continued doing this, the Regulations have changed to now say that you should prepare your budget in line with COVID. There has been a push by the Premier and Minister for Local Government to push local governments to spend to provide stimulus. The legal regulations have been changed to what councils are required to follow to push this.

5.4 Peter Osborn, Bindoon

Question 1: Contained within the list of the 39 amendments that Cr Gibson would like to make to the budget presented tonight, I would appreciate clarification on one, Item 2140204 – TRAINING; you would like to delete \$44,985. Can you please inform Council what the \$44,985 was scheduled to cover?

Answer 1: Cr Gibson stated that it was obvious that things were not going to get better for probably two to three years, and training is something that you do when you have got funds to do it. Now if Council has not got the people who can do their work and can do their job, then perhaps there is a serious problem. Cr Gibson further stated that ongoing training is something that is undertaken when it can be afford. Cr Gibson also stated that it is upon the employee to get themselves up to speed; they have a computer, they have got a 'Google', therefore a lot of training can be undertaken without costing the ratepayers. Cr Gibson concluded by saying that is like a lot of other things in there, it is an unnecessary expense.

5.5 Dennis Boyanich, Bindoon

Question 1: Was this special meeting advertised anywhere at all, as he had not seen anywhere this was advertised?

Answer 1: The Chief Executive Officer responded to say that the meeting was advertised on the Shire's website and Facebook page. The Chief Executive Officer advised that the Shire had 72hrs and the local newspaper was not circulating in time; and as Mr Boyanich was in the meeting that he found out about it.

Mr Boyanich stated that it wasn't good enough, and that this is a special meeting for the budget, which was distributed at 2pm this afternoon; and suggested that this meeting for the ratepayers be deferred until there is time to look at the budget, to be able to ask legitimate questions. The document is on the website, but a lot of people do not use it. There was nothing advertised on boards or anywhere else.

Cr Gibson agreed with Mr Boyanich's statements.

In accordance with Local Government (Council Meetings) 2014, clause 9.7(1) the Presiding Member adjourned the meeting from 6:26pm to 6:39pm. Everyone remained in Council Chambers and discussion was held between Elected Members and the general public on the draft budget.

PROCEDURAL MOTION / COUNCIL RESOLUTION 250720

Moved Cr Gibson / Seconded Cr Davis

That Council, in accordance with *Local Government (Council Meetings) Local Law 2014, clause 11.1(c)* the meeting was adjourned until 6pm on Wednesday 29 July 2020; to allow residents to view the budget.

CARRIED 4/3
6:45PM

Following the adjournment, the meeting reconvened on Wednesday 29 July 2020.

The Presiding Member opened the meeting at 5.57pm and welcomed Councillors, Staff and Members of the Public Gallery.

6. RECORD OF ATTENDANCE / APOLOGIES

6.1 Attendance

The following Members were in attendance:

Member:	Cr Don Gibson	President (Presiding Member)
	Cr John Davis	Deputy President
	Cr Carmel Ross	
	Cr John Curtis	
	Cr Peter Osborn	
	Cr Mary Angus	
	Cr Kylie Hughes	

The following Shire staff were in attendance:

Matthew Gilfellow	Chief Executive Officer
Melinda Prinsloo	Executive Manager Corporate Services
Peter Stuart	Executive Manager Development Services
Jim Garrett	Executive Manager Technical Services
Natasha Mossman	Executive Assistant/Council Support (Minute Secretary)

Members of the public in attendance:

John Nagel
Dennis Boyanich
Colleen Osborn
Chris Waldie
Neva Harris
Carl Petersen

Media 0

6.2 Apologies

Nil

7. PUBLIC QUESTION TIME

Questions submitted before the meeting

7.1 David Barnard, Lower Chittering

Question 1: Does Chittering Shire Executive hold the view that the FHI and underlying ratios published by WA Government provide INVALID information?

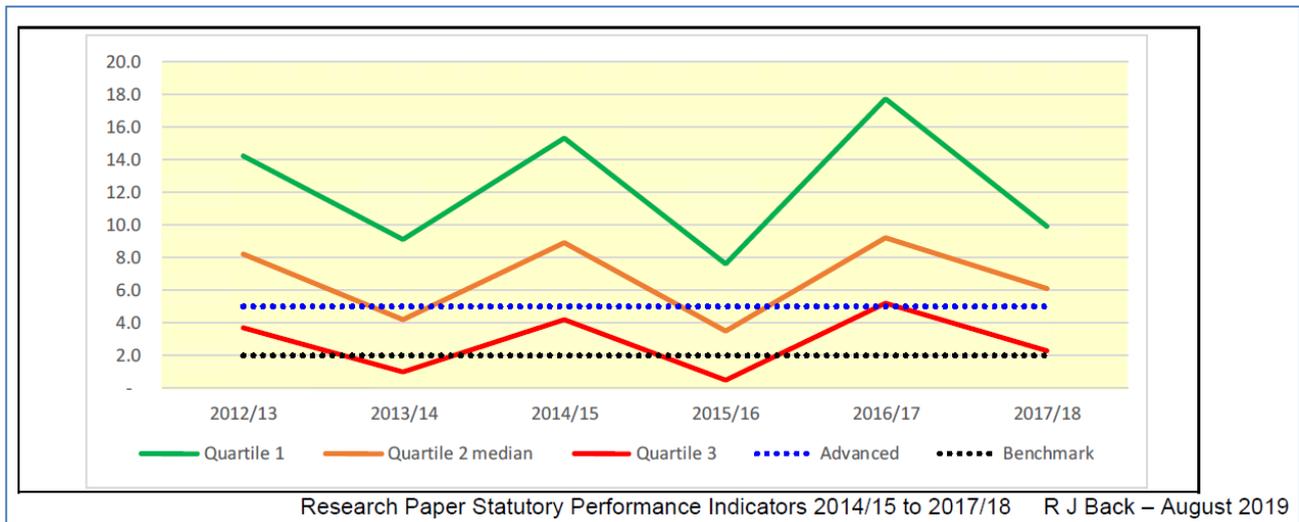
Answer 1: Cr Gibson asked the Chief Executive Officer to provide the answer.

The Chief Executive Officer advised that the financial ratios have had a few questions over the past year, with questions about them. One question has been why the Shire does not complain about them if we don't think they are fair. At the beginning of the year, it went through WALGA, who engaged the former treasurer for the City of Perth prepare a position paper¹ on the financial performance indicators. Here are some of the points in the report:

- Executive Summary:
 - *“Currently, there are seven financial performance indicators which are required to be included in the annual financial report of a local government under section 6.4(2) of the Local Government Act 1995 and Regulation 50 of the Local Government (Financial Management) Regulations 1996.”*
 - *“There are many financial performance indicators that can be considered. Each has a use for local government comparisons and/or assessment. Too few and they become volatile, whilst too many becomes confusing or and fail to communicate a message. This is where financial health indicators, properly constructed become useful.”*
 - *“Issues of consistency in presentation and calculation could be addressed by the application of a model set of annual financial accounts prepared for the industry. Unlike other states, Western Australia does not have a model Financial Report which requires all local governments to prepare. We should follow the lead of other states, particularly New South Wales and Victoria, which provide clear and agreed model reports for local governments to apply each financial year. The model needs to be endorsed by the Department and the Office of the Auditor General.”*
- Key Financial Indicators:
 - *“In providing meaningful trend data it will be essential to make adjustments in calculating ratios for weaknesses in accounting treatment such as the advances and adjustments in the Federal Assistance Grants.”*
- Summary:
 - *“Financial Ratios measure financial performance and do not measure a local government's efficiency or effectiveness in delivering its programs and services.”*

¹ “Financial Performance Indicators, Discussion Paper” prepared by R.J. Back & Associates (6 November 2019)

The Chief Executive Officer further advised that the consultant talks further about the strengths and weaknesses, and compares them to other states. An example in the report is the 'Debt Service Ratio'. One of the observations in the report is that the ratio is affected by the advance payment / adjustments of the Federal Government's Financial Assistance Grant. Most rural shire's (including Chittering) are somewhat reliant on the Federal Assistance Grants and depending on what the feel of the government is at the day; and this year to advance spending the government gave the Shire 50% of our Financial Assistance Grants in the year before they were due to come in. This effects your ratios, with the result throwing all the ratios out. In the report the following graph (depending on whether there has been an advance payment or not) shows the result going up, then down, then up, then down.



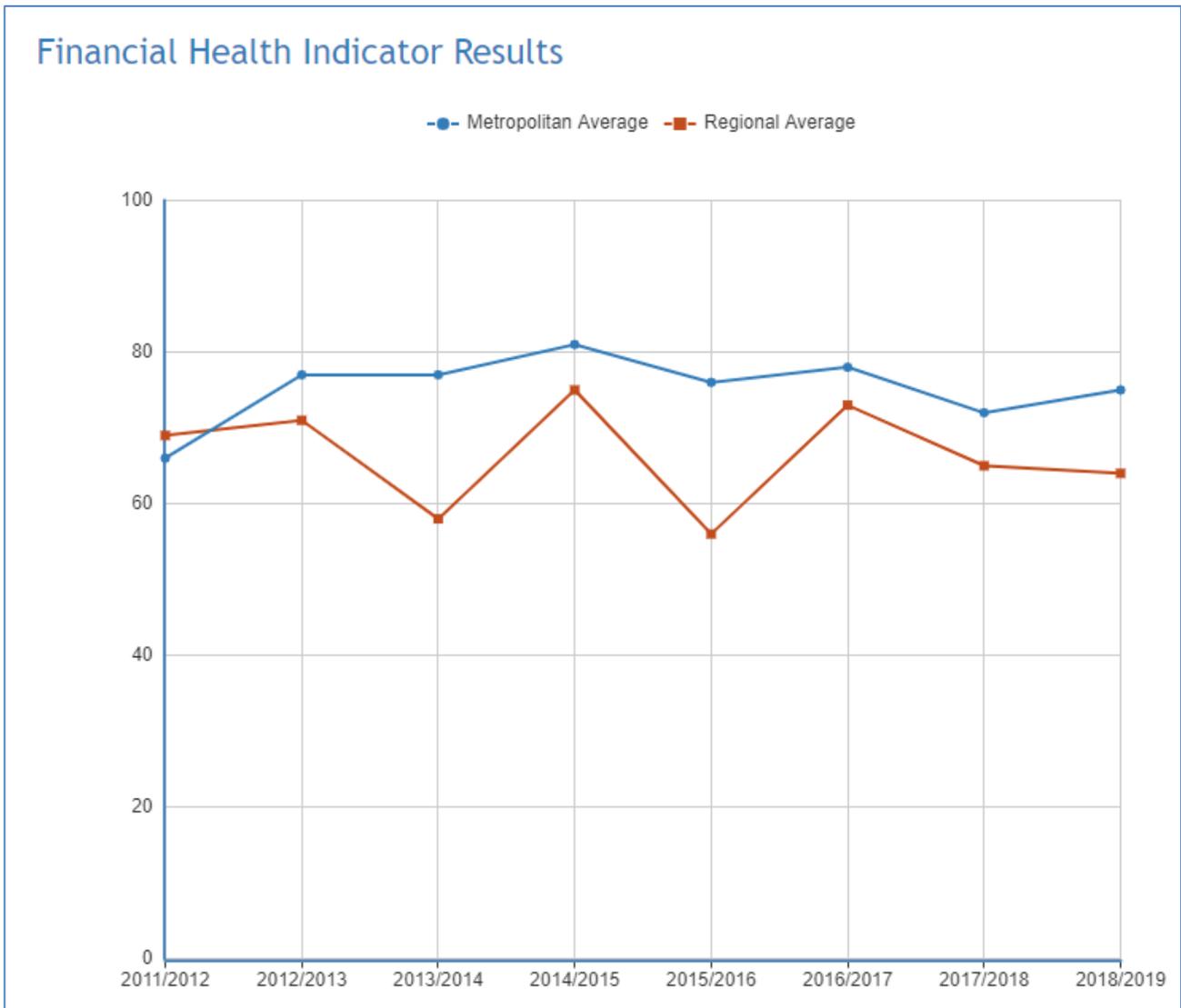
The Chief Executive Officer further stated that there is an observation in "Operating Surplus Ratio" where the basic standards in the Local Government Operational Guidelines – Number 18 (June 2013) which refers to the ratios, says that it should be above 1%. This differs from the Integrated Planning Reporting Guidelines and Advisory Standard, which states a benchmark of 0%. There are inconsistencies in what the benchmarks are given by the Department of Local Government.

The ratio not thrown out by the Financial Assistance Grants, is the "Own Source Revenue Coverage Ratio". The weakness of this Ratio is ... "Own source revenue does not include grants and subsidies for the provision of services which result in operating expenses. A good proportion of operating grants are conditional on incurring operating expenses. Operating expenses should reflect the underlying operating expenses and not that defined under the Accounting Standards."

"If you exclude that revenue source from the numerator and include the expenses under the denominator you can obtain a misleading ratio. This ratio highlights revenue risk but does not provide a clear link to sustainability."

The Chief Executive Officer stated that when talking about "Own Source Revenue" the grants are excluded, but kept is the expenditure related to those grants. This is misleading, if those grants are taken away in the future, there would be no expense. It shows that we are not sustainable, but really it just means that if we didn't have the grants we would not have expenditure and it would be taken out.

The Chief Executive Officer went to the MyCouncil website² to produce a graph, which shows the average Financial Health Indicator Results for the metropolitan area and the regional average. The Department of Local Government gives a score about 70 as being sustainable. The first year that they have results for (2011/2012) the Regional Average was 69, which means that on average the regions were slightly unsustainable, but the next year (2012/2013) they go up to 71 – sustainable. In 2013/2014 it dropped to 58 (unsustainable). In 2014/2015 up to 75 (sustainable). In 2015/2016 dropped to 56 (unsustainable). In 2016/2017 up to 73 (sustainable). In 2017/2018 dropped down to 65 (unsustainable). The effect of this is caused by the Federal Assistance Grants, when it is advanced and then removed; it upsets the proposed sustainability.



The Chief Executive Officer concluded by reading the following taken from the MyCouncil website³ ... “Financial Health Indicator is one factor to consider in assessing overall performance. Other factors include: the range of services offered; efficiency of services delivered; and community satisfaction.” Ratios are a little snapshot of what the finances are, but need to look beyond as a local government to whether you are performing, or not, whether you are sustainable or not. There

² <https://mycouncil.wa.gov.au/Home/KeyFacts>

³ <https://mycouncil.wa.gov.au/Home/faqs#WhatsFHI>

are many things to consider when preparing a budget, do not just look at the ratios as this can throw you off, because depreciation and the Federal Assistance Grants come into it, along with all the other grants. This tool is a helpful insight but you really need to look at the trends of the ratios and what they are all doing; even look back at what the story is of your local government. There is a lot more than just finances that affect what a community finds sustainable or approve performance.

Question 2: The Western Treasury Corporation, Department of Local Government and Communities publishes methodology captioned: “FINANCIAL SOLUTIONS FOR THE BENEFIT OF ALL WESTERN AUSTRALIANS”. Does Chittering Shire Executive hold the view that the methodology is flawed?

Answer 2: Cr Gibson directed the Chief Executive Officer to provide a response.

The Chief Executive Officer informed the meeting, that in searching for this document he found the “Western Australian Treasury Corporation 2011 Annual Report”⁴. The Chief Executive Officer also looked on the Department’s website, where there is a new document “Local Government Authority Sustainability Model”⁵, which provides background to it. Without Mr Barnard at the meeting, the Chief Executive Officer was not able to clarify. This document has not been released by the Department, therefore when it is released to local governments, the Shire will be able to look through the published document.

Questions asked during the meeting

7.2 Chris Waldie, Bindoon

Question 1: Mr Waldie referred to Point 10 of the Recommendation, where the Shire President and Councillors are paid 78% of the Salaries Allowances and Tribunal Determination. Mr Waldie also referred to Point 11 of the Recommendation and questioned what the \$3,000 reimbursement of expenses is for.

Answer 1: Cr Gibson asked if it was referring to an IT allowance.

Cr Gibson directed the Executive Manager Corporate Services to provide a response.

The Executive Manager Corporate Services advised that the reimbursement of expenses is for Councillors attendance to meetings (i.e. km’s travelled).

Cr Gibson also stated that previously Councillors have gone to Canberra to lobby Federal Government and that costs a lot of money.

Through the Chair, Cr Angus informed Mr Waldie that reimbursement of expenses is for Councillors attendance at conferences, including accommodation.

Question 2: Mr Waldie asked if Point 12 of the Recommendation is for the same thing.

Answer 2: Cr Gibson advised that it is not purely for travel and accommodation. The role of President is paid an additional allowance as the president is more accountable than the role of Councillors.

⁴

[https://www.parliament.wa.gov.au/publications/tables/papers.nsf/displaypaper/3814038a04ae0e90b4d050f848257919001677b8/\\$file/4038.pdf](https://www.parliament.wa.gov.au/publications/tables/papers.nsf/displaypaper/3814038a04ae0e90b4d050f848257919001677b8/$file/4038.pdf)

⁵ <https://staging.dlgsc.wa.gov.au/docs/default-source/local-government/lga-sustainability-review-v1-2-watc.pdf>

Mr Waldie concluded by making a statement as to why there are no KPIs for Councillors to validate their role.

7.3 John Nagel, Bindoon (on behalf of Lee Martin, Bindoon)

Question 1: Where is the financial statement to go with this budget?

Answer 1: Through the Chair, the Chief Executive Officer responded that once Council has adopted the budget, Council will then work through the Long Term Financial Plan and the Corporate Business Plan. Once these two documents are released, they will indicate / show the direction for the next 10 years.

7.4 Peter Osborn, Bindoon

Question 1: Directed to Cr John Davis, amendment to Item 2140352, the provision of public works of \$25,000; what is it covering?

Cr Gibson addressed the meeting whilst Cr Davis formulated a response. Cr Gibson acknowledged former councillor, Michael Johnston who recently passed away. Mr Johnston was employed in the Shire in the 1960s, and after a career in policing was a councillor at Bayswater. Mr Johnston moved back to Bindoon and was elected to Council in 2007. Mr Johnston was badly treated by the then CEO Merrick, and regrets not doing more to stop that treatment. Mr Johnston will be missed in the community.

Answer 1: Through the Chair, Cr Davis responded that it is operating expenditure for public works, why are we employing of consultants all the time. This expenditure can be swallowed up in public works overheads.

Question 2: What is this money to be used for?

Answer 2: Through the Chair, Cr Davis advised that it was for consultants.

Question 3: For what purpose?

Answer 3: Through the Chair, Cr Davis responded that he didn't know; there was no explanation.

Question 4: Did you bother to find out?

Answer 4: Cr Gibson advised that this is why Council was here tonight.

Cr Osborn informed the meeting that he found out what it was for, and it is one document that is vitally important for all subdivision work in the shire and is called "Subdivision Guidelines". The Shire's document is 'critically' out of date, and because of the subdivisions that are happening now, this document is required to be updated. Why can it not be done in-house? Because it is something that is two levels above the planning staff employed; it is a very specialised field. It is not something that a 'standard' planner would even think about trying to do – that is why a consultant is used.

Cr Davis made a statement that the operating expenditure for that was \$273,659; out of that money the consultant fee is removed; it can be used in that \$273,659. The amount of \$25,000 can be found in savings from building operations. Cr Davis stated that the Shire should start saving money and if they saved enough money they can pay that \$25,000.

Cr Gibson made a statement that we didn't want to reinvent the guidelines, that surely every other council is doing it. The Shire has done one before, and that there are enough subdivisions in the Shire to know what is going on, and we don't need to start reinventing things by paying consultants. Consultants usually come back and tell us something that we already know. We have been through this many times before.

8. PRESENTATIONS / PETITIONS / DEPUTATIONS

8.1 Petitions

Nil

8.2 Presentations

Nil

8.3 Deputations

Nil

9. PURPOSE OF MEETING

9.1 Adoption of the 2020/2021 Annual Budget

Applicant	Shire of Chittering
File ref	FIN - ANNUAL BUDGET 2020/21
Author	Executive Manager Corporate Services
Authorising Officer	Chief Executive Officer
Disclosure of interest	Neither the Author nor Authorising Officer have any Impartiality, Financial or Proximity Interests that requires disclosure
Voting requirements	Absolute Majority
Attachments	<ol style="list-style-type: none"> 1. 2020-2021 Draft Statutory Budget 2. 2020-2021 Draft Budget Schedules 3. 2020-2021 Draft Fees and Charges

Executive Summary

Council is requested to adopt the 2020-2021 Draft Budget as presented.

Background

Local Governments must prepare annual budgets in the format prescribed in the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

The Shire of Chittering commenced the 2020-2021 budget process in April 2019 amidst the COVID-19 pandemic and with due recognition of the State Departments' directive to suspend long term planning and

budgeting in favour of Economic Recovery. The budgeting process and Council engagement was transformed to ensure complete transparency and knowledge sharing throughout all engagements.

The budget engagement process included six Budget workshops with Council:

- 6 May 2020 – Budget Process overview, approach and roadmap
- 13 May 2020 – Statutory Services budgets
- 3 June 2020 – Roads, Parks, Gardens and Building Maintenance
- 24 June 2020 – Non-statutory services and capital works
- 8 July 2020 – Full budget workshop
- 15 July 2020 – Second full budget workshop (in preparation for adoption meeting on 22 July 2020).

Several information sharing posts were shared on our Facebook Have Your Say page. Three polls were conducted as an informal barometer of where community sentiment lies relating to where the Shire should be aiming our growth levels, where we should pitch our direct user fees, and which non-statutory services were valued most.

Overall this budget has been drafted as a zero-based, lean budget with commitment from the Shire management team to further seek areas of reducing costs at every opportunity.

The objective of this budget was to ensure that the community remain shielded from rates increases and with due consideration for areas where the Shire could assist in making it easier for our communities to continue living a safe, healthy lifestyle in our shire.

Consultation/Communication Implications

Local

Budget Forums (Workshops) with Councillors and the Executive Management Team were held. During these sessions Council workshopped the budgets relating to statutory service, non-statutory services, governance and compliance and business services. The Rates Setting Statement and discretionary spend items and items to be included as part of an additional “Local Roads and Community Infrastructure Program Grant” were included in an additional workshop. All schedules have been circulated and updated after each workshop.

State

Nil

Legislative Implications

State

Local Government Act 1995

Local Government (Financial Management) Regulations 1996 (as amended)

Local

Nil

Policy Implications

State

Nil

Local

Administration Policy 1.13 Asset Management – Infrastructure Assets
Administration Policy 1.20 Reimbursement of Volunteers for Damaged Personal Equipment
Finance Policy 2.1 Budget Preparation
Finance Policy 2.2 Investment of Funds
Finance Policy 2.6 Rating
Finance Policy 2.8 Requests for Assistant and/or Donation
Finance Policy 2.9 Funding Submissions
Finance Policy 2.13 Rating Policy Relating to Change in Predominant Use of Rural Land
Finance Policy 2.17 Financial Hardship – Collection of Rates and Service Charges Policy
Staff Policy 3.4 Council Contributions to Staff Functions
Staff Policy 3.5 Staff Uniforms
Staff Policy 3.13 Gratuities and Redundancy Payments
Staff Policy 3.16 Retirement/Resignation of Employees – Council Gift/Functions
Staff Policy 3.18 Use of Council Vehicles
Staff Policy 3.20 Training and Development
Staff Policy 3.21 Study Assistance
Staff Policy 3.22 Staff Superannuation
Elected Member Policy 4.3 Elected Members’ Fees, Allowances, Reimbursements and Benefits
Community Development Policy 6.4 Community Assistance Grant Scheme
Community Development Policy 6.5 Financial Assistance for Residents Involved in State/National Sporting Events
Community Development Policy 6.6 Community Bus Transport Service
Engineering, Construction and Maintenance Policy 7.2 Crossover Subsidy
Engineering, Construction and Maintenance Policy 7.5 Road Maintenance
Engineering, Construction and Maintenance Policy 8.4 Establishment and Maintenance of Playground Equipment

Financial Implications

This agenda item provides for the adoption of the budget and the imposition of rates and fees and charges for the 2020-2021 financial year.

Strategic ImplicationsLocal

Strategic Community Plan 2017-2027
Long Term Financial Plan 2018-2028
Asset Management Plan
Corporate Business Plan 2017-2021

State

Nil

Site Inspection

Not applicable

Triple Bottom Line AssessmentEconomic implications

The draft 2020-2021 budget has been developed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for the Council and the community.

Social implications

There are no known significant social implications associated with this proposal.

Environmental implications

There are no known significant environmental implications associated with this proposal.

Officer Comment/DetailsBudget

There had been a change in management at the Shire during the period leading up to this budget process. The approach towards the budget and sharing of information is, therefore, different and we are proud to present a budget that reflects a 0% increase to the Rate in the Dollar (RID). We furthermore prepared this budget with no administrative fees to our ratepayers should they wish to enter into a payment arrangement with the Shire. More flexible payment arrangements are now available, with the overall intention to work with all our ratepayers to help them meet their rates obligations. Through all our efforts, we hope to build a good relationship with our rate payers and ensure that those willing to work with us can do so without any additional fees and charges.

Although Chittering has a higher population and less Councillors than its neighbouring Wheatbelt Councils, this year Council has again decided to keep the same rate for Councillor Sitting Fees and Allowances, which has applied for the past three years.

Council has decided to leave the Landfill Access/Maintenance Rate unchanged at \$60 this. Commercial fees will continue to be charged for all rubbish deemed to not be domestic waste.

Council continues to allocate funds to reserves to assist in funding the creation of aged care, employee entitlements, specialist consulting services and buildings.

The loan previously included in the budget for the Chittering Community Complex and Muchea Clubroom Redevelopment is carried forward into this budget and is dependent upon the approval of the variation to the Building Better Regions (BBRF) grant.

Throughout the Shire administration, we are now actively looking at automating our processes to eliminate unnecessary printing costs. We are streamlining our processes to cut out red tape and unnecessary paperwork when our customers deal with us. We are also focused on actively engaging our communities throughout this financial year.

Highlights of the budget include

- **Schedule 4 – Governance**
 - Financial Management Review
 - Review of the Long Term Financial Plan, Corporate Business Plan and all supporting plans

- **Schedule 5 – Law Order Public Safety**
 - Continued focus on Fire, Safety and Animal Control activities

- **Schedule 8 – Education and Welfare**
 - Funding for Education Scholarships
 - Funding for Seniors Events
 - Funding for Youth Services (Youth Events, Youth Development Program, School Holiday Activities, Youth Sponsorship and Youth Chaplaincy)
 - Funding for Events (Wear Ya Wellies, Taste of Chittering, Shire support for the Volunteer Day/Week Promotions)

- Ongoing provision of Community grants and sponsorships for community groups
- **Schedule 9 – Housing**
 - Scheduled works for senior housing
 - Scheduled works for community housing
- **Schedule 10 – Community Amenities**
 - Continued support of the Chittering Landcare
- **Schedule 11 – Recreation and Culture**
 - Brockman Centre Accessible paths and parking bays
 - Stage 1 Clune to Brockman Wheatbelt bike network path (share path)
 - John Glenn Park Hard Cover
 - Needoonga Lake viewing landing and path
 - Muchea clubroom redevelopment
 - Chittering Community Centre
 - Funding for various Australia Day Events throughout the Shire
 - Continuation of the Community Courtesy Bus Program
 - Commence community engagements on a Mountain Bike Park
- **Schedule 12 – Transport**
 - Council funded roadworks at:
 - Archibald Street
 - Teatree Road
 - Ridgetop Ramble
 - Barn Road
 - Owen Road
 - Regional Road Group (RRG) works on Muchea East Road
 - Roads to Recovery works on Chittering Road
 - Local Roads and Community Infrastructure Grant works on Davis Road
 - Black Spot Roadworks continue on:
 - Mooliabeenee Road
 - Teatree Road
 - Footpath and cycleway works on Clune to Brockman Trail
 - Upgrades/Maintenance to walk trails:
 - Blackboy Ridge Trail carpark, foot trail and fire mitigation
 - Bridge works on Chittering Valley Road and Chittering Road
 - Plant purchases as per the 10-year Plant Replacement Plan
- **Schedule 13 – Economic Services**
 - Funding to the Tourism Association has been diverted to the employment of an internal Tourism Officer
 - Continued support of the Taste of Chittering Event
 - Continuation of the Shop Local Campaign
 - Funding for volunteer honorarium to be paid for weekend-support of the tourism centre
- **Schedule 14 – Other Property and Services**
 - Continue to provide improved customer services and make better use of staff resources
 - Continue upgrade of Council website to provide a platform for interactive customer service

OFFICER RECOMMENDATION

Moved Cr Osborn / Seconded Cr Curtis

That Council BY AN ABSOLUTE MAJORITY and:

1. 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 Chittering for the 2019-2020 financial year which includes the following:
 - a. Statement of Comprehensive Income by Nature and Type;
 - b. Statement of Comprehensive Income by Program;
 - c. Statement of Cash Flows;
 - d. Rate Setting Statement;
 - e. Notes to and forming part of the Budget;
 - f. Budget Program Schedules;
 - g. Other Supporting Documents and Schedules; and
 - h. Transfers to/from Reserve accounts.
2. Pursuant to Sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995* impose the following:
 - a. Where the General Rate is to apply, for all rateable properties with Gross Rental Valuations a rate in the dollar of 0.103682, with a minimum rate of \$1,050.00 be imposed; and
 - b. Where the General Rate is to apply, for all rateable properties with Unimproved Valuations a rate in the dollar of 0.006453, with a minimum rate of \$1,000.00 be imposed.
3. 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*, adopts an interest rate of 8% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.
4. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 0% where the owner has elected to pay rates and charges through an instalment option and 5.5% upon default.
5. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, offer the following payment options:
 - a. Option 1
To pay the total of rates and charges included on the rate notice in full by the due date 9 September 2020, which is 35 days after the date of service. Failure to pay will attract penalty charges.
 - b. Option 2
To pay by instalments. Details of these dates and amounts are included on the rate notice. Failure to pay such costs by the due dates will attract penalty charges. This option can only be selected where the first instalment including all arrears (if any) is paid by the due date. Payment dates are 9 September 2020, 9 November 2020, 11 January 2021 and 11 March 2021.
6. 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 charge where the owner has elected to pay rates (and charges) through an instalment option of \$0.00 for each instalment after the initial instalment is paid.
7. Pursuant to Section 67 of the *Waste Avoidance and Resource Recovery Act 2007*, impose a Waste Collection Fee in the compulsory areas, as following:
 - a. \$334.00 per annum – for one refuse mobile garbage bin (collected weekly) and one recycling mobile garbage bin (collected fortnightly);
 - b. \$151.00 per annum – for any additional recycling mobile garbage bins (collected fortnightly);

- and
- c. \$184.00 per annum – for any additional refuse mobile garbage bins (collected weekly).
8. Pursuant to Section 66 of the *Waste Avoidance and Resource Recovery Act 2007*, adopts the following waste services rate and minimum payment to fund the operations of the Bindoon and Muchea Landfill Centres:
- GRV base rate \$0.000038;
 - UV base rate \$0.000038; and a
 - Minimum payment of \$60.00 to apply to both GRV and UV rated land.
9. Adopts as part of the budgetary process, the attached Fees and Charges Schedule.
10. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
- President \$19,802.00; and
 - Councillors \$12,789.00.
11. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual allowances under Section 5.99A of the *Local Government Act 1995* for elected members:
- Reimbursement of Expenses Allowance \$3,000.00.
12. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
- President \$15,225.00.
13. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
- Deputy President \$3,806.25.
14. In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 Materiality, adopts a variance of 10% and a minimum of \$10,000.00 to be used in the statements of financial activity and annual budget review.

AMENDMENT

Moved Cr Curtis / Seconded Cr Gibson
Reduce tip maintenance \$50,000.

LOST 3/4
6:26PM

AMENDMENT

Moved Cr Curtis / Seconded Cr Gibson
Reduce Parks, Garden and Verge Maintenance \$100,000.

LOST 3/4
6:32PM

AMENDMENT

Moved Cr Curtis / Seconded Cr Davis

Reduce the Operation and Maintenance cost of Shire buildings \$50,000.

LOST 3/4
6:35PM**AMENDMENT**

Moved Cr Curtis / Seconded Cr Gibson

Reduce Landfill Levy by \$20 and issue voucher to be redeemed only in Shire of Chittering.

LOST 2/5
6:41PM**AMENDMENT**

Moved Cr Gibson / Seconded Cr Davis

Remove allocation that is allocated to "OTHER EXPENDITURE" that amounts to \$122,425.

LOST 3/4
6:49PM**AMENDMENT**

Moved Cr Gibson / Seconded Cr Davis

Remove sub-program "TOURISM AND AREA PROMOTION" \$142,600.

PROCEDURAL MOTION / COUNCIL RESOLUTION 250720

Moved Cr Ross / Seconded Cr Hughes

In accordance with the *Local Government (Council Meetings) Local Law 2014, clause 18.1*, the motion now be put.CARRIED 5/2
6:57PM**AMENDMENT**

Moved Cr Gibson / Seconded Cr Davis

Remove sub-program "TOURISM AND AREA PROMOTION" \$142,600.

LOST 3/4
6:58PM**AMENDMENT**

Moved Cr Gibson / Seconded Cr Davis

Delete sub-program 7 "OTHER EVENTS"

LOST 3/4
7:02PM

AMENDMENT

Moved Cr Gibson / Seconded Cr Curtis
Delete sub-program 7 "OTHER CULTURE"

LOST 3/4
7:06PM

AMENDMENT

Moved Cr Gibson / Seconded Cr Curtis
Reduce consultancy expenditure by \$20,000.

LOST 3/4
7:08PM

AMENDMENT

Moved Cr Gibson / Seconded Cr Curtis
Reduce training and recruitment by \$50,000.

LOST 3/4
7:12PM

AMENDMENT

Moved Cr Davis / Seconded Cr Gibson
That Items 10, 12 and 13 be reduced by 10%.

CARRIED 7/0
7:21PM

AMENDMENT

Moved Cr Davis / Seconded Cr Curtis
That the GRV be reduced by 0.05cents and UV 0.005 cents.

WITHDRAWN BY THE MOVER
7:27PM

AMENDMENT

Moved Cr Davis / Seconded Cr Gibson
That amount calculated from GRV 0.005 cents and UV 0.0005 cents be allocated to aged care and disability reserve.

LOST 3/4
7:33PM

AMENDMENT

Moved Cr Davis / Seconded Cr
In view of the State government's removal of Stage 5 restrictions allowing uncontrolled mass gatherings, then the proposed event, Item 2080753 (Wear Ya Wellies) cannot be proceeded with, therefore the sum of \$47,000 be withdrawn from the budget expense.

LOST 3/4
7:36PM

PROCEDURAL MOTION / COUNCIL RESOLUTION 260720

Moved Cr Ross / Seconded Cr Angus

In accordance with the *Local Government (Council Meetings) Local Law 2014, clause 18.1*, the motion now be put.

CARRIED 6/1
7:35PM

AMENDMENT

Moved Cr Davis / Seconded Cr Gibson

As there has been no written demand that we need a "Tourist Officer", but there has been written objections to the creation of the position by the CEO, then funds in the proposed budget, Item 2130200 be removed from the proposed budget consideration, saving to the ratepayer of \$40,900.

LOST 3/4
7:39PM

PROCEDURAL MOTION / COUNCIL RESOLUTION 270720

Moved Cr Osborn / Seconded Cr Hughes

In accordance with the *Local Government (Council Meetings) Local Law 2014, clause 18.1*, the motion now be put.

CARRIED 5/2
7:42PM

9.1 SUBSTANTIVE MOTION / COUNCIL RESOLUTION 280720

Moved Cr Osborn / Seconded Cr Curtis

That Council BY AN ABSOLUTE MAJORITY and:

1. 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 Chittering for the 2019-2020 financial year which includes the following:
 - a. Statement of Comprehensive Income by Nature and Type;
 - b. Statement of Comprehensive Income by Program;
 - c. Statement of Cash Flows;
 - d. Rate Setting Statement;
 - e. Notes to and forming part of the Budget;
 - f. Budget Program Schedules;
 - g. Other Supporting Documents and Schedules; and
 - h. Transfers to/from Reserve accounts.
2. Pursuant to Sections 6.32, 6.34 and 6.35 of the *Local Government Act 1995* impose the following:
 - a. Where the General Rate is to apply, for all rateable properties with Gross Rental Valuations a rate in the dollar of 0.103682, with a minimum rate of \$1,050.00 be imposed; and
 - b. Where the General Rate is to apply, for all rateable properties with Unimproved Valuations a rate in the dollar of 0.006453, with a minimum rate of \$1,000.00 be imposed.
3. 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*, adopts an interest rate of 8% for rates (and charges) and costs of proceedings to recover such charges that remain unpaid after becoming due and payable.

4. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 68 of the *Local Government (Financial Management) Regulations 1996*, adopts an interest rate of 0% where the owner has elected to pay rates and charges through an instalment option and 5.5% upon default.
5. Pursuant to Section 6.45 of the *Local Government Act 1995* and Regulation 64(2) of the *Local Government (Financial Management) Regulations 1996*, offer the following payment options:
 - a. **Option 1**
To pay the total of rates and charges included on the rate notice in full by the due date 9 September 2020, which is 35 days after the date of service. Failure to pay will attract penalty charges.
 - b. **Option 2**
To pay by instalments. Details of these dates and amounts are included on the rate notice. Failure to pay such costs by the due dates will attract penalty charges. This option can only be selected where the first instalment including all arrears (if any) is paid by the due date. Payment dates are 9 September 2020, 9 November 2020, 11 January 2021 and 11 March 2021.
6. 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 charge where the owner has elected to pay rates (and charges) through an instalment option of \$0.00 for each instalment after the initial instalment is paid.
7. Pursuant to Section 67 of the *Waste Avoidance and Resource Recovery Act 2007*, impose a Waste Collection Fee in the compulsory areas, as following:
 - a. \$334.00 per annum – for one refuse mobile garbage bin (collected weekly) and one recycling mobile garbage bin (collected fortnightly);
 - b. \$151.00 per annum – for any additional recycling mobile garbage bins (collected fortnightly); and
 - c. \$184.00 per annum – for any additional refuse mobile garbage bins (collected weekly).
8. Pursuant to Section 66 of the *Waste Avoidance and Resource Recovery Act 2007*, adopts the following waste services rate and minimum payment to fund the operations of the Bindoon and Muchea Landfill Centres:
 - a. GRV base rate \$0.000038;
 - b. UV base rate \$0.000038; and a
 - c. Minimum payment of \$60.00 to apply to both GRV and UV rated land.
9. Adopts as part of the budgetary process, the attached Fees and Charges Schedule.
10. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual fees for payment of elected members in lieu of individual meeting attendance fees:
 - a. President \$17,821.80; and
 - b. Councillors \$11,510.10.
11. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual allowances under Section 5.99A of the *Local Government Act 1995* for elected members:
 - a. Reimbursement of Expenses Allowance \$3,000.00.

12. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. President \$13,702.80.
13. Pursuant to the Salaries and Allowances Tribunal determination dated 8 April 2020, adopts the following annual local government allowance to be paid in addition to the annual meeting allowance:
 - a. Deputy President \$3,425.63.
14. In accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*, and AASB 1031 Materiality, adopts a variance of 10% and a minimum of \$10,000.00 to be used in the statements of financial activity and annual budget review.

CARRIED 5/2
7:48PM

10. CLOSURE

Cr Gibson declared the meeting closed at 7.48pm