



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
15TH JUNE 2011



SHIRE OF MINGENEW
ORDINARY COUNCIL MEETING NOTICE PAPER
15TH JUNE 2011

Madam President and Councillors,

An ordinary meeting of Council is called for **Wednesday, 15th June 2011**, in the Council Chambers, Victoria Street, Mingenew, commencing at **2:00pm**.

Ian Fitzgerald
Chief Executive Officer
10th June 2011

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

10TH June 2011

SHIRE OF MINGENEW

AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON 15th JUNE 2011 COMMENCING AT 2:00PM.

- 1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS**
- 2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**
- 3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 4 PUBLIC QUESTION TIME / PETITIONS / DEPUTATIONS / PRESENTATIONS / SUBMISSIONS**

Turf Club invited to present their proposal for the Stewards Tower replacement.
- 5 APPLICATIONS FOR LEAVE OF ABSENCE**
- 6 DECLARATIONS OF INTEREST**
- 7 CONFIRMATION OF PREVIOUS MEETINGS MINUTES**

That the Minutes of the Ordinary Meeting of Council held Wednesday 18th May 2011 be confirmed as a true and accurate record of proceedings.

- 8 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**
- 9 OFFICERS REPORTS**
 - 9.1 HEALTH, BUILDING AND TOWN**
 - 9.1.1 Building Application – Lot 110 Victoria Street, Mingenew
 - 9.2 WORKS AND SERVICES**

Nil
 - 9.3 CHIEF EXECUTIVE OFFICER**
 - 9.3.1 Draft 10 Year Proposed Plant Replacement Programme
 - 9.3.2 Fees and Charges 2011/12
 - 9.3.3 Proposed Organisational Structure
 - 9.3.4 End of Year Reserve Transfers
 - 9.3.5 Power Upgrade – Recreation Complex
 - 9.3.6 Main Roads ISA Contract – Vehicle Purchase
 - 9.3.7 Turf Club's Stewards Tower

9.4 CORPORATE SERVICES

Nil

9.5 COMMUNITY DEVELOPMENT

Nil

9.6 FINANCE

9.6.1 Financial Statements for the Month Ending 31st May 2011

9.6.2 Accounts for Payment – May 2011

9.1 HEALTH, BUILDING AND TOWN

9.1.1 Building Application Lot 110 Victoria Street, Mingenew

Agenda Reference: EHO 06/11 - 01
Location/Address: Lot 110 Victoria Street, Mingenew
Name of Applicant: Ron Thompson
File Reference: n/a
Disclosure of Interest: Nil
Date: 03.06.2011
Author: Trevor Brandy, EHO

Signature of Author: _____

SUMMARY

Council is in receipt of a building application to construct a 48m² steel framed shed on the above mentioned lot.

ATTACHMENT

Nil

BACKGROUND

The lot is part of a Landcorp subdivision that requires the owner to have or be progressively in the process of building a class 1 dwelling on the lot within three years upon the date of purchase. The timeline set down by Landcorp expires in 2013.

COMMENT

The owner has indicated he wishes to build the shed prior to submitting plans for his dwelling so that he may store items on site and provide Council with house plans within 12 months.

Landcorp has indicated that Council may vary the building conditions if they are satisfied with the request.

CONSULTATION

Mr R Thompson

STATUTORY ENVIRONMENT

Land Corp Policy

POLICY IMPLICATIONS

Council has a Policy which requires dwelling plans to be submitted prior to any out buildings.

FINANCIAL IMPLICATIONS

Usual building application fees apply

STRATEGIC IMPLICATIONS

Should be assessed on a case by case basis

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION 9.1.1

- 1 That Mr R Thompson be granted approval to construct a steel framed 48m² shed on lot 110 Victoria Street Mingenew.**
- 2 That Mr R Thompson be given permission on the proviso that his house plan be submitted to Council within 12 months of date of approval.**

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 DRAFT 10 YEAR PROPOSED PLANT REPLACEMENT PROGRAMME

Agenda Reference: CEO 06/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 9th June 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Each year, as part of the budget process, an updated 10 Year Plant Replacement Programme is prepared for Council consideration.

The latest draft Programme is presented to Council for consideration and adoption to assist staff in framing the 2011/12 Budget.

ATTACHMENT

Draft 10 Year Plant Replacement Programme – 2011/12 to 2020/21 including the current year for comparison.

BACKGROUND

The preparation of a long term plant replacement programme helps to ensure all major plant items are updated on a regular basis to limit maintenance costs and excessive changeover expenses when the item is traded. Council has had a plan in place over a number of years and updates each year at budget time.

COMMENT

The updated programme is attached. Staff have endeavoured to prepare a programme that updates the fleet on a regular basis whilst attempting to avoid massive swings in expenditure requirements from year to year.

Notable changes this year include;

- a) Changeover of the administration vehicle. It is proposed a Hyundai i45 or Toyota Camry be purchased.
- b) The two trucks were due for changeover this year and next. As Council would be aware, we have had numerous maintenance issues with these trucks and it is proposed to change both in 2011/12. In discussions with the Work's Manager it is proposed to move to a prime mover / semi trailer type configuration with the trucks

only pulling the one trailer but giving us the same capacity as present. This will require the purchase of a second tri-axle trailer and allow for the sale of the tandem axle dolly and tandem pig trailer.

There are no other major changes in the programme presented, with only minor year changes or cost updates as required.

Council currently has a loan for the two Iveco trucks and the final payment is due in the first half of the 2011/12 financial year. The purchase of the new trucks could again be funded by a loan but staff are also exploring the lease option and currently waiting on quotes. The loan versus lease option will be presented to Council in the draft budget.

At this time it is proposed to purchase the new tri-axle trailer from Reserve Funds. Due to increased income from Private Works over budget figures in 2010/11 it is proposed not to bring back funds to cover the cost of the Backhoe which will allow sufficient funds in the Plant Reserve for the trailer purchase.

Staff are also exploring the option of disposing of some of the plant items via auction. For example it would appear the use of an auction for the disposal of the Toyota Prado would increase the return to Council by up to \$10,000. This is based on the auctions held in the January – April period of 2011.

CONSULTATION

Senior staff
Lease companies
Auction companies

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The purchase of new plant and equipment will be listed in the draft 2011/12 Budget for Council's consideration.

STRATEGIC IMPLICATIONS

The regular changeover of plant and equipment helps ensure staff have modern and effective equipment to carry out the required works.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.1

That Council adopts the 10 Year Proposed Plant Replacement Programme as presented for 2011/12 – 2020/21 for consideration in the 2011/12 Budget.

9.3.2 FEES & CHARGES 2011/12

Agenda Reference: CEO 06/11 - 02
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 9th June 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Council is requested to adopt the Draft Schedule of Fees and Charges for 2011/12 as presented.

ATTACHMENT

A copy of the Draft Schedule of Fees and Charges 2011/12 is attached.

BACKGROUND

Council is required to adopt the Schedule of Fees and Charges for consideration and inclusion in the 2011/12 Budget.

COMMENT

There is a statutory obligation for Council to prepare and adopt a Schedule of Fees and Charges each financial year. The schedule also assists staff in calculating potential revenue amounts for inclusion in the annual budget.

All the fees and charges have been reviewed and the current and proposed fees are listed on the attached document. Council will note there have been small increases to the recommended fees and charges for 2011/12. Over the past 12 months there have been increases in the cost of power, insurances and wages. The recommended increases will help to offset these increased costs in providing the facilities. The fees and charges will continue to recoup only a small percentage of Council's actual costs as has been the unwritten policy of Council for many years.

There will be some considerable increases in the insurance costs this year with the cost of local government insurance rising after the natural disasters in Australia and the world has seen over the last 12 months.

The cost of electricity is also rising again this year with street light costs to increase up to 29% in some areas.

Council has not adjusted the Members Meeting Fees and Allowances for a number of years and the attached schedule does not reflect any changes however the following information is provided to Council;

The Local Government Act 1995 and Local Government (Administration) Regulations 1996 give an entitlement to elected members of a sitting fee for attending Council and Committee meetings. This fee can be set between a minimum of \$60.00 and a maximum of \$140.00 (\$120.00 to \$280.00 for the President) for Council meetings and a minimum of \$30.00 to a maximum of \$70.00 for all Councillors appointed to a Committee.

The Presidential allowance can be an amount from a minimum of \$600.00 to a maximum of \$1200.00 or 0.02% of Local Government's operating revenue whichever is the greater amount but not more than \$60,000.00. The Deputy President's allowance can be no more than 25% of the President's allowance.

Currently Council has endorsed sitting fees of \$120.00 per Councillor and \$240.00 for the President per meeting and \$120.00 per Councillor per Committee meeting. The current President's allowance is set at \$5,000.00 with the Deputy President's set at \$1250. Committee meeting attendance fee is currently \$30.00 per Councillor attendance and \$60.00 for the President.

Additionally, Council has set a per km rate of 71.5 cents/km for travel allowance. It is my understanding that this rate was linked to staff travel allowance rate in the Local Government Officers Award which is currently 99.01 cents/km.

The Local Government (Administration) Regulations 1996 state;

30. Meeting attendance fees – s.598(1)

- (1) For the purposes of section 5.98(1), subject to subregulation (3) –
 - (a) the minimum for a council member other than –
 - (i) the mayor or president; or
 - (ii) in the case of a regional local government, the chairman, attending a council meeting is \$60 for each meeting; and
 - (b) the maximum fee for a council member other than –
 - (i) the mayor or president; or
 - (ii) in the case of a regional local government, the chairman, attending a council meeting is \$140 for each meeting.
- (2) For the purposes of section 5.98(1), subject to subregulation (3) or (5), as the case requires –
 - (a) the minimum fee for a council member attending a meeting of a committee of which he or she is also a member is \$30 for each meeting; and

- (b) *the maximum fee for a council member attending a meeting of a committee of which he or she is also a member is \$70 for each meeting.*
- (3) *The total fees paid to a council member other than –*
- (a) *the mayor or president; or*
- (b) *in the case of a regional local government, the chairman,*
for attending meetings (whether of council or of any committee) in each year is not to exceed \$7,000.
- (4) *For the purposes of section 5.98(1), subject to subregulation (5) –*
- (a) *the minimum fee –*
- (i) *for the mayor or president; or*
- (ii) *in the case of a regional council, for the chairman,*
attending a council meeting is \$120 for each meeting; and
- (b) *the maximum fee-*
- (i) *for the mayor or president; or*
- (ii) *in the case of a regional council, for the chairman,*
attending a council meeting is \$280 for each meeting
- (5) *The total fees paid –*
- (a) *to the mayor or president; or*
- (b) *in the case of a regional local government, to the chairman,*
for attending meetings (whether of the council or of any committee) in each year is not to exceed \$14,000.

The cost to maintain some of our sporting facilities in the current financial year to date are;

Bowling Green	\$50,435
Tennis Courts	\$41,787
Football / Cricket Oval	\$52,555
Hockey Oval	\$24,855
Polocrosse	\$1,732
Race Track	\$39,054
Golf Course	\$17,088

CONSULTATION

Senior staff

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Administration) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The fees and charges will help in the framing of the 2011/12 annual budget with the raising of charges helping to offset Council's expense in providing services and facilities.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council adopt a Schedule of Fees and Charges for 2011/12 financial year.

9.3.3 PROPOSED ORGANISATIONAL STRUCTURE

Agenda Reference: CEO 06/11 - 03
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 9th June 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

With the 4 shire amalgamation not proceeding and Council's direction to employ a senior administrator / finance person, a proposed organisation structure has been prepared for Council's consideration.

ATTACHMENT

A draft Organisational Structure plan has been prepared and is attached.

BACKGROUND

During the period February 2008 to December 2010 Council shared a number of staff with the Shire of Three Springs. Now that this arrangement has come to an end and no amalgamation is to proceed in the immediate future a review of the staffing is required.

COMMENT

Council and senior staff have resisted looking at the staffing structure until the result of the 4 shire amalgamation was known. As we now know any amalgamation will not be proceeding in at least the next 12 months staffing levels need to be revisited.

The State Government is imposing more and more regulations and requirements on local government including; asset management plans, workforce plans, plans for the future (strategic plans) and long term financial plans. While we were working towards amalgamation the government provided considerable funding to assist us which allowed the engagement of contractors to carry out the necessary work. Funding will now be less likely and more will have to be carried in-house or using Council funds. For example we received a \$90,000 grant to assist with Integrated Planning for the 4 shires – this grant has been frozen at present and we are waiting on advice from the Department of Local Government on whether we can proceed or they require the funds to be returned.

Council has already directed a new senior position be factored in the staffing structure and the attached structure reflects this.

Aimee Bendsorp has indicated she wishes to go to a permanent part time role as from January 2012, probably working 3 days per week and working full time when one of the other staff members is on leave. To cover this staffing gap it is proposed to recruit a Trainee to commence December – January. This will give us a bit more flexibility in the office and, with the new senior position, helping to address the additional workload.

Staffing levels have been kept low in the past but with the new requirements extra staffing will be required to ensure customer service levels are maintained and statutory compliance is achieved.

CONSULTATION

Council

Administration staff

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Allowances will be made in the forthcoming budget for the staffing outlined in the Organisational Structure

STRATEGIC IMPLICATIONS

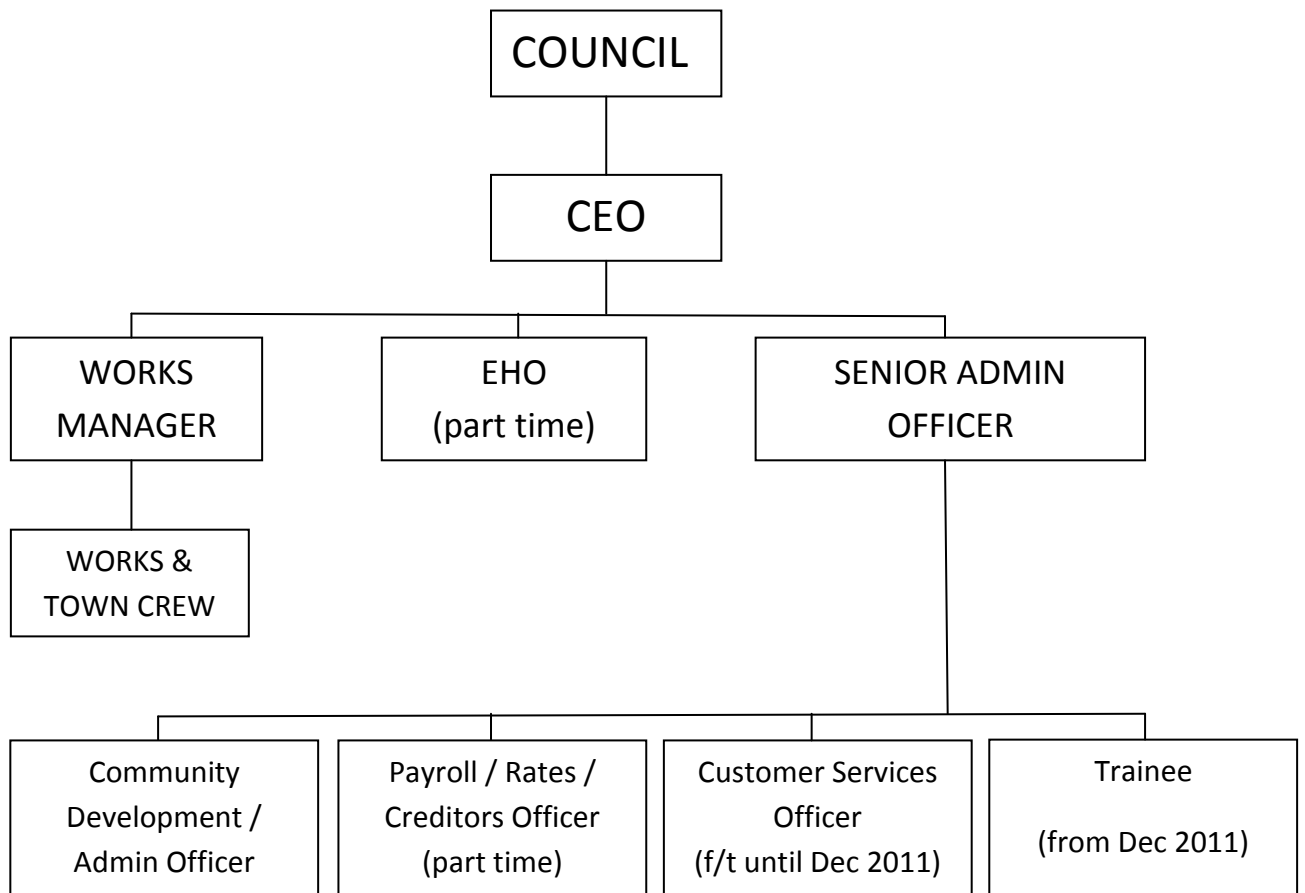
The new staffing, as proposed, will help ensure Council continues to provide a high level of customer service.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.3

That Council adopts the Organisational Structure as presented.



9.3.4 END OF YEAR RESERVE TRANSFERS

Agenda Reference: CEO 06/11 - 04
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 9th June 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Council is requested to approve the end of year financial transfers to and from reserves as outlined in this report.

ATTACHMENT

Nil

BACKGROUND

As part of the 2010/11 Budget, Council approved a number of transfers to and from the reserve accounts.

In addition Council approved the transfer of \$9,500 from the Land and Building Reserve for the re-purchase of Lot 100 Queen Street as per Council meeting 16th February 2011 – Minute Resolution 110209.

COMMENT

The 2010/11 Budget made provision for the following transfers;

\$110,000	from Land and Building Reserve towards new house – due to delay with Royalties for Regions proposed to be deferred.
\$126,000	from Plant Replacement Reserve towards major plant purchases – due to savings and increased private works income proposed not to be carried out.
\$10,000	to Accrued Leave Reserve – proposed to be transferred to help cover payment of CEO loyalty bonus from previous contract.
\$10,000	from Aged Persons Units Reserve – not required
\$9,000	from Industrial Area Development Reserve – not required
\$20,000	from Environmental Rehabilitation Reserve – recommend only \$10,000 be transferred.

\$9,000 from RTC / PO / NAB Reserve – as \$5,000 was contributed to the air-conditioner by the CRC - recommend this not proceed.

It is therefore recommended that the following transfers be authorised;

\$10,000 from Rehabilitation Reserve to Municipal Fund to help cover costs of work at refuse site.

\$9,500 from Land and Building Reserve to cover cost of purchase of Lot 100 Queen Street.

\$10,000 from Accrued Leave Reserve to help cover costs associated with CEO loyalty bonus payment.

I have been approached, informally at this stage, by the Shire of Morawa to contribute to sick leave currently being taken by our former employee Mrs Fred Gledhill. The Local Government Officers Award provides the following;

25.7 Portability of personal leave

25.7.1 An Officer shall be entitled to transfer accumulated personal leave credits from one employing local authority (or local authorities) to another employing local authority subject to the following;

(1) the amount of accumulated personal leave being transferred shall not exceed eight weeks; and

(2) the Officer shall produce to the employing Local Authority a record, certified by the Town or Shire Clerk of the immediately preceding Local Authority, showing the amount and source of the personal leave being transferred; and

(3) the Officer's service as between such authorities shall be continuous service. The term continuous service shall have the same meaning as attaches to that term in the Local Government (Long Service Leave) Regulations.

25.2 Such transferred accumulated personal leave credits accrued at the Officer's employing Local Authority have been exhausted.

Based on the award provisions the payment would be \$11,636.72 which would need to be drawn from the Accrued Leave Reserve. I have requested a formal letter from the Shire of Morawa and the CEO is following that up but at the time of preparing this report nothing has been received.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The stronger budget position allows for additional funds to be held in reserves for future projects.

STRATEGIC IMPLICATIONS

The strong reserves position will help provide funds for future projects without the need to rely on loan funds.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.4

That Council approve the following transfers between Reserve and Municipal Funds;

\$10,000	from Rehabilitation Reserve to Municipal Fund
\$9,500	from Land and Building Reserve to Municipal Fund
\$10,000	from Accrued Leave Reserve to Municipal Fund
\$11,363.72	from Accrued Leave Reserve to Municipal Fund in the event a formal claim is lodged by the Shire of Morawa towards Mrs Gledhill's sick leave.

9.3.5 POWER UPGRADE – RECREATION COMPLEX

Agenda Reference: CEO 06/11 - 05
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 9th June 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Council is requested to consider and approve the upgrade of the power at the Mingenew Recreation complex for consideration in the 2011/12 Budget.

ATTACHMENT

Nil

BACKGROUND

There have been a number of issues with power, or lack of power, to various parts of the recreation complex which has caused difficulties at Mingenew Race Day and other local events.

The need to upgrade the power supply was identified as the number one priority in the 10 Year Facilities Action Plan contained in the recently adopted Mingenew Sport and Recreation Plan.

COMMENT

Staff engaged Dongara Drilling & Electrical to carry out an assessment of the power system at the recreation complex.

Whilst it is pleasing to find that there is sufficient power coming into the complex, meaning Western Power transformer or line upgrade is not required, a substantial amount of work is still needed.

Over the years, as new facilities have been added, such as; the football oval lights or the new Turf Club building, extra strain has been placed on the system and this, in part, accounts for the problems with the football lights going off or the blackout of the Turf Club building during the races last year. The contractors were surprised we have had as little problems to date given the current state of the system.

To remedy the problem it has been recommended that a new main distribution board be installed at the point where the power comes into the recreation complex (near the tanks at

the hockey oval). From here it is recommended that new lines be run to the recreation building, Turf Club, Football / Cricket Oval, and Hockey Oval, and quotes were supplied for each section.

The hockey oval quote includes installation of lighting at the southern end to provide greater lighting coverage of the field. Whilst these lights will greatly enhance the quality of lighting for training purposes they are not to Australian Standards and therefore ineligible for grant funding.

The work is deemed to be more of a maintenance requirement and therefore unlikely to attract grant funding.

In total the three quotes add to some \$78,000. The Hockey Club have indicated they are willing and in a position to contribute \$15,000 - \$20,000 towards the hockey lights component. This still leaves a shortfall of some \$63,000.

It is the understanding of staff that the upgrades would allow for future expansion such as additional football lights if required. Staff are of the understanding that, as the main board will need to be upgraded, all work will need to be completed at the same time. Again confirmation of this is being sort.

CONSULTATION

Sports Advisory Committee

Electrical contractors

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The upgrade of the power supply will come at some cost to Council with allowance to be made in the 2011/12 Budget.

STRATEGIC IMPLICATIONS

The upgrade of the power was identified as the number one priority in the Mingenew Sport and Recreation Strategic Plan.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.5

That staff make provision in the 2011/12 Budget for the upgrade of power at the recreation complex based on the quotes received from Dongara Drilling and Electrical.

9.3.6 MAIN ROADS ISA CONTRACT – VEHICLE PURCHASE

Agenda Reference: CEO 06/11 - 06
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 9th June 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Council is requested to endorse the actions of the Chief Executive Officer in purchasing a vehicle to be used by the Network Inspector to be employed by the Shire of Mingenew under the new Main Roads ISA Contract.

ATTACHMENT

Nil

BACKGROUND

Council has previously agreed to be a party to the Main Roads ISA Contract which commences on 1st July 2011.

As a part of this arrangement the Shire of Mingenew will be supplying a Network Inspector with all costs met by the contract.

COMMENT

With the contract due to commence on 1st July 2011 the recruitment of a suitable employee has commenced and the purchase of a vehicle investigated. This has been done in conjunction with the Shire of Morawa who are also employing a Network Inspector and the Joint Process Management Team.

The recent disasters in Japan have made it difficult to source a 4 x 4 Dual Cab vehicle. Through contracts at John Hughes fleet it was possible to secure two Mitsubishi Triton GLX 4 x 4 Dual Cabs which will suit the purpose. As they were the only vehicles that could be guaranteed to be delivered on or around 30th June 2011 the Shires of Mingenew and Morawa issued purchase orders for the vehicles. This action was discussed in advance with the Shire President.

The vehicle is to cost \$36,775 + GST and includes canopy, flashing orange lights, tow bar and safety pack.

Discussions have been held with Main Roads WA about the ability to have this purchase reimbursed upfront as a lump sum rather than as a periodic payment over the life of the vehicle. With the support of the Joint Process Management Team and the Governance Team it seems likely this will be approved with Main Roads sorting out some internal accounting issues. This means that Council will receive full payment upfront with no impact on Council budget. All operating expenses will be fully recouped through the contract.

Council is requested to endorse the Chief Executive Officer's purchase of the Triton GLX 4 x 4 Dual Cab for the Network Inspector position.

CONSULTATION

Shire President

Shire of Morawa – CEO

Joint Process Management Team – ISA

Governance Team - ISA

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil as purchase will be fully reimbursed by Main Roads WA.

STRATEGIC IMPLICATIONS

The vehicle will help Council to meet their obligations under the ISA Contract.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.6

That Council endorse the actions of the Chief Executive Officer in purchasing the Mitsubishi Triton GLX 4 x 4 Dual Cab for \$36,775 + GST to be used by the Network Inspector and fully funded by Main Roads WA.

ITEM IS BROUGHT BACK TO COUNCIL FOR CONSIDERATION

9.3.7 TURF CLUB STEWARDS TOWER

Agenda Reference: CEO 06/11-07
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 10th May 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

A request, with preliminary sketch drawings, has been received from the Mingenew Turf Club seeking approval to replace the existing Stewards/Race Callers tower at the Mingenew recreation ground. The proposed new structure would be a new but modified container type structure.

ATTACHMENT

Sketch drawings received as a part of the request.

BACKGROUND

Council deferred considering the Turf Clubs proposal until a representative is present at Council meeting to provide details of the project and a formal recommendation has been received by the Sports Advisory Committee.

COMMENT

The existing tower has been deemed unsuitable by the stewards that visit Mingenew to officiate at our annual race meet. In addition the Turf Club has concerns as to the safety of the existing structure and its durability given its age.

The Turf Club has been able to attract grant funds from the Department of Racing and Gaming to assist in the supply and erection of a new facility.

The proposal is to replace the existing tower with a fully engineered, modified container set-up to be located in the same position as the existing tower. The end doors of the container would be removed and replaced with a solid wall complete with a window, a personal access door would be cut into the rear and there would be 2 roller doors installed across the front. New steps would be constructed to provide access to the tower. It is planned, at this stage, to use the top of the existing tower on top of the new container.

The new structure would be painted in the wheat and heritage red colour of the Turf Club Bar building to blend in. The proposed new structure would be fully engineered to ensure all standards are fully met and there are no safety issues.

The Mingenew Turf Club has advised that when complete the new tower would be available to other sports and activities including Expo, football and cricket.

There has been no request for assistance from Council with this project.

The Sports Advisory Committee met on Tuesday the 7th June 2011 at which the proposal for the new Stewards Tower was discussed. The following recommendation was received;

The Sports Advisory Committee supports the Stewards Tower Replacement Project, in principal, and recommends support from Council providing it complies with necessary Council specifications and building requirements.

ALL IN FAVOUR

CONSULTATION

Robert Newton – Mingenew Turf Club

Sports Advisory Committee

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION – ITEM 9.3.3

That Council gives in principle approval for the installation of a new Stewards/Race Callers tower at the Mingenew recreation ground subject to:

- a) Engineered drawings and certification being received and**
- b) Formal support for the project being given by the Sports Advisory Committee**

9.6 FINANCE

9.6.1 FINANCIAL STATEMENTS FOR MONTH ENDING 31 MAY, 2011

Agenda Reference: SFO 06/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 8 June, 2011
Author: Kylie McGree, Senior Finance Officer

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 31 May, 2011 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 31 May, 2011

BACKGROUND

Financial Regulations require a monthly statement of financial activity report to be presented to Council.

COMMENT

Council's current operating surplus as at the 31 May, 2011 is \$611,158.00

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Account	\$2,466.26
Business Cash Maximiser (Municipal Funds)	\$383,036.28
Trust Account	\$85,572.30
Reserve Maximiser Account	\$561,832.27

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. \$182,320.35 remains outstanding as at 31 May, 2011 with

approximately \$50,000.00 outstanding for 90 days or more. The three major ones being Sinosteel, Midwest Development Commission and the Mingenew Community Resource Centre which Aimee Bensdorp and Ian Fitzgerald have been following up on. The rest of the bulk of the outstanding debtors is for Main Roads WA for private works.

The total outstanding rates debt is \$15,430.17 as at 31 May, 2011.

It should be noted that Rates Outstanding as at end of May, 2011 was \$16,340.49.

The Statement of Financial Activities Report contains explanations of Councils variances for the 2010 / 2011 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

Nil

FINANCIAL IMPLICATIONS

Financial implications are outlined in comments.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.6.1

That Council adopts the Monthly Statement of Financial Activity for the month ending the 31 May, 2011.

9.6.2 ACCOUNTS FOR PAYMENT – MAY 2011

Agenda Reference: AO 06/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: n/a
Disclosure of Interest: Nil
Date: 3rd June 2011
Author: Julie Borrett

Signature of Author: _____

SUMMARY

Council to confirm the payment of creditors for the month of May 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.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Local Government Act 1995, Section 6.4

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

POLICY IMPLICATIONS

Payments have been made under delegation

FINANCIAL IMPLICATIONS

Funds available to meet expenditure

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.6.2

That Council confirm the accounts as presented for May 2011 from the Municipal Fund totalling \$571289.33 represented by Electronic Funds Transfers of EFT5072 to EFT5159 and Cheque Nos 7362 – 7378.

- 10 ELECTED MEMBERS/ MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**
- 11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**
 - 11.1 ELECTED MEMBERS**
 - 11.2 STAFF**
- 12 CONFIDENTIAL ITEMS**
- 13 COUNCILLOR REPORTS**
- 14 TIME AND DATE OF NEXT MEETING**

That the next Ordinary Council Meeting be held on Wednesday the 20th July 2011.

- 15 CLOSURE**