



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
16TH MARCH 2011



SHIRE OF MINGENEW
ORDINARY COUNCIL MEETING NOTICE PAPER
16TH MARCH 2011

Madam President and Councillors,

An ordinary meeting of Council is called for **Wednesday, 16th March 2011**, in the Council Chambers, Victoria Street, Mingenew, commencing at **2:00pm**.

Ian Fitzgerald
Chief Executive Officer
11th March 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

11th March 2011

SHIRE OF MINGENEW

**AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON
16th MARCH 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**
- 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 16th February 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**

Nil
 - 9.2 WORKS AND SERVICES**

Nil
 - 9.3 CHIEF EXECUTIVE OFFICER**
 - 9.3.1 Annual Compliance Audit Return 2010
 - 9.3.2 2010/11 Annual Budget Review
 - 9.3.3 Forward Capital Works Plan
 - 9.3.4 Contract of Employment – Chief Executive Officer
 - 9.3.5 Waiver of Hire Fees – Mingenew Lions Club
 - 9.3.6 Building Committee
 - 9.4 CORPORATE SERVICES**

Nil

9.5 COMMUNITY DEVELOPMENT

Nil

9.6 FINANCE

9.6.1 Financial Statements for Month Ending 28 February 2011

9.6.2 Accounts for Payment – February 2011

CHIEF EXECUTIVE OFFICER

9.3.1 ANNUAL COMPLIANCE AUDIT RETURN 2010

Agenda Reference: CEO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Department of Local Government
File Reference: N/A
Disclosure of Interest: Nil
Date: 2nd March 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

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

ATTACHMENT

A copy of the 2010 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 2010 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.

The one item in the Compliance Audit Return that is to be brought to Council's notice is the non review of the Local Laws. This will be completed as part of the amalgamation project if successful or by Shire staff if amalgamation does not proceed.

CONSULTATION

Environmental Health Officer

Senior Finance Officer

Community Development Officer

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.1

That Council adopt the Compliance Audit Return as presented as the official return of Council for the period 1st January 2009 to 31st December 2010.

9.3.2 2010/11 ANNUAL BUDGET REVIEW

Agenda Reference: CEO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 28th February 2011
Author: Ian Fitzgerald

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 Council's consideration.

ATTACHMENT

The report refers to the Financial Activity for the period 1st July 2010 to 31st January 2011 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 out on the period 1st July 2010 to 31st January 2011.

The following items, including the end of January 2011, are brought to Council's notice;

Rates:

All items only showing minor variance to budget

Other General Purpose Funding:

Property enquiry income is down but only a minor income area.

Income from investments is above budget at this time due to strong cash flow control and administering of structural reform grant funds.

Members of Council:

Travel expenses are up due to extra Resource Sharing and MWRC meetings. Members Allowances are also up due to greater attendance at committee meetings, structural reform meetings and road meetings. Conference expenses are up due to additional costs at Local Government Week and National Roads Congress.

All other items are showing only minor variation to budget.

Other Governance:

All items only showing minor variance to budget to-date.

Expenditure and Income from the Resource Sharing Agreement will be down for the year but will not adversely impact the budget.

Fire Prevention:

All items showing only minor budget variance. The Community Services Manager position will commence later than expected generating some savings this financial year.

Animal Control:

Ranger Services are up marginally due to extra call-outs to address issues.

Other Law, Order, Public Safety:

Waiting on quotes from Western Power to allow grant funds to be expended.

Maternal & Infant Health:

Slightly up on budget to-date due to fence repairs. May go slightly over budget for the year.

Playground project has not commenced as yet.

Other Health:

There will be some savings in the Group Regional Scheme with the reduction in days purchased as from 1st January 2011 – estimated savings \$7,500.

Received \$2,500 unbudgeted contribution from Shire of Three Springs towards previous EHO.

Preventative Services:

No items to note

Other Education:

No items to note.

Aged & Disabled:

Autumn Centre Project is on track to provide minor savings. Received unbudgeted refund of \$5,800 from Western Power.

Other Welfare:

No items to note.

Staff Housing:

Invoices for repairs to Lot 5 Field Street were incorrectly processed for this financial year rather than 2009/10 which may require one or two planned projects to be deferred to prevent a budget overrun.

The Forward Capital Works Plan has yet to be approved by the Department of Regional Development as no Royalties for Regions funds have been released and therefore the new housing project has not commenced.

Other Housing:

No items to note.

Sanitisation / Household Refuse:

No items to note at this time. There may be some savings in the rubbish site maintenance area depending on availability of the crew to carry out more rehabilitation work.

Sewerage:

No items to note.

Town Planning & Regional Development:

No items to note.

Other Community Amenities:

No items to note.

Public Halls & Civic Centres:

No items to note.

Other Recreation & Sport:

No items to note.

Libraries:

No items to note.

Other Culture:

No items to note.

Road Construction:

No items to note. Work is almost complete on the Regional Road Group projects and then the Roads to Recovery project (Mingenew South Road) will commence. On track to complete all projects within budget.

Road Maintenance:

The budget for town street maintenance has been fully expended but other areas of the road maintenance area are currently under budget and should offset the overspend on town streets.

Road Plant Purchases:

Some minor savings have been achieved on plant purchases made to-date. Reserve transfers have not occurred as yet, allowing interest to accumulate. Sale proceeds will be brought to account at the end of the financial year.

Traffic Control:

Vehicle licensing transactions are down resulting in lower commissions being received – projected budget shortfall on current trend is \$4,500.

No other items to note.

Aerodromes:

No items to note.

Rural Services:

Minor savings to-date on MWRC contributions

Tourism & Area Promotion:

Cost of installing the caravan “dump point” went over budget by \$4,500 which, in part, has been offset by savings in the Tourist & Promotions Committee area.

Council received \$20,000 Dry Seasons Grant which was unbudgeted with no expenditure made to-date.

Building Control:

There will be savings in the Group Scheme Expenses area due to reduction in EHO time as from 1st January 2011. Projected savings for the year of \$10,000.

Post Office Agency:

No items to note.

Other Economic Services:

Water usage by staff through the standpipe up marginally due to dry season in 2010.

No other items to note.

Private Works:

Nett income from Private Works up on budget due to extra Main Roads WA contract work – projected increase in net income on budget of \$20,000 at this time.

Public Works Overheads:

Works Manager supervision is up on budget due to salary adjustments made whilst performing dual role with Three Springs for 3 months but more than offset by income received of \$20,800 which was unbudgeted income.

Plant operation Costs:

On current trends there will be savings on the purchase of fuels and oils and repair wages. An insurance adjustment on motor vehicles from 2009/10 has put this area slightly over budget. Overall this area of budget is performing well.

Salaries & Wages:

Minor savings at this point.

Unallocated:

Finalisation of the light industrial area sub-division is on track to be completed within budget.

Council will need to determine sale price of new lots which may impact on budgeted income.

General Observations:

The budget is currently on track to see a small surplus at the end of the financial year with some areas having minor over expenditure and these being offset by savings in other areas or additional income from private works.

Some projects, reliant on Royalties for Regions funding, may not proceed this year due to the delay in receiving the funds.

The ending of the Resource Sharing Agreement does not appear to have adversely affected the budget.

The expenditure on the reform / amalgamation project will need to be closely monitored to ensure this does not exceed budget or that additional funds are secured from the government to meet any cost overruns.

CONSULTATION

Senior Finance Officer

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 being achieved.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council notes that the budget review for 2010/11 has been conducted and receives the comments on the various areas of operation.

9.3.3 FORWARD CAPITAL WORKS PLAN

Agenda Reference: CEO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 28th February 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

As a part of the Royalties for Regions program Councils are required to prepare and lodge a Forward Capital Works Plan before any funding will be released. Council received funding to assist with the project and Morrison Low was engaged to prepare plans for the Shires of Mingenew, Morawa, Perenjori and Three Springs.

The plan was required to be submitted to the Department of Regional Development and Land by 31st December 2010. It was not received at this office until the 23rd December so could not be presented to Council prior to lodging and was presented at the February 2011 meeting. At that meeting Council resolved to seek more information and clarification before adopting the Plan. The updated Plan is now provided for Council's adoption.

ATTACHMENT

A copy of the revised Forward Capital Works Plan has been forwarded separately to all Councillors.

BACKGROUND

In the first year eligible Councils simply had to lodge a list of projects they wished to be funded by their allocated Royalties for Regions grant. For the second year of funding, the current year, the guidelines were changed to require the preparation of a Forward Capital Works Plan for approval prior to funds being released.

COMMENT

Council is administering funds on behalf of the Shires of Mingenew, Morawa, Perenjori and Three Springs that were received to assist in the preparation of the Forward Capital Works Plans. Morrison Low was selected to carry out this task on behalf of the 4 councils because of the other work completed for the amalgamation project and their knowledge of the shires.

The Mingenew plan has been developed with the projects previously approved by Council for funding in 2010/11 though the Royalties for Regions scheme clearly identified. Council will have the option of re-assessing projects and priorities for out years.

The revised Plan presented addresses the matters raised by the Department of regional Development and clearly outlines the projects and funding previously approved by Council.

The Plan also nominates the \$330,000 requested from the regional component of the Royalties for Regions fund for the upgrading of the Depot Hill Crossing. As the host Council for this project there is a requirement for it to be listed in our Forward Capital Works Plan.

The plan for the out years can be updated by Council as it deems appropriate, especially considering the allocations of the Royalties for Regions are not yet known for the out years.

CONSULTATION

Council

Morrison Low

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The projects identified in the Forward Capital Works Plan, and in particular for year 1, are those previously endorsed by Council and are included in the 2010/11 budget. Should the funding not be forthcoming the projects will not proceed unless Council otherwise directs. The allocation for 2010/11 as advised by the Department of Regional Development and Lands is \$322,874.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.3

That Council adopt the revised Forward Capital Works Plan as presented.

9.3.4 CONTRACT OF EMPLOYMENT – CHIEF EXECUTIVE OFFICER

Agenda Reference: CEO 03/11 - 04
Location/Address: Shire of Mingenew
Name of Applicant: Shire President & Deputy President
File Reference: N/A
Disclosure of Interest: Chief Executive Officer is party to the contract
Date: 2nd March 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Council is requested to formally approve the Contract of Employment with Chief Executive Officer, Ian Fitzgerald as discussed prior to the February 2011 Council meeting. The final terms and conditions were negotiated by the Shire President and Deputy President.

ATTACHMENT

Contract of Employment - "Confidential".

BACKGROUND

The new contract has been negotiated following the termination of the Resource Sharing Agreement with the Shire of Three Springs that saw the sharing of a Chief Executive Officer

COMMENT

The Chief Executive Officer had a Contract of Employment with a termination date of 30th June 2013 and included remuneration acknowledging the dual role of Chief Executive Officer at both Mingenew and Three Springs.

The terms and conditions of the new contract were discussed by Councillors prior to the February 2011 Council meeting with the final negotiations completed by the Shire President and Deputy President.

The full employment details are provided in the Contract of Employment forwarded separately with this agenda.

CONSULTATION

Council
Shire President & Deputy President
Chief Executive Officer

STATUTORY ENVIRONMENT

Local Government Act 1995

5.36. Local Government Employees

- (1) *A local government is to employ –*
 - (a) *a person to be the CEO of the local government*
- (2) *A person is not to be employed in the position of CEO unless the Council –*
 - (a) *believes that the person is suitably qualified for the position; and*
 - (b) *is satisfied* with the provisions of the proposed employment contract.*

**Absolute majority required*

5.39. Contracts for CEO and senior employees

- (1) *Subject to subsection (1a), the employment of a person who is a CEO or senior employee is to be governed by a written contract in accordance with this section.*
- (1a) *Despite subsection (1) –*
 - (a) *An employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and*
 - (b) *A person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.*
- (2) *A contract under this section –*
 - (a) *in the case of an acting or temporary position, cannot be for a term exceeding one year;*
 - (b) *in every other case, cannot be for a term exceeding 5 years.*
- (3) *A contract under this section is of no effect unless –*
 - (a) *the expiry date is specified in the contract;*
 - (b) *there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and*
 - (c) *any other matter that has been prescribed as a matter to be included in the contract has been included.*
- (4) *A contract under this section is to be renewable and subject to subsection (5), may be varied*

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Remuneration package is included in the 2010/11 Budget.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

NOTE: THESE SHOULD BE MOVED AND SCEONDED AS 3 SEPARATE MOTIONS.

OFFICER RECOMMENDATIONS – ITEM 9.3.4

- (1) That the doors be closed to discuss a matter relating to a staff member in accordance with the Local Government Act 1995 section 5.23.**
- (2) That Council approves the Contract of Employment between the Shire of Mingenew and Ian Fitzgerald as presented and authorises the affixing of the Common Seal to the Contract**
- (3) That the doors be opened at the conclusion of discussions.**

9.3.5 WAIVER OF HIRE FEES – MINGENEW LIONS CLUB

Agenda Reference: CEO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0013
Disclosure of Interest: Nil
Date: 4th March 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

The Mingenew Lions Club is requesting the Hall hire charges be waived for fundraising events they plan to hold.

ATTACHMENT

Letter from Lions Club requesting hire fee waiver or reduction.

BACKGROUND

Nil

COMMENT

The Mingenew Lions Club is working hard to attract new members and to run a series of activities that will support the youth of our community as well as raising funds for local projects.

They are planning to use the Hall for some of these events and have requested that Council reduce or waive the current hire fee. Depending on the nature of the event the hire fee would range between \$22 and \$133. One event they have suggested holding is a kids disco and a request has been received for this event to attract no hire charge due to the low balance of funds currently held.

CONSULTATION

Mingenew Lions Club

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Council has adopted a Schedule of Fees & Charges for 201/11

FINANCIAL IMPLICATIONS

The Main Hall has limited use so it would be good to see activities take place there.

Only a small income is budgeted for the Hall. Any additional usage would generate some cleaning and power costs to Council which should be offset by a hire fee.

STRATEGIC IMPLICATIONS

The use of the Main Hall on a regular basis would support Council's hope for the facility to be more regularly utilised than it currently is.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.5

That the hire fee for the use of the Hall by the Mingenew Lions Club be waived for the kids disco scheduled for the 18th March 2011 and reduce the fee for future activities to \$22.

9.3.6 BUILDING COMMITTEE

Agenda Reference: CEO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 4th March 2011
Author: Ian Fitzgerald

Signature of Author: _____

SUMMARY

Council discussed the formation of a Building Committee at the February meeting and requested the matter be listed for consideration at the March meeting.

ATTACHMENT

Nil

BACKGROUND

Nil

COMMENT

Section 5.8 of the Local Government Act 1995 provides for the establishment of a committee with an Absolute Majority required.

During discussions at the February meeting the purpose of establishing a Building Committee was to discuss the design of buildings and the detail of any refurbishment.

At present all major building works are presented to full Council for their consideration. If works are to be undertaken on a public building the main users of the building are invited to have input into the project – the refurbishment of the Tennis Clubhouse involved members of that Club and HACC staff were consulted in the refurbishment and layout of the Autumn Centre.

Where work is being undertaken to replace the existing facilities less consultation occurs as no changes are being made.

Council has a limited number of buildings and an annual building program is presented at budget time for Council's consideration.

Due to the limited amount of building work undertaken each year the formation of a dedicated Building Committee is not considered necessary. The discussions of any major building project at Council, with expertise Councillors provide, and consultation with the

major facility users, as is the current practise, is working and it is recommended this be continued. This would see Council making the decision as policy and staff managing the day to day operations.

CONSULTATION

Council

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Council currently does not use Committees with all matters referred to full Council.

FINANCIAL IMPLICATIONS

If a committee is formed, Councillors attending meetings as members would be entitled to a sitting fee and travel.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.3.6

That Council continue the current practice of having all major buildings matters referred to full Council for consideration.

9.6 FINANCE

9.6.1 FINANCIAL STATEMENTS FOR MONTH ENDING 28 FEBRUARY, 2011

Agenda Reference: SFO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 9 March, 2011
Author: Kylie McGree, Senior Finance Officer

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 28 February, 2011 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 28 February, 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 28 February, 2011 is \$747,267.00

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Account	\$110,395.56
Business Cash Maximiser (Municipal Funds)	\$579,049.43
Trust Account	\$60,138.10
Reserve Maximiser Account	\$555,159.05

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. \$43,987.57 remains outstanding as at 28 February, 2011 with

approximately \$23,000.00 outstanding for 30 days or more. Aimee Bendsorp is following up on these outstanding debtors and will advise accordingly.

The total outstanding rates debt is \$73,731.09 as at 28 February, 2011.

It should be noted that Rates Outstanding as at end of February, 2010 was \$52,866.67. The final instalment is due on 29 April, 2011.

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 28 February, 2011

9.6.2 ACCOUNTS FOR PAYMENT – FEBRUARY 2011

Agenda Reference: AO 03/11 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 10th March 2011
Author: Julie Borrett

Signature of Author: _____

SUMMARY

Council to confirm the payment of creditors for the month of February 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 February 2011 from the Municipal Fund totalling \$214,526.41 represented by Electronic Funds Transfers of EFT4855 to EFT4913 and Cheque No's 7330 – 7337.

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

12.1 SALE OF LOT 6 ERNEST STREET – LIGHT INDUSTRIAL BLOCK

OFFICER RECOMMENDATION – ITEM 12.1

That Council determine if they wish to proceed with the sale of Lot 6 Ernest Street and, if so, give direction to staff as to an acceptable sale price.

13 COUNCILLOR REPORTS

14 TIME AND DATE OF NEXT MEETING

OFFICER RECOMMENDATION – ITEM 13.1

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

15 CLOSURE