



Special Council Minutes Index – 12 August 2021

Subject	Page No
Acknowledgment of Country	2
Attendance, Apologies & Leave of Absence	2
Attendance of Gallery	2
Public Question Time.....	2
Petitions/Deputations/Presentations.....	2
Comments on Agenda Items by Parties with an Interest.....	2
Notification of Disclosures of Interest.....	2
Business Items.....	3
SpC.01/0821 Adoption of the 2021/22 Budget.....	3
Closure	29
List of Attachments.....	29

MINUTES

Opening

The Presiding member opened the meeting at 5.30pm.

The purpose of the meeting is to consider the adoption of Council's 2021/22 Budget.

Acknowledgment of Country – Presiding Member

On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Custodians of the land on which we are gathered, and pay my respects to their Elders past, present and emerging.

Attendance, Apologies and Leave of Absence

President	- Cr J Nicholas
Councillors	- B Johnson
	- J Bookless
	- J Boyle
	- J Moore
	- J Mountford
	- A Pratico
	- P Quinby
	- A Wilson
Officer	- T Clynch, Chief Executive Officer
	- M Larkworthy, Executive Manager Corporate Services
	- G Arlandoo, Executive Manager Development & Infrastructure
	- K Dudley, Executive Assistant
	- E Denniss, Executive Manager Community Services

Attendance of Gallery

B Loughran

Public Question Time

Note: At Special Council Meetings questions must relate to the items on the Agenda.

Petitions/Deputations/Presentations

Comments on Agenda Items by Parties with an Interest

Notification of Disclosures of Interest

Section 5.65 or 5.70 of the Local Government Act requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during, any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allow a Member to speak, the extent of the interest must also be stated.

Business Items

ITEM NO.	SpC.01/0821	FILE REF.	133
SUBJECT	Adoption of 2021/22 Budget		
PROPONENT	Council		
OFFICER	Chief Executive Officer and Executive Manager Corporate Services		
DATE OF REPORT	5 August 2021		

Attachment 1 Draft 2021/22 Budget

OFFICER RECOMMENDATION

1. That in the 2021/22 financial year, Council impose the following rates in the dollar and minimum rates in the district:

Category	Rate in \$	Minimum Payment
Gross Rental Value (GRV) Properties	9.0527 cents	\$980.00
Rural Unimproved Value (UV) Properties	0.6469 cents	\$1,215.00
Mining Unimproved Value (UV) Properties	7.2868 cents	\$517.00

[Absolute Majority Required]

2. That in the 2021/22 financial year, Council imposes Rubbish Collection Charges as follows:

- \$80.00 per annum per 120 litre or 140 litre rubbish bin (noting a 240 litre rubbish bin represents two 120 litre services); and
- \$72.00 per annum per 240 litre recycling bin

and that these charges be included in the 2021/22 Schedule of Fees & Charges. [Absolute Majority Required]

3. That in the 2021/22 financial year, Council, under Section 66 of the Waste Avoidance and Recovery Act 2007, imposes a Landfill Site Maintenance Rate (for the purpose of funding all its waste services other than kerbside rubbish and recycling collection services). Furthermore Council sets the following rates in the dollar for the Landfill Site Maintenance Rate however noting that under Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (Financial Management) Regulations all rateable properties will be charged the minimum rate only:

GRV - \$0.00022804

UV - \$0.00005471

Minimum Rate - \$187.00

[Absolute Majority Required]

4. That for the Landfill Site Maintenance Rate the following concessions will be applicable:

“Where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations:

- (i) A habitable dwelling house or commercial rented premises is situated on the additional property; or*
- (ii) The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map”.*

[Absolute Majority Required]

5. That a concession of 5% of the rates raised be granted to properties previously rated in the ‘UV Urban Farmland’ differential rating category. This concession is in recognition of the higher values applied to properties within the townsite as opposed to land outside of the townsite. The concession be granted to the following rate assessments:

A39009

A41717

A52077

[Absolute Majority Required]

6. That in the 2021/22 financial year, Council nominate due dates for the payment of rates and service charges as follows:

<i>Payment in Full</i>	<i>Payment in Instalments</i>
<i>24 September 2021</i>	<i>24 September 2021</i>
	<i>24 November 2021</i>
	<i>24 January 2022</i>
	<i>24 March 2022</i>

7. Pursuant to Section 6.51 of the Local Government Act 1995, Regulation 70 of the Local Government (Financial Management) Regulations 1996, and Clause 14 of the Local Government (COVID-19 Response) Order 2020, that in the 2021/22 financial year, Council adopt a penalty interest rate of 7% per annum, calculated daily, on rates and Emergency Services Levy remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due dates identified in Part 6 above, subject to:

- (a) The interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Bridgetown-Greenbushes as suffering financial hardship as a result of the COVID-19 pandemic.*

[Absolute Majority Required]

8. Pursuant to Section 6.45 of the Local Government Act 1995, Regulation 67 of the Local Government (Financial Management) Regulations 1996, and Clause 13 of the Local Government (COVID-19 Response) Order 2020, that in the 2021/22 financial year, Council adopt a penalty interest rate of 3% where the owner has elected to pay rates and Emergency Services Levy through the statutory 4-instalment option, subject to:
- (a) The interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Bridgetown-Greenbushes as suffering financial hardship as a result of the COVID-19 pandemic.
[Absolute Majority Required]
9. That Council note that pursuant to Section 6.16 of the Local Government Act 1995, it has already adopted at its 27 May 2021 meeting the Fees and Charges included in the draft 2021/22 Budget document.
10. That Council amends the purpose of the Land and Building Reserve:
From: To be used for the future acquisition of land and buildings.
To: To be used for the future acquisition and development of land and buildings.
[Absolute Majority Required]
11. That Council amends the purpose of the Building Maintenance Reserve:
From: To be used to fund capital improvements to council buildings and facilities
To: To be used to fund the renewal of council buildings and facilities.
[Absolute Majority Required]
12. That Council amends the purpose of the Bridgetown Leisure Centre Reserve
From: To be used for the purpose of funding new initiatives at the Bridgetown Leisure Centre.
To: To be used for the purpose of funding initiatives and improvements at the Bridgetown Leisure Centre.
[Absolute Majority Required]
13. That for the financial year ending 30 June 2022, Council transfer funds to and from the Reserve Funds, as is specified in the 2021/22 Draft Budget.

14. *That for the financial year ending 30 June 2022, Council transfer funds to and from the Trust Account, as is specified in the 2021/22 Draft Budget.*
15. *That Council adopt the balanced 2021/22 Draft (Statutory) Annual Budget, including the Rate Setting Statement which indicates that \$4,891,268 in rates is to be raised, as presented.*
[Absolute Majority Required]
16. *That in accordance with Policy F7 (Reporting Forecast Budget Variations Policy), for the financial year ending 30 June 2022 Council adopt a percentage of plus or minus 10% up to \$50,000 at sub-program level, and 5% over \$50,000 at sub-program level, to be used for reporting material variances of actual revenue and expenditure in the monthly reports of financial activity. The exception being that material variances of \$1,000 or less are non-reportable.*
17. *That Council approves the following incentive prizes for the early payment of rates paid in full by the due date of 24 September 2021:*
- *\$600 Community Cash Vouchers (\$400 1st prize; \$200 2nd prize)*
[Absolute Majority Required]

Summary/Purpose

Local Governments must prepare annual budgets in the format as prescribed in the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996. This report is for Council to consider:

- Adopting the 2021/22 Annual Budget;
- Confirming its current policy for setting a level of reporting material variances so as to satisfy Council that the annual budget is being implemented satisfactorily;
- Setting fees for kerbside rubbish collection and kerbside recycling collection services;
- Setting the Landfill Site Maintenance Rate under the Waste Avoidance and Resource Recovery Act 2007;
- Setting due dates for payment of rates and service charges, either in full or by instalments;
- Setting interest rates for outstanding rates after the due date and for rates paid by instalments and the administrative fee for setting up an instalment plan;
- Transfer of reserve account funds;
- Transfer of trust funds; and
- Determining the prize to be provided in the 'early payment of rates' competition.

Background

The 2021/22 budget process commenced in December 2020 with the opening of the application process for new community grants in 2021/22 and service agreement applications for up to 3 years from 2021/22.

During 2020/21 Council conducted comprehensive reviews of its Strategic Community Plan and Corporate Business Plan with both being adopted by Council at its meeting on 24 June 2021.

Council's Corporate Business Plan is the key informing document for the annual budget. The Corporate Business Plan is an internal business planning tool that translates Council priorities into operations within the resources available. The plan details the services, operations and projects a local government will deliver within a defined period. It also includes the processes for delivering these.

The Corporate Business Plan contains forecasts of funding, additional operating activities/expenditure (over and above current operating activities) and capital program expenditure. The forecasts for Year 1 of the Corporate Business Plan have been fed directly into the 2021/22 budget.

At Council Concept Forums between February 2021 and July 2021 councillors considered the following informing strategies of the draft budget:

- Annual review of its 10 Year Strategic Works Program, year 1 of the program is reflected in the draft 2021/22 budget.
- Preparation of a new 5 Year Building Capital Works Plan, year 1 of the plan is reflected in the draft 2021/22 budget.
- Annual review of the 10 Year Plant Replacement Plan, year 1 of the plan is reflected in the draft 2021/22 budget.

During these meetings budget updates were also provided to councillors including staff presenting various matters for informal discussion to inform the draft budget.

At its May 2021 meeting Council adopted its 2021/22 fees and charges incorporating a 3% increase to discretionary fees and charges. Some new fees and charges were identified at this time.

Officer Comment

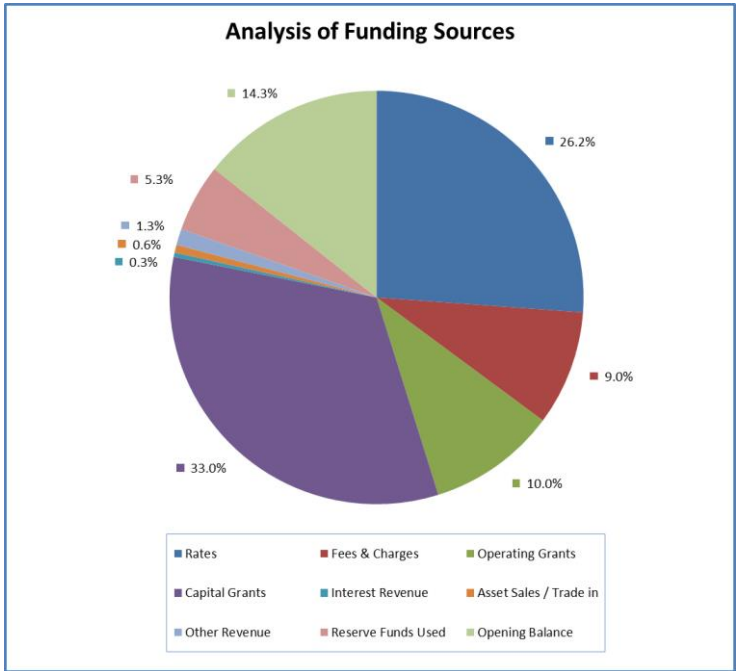
The draft budget is a balanced budget with a 4% rate increase noting that some natural growth in rates will occur from revaluations associated with creation of new properties (subdivision) and development of properties.

The graphs following provide an analysis of various funding sources and expenditure areas as contained in the draft 2021/22 budget.

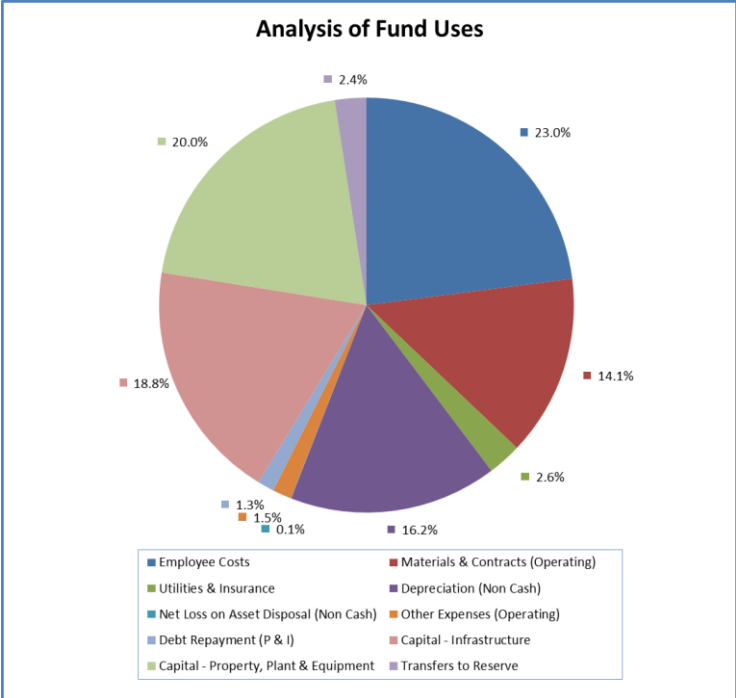
Rates make up 26.2% of budgeted revenue with operating grants 10%, capital grants 33%, transfers from reserve accounts 5.3% and revenue from fees and charges 9% also being significant funding sources.

The opening balance, as at 1 July 2021, represent 14.3% of budgeted revenue, totaling an amount of ~\$2.68 million. This is made up of pre-payment of

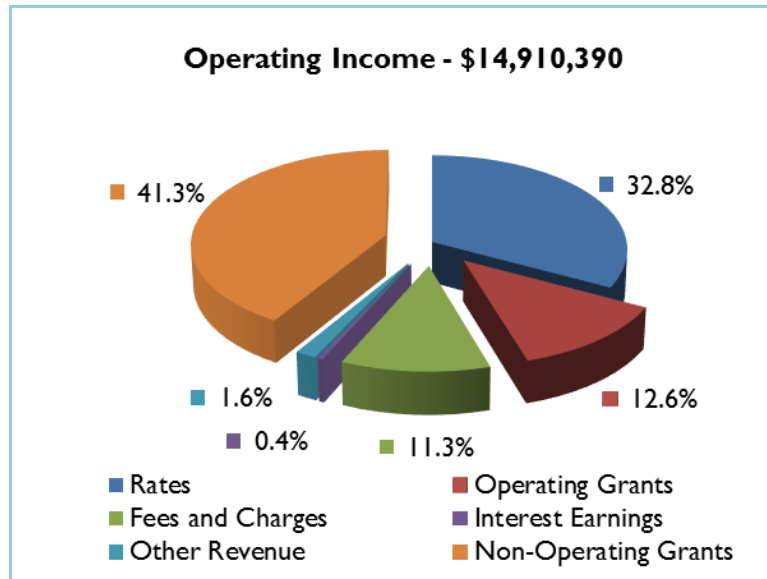
Commonwealth Financial Assistance Grants (~\$1.018m), Council funds for project carry-forwards (~\$1.001m) and carried forward surplus (~\$661k).



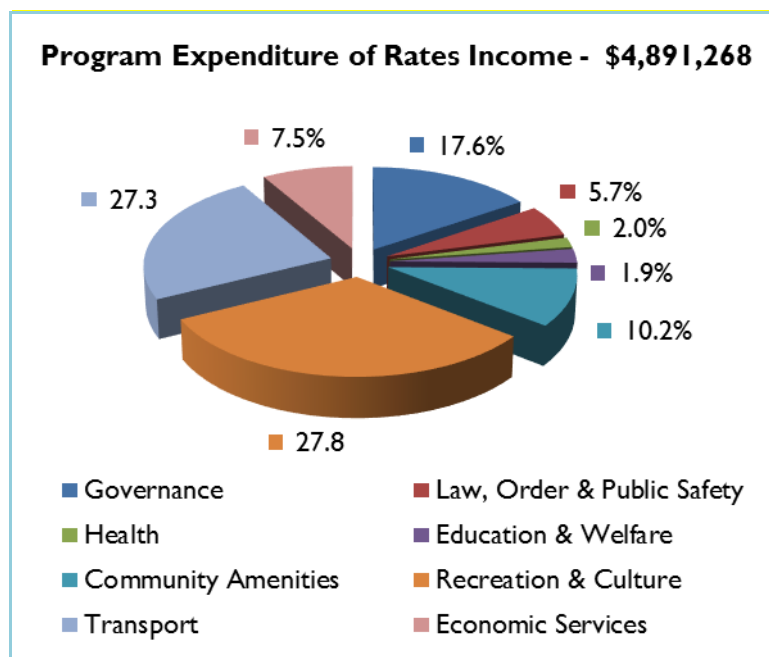
The largest expenditure areas by percentage are employee costs, depreciation (non-cash), materials & contracts and capital works.



Excluding transfers from reserve accounts, borrowings and asset sales the graph below shows the source of operating income contained in the draft 2021/22 budget.



The table below shows where the budgeted rate revenue of \$4,891,268 is to be expended with the largest program areas of expenditure being recreation & culture and transport.



Set out below is a summary of funding for some of the key features of the draft budget and other related subjects.

1. Rates in the Dollar

In accordance with Section 6.36 of the Local Government Act 1995 (the Act) Council was required to establish the differential rates it will advertise prior to considering and adopting the budget. Accordingly at its Special Council meeting held on 10 June 2021 Council resolved (SpC.01/0621) to:

That Council:

1. *After consideration of its Strategic Community Plan and Corporate Business Plan fund the estimated budget deficiency of \$4.88m by applying differential rates when drafting the 2021/22 Annual Budget.*
2. *In accordance with section 6.36 of the Local Government Act 1995 endorses the advertising for public submissions on the proposed differential rates as set out in the table below, and makes available to the public Attachment 1 to this report setting out the objects and reasons for the differential rates:*

Category	Rate in \$	Minimum Rate
<i>Gross Rental Value (GRV) Properties</i>	<i>9.0527 cents</i>	<i>\$980.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.6469 cents</i>	<i>\$1,215.00</i>
<i>Mining Unimproved Value (UV) Properties</i>	<i>7.2868 cents</i>	<i>\$517.00</i>

3. *Direct the CEO to:*
 - *report back to Council any public submissions in relation to the proposed differential rates;*
 - *seek the approval of the Minister to impose in 2021/22 a differential Mining UV rate which is more than twice the lowest general differential UV rate.*
4. *Incorporate into the 2021/22 Budget a concession of 5% of the rate raised for properties previously rated in the ‘UV Urban Farmland’ differential rating category. Further, this concession be reduced by 5% in 2022/23 budget i.e. no concession to apply from 2022/23.*

In accordance with Section 6.36 of the Local Government Act the differential rating proposal was advertised for public comment for a period of 21 days. An advertisement appeared in the Manjimup-Bridgetown Times edition of 16 June 2021. Ratepayers in the Mining Unimproved Value category were notified on an individual basis of the proposed rates in the dollar and minimum payments to allow for comment.

No submissions were received in relation to the proposed differential rates and minimum payments.

As required by Section 6.33(3) of the Act approval was sought from the Minister for the imposition of a differential Mining UV rate which is more than twice the lowest differential UV rate. Discussion with the appropriate officer of the Department of Local Government Sport and Cultural Industries on 4 August 2021 confirmed that the necessary approval will be granted prior to the Special Council meeting. Hence this agenda has been prepared in expectation that this will occur.

The increases in minimum rates from 2020/21 to 2021/22 are \$38.00 for GRV properties, \$47.00 for Rural UV properties. However for Mining UV properties a reduction of \$6.00 will occur from 2020/21 to 2021/22 to ensure compliance with the minimum rating provision of the Local Government Act 1995.

2. Growth Strategy Projects

Council has developed a Growth Strategy to capitalise on the growth of the lithium and energy material industry in the region, which is home to the world’s largest lithium

producing mine, the Greenbushes Talison mine. Current and ongoing expansion of this mine will see an additional 700 jobs. Based on existing employment data it is expected that approximately 430 of those new jobs will be new residents in this Shire; creating a potential increase of up to 1,100 residents. Given the significant economic and industrial activity forecast to be generated in our Shire due to the Talison mine expansion, Council believes there is a potentially valuable opportunity for State Government to further capitalise on the growth of the lithium and energy material industry in the region by providing funding support for the Shire of Bridgetown-Greenbushes' Growth Strategy.

Under its Growth Strategy Council has proposed a number of projects that will maximise the opportunities presented by the expansion of the mine and to support any prospective increase in population. Council is planning to deliver five of the Growth Strategy projects in 2021/22 including the Bridgetown Foreshore Project that was commenced in 2020/21. The funding details of these projects, as incorporated into the 2021/22 budget are:

Blackwood River Foreshore Park

Project Description: Improvements to the existing Old Rectory Path and construction of an extension for path to loop back to start; restoration of the Blackwood River Walk Path; development of canoe ramp, shelters, additional seating and landscaping/conservation planting.

Project Budget (Works Commenced 2020/21)

\$941,947	Total Project Cost
\$411,000	WA Recovery Plan (Western Australian Government)
\$470,947	Drought Communities Program Funding (pending)
\$ 60,000	Shire Funds
<u>\$941,947</u>	<u>Total Project Income</u>

Note: Construction Costs Only; Project Management/Administration Costs to be met by Shire.

As at 30 June 2021 an amount of \$388,787 remained unexpended with this expenditure carried-forward to the 2021/22 budget.

Bridgetown Civic Centre Restoration/Redevelopment

Project Description: Upgrades to the Town Hall to make it more suitable for performing arts and cultural events and renovations to the kitchen, internal toilets and external toilets.

\$679,338	Total Project Cost
\$204,148	Lotterywest
\$231,000	WA Recovery Plan (Western Australian Government)
\$121,190	Shire Funds
\$123,000	Shire Loan (funded in 2020/21)
<u>\$679,338</u>	<u>Total Project Income</u>

Note: Construction Costs Only; Project Management/Administration Costs to be met by Shire.

Bridgetown Railway Station

Project Description: Restoration of State Heritage listed railway station.

\$722,000	Total Project Cost
------------------	---------------------------

\$ 98,180	Western Australian Government Election Commitment
\$499,000	Drought Communities Program Funding (Australian Government)
\$ 82,500	Shire Funds
\$ 42,320	Lotterywest
<u>\$722,000</u>	<u>Total Project Income</u>

Note: Construction Costs Only; Project Management/Administration Costs to be met by Shire.

Greenbushes Railway Station

Project Description: Relocation of the railway station to Greenbushes Discovery Centre to facilitate restoration of the building and future use as an additional module displaying the history and development of the Greenbushes District.

\$342,000	Total Project Cost
\$101,820	Western Australian Government Election Commitment
\$240,180	Lotterywest
<u>\$342,000</u>	<u>Total Project Income</u>

Note: Construction Costs Only; Project Management/Administration Costs to be met by Shire.

Youth Precinct

Project Description: Repairs, enhancements and extensions to skate park and development of additional leisure infrastructure.

\$650,021	Total Project Cost
\$460,521	LRCIF (Australian Government)
\$189,500	Shire loan (funded in 2020/21)
<u>\$650,021</u>	<u>Total Project Income</u>

Note: Construction Costs Only; Project Management/Administration Costs to be met by Shire.

Greenbushes Town Centre Car Park

Project Description: Enhancements to existing parking area behind Greenbushes Roadhouse to a sealed car park including provision for caravan parking including landscaping and pedestrian linkages to Greenbushes commercial area.

\$495,854	Total Project Cost (Land Acquisition and Construction)
\$431,614	LRCIF (Australian Government)
\$ 64,240	Talison Lithium Pty Ltd (Land Acquisition)
<u>\$495,854</u>	<u>Total Project Income</u>

Note: Project Management/Administration Costs to be met by Shire.

An amount of \$65,018 has been included in the budget for external project management and specialist services to assist with the delivery of the above projects.

Since 2019/20 Council has engaged 'Cannings Purple' to provide professional assistance for the purpose of lobbying State and Commonwealth Governments in relation to its growth strategy and this engagement will continue in 2021/22.

The next tranche of Growth Strategy projects are to be progressed through the concept planning, community engagement and detailed design stages in 2021/22. These projects and 2021/22 budget allocations are:

- Greenbushes Recreation Precinct – concept and design plans for upgrade of playing surfaces, provision of reticulation, improvements to camping area and development of Dumping Gully dams for recreation and irrigation source - \$50,000
- Greenbushes Youth Precinct - facilitating engagement with local youth in Greenbushes for redevelopment of the Precinct - \$5,000
- Bridgetown CBD Water Restoration Project (Geegelup Brook) – concept plans, community engagement and detailed design plans for rehabilitation of Geegelup Brook, improved pedestrian linkages and upgrades to car parking behind shops - \$71,390
- Bridgetown Sportsground – investigate alternative water supply options - \$15,000

3. Community Grants, Service Agreements and Donations

At its ordinary meeting held on 24 June 2021 Council resolved to allocate \$160,000 in the 2021/22 budget for community donations as follows:

- \$13,305 New community group grants
- \$10,830 New service agreements
- \$15,351 Existing service agreements to continue
- \$55,580 Existing non-contestable annual community contributions
- \$2,385 Chief Executive Officer donations
- \$3,500 Chief Executive Officer hall hire donations
- \$680 Rubbish and recycling collection for community events
- \$200 Rubbish and recycling collection for Shire leased facilities
- \$43,054 Landcare Officer
- \$10,000 Bridgetown Family & Community Centre (1 year commitment)
- \$500 South West Academy of Sport Sponsorship
- \$250 Agricultural Society School Art Prize Sponsorship
- \$1,000 Manjimup Airfield Contribution
- \$1,000 Greenbushes' Australia Day Breakfast Event
- \$365 School Awards
- \$2,000 Busselton Airport Contribution

The \$13,305 of new community grants is made up of:

- Bridgetown Masonic Lodge – building repairs - \$4,550
- Blues Music Festival – youth/community venue - \$7,755
- Blackwood River Art Trail Working Group – seed funding - \$1,000

The \$10,830 of new service agreements is made up of:

- Bridgetown Golf Club – pruning and tree management - \$1,250
- Catterick Progress Association – insurance and pest control costs - \$700
- Rotary (Tour of the Blackwood) – event assistance (traffic management, cleaning, rubbish collection and toilet hire) - \$5,040

- Bridgetown Child Health – rental costs - \$3,500
- Grow Greenbushes – building insurance costs - \$340

Continuing service agreements and non-contestable funding allocations totaling \$70,931 are made up of:

- Blackwood Valley Wine Industry Association – venue hire - \$851
- Bridgetown Agricultural Society – entertainment at Show - \$5,000
- Jubilee Singers of Bridgetown – Blackwood Rhapsody concert costs - \$2,000
- Blackwood Country Gardens – keynote quest speaker at festival - \$2,500
- Bridgetown Historical Society – promo material, internet/phone, insurance, electricity and rubbish removal costs - \$3,000
- Grow Greenbushes – transport costs for event - \$2,000
- Bridgetown Family & Community Centre – rates and insurance - \$8,000
- Bridgetown Lawn Tennis Club – Easter tennis tournament - \$2,000
- Geegeelup Village – contribution to rates - \$30,000
- Greenbushes Playgroup – rent assistance - \$580
- Henri Nouwen House – contribution towards bookkeeper costs - \$10,000
- Rotary Club of Bridgetown Inc. – Blackwood Marathon traffic management - \$5,000

4. Road Works

The draft budget provides for construction works totaling \$2,176,411 on the following roads:

- Brockman Highway (Regional Road Safety Program works)
- Ethel Street laneway (upgrade including drainage)
- Glentulloch Road (2nd cost seal to works completed in prior year)
- Hampton Street (Visitor Centre on-street parking)
- Hester Cascades Road (reconstruct failing section)
- Improvements at Steere Street Intersections (intersection improvements and additional parking bays at Stewart Street and intersection safety improvements with Hampton Street)
- Polina Road (reconstruction and seal)
- Turner Road (Blackspot Program works)
- Winnejup Road (Road Regional Road Group progressive reconstruction works)

An amount of \$30,000 has been allocated for emergency works of a capital nature not previously identified.

Bridge works to the value of \$390,000 (fully externally funded) will occur on four bridges, on Catterick Road, Slades Road, Fletchers Road and Greenbushes-Boyup Brook Road.

5. Footpaths

The budget includes \$132,410 for footpath works at the following footpath locations:

- Allnutt Street
- Nelson Street
- Steere Street

6. Drainage

The budget provides \$114,153 for drainage works on the following roads:

- Claret Ash Drive
- Dairy Lane
- Four Seasons Estate
- Lockley Avenue (Memorial Park Drainage)
- Layman Street
- Nelson Street

7. Plant and Fleet Replacement

Included in the budget are the following plant and fleet replacements:

2008 Caterpillar 120m grader
2011 Ferris ride on mover
2013 Tenant S20 footpath sweeper
1985 Yale Forklift

2008 Ford Ranger ute (Bushfire support vehicle)
2018 Nissan Xtrail (Manager Building Services)

8. Recreation

- Funds have been included for selected turfing at River Park.
- Improvements to air flow and ventilation in the Leisure Centre.
- Improvements to the toilets at the Bridgetown Tennis Club with the project costs of \$84,948 funded by grant (1/3) and Shire funds (2/3).
- Improvements to external lighting at the leisure centre and library car parks has been carried-forward from 2020/21.
- Improvements to the terrace seating at the aquatic centre.
- Reconstruction of steps to public toilets at Bridgetown Sportsground

9. Fire Prevention/Emergency Management

- ESL operating grant (DFES) for bush fire brigades increased from 2020/21 by 4.78% to \$237,483.
- ESL operating grant (DFES) for the Bridgetown SES Brigade of \$20,900.
- Expenditure of \$251,300 including ESL funding of \$242,600 for construction of a new fire station for the Greenbushes Bush Fire Brigade.
- Expenditure of \$278,600 including ESL funding of \$271,100 for construction of a new fire station for the Wandillup Bush Fire Brigade.
- 2021/22 is the 5th year of funding under the State Government's Mitigation Activity Fund (MAF) with an allocation of \$100,000 to be received and expended. As the specific amount is yet to be confirmed the general allocation of \$100,000 has been set with a budget adjustment to occur once the specific funding allocation is known.
- Council also budgets an additional \$45,605 of own source funding for mitigation of Shire controlled land.
- A new position of Bushfire Mitigation Coordinator is being funded in the budget. The position will work for 4 Local Governments (Shires of Bridgetown-Greenbushes, Boyup Brook, Donnybrook-Balingup and Nannup) in developing and implementing the local government Bushfire Risk Management Plans, including the identification

and mitigation of bushfire risk within the local communities. The position is a limited term contract to end on 30 June 2022 and is being 50% funded by DFES.

- In 2020/21 Council received grant funding for installation of water tanks at Hester Brook and Kangaroo Gully Bush Fire Stations and ablutions at the Hester Brook Brigade fire station in Highland Estate. Works weren't completed in 2020/21 therefore the unexpended portions of this grant funding have been carried-forward.

Note the changeover of four tankers at the Hester Brook, Sunnyside, Wandillup and Winnejump Bush Fire Brigades (ESL funded) were scheduled to occur in 2019/20 but advice from DFES is that there are considerable delays in the roll out of new appliances and it shouldn't be assumed that this will occur in 2021/22. Accordingly these changeovers haven't been included in the 2021/22 budget but if they were to occur in 2021/22 a standalone item would be presented to Council seeking approval to a budget amendment to proceed with the changeovers.

10. Community Services

- Funding for seniors and access/inclusion programming via various programs, events and initiatives.
- Funding for the continuation of the summer evening outdoor film festival.
- Replacement of chairs and sofas at library.

11. Governance and Administration

- The 2021/22 Financial Assistance Grant (Commonwealth Government) has been budgeted to be \$1,133,214 a reduction of 2% on the level of funding received in 2020/21. The Commonwealth Government did provide an advance payment of \$631,280 therefore the budget only shows income for the remaining amount that is to be received over 4 quarterly payments. The payment received towards the end of 2020/21 is contained in the carry-forward surplus from 2020/21 to 2021/22.
- 2021/22 Local Road funding by the Commonwealth Government Grants Commission has been estimated to be \$689,554 an increase of approximately 1.8% on 2020/21 levels. An advance payment of \$386,597 was received towards the end of 2020/21 and this amount is included in the carry-forward surplus from 2020/21 to 2021/22.
- 2021/22 State Government direct grant for road funding of \$174,442 which is a 6.69% increase on last year's grant amount.
- Commonwealth Government Roads to Recovery funding of \$429,947.
- Local Government Elections are to occur in October 2021 and Council has resolved to appoint the Western Australian Electoral Commissioner to manage the election at an estimated cost of \$24,500.
- A review of the Workforce Plan is to occur and will include an organisational culture survey.
- Preparation of a Public Health Plan wasn't progressed in 2020/21 but is intended to be completed in 2021/22 and expenditure of \$10,000 has been allocated for the project.
- An amount of \$10,000 allocated for a climate change strategy has been carried forward from 2020/21. Council's intent has been to support, together with neighbouring local governments, the preparation of a sub-regional climate change strategy and the \$10,000 has been retained to allow for preparation of a local strategy once the sub-regional strategy has been developed.

- Unexpended funds from 2020/21 for preparation of a Local Planning Strategy have been carried forward with this project to be completed in 2021/22.
- Expenditure of \$20,000 has been allocated for preparation of a business plan for possible development of a Bridgetown Arts Centre.
- A continuation of funding towards the operations of the Southern Forests Blackwood Valley Tourism Association.
- Funds have been allocated for potential tourism marketing opportunities that may arise in 2021/22.
- Continuation as a member of the Warren Blackwood Alliance of Councils and funding of regional trails website and events website.
- Increased expenditure to deliver Council's newly adopted Communications and Engagement Strategy. This Strategy, developed in response to community feedback received during consultation for development of the Strategic Community Plan in 2020/21, will increase engagement between the Shire and the community.
- The total budgeted wages for 2021/22 is \$4,673,018 which is 8.77% greater than that allocated in the 2020/21 budget. This increase includes the conversion of the Building Surveyor and Environmental Health Officer positions from external contractor to staff positions. Also included in this figure are the total employee costs of two new "shared" staff positions with other local governments where the Shire of Bridgetown-Greenbushes is the nominated employer. These positions are the Bushfire Mitigation Coordinator (BFMC) and Environmental Health Officer (EHO). For the BFMC position 87.5% of employee costs for that position are being externally funded by DFES and 3 other local governments and for the EHO position 40% of employee costs are being funded by the Shire of Nannup. Taking into account the reimbursements for these 2 positions from the other funding partners the increase in wages from 2020/21 to 2021/22 is approximately 5.5%. Other than the annual staff wage increase provided by employee agreements the additional wage costs are primarily to fund a new part-time Communications Officer and an extra 0.4 full time equivalent employee in the parks and gardens division. The \$4,673,018 of budgeted wages in 2021/22 equates to 95.6% of the total to be raised by rates in 2021/22, within the target of 100% set by Council's current Workforce Plan.

12. Major Building Improvements

Separate from building capital works identified in the sections above expenditure for building maintenance and capital works proposed in the draft budget totals \$738,327 noting that this includes carry-forward expenditure from 2020/21 of \$162,212.

Significant works proposed in 2021/22 include:

- Planned maintenance and reactive maintenance allocations for each building totalling \$292,955.
- Blackwood River Park installation of new leach drain.
- Bridgetown Visitor Centre building renewal and improvement works.
- Bridgetown Sportsground Trotting Club improvements to change room facilities.
- Bridgetown Leisure Centre various renewal.
- Bridgetown Railway Station Goods Shed various renewal works.
- Completion of the Hester Brook satellite fire station located in Highland Estate.

- Shire Administration Office repairs and repainting of window and door frames, repairs and painting of external walls.
- Shire Depot electrical works.

In 2020/21 the Shire submitted a funding application under the Australian Government's 'Building Better Regions' program for building renovation and improvement works on 4 buildings in Greenbushes, being the Greenbushes Town Hall, Greenbushes Courthouse, Greenbushes Golf Club and former Greenbushes Roads Board building. The grant application seeks funding of \$400,000 to match Shire funding of \$340,000 and a third party contribution of \$60,000 for a total of \$800,000 to be expended on the 4 buildings. If the grant application isn't successful Council will in due course determine where to expend the \$340,000 set aside as its contribution.

13. Waste Management

For many years Council has adopted the principle that waste management should be funded on a cost recovery basis. This means that all the expenses associated with waste management are funded by the kerbside rubbish collection charge, kerbside recycling collection charge, the Landfill Site Maintenance Rate plus other waste income such as recycling subsidies and tipping fees.

Council charges on all rateable properties a landfill rate under Section 66 of the Waste Avoidance and Resource Recovery Act 2007. This section of the Act allows a local government to impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

The annual rate must not exceed —

- (a) 12 cents in the dollar on the gross rental value; or
- (b) where the system of valuation on the basis of the unimproved value is adopted, 3 cents in the dollar on the unimproved value of the land in fee simple.

The following rates in the dollar have been set for this charge:

- GRV - \$0.00022804
- UV - \$0.00005471

Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (Financial Management) Regulations allow Council to have more than 50% of rateable properties on the minimum payment if the minimum is less than \$200. On this basis all rateable properties will be charged a minimum rate of \$187.00 with concessions for multiple properties applicable as per previous years. This minimum rate the same that applied in 2020/21.

Crushing of the inert waste stockpile at the waste site and improvements to the liquid waste infrastructure at the Bridgetown Waste Site weren't commenced in 2020/21 with the expenditure being carried forward into the 2021/22 budget. A development plan is to be prepared setting out the future development of the waste site.

Funding for rehabilitation of the former Greenbushes liquid waste facility has also been carried forward from 2020/21.

The Kerbside rubbish and recycling collection service areas remain unchanged (last review was undertaken in 2015/16) and the relevant charges for households receiving these services are:

- Rubbish Collection Charge - \$80.00 (increase of \$3.00 from 2020/21)
- Recycling Collection Charge - \$72.00 (increase of \$2.00 from 2020/21)

The Shire of Bridgetown-Greenbushes is continuing to partner with the other 11 local governments of the south-west region in investigating potential regional waste initiatives. Contributions are being made by each local government based on a ratio linked to rates revenue and this contribution has been provided in the budget.

14. Loans

No new loans are proposed in the budget for 2021/22. As at 1 July 2021 the Shire's loan liability was \$1,862,131 and under the 2021/22 budget this liability will decrease to \$1,680,729 at 30 June 2022.

15. Reserve and Trust Account Transfers

The budget proposes to transfer \$534,992 into reserve, including:

- \$293,000 into Plant Replacement Reserve.
- \$90,000 into Light Fleet Vehicle Reserve.
- \$48,992 into the Sanitation Reserve.
- \$22,000 into the Assets & GRV Valuations Reserve.
- \$10,000 into the Strategic Projects Reserve.
- \$10,000 into the Recreation Centre Floor & Solar Reserve.
- \$10,000 into the Matched Grants Reserve.
- \$10,000 into the Blackspot Works Reserve.
- \$10,000 into the Bush Fire Reserve.
- \$10,000 into the Subdivision Reserve.
- \$6,000 into the Playground Equipment Reserve.
- \$5,000 into the Community Bus Replacement Reserve.
- \$5,000 into the Refuse Site Post Closure Reserve.
- \$5,000 into the Trails Reserve.

In the budget an amount of \$991,145 is to be transferred from reserves, including:

- \$342,500 from Unspent Grants & Loans Reserve (grants received and loans funding in 2020/21 or earlier but unspent before 30 June 2021).
- \$441,000 from Plant Reserve for changeover of plant in accordance with the Plant Replacement Plan.
- \$54,905 from Light Fleet Reserve for changeover of fleet in accordance with the Fleet Replacement Plan.
- \$9,351 from the Subdivision Reserve as a contribution towards roadworks on Brockman Highway and Claret Ash Rise drainage.
- \$43,000 from the Refuse Site Post Closure Reserve for costs of rehabilitating the former Greenbushes liquid waste site and crushing of inert waste.

- \$53,306 from the Sanitation Reserve to fund preparation of a development plan for the waste site, liquid waste infrastructure improvements and contribution to the Southwest Waste Group.
- \$4,350 from the SBS Tower & Infrastructure Replacement Reserve to fund required works at the SBS Radio receiving facility at Bridgetown Sportsground.
- \$4,521 from the Swimming Pool Reserve for development of a long term aquatics infrastructure renewal plan.
- \$4,978 from the Matched Grants Reserve for completion of the Bridgetown Sportsground horse stalls project.
- \$33,234 from the Bridgetown Leisure Centre Reserve for improvements to air flow and ventilation on the courts, replacement aluminum doors and safety improvements to terrace seating at the aquatics complex.

Note all funds remaining in the Swimming Pool Reserve are being transferred out in the 2021/22 budget and it is proposed to close the reserve. This reserve is no longer required as Council has a Bridgetown Leisure Centre Reserve that can be used for the aquatic facility.

Given a positive 2020/21 end of year result, reserve transfers totaling \$260,132 previously identified to fund various items have not been included. These transfers are as follows:

Land & Building Reserve

- \$82,500 - Funding for the Bridgetown Railway Station restoration.

Building Maintenance Reserve

- \$15,000 - CBP Action 2.2.11 - Provide improved access to public toilets at Bridgetown Sportsground.
- \$65,000 - CBP Action 12.2.1 - Provide implementation of the "Visitor Centre & Provision of Visitor Information Services" business case.
- \$32,632 - CBP Action 2.2.13 - Provide an upgrade to the toilets at the Bridgetown Tennis Club.

Strategic Projects Reserve

- \$20,000 - CBP Action 2.3.1 - Provide development of a Business Plan for a Bridgetown Arts Centre (art gallery) to display local art and provide creative workshops/art classes.
- \$30,000 - CBP Action 4.1.2 - Provide detailed design plans, costings and funding model for "Bridgetown CBD Water Restoration Project" (Geegelup Brook).
- \$15,000 - CBP Action 1.1.7 - Provide engagement with local youth in Greenbushes on short term provision of a new skate ramp at Thomson Park and long term further development of the Greenbushes Youth Precinct.

16. Early Payment of Rates Incentive Prizes

Once again it is proposed to offer an incentive for the early payment of rates. Property owners that pay their rates in full by the due date are able to lodge an entry into a draw. The draw will be conducted by the Shire President after the closing date for

early payment. The prizes to be offered this year total \$600 in Community Cash Vouchers.

Statutory Environment

Sections 6.2 Local Government Act 1995 - Local Government to Prepare Annual Budget

During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.

*Absolute Majority required

- (1) In the preparation of the annual budget the local government is to have regard to the contents of the plan for the future of the district made in accordance with section 5.56 and to prepare a detailed estimate for the current year of –
 - (a) the expenditure by the local government; and
 - (b) the revenue and income, independent of general rates, of the local government; and
 - (c) the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.

Other Sections of Local Government Act 1995 and Regulations:

- Section 5.63(1)(b) excludes the need for councillors or staff to declare a financial interest for the imposition of a rate, charge or fee.
- 6.47 Local Government Act - Concessions.
- Clauses 64 of the Local Government (Financial Management) Regulations 1996 – Set the due date(s) for the payment of rates.
- Section 6.45(3) of the Local Government Act 1995 and Clauses 67 and 68 of the Local Government (Financial Management) Regulations 1996 – Setting instalment plan administration charges and an interest rate for outstanding rates and charges.
- Section 6.51(1) of the Local Government Act 1995 and Clause 70 of the Local Government (Financial Management) Regulations 1996 – Setting an interest rate for the late payment of rates and charges.
- Section 6.11 of the Local Government Act 1995 – Create Reserve Funds.
- Sections 6.16 to 6.19 of the Local Government Act 1995 – Setting of fees and charges. Fees imposed as part of the budget adoption process do not require public notice to be given.
- Section 6.20 of the Local Government Act – Power to Borrow.
- Section 6.47 of the Local Government Act – Concessions (applicable to the Landfill Site Maintenance Rate, Urban Farmland concession and UV property revaluation concession).

- Regulation 34(5) of the Local Government (Financial Management) Regulations requires a local government, each financial year, to adopt a percentage or value, calculated in accordance with the Australian Accounting Standards, to be used in statements of financial activity for reporting material variances.

- Local Government (COVID 19 Response) Order 2020

Section 66 of the Waste Avoidance and Resource Recovery Act 2007 allows a local government to impose on rateable land within its district, and cause to be collected, an annual rate for the purpose of providing for the proper performance of all or any of the waste services it provides.

Section 67 of the Waste Avoidance and Resource Recovery Act 2007 allows a local government to impose a receptacle charge such as for a kerbside rubbish collection service and/or a kerbside recycling collection service.

Integrated Planning

- Strategic Community Plan
Outcome 14 - Effective governance and financial management

- Corporate Business Plan
The preparation of the annual budget is structured around the Corporate Business Plan which is reviewed annually. Where actions of the Corporate Business Plan identified for implementation in 2021/22 required specific funding this funding has been included in the draft budget.

- Long Term Financial Plan
The contents of the Long Term Financial Plan were a determinant in developing the 2021/22 budget.

- Asset Management Plans
The principles outlined in Council's various asset management plans have been referred to when developing the budget.

- Workforce Plan
The Workforce Plan is a major informing document in the development of the annual budget. Any additional resourcing requirements identified in the Workforce Plan are allocated in the Long Term Financial Plan and in turn the annual budget.

- Other Integrated Planning
The Strategic Works Program, Plant/Fleet Replacement Plan, Furniture & Equipment plans and Building Capital and Maintenance Plan are major informing documents in the development of the annual budget.

Policy Implications

Council Policy F.7 – ‘Reporting Forecast Budget Variations’ sets out the level of material variances to the budget that must be reported to Council. Although Council has adopted this policy, Regulation 34(5) of the Local Government (Financial Management) Regulations requires Council to annually adopt a percentage or value for reporting of budget variations, hence this matter has been included in the officer recommendation.

Council Policy F.24 – ‘COVID-19 Financial Hardship’ gives effect to Council’s commitment to support the whole community to meet the unprecedented challenges arising from the COVID19 pandemic, recognising that these challenges can result in financial hardship for our ratepayers.

Budget Implications

The annual budget identifies how funds will be sourced and allocated in the forthcoming year, and allows for the imposition of rates which is a primary income stream from which services and upcoming projects may be funded.

Whole of Life Accounting

The budget proposes the allocation of funds towards a large number of activities, functions and projects of the Council. Where required for specific projects the concept of whole of life accounting will be investigated and if necessary reported on to the Council.

Risk Management – Not Applicable

Voting Requirements

Simple Majority other when requirement for Absolute Majority is noted for specific parts of the officer recommendation.

**Council Decision Moved Cr Wilson, Seconded Cr Moore
SpC.01/0821a**

- 1. That in the 2021/22 financial year, Council impose the following rates in the dollar and minimum rates in the district:***

<i>Category</i>	<i>Rate in \$</i>	<i>Minimum Payment</i>
<i>Gross Rental Value (GRV) Properties</i>	<i>9.0527 cents</i>	<i>\$980.00</i>
<i>Rural Unimproved Value (UV) Properties</i>	<i>0.6469 cents</i>	<i>\$1,215.00</i>
<i>Mining Unimproved Value (UV) Properties</i>	<i>7.2868 cents</i>	<i>\$517.00</i>

[Absolute Majority Required]

***Carried 9/0
By Absolute Majority***

**Council Decision Moved Cr Moore, Seconded Cr Quinby
SpC.01/0821b**

2. ***That in the 2021/22 financial year, Council imposes Rubbish Collection Charges as follows:***

- ***\$80.00 per annum per 120 litre or 140 litre rubbish bin (noting a 240 litre rubbish bin represents two 120 litre services); and***
- ***\$72.00 per annum per 240 litre recycling bin***

and that these charges be included in the 2021/22 Schedule of Fees & Charges. **[Absolute Majority Required]**

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Mountford, Seconded Cr Bookless
SpC.01/0821c**

3. ***That in the 2021/22 financial year, Council, under Section 66 of the Waste Avoidance and Recovery Act 2007, imposes a Landfill Site Maintenance Rate (for the purpose of funding all its waste services other than kerbside rubbish and recycling collection services). Furthermore Council sets the following rates in the dollar for the Landfill Site Maintenance Rate however noting that under Section 6.35 of the Local Government Act and Regulation 52A of the Local Government (Financial Management) Regulations all rateable properties will be charged the minimum rate only:***

GRV - \$0.00022804

UV - \$0.00005471

Minimum Rate - \$187.00

[Absolute Majority Required]

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Bookless, Seconded Cr Pratico
SpC.01/0821d**

4. ***That for the Landfill Site Maintenance Rate the following concessions will be applicable:***

“Where more than one assessment is held in identical name or names, no more than one charge will apply, except in the following situations:

(iii) A habitable dwelling house or commercial rented premises is situated on the additional property; or

(iv) The additional properties are separated by more than 10 kilometres as measured cadastrally on an appropriate map”.

**[Absolute Majority
Required]**

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Wilson, Seconded Cr Moore
SpC.01/0821e**

5. ***That a concession of 5% of the rates raised be granted to properties previously rated in the ‘UV Urban Farmland’ differential rating category. This concession is in recognition of the higher values applied to properties within the townsite as opposed to land outside of the townsite. The concession be granted to the following rate assessments:***

**A39009
A41717
A52077**

[Absolute Majority Required]

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Quinby, Seconded Cr Wilson
SpC.01/0821f**

6. ***That in the 2021/22 financial year, Council nominate due dates for the payment of rates and service charges as follows:***

<i>Payment in Full</i>	<i>Payment in Instalments</i>
<i>24 September 2021</i>	<i>24 September 2021</i>
	<i>24 November 2021</i>
	<i>24 January 2022</i>
	<i>24 March 2022</i>

Carried 9/0

**Council Decision Moved Cr Bookless, Seconded Cr Moore
SpC.01/0821g**

7. ***Pursuant to Section 6.51 of the Local Government Act 1995, Regulation 70 of the Local Government (Financial Management) Regulations 1996, and Clause 14 of the Local Government (COVID-19 Response) Order 2020, that in the 2021/22 financial year, Council adopt a penalty interest rate of 7% per annum, calculated daily, on rates and Emergency Services Levy remaining unpaid (excluding eligible pensioners opting to defer the payment of their rates), after the due dates identified in Part 6 above, subject to:***

- (b) ***The interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Bridgetown-Greenbushes as suffering financial hardship as a result of the COVID-19 pandemic.***

[Absolute Majority Required]

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Mountford, Seconded Cr Quinby
SpC.01/0821h**

8. Pursuant to Section 6.45 of the Local Government Act 1995, Regulation 67 of the Local Government (Financial Management) Regulations 1996, and Clause 13 of the Local Government (COVID-19 Response) Order 2020, that in the 2021/22 financial year, Council adopt a penalty interest rate of 3% where the owner has elected to pay rates and Emergency Services Levy through the statutory 4-instalment option, subject to:

- (b) The interest rate cannot be applied to an excluded person, as defined in the Local Government (COVID-19 Response) Order 2020, that has been determined by the Shire of Bridgetown-Greenbushes as suffering financial hardship as a result of the COVID-19 pandemic.

[Absolute Majority Required]

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Moore, Seconded Cr Quinby
SpC.01/0821i**

9. That Council note that pursuant to Section 6.16 of the Local Government Act 1995, it has already adopted at its 27 May 2021 meeting the Fees and Charges included in the draft 2021/22 Budget document.

Carried 9/0

**Council Decision Moved Cr Nicholas, Seconded Cr Bookless
SpC.01/0821j**

10. That Council amends the purpose of the Land and Building Reserve:
From: To be used for the future acquisition of land and buildings.
To: To be used for the future acquisition and development of land and buildings.

[Absolute Majority Required]

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Johnson, Seconded Cr Mountford
SpC.01/0821k**

11. ***That Council amends the purpose of the Building Maintenance Reserve:
From: To be used to fund capital improvements to council buildings and facilities
To: To be used to fund the renewal of council buildings and facilities.
[Absolute Majority Required]***

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Wilson, Seconded Cr Moore
SpC.01/0821l**

12. ***That Council amends the purpose of the Bridgetown Leisure Centre Reserve
From: To be used for the purpose of funding new initiatives at the Bridgetown Leisure Centre.
To: To be used for the purpose of funding initiatives and improvements at the Bridgetown Leisure Centre.
[Absolute Majority Required]***

**Carried 9/0
By Absolute Majority**

**Council Decision Moved Cr Boyle, Seconded Cr Bookless
SpC.01/0821m**

13. ***That for the financial year ending 30 June 2022, Council transfer funds to and from the Reserve Funds, as is specified in the 2021/22 Draft Budget.***

Carried 9/0

**Council Decision Moved Cr Pratico, Seconded Cr Quinby
SpC.01/0821n**

14. ***That for the financial year ending 30 June 2022, Council transfer funds to and from the Trust Account, as is specified in the 2021/22 Draft Budget.***

Carried 9/0

**Council Decision Moved Cr Moore, Seconded Cr Pratico
SpC.01/0821o**

15. ***That Council adopt the balanced 2021/22 Draft (Statutory) Annual Budget, including the Rate Setting Statement which indicates that \$4,891,268 in rates is to be raised, as presented.***

[Absolute Majority Required]

***Carried 9/0
By Absolute Majority***

**Council Decision Moved Cr Wilson, Seconded Cr Moore
SpC.01/0821p**

16. ***That in accordance with Policy F7 (Reporting Forecast Budget Variations Policy), for the financial year ending 30 June 2022 Council adopt a percentage of plus or minus 10% up to \$50,000 at sub-program level, and 5% over \$50,000 at sub-program level, to be used for reporting material variances of actual revenue and expenditure in the monthly reports of financial activity. The exception being that material variances of \$1,000 or less are non-reportable.***

Carried 9/0

**Council Decision Moved Cr Johnson, Seconded Cr Mountford
SpC.01/0821q**

17. ***That Council approves the following incentive prizes for the early payment of rates paid in full by the due date of 24 September 2021:***

- ***\$600 Community Cash Vouchers (\$400 1st prize; \$200 2nd prize)***
[Absolute Majority Required]


***Carried 9/0
By Absolute Majority***

Closure

The Presiding Member closed the meeting at 5.47pm

List of Attachments

Attachment	Item No.	Details
1	SpC.01/0821	Draft 2021/22 Budget

Minutes checked and authorized by T Clynch, CEO		13 August 2021
---	---	----------------

As Presiding Member, I certify that the Minutes of the Special Council Meeting held 12 August 2021 were confirmed as a true and correct record of the proceedings of that meeting at the Ordinary Meeting of Council held on 26 August 2021.

..... 26 August 2021