

**MINUTES OF MORNINGTON SHIRE COUNCIL
SPECIAL COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, MISSION ROAD, GUNUNA
ON WEDNESDAY, 29 JUNE 2016 AT 9.00AM**

1 OPENING OF MEETING

The meeting was opened by Mayor Bradley Wilson at 9.14am

2 PRESENT

Mayor Brad Wilson, Deputy Mayor Sarah Isaacs, Cr Bob Thompson, Cr Claire Farrell
Frank Mills (Chief Executive Officer), Andrew "Fergus" Thompson (Executive Manager), Justin Hancock (Finance Manager) Royleen Wolski (Minute Taker)

3 APOLOGIES**RESOLUTION 2016/107**

Moved: Cr Claire Farrell

Seconded: Deputy Mayor Sarah Isaacs

That apologies from Cr Jane Ah Kit be received and accepted.

CARRIED 4/0

4 DISCLOSURE OF INTEREST – COUNCILLORS AND STAFF

Nil

5 CONDOLENCES AND MEMORIALS

Nil

6 CHIEF EXECUTIVE OFFICER'S REPORTS**6.1 MORNINGTON SHIRE COUNCIL 2016 - 2017 OPERATIONAL PLAN FOR APPROVAL****RESOLUTION 2016/108**

Moved: Cr Bob Thompson

Seconded: Cr Claire Farrell

That Council adopt the Mornington Shire Council 2016 – 2017 Operational Plan as tabled.

CARRIED 4/0

6.2 MORNINGTON SHIRE COUNCIL ORGANISATION STRUCTURE FOR PERIOD COMMENCING 1ST JULY 2016**RESOLUTION 2016/109**

Moved: Cr Bob Thompson

Seconded: Deputy Mayor Sarah Isaacs

That Council adopt the Mornington Shire Council Organisation Structure, as tabled.

CARRIED 4/0

Discussion was entered into in relation to what certain expenses were for, and where certain cost savings were being implemented, including insurances. Questions were asked and answered in relation to where some funding was obtained, the details of certain fees and charges, the background to certain long term situations, and future transition plans to implement streamlining. Council asked for clarification of certain terms, including "On Costing" and the Finance Manager provided this information.

The Finance Manager addressed Council in relation to the improvement in general financial position and the movement towards sustainability. The Chief Executive Officer provided information about building capacity into funding.

6.3 BUDGET 2016-2017 & CAPITAL BUDGET 2016-2017**RESOLUTION 2016/110**

Moved: Cr Bobby Thompson

Seconded: Cr Claire Farrell

That Council adopt the Mornington Shire Council Operational Budget 2016 – 2017, Mornington Island Capital Budget 2016- 2017 and Revenue Statement 2016-2017 as tabled.

CARRIED 4/0

Discussion was entered into in relation to certain Commercial & Regulatory Fees & Charges, the pros and cons of charging those rates, and the options to write to the CEO in relation to a reduction in fees for Community Service Providers. Discussion was also entered into in relation to ways that Council recoups costs, and general practices in relation to waiving fees. Questions were asked in relation to burial fees and discussion was entered into in relation to funding available to assist community members with these fees. The Mayor asked about costs in relation to the batching plant, and the Finance Manager provided information to Council.

6.4 SCHEDULE OF COMMERCIAL & REGULATORY FEES & CHARGES

RESOLUTION 2016/111

Moved: Cr Bob Thompson

Seconded: Cr Claire Farrell

That Council adopt the Schedule of Fees and Charges for the 2016 – 2017 Financial Year.

CARRIED 40

Questions were asked in relation to Grants and the Finance Manager and Chief Executive Officer provided information about the formal approach to the process for Grant applications and Approvals, and audit acquittal requirements in the future. Council asked questions in relation to the Debt Policy and these were answered by the Finance Manager. The CEO provided information about the prerequisite for all Councils to have a Debt Policy, and discussion was entered into in relation to loans. Questions were also asked in relation to investments, and the Finance Manager provided information about investment and risk management. Discussion was entered into in relation to normal process and the need for Council to know what is being spent. Questions were asked in relation to the requirement of Council to adhere to Local Government Policy and the benefits of regular review. The Finance Manager provided information about Procurement and Revenue Policies.

At 10:09 am, Fergus Thompson left the meeting.

At 10:11 am, Fergus Thompson returned to the meeting

At 10:19 am, Deputy Mayor Sarah Isaacs left the meeting.

At 10:20 am, Deputy Mayor Sarah Isaacs returned to the meeting.

6.5	ADVERTISING	POLICY	2016-2017
	COMMUNITY	GRANTS	POLICY
	DEBT	POLICY	2016-2017
	ENTERTAINMENT &	HOSPITALITY	EXPENDITURE
	INVESTMENT	POLICY	POLICY
	PROCUREMENT	POLICY	2016-2017
	REVENUE POLICY 2016-2017		2016-2017

RESOLUTION 2016/112

Moved: Cr Claire Farrell

Seconded: Cr Bobby Thompson

That Council adopt:

The Advertising Policy 2016-2017

Community Grants Policy 2016-2017

Debt Policy 2016-2017

Entertainment & Hospitality Expenditure Policy 2016-2017

Investment Policy 2016-2017

Procurement Policy 2016-2017

Revenue Policy 2016 2017 as tabled.

CARRIED 4/0

The Finance Manager provided information about Operation Budget and Capital Budget improvements. The Mayor enquired about write offs in at the Store, and the CEO and Finance Manager provided information re the improved write off value in relation to these. The Finance Manager provided additional information in improvements re the Stores, that a stock take was being conducted and that Doubtful Debts had also improved. Questions were asked and answered re Grants and the Finance Manager provided information in relation to this.

At 10:27 am, Deputy Mayor Sarah Isaacs left the meeting.

At 10:43 pm, Deputy Mayor Sarah Isaacs returned to the meeting.

**6.6 AMENDED OPERATIONAL BUDGET 2015-2016
AMENDED CAPITAL BUDGET 2015-2016**

RESOLUTION 2016/113

Moved: Cr Claire Farrell
Seconded: Cr Bob Thompson

That Council adopt the Amended Budget 2015-2016 and the Amended Capital Budget 2015-2016.

CARRIED 4/0

7 CONFIDENTIAL REPORTS

Nil

8 CLOSURE

The Meeting closed at 10.26am

Frank Mills
Chief Executive Officer

Minutes Confirmed:

Mayor

Date: 20 July 2016

Frank Mills
Chief Executive Officer

Initial: _____