



Special Meeting of Council Minutes

Date: Wednesday, 7 June, 2023
Time: 9:30 am
Location: WDRC - Corporate Office - Boardroom
30 Marble Street, Dalby Qld 4405

Councillors:

- Cr. P. M. McVeigh (Chairperson)**
- Cr. A. N. Smith**
- Cr. P. T. Saxelby**
- Cr. K. A. Maguire**
- Cr. I. J. Rasmussen**
- Cr. M. J. James**
- Cr. O. G. Moore**
- Cr. C. T. Tillman**

Officers:

- J. Taylor, Chief Executive Officer**
- B. Bacon, General Manager (Corporate Services)**
- D. Fletcher, General Manager (Community & Liveability)**
- G. Cook, General Manager (Infrastructure Services)**
- C. Craig, Senior Executive Officer**
- A. Lyell, Executive Services Administration Officer**
- E. Kendal, Communications & Marketing Manager**

1. DECLARATION OF MEETING OPENING

The Chair declared the meeting open at 9:35am.

2. APOLOGIES

Nil.

UNCONFIRMED

3. CONFIDENTIAL ITEMS

COUNCIL RESOLUTION - CLOSE MEETING

MOVED by: Cr. P.T. Saxelby

Seconded by: Cr. K.A. Maguire

That Council resolve to close the Meeting in accordance with Sections 254J of the Local Government Regulation 2012 at 9:35am to discuss the following confidential reports:

1. Corporate Services Confidential Report Recommend Adoption of 2023-24 Operational Plan
2. Corporate Services Confidential Report Recommended Adoption of Budget Council Policy, Financial Management Strategy – Council Policy, and the Financial Management and Investment Strategy 2023-33
3. Corporate Services Confidential Report Recommended Adoption of 2023-24 Revenue Policy - Council Policy
4. Corporate Services Confidential Report Recommended Adoption of Revenue Statement 2023-24
5. Corporate Services Confidential Report Recommended Adoption of Differential General Rates and Minimum General Rates 2023-24
6. Corporate Services Confidential Report Recommended Adoption of Special Charges for 2023-24
7. Corporate Services Confidential Report Recommended Adoption of 2023-24 Utility Charges
8. Corporate Services Confidential Report Recommended Adoption of Rates and Charges and Special Charges Concessions 2023-24
9. Corporate Services Confidential Report Recommended Adoption of Register of Cost Recovery Fees and Commercial Charges for 2023-24
10. Corporate Services Confidential Report Recommended Adoption Procedures for Levying Rates and Charges 2023-24
11. Corporate Services Confidential Report Recommended Adoption Discount for Prompt Payment Rates and Charges 2023-24
12. Corporate Services Confidential Report Adoption of Interest Charges on Overdue Rates 2023-24
13. Corporate Services Confidential Report Recommended Adoption of National Competition Policy Compliance - Council Policies for 2023-24
14. Corporate Services Confidential Report Adoption of Debt - Council Policy for 202324

15. Corporate Services Confidential Report Recommended Adoption of Estimated Position 30 June 2023 and Financial Analysis
16. Corporate Services Confidential Report Recommended Adoption of the 2023-24 Rates and Gas Charges Collection, Credit Risk - Council Policies
17. Corporate Services Confidential Report Adoption of Investment - Council Policy for 2023-24
18. Corporate Services Confidential Report Recommended Adoption of 2023-24 Budget including the Long-Term Financial Plan

CARRIED

COUNCIL RESOLUTION - ADJOURN MEETING

MOVED by: Cr. K.A. Bourne
Seconded by: Cr. A.N. Smith

That Council resolve to adjourn the Meeting.

The Meeting adjourned at 11:17am.

The Meeting resumed at 11:28am.

CARRIED

COUNCIL RESOLUTION - READJOURN MEETING

MOVED by: Cr. C. T. Tillman
Seconded by: Cr. P. T. Saxelby

That Council resolve to readjourn the Meeting.

The Meeting resumed at 11:28am.

CARRIED

COUNCIL RESOLUTION - OPEN MEETING

MOVED by: Cr. I. J. Rasmussen
Seconded by: Cr. K. A. Maguire

That Council resolve to reopen the Meeting at 12:17pm.

CARRIED

3.1.1 Corporate Services Confidential Report Recommend Adoption of 2023-24 Operational Plan

This report presents to Council the draft *2023-24 Operational Plan*.

COUNCIL RESOLUTION

MOVED by: Cr. I.J. Rasmussen

Seconded by: Cr. O.G. Moore

That Council recommend the *Draft 2023-24 Operational Plan*, as proposed, be adopted at the Special Meeting of Council 'Adoption of 2023-24 Budget'.

3.1.2 Corporate Services Confidential Report Recommended Adoption of Budget – Council Policy, Financial Management Strategy – Council Policy, and the Financial Management and Investment Strategy 2023-33

This Report considers the proposed *Budget – Council Policy, Financial Management Strategy – Council Policy*, and accompanying *Financial Management and Investment Strategy 2023-33* as part of the Western Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Maguire

Seconded by: Cr. A.N. Smith

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that, in accordance with Section 104 of the *Local Government Act 2009*, Council adopt the:

1. *Budget – Council Policy;*
2. *Financial Management Strategy – Council Policy; and*
3. *Financial Management and Investment Strategy 2023-33.*

CARRIED

3.1.3 Corporate Services Confidential Report Recommended Adoption of 2023-24 Revenue Policy - Council Policy

This Report presents to Council the *2023-24 Revenue Policy - Council Policy*, as required by section 169(2) of the Local Government Regulation 2012, for the Westerns Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. A.N. Smith

Seconded by: Cr. C.T. Tillman

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that, in accordance with Section 169 (2) and Section 193 of the *Local Government Regulation 2012*, the *2023-24 Revenue Policy - Council Policy* be adopted.

CARRIED

3.1.4 Corporate Services Confidential Report Recommended Adoption of Revenue Statement 2023-24

This report considers the proposed *2023-24 Revenue Statement* for the Western Downs Regional Council's 2023-24 Budget.

COUNCIL RESOLUTION

MOVED by: Cr. O.G. Moore

Seconded by: Cr. K.A. Maguire

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that, in accordance with Section 104 of the *Local Government Act 2009*, Council adopt the *2023-24 Revenue Statement* as proposed.

CARRIED

3.1.5 Corporate Services Confidential Report Recommended Adoption of Differential General Rates and Minimum General Rates 2023-24

This report considers the Differential General Rates and Minimum General Rates to apply in the 2023-24 Financial Year.

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that Council makes and levies the proposed Differential General Rates and Minimum General Rates for 2023-24. This resolution will be made in accordance with Chapter 4 Part 1 of the *Local Government Act 2009* and Section 81 of the *Local Government Regulation 2012* and pursuant to the *Revenue Policy - Council Policy* and *2023-24 Revenue Statement*.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Bourne

Seconded by: Cr. A.N. Smith

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that Council makes and levies the proposed Differential General Rates and Minimum General Rates for 2023-24. This resolution will be made in accordance with Chapter 4 Part 1 of the *Local Government Act 2009* and Section 81 of the *Local Government Regulation 2012* and pursuant to the *Revenue Policy - Council Policy* and *2023-24 Revenue Statement*.

CARRIED

3.1.6 Corporate Services Confidential Report Recommended Adoption of Special Charges for 2023-24

This Report considers the Special Rates and Charges for 2023-24, which is proposed for adoption at the Special Meeting of Council 'Adoption of 2023-24 Budget'.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Maguire

Seconded by: Cr. A.N. Smith

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that it adopt the proposed 2023-24 Special Charges, pursuant to the provisions of the *Revenue Policy - Council Policy* and *2023-24 Revenue Statement*.

CARRIED

3.1.7 Corporate Services Confidential Report Recommended Adoption of 2023-24 Utility Charges

This Report considers the proposed 2023-24 Utility Charges for the Western Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Bourne

Seconded by: Cr. C.T. Tillman

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that in accordance with Chapter 4 Part 1 *Local Government Act 2009* and the provisions of *2023-24 Revenue - Council Policy* and *2023-24 Revenue Statement*, that Council adopts the 2023-24 Utility Charges.

CARRIED

3.1.8 Corporate Services Confidential Report Recommended Adoption of Rates and Charges and Special Charges Concessions 2023-24

This report considers the proposed Rates and Charges and Special Charges Concessions to apply for the 2023-24 financial year and the *Haemodialysis Water Allowance – Council Policy* for the Western Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Maguire

Seconded by: Cr. M.J. James

That this Report be received and that it is recommended to the Special Meeting of Council Adoption of 2023-24 Budget that, in accordance with the provisions of the *Revenue – Council Policy 2023-24* and the *Revenue Statement 2023-24*, that Council resolves to adopt the granting of:

1. Council Pensioner Rate Concession

- a. A Council Pensioner Rate Concession of twenty (20) per cent (up to a maximum of \$200 per annum) of gross rates and charges (except for Special Rates and Charges, Separate Rates and Charges, Emergency Management Levy Charges, Water Consumption Charges, Charges on the Land and Miscellaneous Fees and Charges) be provided to eligible pensioners in accordance with the State Government Pensioner Rate Subsidy Scheme in 2023-24. This Concession is provided pursuant to Sections 120(1)(a), 121(a) and 122(1)(b); and
- b. A Council Pensioner Rate Concession of twenty (20) per cent (up to a maximum of \$200 per annum) be provided to occupants of independent living units at aged care facilities and retirement villages and who are also pensioners under Section 123(1) of the *Local*

Government Regulation 2012. The concession will be provided to eligible pensioners where:

- i. part of the rates or charges that the Council considers is attributable to the part of the land where pensioners have a right to exclusive occupancy (Section 123(2) of the *Local Government Regulation 2012*), and
- ii. the landowner agrees to pass the benefit of the rebate on to the pensioners.

2. Unapparent Plumbing Failure

Pursuant to Sections 120(1)(c), 121(a) and 122(1)(b) of the *Local Government Regulation 2012* (the *Regulation*), Council resolves to grant a concession to a ratepayer who is a member of a stated class of ratepayers, as follows:

Stated class of ratepayers

The concession is available to all categories/classes of ratepayers connected to Council's water supply schemes.

Type of concession

Council will allow relief by way of a concession of twenty-five (25) per cent of the water consumption charge in accordance with *Water Meters - Council Policy*.

Conditions

The concession is granted subject to a ratepayer:

- a. Incurring water consumption charges by reason of an 'unapparent plumbing failure' (as defined in *Water Meters - Council Policy*); and
- b. Satisfying the criteria set down in *Water Meters - Council Policy*.

Criteria for granting concession

Council grants this concession on the basis that to require the ratepayer to pay full charges for consumption in circumstances where an unapparent plumbing failure has occurred (through no fault of the ratepayer) would result in hardship.

3. Rates and Utilities Charges Concession for Community Organisations

Pursuant to Sections 120(1)(c), 121(a), and 122(1)(b) of the *Local Government Regulation 2012* (the *Regulation*), Council resolves to grant a concession to a ratepayer who is a member of a stated class of ratepayers, as follows:

Stated class of ratepayers

The concession is granted to not-for-profit (or non-profit) community organisations responsible for payment of rates and utility charges as the owner or lessee of the land as defined in *Rates and Utilities Charges Concession for Community Organisations - Council Policy*.

Type of concession

Council will grant to each eligible organisation the nominated concessions (expressed as percentages against each concession category) for general rates, waste utility charges, sewerage charges, water access charges and water consumption charges.

Conditions

The conditions for granting the concession are outlined in *Rates and Utilities Charges Concession for Community Organisations - Council Policy*.

Criteria for granting concession

Community organisations will be granted this concession upon receiving approval of the concession as outlined in *Rates and Utilities Charges Concession for Community Organisations - Council Policy*.

4. Haemodialysis Water Allowance

Stated class of ratepayers

Council resolves to grant the allowance to a haemodialysis patient who receives haemodialysis treatment at home under the *Haemodialysis Water Allowance - Council Policy*.

Type of concession

Types of conditions are outlined in the *Haemodialysis Water Allowance - Council Policy*.

Conditions

Conditions for granting the concession are outline in the *Haemodialysis Water Allowance - Council Policy*.

CARRIED

3.1.9 Corporate Services Confidential Report Recommended Adoption of Register of Cost Recovery Fees and Commercial Charges for 2023-24

This Report presents to Council the proposed Register of Cost Recovery Fees and Commercial Charges for 2023-24.

COUNCIL RESOLUTION

MOVED by: Cr. O.G. Moore

Seconded by: Cr. P.T. Saxelby

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that Council adopt the proposed Register of Cost Recovery Fees and Commercial Charges for 2023-24, to be effective from 3 July 2023.

CARRIED

3.1.10 Corporate Services Confidential Report Recommended Adoption Procedures for Levying Rates and Charges 2023-24

This Report considers the procedures for the Levying of Rates and Charges for 2023-24 for the Western Downs Regional Council's 2023-24 Budget.

COUNCIL RESOLUTION

MOVED by: Cr. M.J. James

Seconded by: Cr. P.T. Saxelby

That Council resolves to recommended to the Special Meeting of Council 'Adoption of 2023-24 Budget' that, in accordance with Chapter 4 Part 1 of the *Local Government Act 2009* and the provisions of the *2023-24 Revenue - Council Policy* and *2023-24 Revenue Statement*, that Council adopt the procedures for the Levying of Rates and Charges for 2023-24 on the following basis:

UNCONFIRMED

Description of Rates/Charges	Frequency	Basis
Differential General Rates	Half Yearly	50% of total for year
Special Charges	Half Yearly	50% of total for year
Separate Charges	Half Yearly	50% of total for year
Waste & Recycling Collection Charges	Half Yearly	50% of total for year
Environmental Waste Levy Charges	Half Yearly	50% of total for year
Water and Recycled Water Access Charges	Half Yearly	50% of total for year
Water and Recycled Water Volumetric Charges	Half Yearly	Based on Consumption
Water and Recycled Water Volumetric Charges (High Water Consumers as determined by Council)	No more than Bi-Monthly and no less than Half Yearly	Based on Consumption
Sewerage Charges	Half Yearly	50% of total for year
Gas - non-domestic connections	Monthly	Based on Gas Consumption and periodic access charges
Gas - domestic connections	Quarterly	Based on Gas Consumption and periodic access charges

CARRIED

3.1.11 Corporate Services Confidential Report Recommended Adoption Discount for Prompt Payment Rates and Charges 2023-24

This Report considers the Discount for Prompt Payment of Rates and Charges, as provided for by section 130 of the *Local Government Regulation 2012*, for the Western Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Maguire

Seconded by: Cr. C.T. Tillman

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that in accordance with Section 130 of the *Local Government Regulation 2012* and the provisions of *2023-24 Revenue - Council Policy* and *2023-24 Revenue Statement*, Council adopts the proposed discounts as listed in the table below:

Rate/Charge	Discount Rate Applicable
General Rates (including Minimum General Rates)	5%
Water Charges incl. Access and Water Consumption Charges	5%
Recycled Water Charges incl. Access and Water Consumption Charges	5%
Sewerage Charges	5%
Environmental Waste Levy	5%
Waste/Recycling/Cleansing/Garbage/Refuse Collection & Disposal Charges, Rural/Commercial/Industrial Waste Charge	5%

These discounts shall apply when all relevant rates and charges, including any arrears and interest, are paid in full by the due date and time, being close of business of Council offices, or its agents, on the discount date which will be a day no less than thirty (30) days after the date of issue of the Rates Notice or Utility Charge Notice.

CARRIED

3.1.12 Corporate Services Confidential Report Adoption of Interest Charges on Overdue Rates 2023-24

This Report considers the rate of interest to be charged on overdue rates and charges during the 2023-24 financial year.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Bourne

Seconded by: Cr. A.N. Smith

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that Council adopts the application of interest at the maximum rate of 11.64 per cent per annum, to be applied from 1 July 2023, on all rates and charges (excluding overdue gas accounts) which remain unpaid thirty (30) days after the due date for payment.

FORESHADOWED MOTION

Cr. C. T. Tillman foreshadowed that if the motion on the floor failed, she would move:

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that Council adopts the application of interest remain at the rate of 8.17 per cent per annum, to be applied from 1 July 2023, on all rates and charges (excluding overdue gas accounts) which remain unpaid thirty (30) days after the due date for payment.

The ORIGINAL MOTION was PUT and CARRIED (6 to 3)

3.1.13 Corporate Services Confidential Report Recommended Adoption of National Competition Policy Compliance - Council Policies for 2023-24

This reports considers Council's 2023-24 Community Services Obligations and the following policies for the Westerns Downs Regional Council's 2023-24 budget:

1. *2023-24 Code of Competitive Conduct - Council Policy*; and
2. *2023-24 Dividend Payments – Council Policy*.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Maguire

Seconded by: Cr. A.N. Smith

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that:

1. Council adopts the proposed *2023-24 Code of Competitive Conduct - Council Policy*.
2. Council applies a Community Service Obligation Payment to the following businesses during 2023-24:
 - a. Water,
 - b. Waste Management,
 - c. Saleyards, and
 - d. Washdown Bays.
3. Council adopts the *2023-24 Dividend Payment - Council Policy*, as proposed, and
4. Council receives dividend payments from the following businesses during 2023-24:
 - a. Commercial Works,
 - b. Gas,
 - c. Sewerage, and
 - d. Quarry.

CARRIED

3.1.14 Corporate Services Confidential Report Adoption of Debt - Council Policy for 2023-24

This Report considers the *2023-24 Debt - Council Policy* for the Western Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. A.N. Smith

Seconded by: Cr. P.T. Saxelby

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that, in accordance with Section 192 of the *Local Government Regulation 2012*, Council adopt the proposed *2023-24 Debt – Council Policy*.

CARRIED

3.1.15 Corporate Services Confidential Report Recommended Adoption of Estimated Position 30 June 2023 and Financial Analysis

This report considers the Statement of Estimated Financial Position as part of the Western Downs Regional Council's 2023-24 budget and provides an analysis of variations between the 2023-24 Budget and the 2022-23 Original Budget and 2022-23 Estimated Position.

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that the Statement of Estimated Financial Position, which includes the Financial Operations and Financial Position of Council for 2022-23, be adopted.

COUNCIL RESOLUTION

MOVED by: Cr. K.A. Maguire

Seconded by: Cr. K.A. Bourne

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that the Statement of Estimated Financial Position, which includes the Financial Operations and Financial Position of Council for 2022-23, be adopted.

CARRIED

3.1.16 Corporate Services Confidential Report Recommended Adoption of the 2023-24 Rates and Gas Charges Collection, Credit Risk - Council Policies

The report considers the following policies as part of the Western Downs Regional Council's 2023-24 budget:

1. *Rates and Charges Collection - Council Policy;*
2. *Gas Charges and Fees Collection - Council Policy; and*
3. *Credit Risk Management - Council Policy.*

COUNCIL RESOLUTION

MOVED by: Cr. O.G. Moore

Seconded by: Cr. C.T. Tillman

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that Council adopts:

1. the *2023-24 Rates and Charges Collection - Council Policy* and pursuant to section 257 of the *Local Government Act 2009*, delegates to the Chief Executive Officer all powers detailed in the *2023-24 Rates and Charges Collection – Council Policy;*
2. the *Gas Charges and Fees Collection – Council Policy;* and
3. the *Credit Risk Management – Council Policy.*

CARRIED

3.1.17 Corporate Services Confidential Report Adoption of Investment - Council Policy for 2023-24

This report considers the *Investment – Council Policy* for the Western Downs Regional Council's 2023-24 budget.

COUNCIL RESOLUTION

MOVED by: Cr. I.J. Rasmussen

Seconded by: Cr. P.T. Saxelby

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-2024 Budget' that Council adopts the proposed *Investment – Council Policy.*

CARRIED

3.1.18 Corporate Services Confidential Report Recommended Adoption of 2023-24 Budget including the Long-Term Financial Plan

This Report proposes the 2023-24 Budget and the 2023-24 Long-Term Financial Plan, which has been prepared in accordance with the requirements of sections 169 and 171 of the *Local Government Regulation 2012*.

COUNCIL RESOLUTION

MOVED by: Cr. I.J. Rasmussen

Seconded by: Cr. K.A. Bourne

That Council resolves to recommend to the Special Meeting of Council 'Adoption of 2023-24 Budget' that:

1. the 2023-24 Budget, prepared in accordance with the requirements of section 169 of the *Local Government Regulation 2012*, be adopted;
2. the 2023-24 Long-Term Financial Plan, prepared in accordance with the requirements of Sections 169 and 171 of the *Local Government Regulation 2012*, be adopted; and;
3. In accordance with section 169 (6) and (7) of the *Local Government Regulation 2012*, Council notes the budgeted increase in total rates and utility charges compared to the 2022-23 Original Budget is 2.90 per cent. This compares with the average general rates revenue increase of 3.80 percent and utility charges increase of 2.80 per cent.

CARRIED

4. MEETING CLOSURE

The Meeting concluded at 1:00pm.