



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
17TH FEBRUARY 2010



SHIRE OF MINGENEW
ORDINARY COUNCIL MEETING NOTICE PAPER
12TH FEBRUARY 2010

Madam President and Councillors,

An ordinary meeting of Council is called for **Wednesday, 17th February 2010**, in the Council Chambers, Victoria Street, Mingenew, commencing at **2:30pm**.

Ian Fitzgerald
Chief Executive Officer
12th February 2010

MINGENEW SHIRE COUNCIL

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Mingenew Shire Council for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Mingenew Shire Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement occurring during Council/Committee meetings or discussions. Any person or legal entity that acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of Mingenew Shire Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Mingenew Shire Council. The Mingenew Shire Council warns that anyone who has an application lodged with the Mingenew Shire Council must obtain and only should rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the Mingenew Shire Council in respect of the application.

CHIEF EXECUTIVE OFFICER

12th February 2010

SHIRE OF MINGENEW

WRITTEN DECLARATION OF INTEREST IN MATTER BEFORE COUNCIL

Chief Executive Officer

Shire of Mingenew

PO Box 120

MINGENEW WA 6522

Dear Sir

Written Declaration of Interest in Matter before Council

I, _____ wish to declare an interest in the following item to be considered by Council at its meeting to be held on _____

Agenda Item _____

The type of interest I wish to declare is Financial/Proximity/Indirect/Financial/Conflict (impartiality) pursuant to Section 5.65 of the Local Government Act 1995/Clause 1.3 of Councils Adopted Code of Conduct.

The nature of my interest is _____

I wish to be present and participate in any discussion and/or decision making procedure relating to the item and therefore would like Council to declare that my interest in the matter is

The extent of my interest is _____

I understand that the above information will be recorded in the minutes of the meeting and placed in the Financial Interest Register.

Yours faithfully,

Signed

Date

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- 1 OPENING**
- 2 RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE
(PREVIOUSLY APPROVED)**
- 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4 PUBLIC QUESTION TIME**
- 5 APPLICATION FOR LEAVE OF ABSENCE**
- 6 PUBLIC FORUM (PETITIONS/ DEPUTATIONS/ PRESENTATIONS)**

Council conducts open Council meetings. Members of the public are asked that if they wish to address the Council they state their name and put the purpose of their address as precisely as possible. A maximum of 15 minutes is allocated for public forum. The length of time an individual can speak will be determined at the President's discretion.

- 7 CONFIRMATION OF PREVIOUS MEETING MINUTES**

That the Minutes of the Ordinary Council Meeting held on the 16th December 2009 be confirmed as true and accurate and the General Meeting of Electors held on the 4th of February 2010 be received.

- 8 DISCLOSURES OF FINANCIAL AND OTHER INTERESTS**

Note: That under Section 5.65 of the Local Government Act 1995 care should be exercised by all Councillors to ensure that a "financial interest" is declared and that they refrain from voting on any matters which are considered that may come within the ambit of the Act.

- 9 REPORTS OF COMMITTEES AND OFFICERS**

- 9.1 HEALTH, BUILDING AND TOWN PLANNING**

- 9.2 WORKS AND SERVICES**

- 9.3 FINANCE AND ADMINISTRATION**

- 9.3.1 Annual Compliance Audit Return – 2009**

- 9.3.2 Proposed Road Maintenance Agreement with Main Roads WA**

- 9.3.3 2009/10 Annual Budget Review**

- 9.3.4 Customer Service Charter**

- 9.3.5 Enterprise Based Productivity Places Program (EBPPP)**

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- 9.3.12 Accounts Due and Submitted for Payment

10 ANNOUNCEMENT BY PRESIDENT AND COUNCILLORS

11 ELECTED MEMBERS/ MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

12 URGENT BUSINESS INTRODUCED BY DECISIONS OF THE MEETING

(A) ELECTED MEMBERS

(B) OFFICERS

13 CONFIDENTIAL BUSINESS AS PER LOCAL GOVERNMENT ACT S5.23 (2)

There are two confidential items to be presented to Council.

14 CLOSURE

Agenda Reference:	CEO 02/10-01
Location/Address:	Shire of Mingenew
Name of Applicant:	Department of Local Government
File Reference:	
Disclosure of Interest:	Nil
Date:	8 th February 2010
Author:	Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

Summary

Council to adopt the Annual Compliance Audit Return for the 2010 year, as presented. Each Councillor has been provided a copy of the return (attachment) with the Agenda to enable the opportunity to review the return and make comment.

Attachment

A copy of the 2009 Compliance Audit Return is attached to this item.

Background

The Annual Compliance Audit Return was introduced into Local Government in 1995, which is now a requirement of all Local Governments.

Comment

Each Councillor has been provided with a copy of the return for perusal prior to this meeting.

It is required that the printed copy of the 2009 report is to be;

- 1) presented to Council at a meeting of the Council;
- 2) adopted by the Council,
- 3) An extract of the minutes of the meeting at which the CAR is adopted by Council is to be provided to the Department along with the report.

There are no items in the Compliance Audit Return that are brought to Council's notice.

Consultation

MACS, EHO, Senior Finance Officer

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirement

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.1

That Council adopts the Compliance Audit Return as presented as the official return of Council for the period 1st January 2009 to 31st December 2009.

9.3.2 PROPOSED ROAD MAINTENANCE AGREEMENT WITH MAIN ROADS WA

Agenda Reference: CEO 02/10-02
Location/Address: Shire of Mingenew
Name of Applicant: Mid West Regional Council
File Reference:
Disclosure of Interest: Nil
Date: 8th February 2010
Author: Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

Summary

Over the past 2 months a great deal of work has been done on trying to reach an agreement with Main Roads WA on Mid West Regional Councils being a party to their new road maintenance contracts. After a delegation from the MWRC met with the Minister for Transport and put our side of the story a directive was made by the Minister for Main Roads to work with the MWRC and its member shires and work out an agreement.

This work has been very positive and now a Memorandum of Understanding has been prepared and is presented for Council's endorsement.

Attachment

A copy of the Minutes from the MWRC meeting is attached together with the proposed MOU.

Background

The development of an arrangement has been in progress for some 18 months and after some positive responses the project stalled and appeared destined for failure until the Minister stepped in and made his directive.

Comment

The more recent meetings over the December – January period have been very positive and Main Roads staff has been far more co-operative.

The attached Memorandum of Understanding has been negotiated and is presented for Council's adoption.

Council has also been approached by several private companies that are tendering for the Main Roads work seeking an expression of interest to work with them should they be successful in gaining the contract.

All of this is very positive for Council and has the potential to provide a new revenue source as well as an opportunity to up skill some of the outside crew.

A planning workshop which I believe will involve Works Managers will be held in the near future to further develop our arrangements with Main Roads.

More information is contained in the extract of the minutes from the recent MWRC meeting where the proposal was endorsed.

Consultation

MWRC and its member shires

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

There is potential for the arrangement to provide a new revenue source to Council but the extent will not be known until further negotiations take place.

Strategic Implications

Proposal will provide a new revenue source and has potential to lead to up skilling staff and even recruitment of additional staff with the benefits that brings to the community.

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council:

- a) Council endorses the attached Memorandum of Understanding**
- b) In Accordance with the Memorandum of Understanding provide authority to the Chief Executive Officer to negotiate the Services Agreement with Main Roads on behalf of Council.**

9.3.3 2009/10 ANNUAL BUDGET REVIEW

Agenda Reference: CEO 02/10-03
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 9th February 2010
Author: Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

SUMMARY

Council has a requirement to conduct a budget review between 1st January and 31st March of each financial year as per Regulation 33A of the Local Government (Financial Management) Regulations 1996.

The Chief Executive Officer together with the Senior Finance Officer has conducted a review and this report is now presented for the Council's consideration.

ATTACHMENT

The report refers to the Financial Activity for the period 1st July 2009 to 31st January 2010 provided in schedule as an attachment to this item.

BACKGROUND

The legislation was introduced to ensure every local government conducts at least one budget review in the first 9 months of the financial year.

COMMENT

The budget review was carried on the period 1st July to 2009 to 31st January 2010.

The following items including Year to Date and Budget Year to Date Variances greater than \$10,000 to the end of January 2010 are brought to Council's notice:

Rates: all items showing only minor variance to budget.

Other General Purpose Funding: The Local Road Grant approved was less than budgeted by some \$15,000

Income from investments is up due to better cash flow arrangements

Members of Council: No items to particularly note – Conference Expenses may come under budget

Other Governance: Staff salaries (administration) are down and Resource Sharing Expenditure is down due to gaps in employing staff and timing of recoup claims. Legal Fees are up due to advice on MWRC matters in relation to Main Roads contracts but is offset by extra income shown under Reimbursements.

Fire Prevention: Fire Control Expenses Other up on budget due to uniform purchases and there has been increased maintenance on the fire truck (Fire Tender Expenses)

Animal Control: No items to note.

Other, Law, Order Public Safety: No items to note with Community Safety Plan projects to commence shortly

Maternal Infant Health: No items to note at this time.

Other Health: No items to note.

Preventive Services: No items to note

Other Education: No items to note.

Aged & Disabled: Autumn Centre on budget at present but with power and water connection fees still to come. Grant payments still to be received

Other Welfare: No items to note at this time

Staff Housing: Building maintenance expense is less than anticipated to date.

Other Housing: Building maintenance expense is close to budget to date.

Sanitation – Household Refuse: No items to note at this time. Collection of scrap metal from the refuse site is currently being negotiated.

Other Sanitation: No items to note. MWRC Zero Waste Management Plan behind expected timetable.

Town Planning & Regional Development: No items to note at this time – Council received unbudgeted planning fees from the Karara Iron Ore project.

Other Community Amenities: No item to note at this time – extra plumbing maintenance has been required on the public toilets in Victoria Street.

Public Halls & Civic Centres: No items to note at this time

Other Recreation & Sport: To date there has been less expense incurred in maintaining the sporting facilities but winter sports are about to commence. Royalties for Regions projects (first grant round) are currently in progress.

The Royalties for Regions grant of \$328,000 has been deferred by the state government until 2010/11.

There has been an insurance claim payment received for the damage to the oval reticulation (expense incurred last year).

Libraries: No items to note at this time

Other Culture: No items to note at this time

Road Construction: No items to note. Work has just commenced on the Regional Road Group funded projects. No Roads to Recovery grants have been received to date. Black Spot recoups to be claimed from City of Geraldton-Greenough and Shire of Irwin.

Road Maintenance: Asset preservation on town streets is over budget but is being investigated as errors in allocations. Main Rods contract works have been allocated to Private Works in Program 14.

Road Plant Purchases: There has been some minor savings, to date, on plant purchases – loan to be raised has been reduced accordingly.

Traffic Control: No items to note at this time – Police Licensing commissions down marginally on a year to date basis.

Aerodromes: No items to note at this time

Rural Services: Extra expense in maintaining the MIG building but offset by savings in contributions to the MWRC.

Tourism & Area Promotion: All costs of the main street garden project were borne by Council with some reimbursements and more to come. No items to note. There has been some increased expense in tourism advertising promoting Mingenew.

Building Control: No items to note at this time.

Other Economic Services: No items to note at this time – DrumMuster recoup to come.

Private Works: Expense up as Main Roads contract work allocated to this area (not Program 12) – income up as well with more recoups to come.

Public Works Overheads: No items to note at this time.

Plant Operation Costs: Fuel & Oils – problems with allocations being investigated by IT Vision – anticipated expense is marginally over year to date budget. Insurance claims help offset over expenditure to date on Parts & Repairs.

Salaries & Wages: Expenditure down marginally due to gaps in replacing staff.

Unallocated: Delays in getting final approvals for the water connection to go under the railway line has resulted in no expenditure or income to date.

GENERAL OBSERVATIONS

In general the actual to date as compared to the budget is within acceptable variations. The delay in obtaining the Royalties for Regions grant which in part was projected to fund the Mingenew South Road project will be offset by expected income from Main Roads projects and other savings staff are working to generate. There may be a need to re-allocate some of the existing Royalties for Regions monies between projects with some going marginally over budget and others coming in under budget.

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management Regulations) 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The current trend would indicate a tight end to the financial year with the chance of a small surplus will be achieved.

STRATEGIC IMPLICATIONS

Nil.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.3

That Council notes that the budget review for 2009/10 has been conducted and receives the comments on the various areas of operation.

9.3.4 CUSTOMER SERVICE CHARTER

Agenda Reference: CEO 02/10-04
Location/Address: Shire of Mingenew
Name of Applicant: Senior Staff
File Reference:
Disclosure of Interest: Nil
Date: 9th February 2010
Author: Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

Summary

A Customer Service Charter has been prepared by the Chief Executive Officer and other senior staff for consideration and adoption by Council.

Attachment

A copy of the proposed Customer Service Charter is attached to this item.

Background

Nil

Comment

The Customer Service Charter outlines the commitment of the Shire of Mingenew to a level of service to our customers. Once adopted by Council it will be displayed in the Shire Office and all staff will be made aware of the level of customer service we will aim to provide at all times.

Consultation

Manager of Administration and Customer Service.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil.

Strategic Implications

The document will demonstrate to the community our commitment to provision of quality and timely customer service.

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.4

That Council adopt the Customer Service Charter as presented.

9.3.5 ENTERPRISE BASED PRODUCTIVITY PLACES PROGRAM (EBPPP)

Agenda Reference: CEO 02/10-08
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 10th February 2010
Author: Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

Summary

Council is requested to endorse the actions of the Chief Executive Officer in working with the Shires of Morawa, Three Springs and Perenjori and the MWRC to submit an application for funding under the Enterprise Based Productivity Places Program as detailed in the attachments to this item.

Attachment

A copy of the Draft Program Guidelines and extract from MWRC February 2010 Minutes

Background

Nil

Comment

The Australian Government announced late in 2009 a program under the Skilling Australia for the Future project that has the potential to provide recognized training for employees at minimal cost to the employing organization.

The MWRC lodged an Expression of Interest (EOI) on behalf of the Shires of Mingenew, Morawa, Perenjori and Three Springs in late December 2009 – the other member Councils declined the opportunity to participate.

The EOI was successful and a full application, based on 20 training places across the 4 shires, was required to be submitted before 15th January 2010. This did not allow for consideration by Council prior to lodging the application.

The training will be at Certificate 3 to Advanced Diploma level and will help to improve the skills of employees or provide new skills which may be of assistance in re-training staff to fit into positions within the proposed new amalgamated shire.

As the 4 shires employ a total of less than 100 employees the funding from the Australian Government will be for 90% of the cost of the training places for existing workers – a minimal cost for Council to meet from existing staff training budgets.

The result of the application will be announced either in February 2010 or June 2010 as there will be two rounds of approvals.

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

It is expected any training/contribution costs required from Council will be able to be met from normal staff training budgets.

Strategic Implications

The program will enable Council to encourage and assist staff to improve their skill base at minimal cost to Council.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.5

That Council endorses the actions of the Chief Executive Officer in working with the Shires of Morawa, Mingenew and Perenjori and the MWRC to submit an application for funding under the Enterprise Based Productivity Places Program.

9.3.6	FAREWELL LUNCHEON – DR MORRISON
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Agenda Reference: CEO 02/10-06
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 10th February 2010
Author: Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

Summary

A farewell luncheon is being planned for Dr Kent Morrison who will be leaving the district with his last visit to Mingenew being on Wednesday 24th February. A luncheon is being held that day and Council's assistance has been requested.

Attachment

Nil

Background

Nil

Comment

Dr Morrison has provided a valuable service to the Mingenew community over a number of years and will be greatly missed by his friends and patients. The community has been fortunate that the provision of medical services by a visiting doctor has, to date, come at no expense to Council. It would seem appropriate Council agree to make a contribution to Dr Morrison's farewell luncheon being organized by the Silver Chain Committee. This contribution may include a cash contribution plus the offer of a venue free of charge if required.

The Refreshments and Receptions expenditure is below budget to date and any contribution could come from this account.

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

A small cash contribution and free venue hire would not adversely impact on the budget.

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.6

That Council resolves to make a cash contribution of up to \$250 towards the farewell luncheon for Dr Kent Morrison and provide a venue free of charge if requested.

9.3.7	CORPORATE POLO SHIRTS
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Agenda Reference: CEO 02/10-07
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 10th February 2010
Author: Ian Fitzgerald, Chief Executive Officer

Signature of Author: _____

Summary

At the December 2009 Council Meeting the provision of suitable corporate polo shirts for Councillors and staff was discussed. The shirts would be worn when attending training courses and less formal meetings where Councillors and staff were representing the Shire of Mingenew.

The administration staff has done some research on this proposal and has obtained some estimates and samples for Council to consider.

Attachment

Sample logos for use on the corporate shirts. A number of sample shirts will be available at the meeting.

Background

Council has previously considered a change to the shire logo which would have been applied to all documents and also to corporate shirts. That proposal did not proceed but one of the designs considered can be seen on the front window of IGA Mingenew and on their stubby holders.

Comment

The sample logos provided are not intended to replace the official logo used on official stationery but would be used on corporate shirts and possibly on gifts (pens, folders etc) given to visitors and people leaving the shire employment.

The new designs may also be readily adapted to become a Mingenew logo once the shire amalgamates with the Shires of Morawa, Perenjori and Three Springs – thus still given the district a strong emblem that will promote Mingenew.

Three of the designs have used Mingenew Hill as their base theme and the fourth is based strongly on wildflowers. The “catch cry” of The Grain Centre comes from the number plates and our entrance signs whilst “Standing Proud – Growing Strong” was adopted by Council when it was considering a new shire logo.

It would be quite simple to remove ‘Shire of’ from these logos and just leave Mingenew once amalgamations proceed. It is not uncommon for an organization to have twin logos – one a more official and the other a promotional style logo. Some of the shires in the region including Northampton, Irwin, Morawa and Perenjori already have corporate polo shirts.

Some indicative quotes have been obtained on the supply of shirts with the new logo embroidered on them. The final costs will not be determined until the style of shirt and logo design is finalized but an indicative quote is \$35 per shirt.

There are some 18 staff and 7 Councillors so a minimum of 25 shirts would be required but some staff may decide to purchase additional shirts as a part of their annual uniform allowance.

There is currently capacity within the clothing budget for the purchase of approximately 40 shirts based on the estimated price of \$35 each.

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

The purchase of 40 shirts could be accommodated within existing clothing budget allocations.

Strategic Implications

A new corporate shirt would help promote Mingenew when Councillors and staff are at events outside of the district.

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.7

That Council:

- **Agree to the introduction of new corporate polo shirts**
- **Appoints a committee of Councillors and staff to finalise logo design and shirt selection**
- **Provide one corporate shirt to each Councillor and staff member free of charge**

9.3.8 COMMUNITY SPORT & RECREATION FACILITIES FUND

Agenda Reference: CDO 02/10-01
Location/Address: Showground Rd, Mingenew Recreation Centre
Name of Applicant: Mingenew Hockey Club/ Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 3rd February 2010
Author: Erin Greaves

Signature of Author: _____

SUMMARY

The Mingenew Hockey Club is seeking support for their application for funding under the CSRFF Small Grants Scheme for their Hockey Lights Project.

ATTACHMENT

Nil

BACKGROUND

The Department of Sport and Recreation have available two grant rounds per year for their CSRFF Small Grants Scheme, awarding up to \$50,000 for projects involving the development of infrastructure for sports and recreation in WA. The program aims to increase participation in sport and recreation with the emphasis on physical activity, through rational development of good quality, well-designed and well-utilised facilities.

The maximum grant offered for standard grant applications is one third of the total estimated project cost (ex GST). The general rule is that the local government will fund a third and the sporting group pays the remaining third.

Most recently, the Bowling Club submitted an application under this scheme and were unfortunately unsuccessful – on the basis that there were higher priorities within the shire and region, and that the project was too maintenance focused.

The Mingenew Netball Club was successful in gaining funds under the CSRFF Annual Grants scheme for their resurfacing project. This project is on-going and expected to be acquitted before 30th June 2010.

COMMENT

The Hockey Club are proposing to purchase and install 4 pole top lights for the southern end of the hockey oval. Currently there are four lights at the northern end which only sufficiently light about a third of the oval. It is expected that this project will increase hockey participation and allow safer and improved playing facilities.

As Community Development Officer I have worked closely with the Hockey Club in planning and preparing this submission for about 12 months. Gary Clark and Adam Murszewski have also been involved in the process to ensure criteria and needs have been met.

The Sports Advisory Committee has made a formal recommendation at their October 2009 to support the Hockey Club in their project; as motion below,

Gary Cosgrove moved:

That, at this stage, the Hockey Club has the support of the Committee in their CSRFF Small Applications Grant (February 2010 round).

Jon Holmes seconded motion. CARRIED

At a more recent Sports Advisory Meeting held on the 3rd February 2010, the Committee made a recommendation to Council that the project be supported and ranked as a high priority.

Three quotes have been prepared for the project – from Dongara Drilling & Electrical, Geraldton Electrical Co and Beresford Electrical Services. The Hockey Club would like Geraldton Electrical Co to carry out projected works.

The estimated total of this project is about \$40,000 therefore the Hockey Club is seeking Council's support by funding a third of the total cost. This can be a combination of cash and in-kind contribution. The Hockey Club would like to request Council approve up to \$15,000 be allocated for this project in the 2010/2011 budget.

There is also a requirement for the Local Government to rank and comment on each grant application received before submitting to the Department of Sport and Recreation, As there is only one applicant, Council should rank the application as a number 1 priority.

CONSULTATION

Ian Fitzgerald, CEO & Warren Borrett, Works Manager

Gary Clark & Adam Murszewski – Department of Sport and Recreation

Mingenew Sports Advisory Committee

Mingenew Hockey Club

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Council has previously assisted sporting clubs with projects under the CSRFF scheme.

FINANCIAL IMPLICATIONS

If successful with the grant application, Council would need to allow up to \$15,000 in the 2010/2011 budget for their contribution to the hockey lights project.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

STAFF RECOMMENDATION – ITEM 9.3.8

That Council support the Hockey Club in their application to the Department of Sport and Recreation to gain funding for their Hockey Lights Project. If successful, it is asked that Council allow up to \$15,000 in the 2010/2011 budget as their contribution and to provide a ranking of 1 for the project.

9.3.9 Financial Statements for Month Ending 31 December 2009

Agenda Reference: SFO 02/10 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 7 January, 2010
Author: Kylie M^cGree, Senior Finance Officer

Signature of Author: _____

Summary

The Monthly Statement of Financial Activities report for the month ending 31 December is presented to Council for adoption.

Background

Financial regulations require a monthly statement of financial activities report to be presented to Council.

Comment

Council's operating surplus as at the 31 December, 2009 is \$1,036,824.00.

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Funds	\$141,746.28
Business Maximiser Fund (Municipal)	\$707,004.51
Trust Account	\$32,078.09
Reserve Account	\$527,634.02
Rates Outstanding	\$107,244.44

The instalment notices for the next payment will be due on 4 February, 2010. Over 30 ratepayers have elected to pay by instalments.

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. \$15,973.86 was owing to Council as at 31 December, 2009 with only one Debtor 60 days or more.

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2009 / 2010 financial year.

Consultation

No consultation required

Statutory Environment

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

Policy Implications

No policy implications

Financial Implications

Financial implications are outlined in comments.

Strategic Implications

No strategic implications

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION - ITEM NO. 9.3.9

That Council adopts the Monthly Statement of Financial Activity for the month ending 31 December, 2009.

9.3.10 Financial Statements for Month Ending 31 January 2010

Agenda Reference: SFO 02/10 - 02
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 9 February, 2010
Author: Kylie M^cGree, Senior Finance Officer

Signature of Author: _____

Summary

The Monthly Statement of Financial Activities report for the month ending 31 January, 2010 is presented to Council for adoption.

Background

Financial regulations require a monthly statement of financial activities report to be presented to Council.

Comment

Council's operating surplus as at the 31 January, 2010 is \$913,524.00

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Funds	\$99,365.43
Business Maximiser Fund (Municipal)	\$508,936.33
Trust Account	\$31,542.25
Reserve Account	\$529,206.08
Rates Outstanding	\$89,951.40

The instalment notices for the next payment will be due on 4 February, 2010. Over 30 ratepayers have elected to pay by instalments.

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. \$207,339.71 was owing to Council as at 31 January, 2010 with only one Debtor 60 days or more.

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2009 / 2010 financial year.

Consultation

No consultation required

Statutory Environment

Local Government Act 1995 Section 6.4

Local Government (Financial Management) Regulations 1996 Section 34

Policy Implications

No policy implications

Financial Implications

Financial implications are outlined in comments.

Strategic Implications

No strategic implications

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION - ITEM NO. 9.3.10

That Council adopts the Monthly Statement of Financial Activity for the month ending 31 January, 2010.

9.3.11 Loan 141 - \$225,000 – Caterpillar Grader

Agenda Reference: SFO 02/09 - 03
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0139
Disclosure of Interest:
Date: 9 February, 2010
Author: Kylie M^cGree, Senior Finance Officer

Signature of Author: _____

Summary

The 2009/10 Annual Budget makes provision for the raising of a loan to fund the purchase of a Caterpillar Grader. It is proposed Council approve the raising of the loan with funding to be on 26 February, 2010.

Background

Nil

Comment

The 2009/10 Budget allows for the raising of this loan:

Loan 141 – Caterpillar Grader \$250,000 over 10 years

Due to negotiating a better deal on the new Grader, Council is only borrowing \$225,000.00 instead of the budgeted amount of \$250,000.00

Consultation

Nil

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

Loans are listed in the 2009/10 Annual Budget.

Indicative bi-annual payments of \$15,146.13 have been provided by the WA Treasury Corporation.

Due to negotiating a better deal on the new Grader, Council is only borrowing \$225,000.00 instead of the budgeted amount of \$250,000.00

Strategic Implications

Nil

Voting Requirement

Simple Majority

OFFICER RECOMMENDATION – ITEM NO. 9.3.11

That Council resolves to draw Loan 141 for \$225,000.00 from WA Treasury Corporation over a period of 10 years at an indicative repayment rate of \$30,292.26 per annum (principal, interest & government guarantee fee).

9.3.12 ACCOUNTS DUE AND SUBMITTED FOR PAYMENT

Agenda Reference: AO
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date:
Author: Julie Borrett

Signature of Author: _____

SUMMARY

Council to confirm the payment of creditors for the months of December and January in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

ATTACHMENT

Copy of list of accounts due (EFT & cheque payments), which will enable Council to confirm the payment of its creditors in accordance with Local Government (Financial Management) Regulations 1996, Section 13 (1).

BACKGROUND

Financial Regulations require a schedule of payments made through the Council bank accounts to be presented to Council for their inspection. The list includes details for each account paid incorporating the payee's name, amount of payment, date of payment and sufficient information to identify the transaction.

COMMENT

Invoices supporting all payments are available for inspection. All invoices and vouchers presented to Council have been certified as to the receipt of goods and the rendition of services and as to prices, computations and costings, and that the amounts shown were due for payment.

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 14

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

STAFF RECOMMENDATION – ITEM 9.3.12

That Council confirm the accounts as presented for December 2009 and January 2010 be authorised for payment.