



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
21ST MARCH 2012



SHIRE OF MINGENEW
ORDINARY COUNCIL MEETING NOTICE PAPER
16TH MARCH 2012

Madam President and Councillors,

An ordinary meeting of Council is called for **Wednesday, 21st March 2012**, in the Council Chambers, Victoria Street, Mingenew, commencing at **2:00pm**.

Mike Sully
Chief Executive Officer
16th March 2012

MINGENEW SHIRE COUNCIL

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CHIEF EXECUTIVE OFFICER

16th March 2012

SHIRE OF MINGENEW

**AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON
21ST MARCH 2012 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 15th February 2012 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 Grant Agreements Local Planning Strategy
 - 9.2 WORKS AND SERVICES**

Nil
 - 9.3 CHIEF EXECUTIVE OFFICER**
 - 9.3.1 Palm Roadhouse – Request for Support
 - 9.3.2 Strategic Community Plan 2012 – 2022
 - 9.3.3 Karara Mining Ltd – Groundwater Monitoring Bores
 - 9.3.4 Medical Service Provision – Mingenew
 - 9.3.5 Community Energy Efficiency Program
 - 9.4 EMERGENCY SERVICES**

Nil

9.5 COMMUNITY DEVELOPMENT

9.5.1 Community Bus Project

9.6 FINANCE

9.6.1 2011/12 Annual Budget Review

9.6.2 Financial Statements for Month Ending 29 February 2012

9.6.3 Accounts for Payment – February 2012

9.1.1 Grant Agreements Local Planning Strategy

Agenda Reference: EHO 03/12 - 01
Location/Address: Nil
Name of Applicant: Department of Planning
File Reference:
Disclosure of Interest: Nil
Date: 07/03/2012
Author: Trevor Brandy, EHO

Signature of Author: _____

SUMMARY

As part of the Royalties for Regions – Northern Planning Program – Local Government Assistance Program, \$40,000 has been approved for the Shires of Three Springs and Mingenew to manage the preparation of a Local Planning Scheme Review and Local Planning Strategy.

ATTACHMENT

Nil

BACKGROUND:

The purpose of the Strategy is not to conflict with the Local Planning Strategy under the Scheme but to secure facilities and scope for future growth.

A town site expansion strategy is a non-statutory strategic plan that has been used to guide urban development in small country towns. In certain circumstances, the preparation of a town site expansion strategy may be more appropriate than a local planning strategy, particularly if there is a need to address specific growth pressures, where an urgent scheme amendment is required and for towns that have a population under 1000 people.

COMMENT

The Department of Planning have offered the Grant at no cost to Council and it seems appropriate to take them up on the offer.

CONSULTATION

Department of Planning

Greg Rowe and Associates (Consultants)

STATUTORY ENVIRONMENT

Shire of Mingenew Town Planning Scheme No3

POLICY IMPLICATIONS

Policies may be considered at the conclusion of the brief

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Future planned growth of the Shire

VOTING REQUIREMENTS:

Simple majority

OFFICER RECOMMENDATION – ITEM 9.1.1

That Council;

- a) Endorse the grant proposal from the Department of Planning to prepare a Local Planning Strategy.**
- b) That the cost of the Strategy is at no cost to Council.**
- c) Subject to Department of Planning approval, Council employ its current consultant, Greg Rowe and Associates, to prepare the Strategy.**

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 PALM ROADHOUSE – REQUEST FOR SUPPORT

Agenda Reference: CEO 03/12 - 01
Location/Address: Palm Roadhouse, Midlands Road, Mingenew
Name of Applicant: Mrs Leah Eardley
File Reference: N/A
Disclosure of Interest: Nil
Date: 2012
Author: Mike Sully

Signature of Author: _____

SUMMARY

This report provides information regarding a request from Mrs Leah Eardley for support from Council to improve the business potential of the Palm Roadhouse, Mingenew.

ATTACHMENT

Copy of letter of request for support and proposed plan of improvements.

BACKGROUND

Mrs Eardley is the current operator of the Palm Roadhouse and is seeking support from Council to develop the business potential. Suggestions of how Council may help are outlined in the letter of request for support, they are:

- Council assist with groundwork improvements to provide easier access for trucks and other large vehicles
- Council purchase the roadhouse and lease back to Mrs Eardley
- Council purchase the roadhouse diesel fuel tank and bowser and supply fuel.

COMMENT

The plan of proposed access improvements provides a reasonable solution to removing the difficulties that large vehicles encounter when approaching the fuel bowser within the site. However, access into the site would still be limited by the relatively narrow width of surrounding roads, existing traffic islands and numerous power poles. Modifications to the roads, islands and power poles would be subject to strict Main Roads WA regulations and it is believed that they would be cost prohibitive and not provide the necessary access improvements.

CONSULTATION

Mrs Leah Eardley Proprietor, Palm Roadhouse
Mr Warren Borrett Works Manager, Shire of Mingenew

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

It would be good financial planning for Council to be provided with advice from Main Roads WA and Western Power with regard to the extent that modifications may be made to the road and power supply infrastructure and the effectiveness that proposed changes at the roadhouse site would have on improving access.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

CEO's RECOMMENDATION – ITEM 9.3.1

That Council obtain advice and information from Main Roads WA and Western Power to assist the roadhouse proprietor with the preparation of a Palm Roadhouse Development Plan.

9.3.2

STRATEGIC COMMUNITY PLAN 2012 - 2022

Agenda Reference: CEO 03/12 - 02
Location/Address: Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 15 March 2012
Author: Mike Sully

Signature of Author: _____

SUMMARY

Council's Draft Strategic Community Plan has been completed by the consultants, advertised as available for community comments and is now presented for endorsement by Council.

ATTACHMENT

Draft Shire of Mingenew – Strategic Community Plan 2012 - 2022.

BACKGROUND

The Local Government (Administration) Regulations 1996 were amended in August of 2011 with the inclusion of regulation 19C – Planning for the Future: Strategic Community Plans. This regulation requires Councils to produce and maintain a Strategic Community Plan covering a period of not less than ten (10) years. The purpose of the Strategic Community Plan is to set out the vision, aspirations and objectives of the community.

A consultant was appointed and has completed the production of the draft Strategic Community Plan in consultation with Council and the electors and ratepayers of the district.

COMMENT

Regulation 19C includes sub regulation 9 that requires Council to ensure that the electors and ratepayers of the district are consulted during the development of the Strategic Community Plan; this sub regulation does not stipulate the level or duration of consultation required.

Council called for submissions from the electors and ratepayers of the district prior to the development of the draft Strategic Community Plan and received a relatively small number of replies. The appointed consultants recommended that a second round of community consultation on the draft Strategic Community Plan be undertaken to ensure the

community's needs and desires are adequately understood and included. This second round of consultation process has now been undertaken. No additional comments have been received.

CONSULTATION

Russell Barnes – UHY Haines Norton

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.56 Local Government (Administration) Regulations, regulation 19C.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Strategic Community Plan will assist Council to direct future funding to meet community needs.

STRATEGIC IMPLICATIONS

The Strategic Community Plan will form part of Council's long term strategies in conjunction with the Corporate Business Plan, Asset Management Plan and the Financial Management Plan.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council endorse the draft Strategic Community Plan 2012 – 2022.

9.3.3 KARARA MINING LTD – GROUNDWATER MONITORING BORES

Agenda Reference: CEO 03/12 - 03
Location/Address: Various locations in Shire of Mingenew
Name of Applicant: Karara Mining Ltd.
File Reference: N/A
Disclosure of Interest: Nil
Date: 12 March 2012
Author: Mike Sully

Signature of Author: _____

SUMMARY

This report recommends that Council approves Karara Mining's application to the Department of Water to drill groundwater monitoring bores within the Shire of Mingenew.

ATTACHMENT

2 x Maps showing locations of proposed groundwater monitoring bores

BACKGROUND

Karara Mining Ltd. has previously received approval from the Department of Water and the Shire of Mingenew to drill groundwater bores at selected locations within the Shire of Mingenew.

It is requirement of the groundwater licencing process that Karara Mining Ltd establish monitoring bores for the purpose of monitoring the effects, if any, caused by use of the bores. It is also a requirement that Karara Mining Ltd. seek the consent of the Shire of Mingenew to establish the monitoring bores on Crown Land vested in the Shire.

COMMENT

The groundwater bores supplying Karara mine with water have been drilled and are in use, it is essential that Karara Mining Ltd and any regulatory organisation have the ability to monitor the effect of the use of the bores on existing ground water.

CONSULTATION

Greg Payne – Land Asset & Community Manager, Karara Mining Ltd

STATUTORY ENVIRONMENT

Section 26D of the Rights in Water and Irrigation Act 1914 apply.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no financial implications for Council.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

CEO's RECOMMENDATION – ITEM 9.3.3

That Council approve Karara Mining's application to the Department of Water to drill groundwater monitoring bores within the Shire of Mingenew at the sites identified in the maps provided by Karara Mining Ltd.

9.3.4 MEDICAL SERVICE PROVISION - MINGENEW

Agenda Reference: CEO 03/12 - 04
Location/Address: Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 13 March 2012
Author: Mike Sully

Signature of Author: _____

SUMMARY

This report recommends that Council accept an offer, made by the Shire of Morawa, that a medical service of one day per week (Wednesday) be provided in Mingenew at an initial cost of \$416.00 per day.

ATTACHMENT

Nil

BACKGROUND

Currently Mingenew receives a one day per fortnight medical service for a cost of \$500 per day. The service arrangement is directly with Midwest Aero Medical, which is a commercial medical service provider. A review of the arrangement indicates that there is no formal agreement between the service provider and Council and that service provision is dependent on a required number of bookings being made for a scheduled visit to proceed.

COMMENT

The Shire of Mingenew, together with a number of other Shires within the Mid West, are participants in the Mid West Primary Care Project which aims towards developing a regional private practice service. Through the project a private medical practice based in Morawa will gain a second General Practitioner (GP) around 23 April 2012.

The GP will be based within the Morawa practice and will be available to provide a medical service to surrounding Shires. The Shire of Morawa, which supports the private medical practice, will be the link between the practice and participating Shires and will manage the time allocations and financial requirements.

The Shire of Mingenew has been offered a one day a week service which will consist of two sessions, morning and afternoon. Each session will initially cost \$208.00 to cover the Shire of Morawa's financial liability for managing the project. At this stage the Shire of Morawa is seeking confirmation of acceptance of the proposal from all participants to ensure that the additional GP is fully employed.

If the additional GP is employed and Council agrees to accept the offer of service for one day per week a contract with the Shire of Morawa stating terms and conditions will need to be established. The Chief Executive Officer should be given authority to negotiate the terms and conditions of the contract as there are a number of variables yet to be set.

CONSULTATION

Gavin Treasure - Chief Executive Officer, Shire of Morawa

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The current medical service of one day per fortnight is costing Council \$500.00 per fortnight, a maximum annual cost of \$13,000.00. The proposal from Morawa for one day per week at \$416.00 per week would cost Council a maximum of \$21,632.00 per year. It is anticipated that the new service would commence late June/early July 2012 which will result in minimal impact, if any, on the current budget.

STRATEGIC IMPLICATIONS

The Shire of Mingenew supports the development of a regional private practice service.

VOTING REQUIREMENTS

Absolute Majority

CEO's RECOMMENDATION – ITEM 9.3.4

That Council:

Accept an offer, made by the Shire of Morawa, to provide a medical service of one day per week in Mingenew, at an initial cost of \$416.00 for two sessions per day.

The Chief Executive Officer be authorised to negotiate and agree to the terms and conditions of a contract and sign the contract when finalised.

9.3.5 COMMUNITY ENERGY EFFICIENCY PROGRAM

Agenda Reference: MWRC 03/12 – 01
Location/Address: Community Energy Efficiency Program
Name of Applicant: Mid West Regional Council
File Reference: N/A
Disclosure of Interest: Nil
Date: 9th March 2012
Author: Suzanne Ward, MWRC Chief Executive Officer

Signature of Author: _____

SUMMARY

The purpose of this report is to obtain interest of member councils in participating in the “Community Energy Efficiency Program”. Applications close 23 March 2012. It is proposed that MWRC submit an application for funding to carry out an audit of all member Councils non residential buildings, facilities and sites (including street lighting). In addition the funding application will include the implementation of recommendations for improving energy efficiency following the audit.

BACKGROUND

The Commonwealth Government has a comprehensive plan to move to a clean energy future. This includes:

- introducing a carbon price
- promoting innovation and investment in renewable energy
- encouraging energy efficiency
- creating opportunities in the land sector to cut pollution.

A key to improving energy efficiency is through local action. To assist local governments and non profit community organisations improve their energy efficiency the Commonwealth Government has established the Community Energy Efficiency Program.

The Community Energy Efficiency Program is a competitive merit-based grant program that will provide matched funding to local governing bodies and non-profit community organisations to implement projects that deliver a range of energy efficiency measures to adjust to the introduction of a carbon price. As the Community Energy Efficiency Program is focussed on energy efficiency, grant funding cannot be used to fund the installation of renewable energy generation systems.

Small regional and rural councils will receive special assistance in the following ways:

- Certain eligibility rules for small regional and rural councils will be modified, including:
 - A reduction in the lower funding limit for individual grants;
 - Inclusion of Low Carbon Australia Ltd finance as part of the applicant contribution to a project

- Modified rules relating to some eligible expenditure (see Financial Implications below).
- Applications from small regional and rural councils will be assessed separately from other applications.

COMMENT

It is proposed that MWRC would submit a group application and act as the lead applicant. If successful, MWRC would:

- i) enter into a funding agreement with the Commonwealth Government,
- ii) will be the recipient of the funding,
- iii) be responsible for ensuring compliance with the funding agreement, and
- iv) will be the primary contact for the project.

To be eligible: -

- a) The project must be directed towards an energy efficiency upgrade or retrofit to a non residential, council or community-use building, facility or site;
- b) The project will achieve clear, measurable gains in energy efficiency or reduction in energy use; and
- c) Must not receive any other Commonwealth Government financial support (other than financing from Low Carbon Australia) as part of their contribution. (*Note funding from sources such as state government programs or other funding partners may be permissible.*)

A list of eligible activities is attached to this agenda item.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

The Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Funding

- Lower funding limit is \$20,000
- Upper funding limit is \$5 million (Ex GST) – exemptions apply for iconic street lighting projects by groupings of local governments or regional councils.
- Project must be completed by June 2016
- Maximum of 50% of total project value
- 25% of total project costs can be in kind

STRATEGIC IMPLICATIONS

To be determined

VOTING REQUIREMENT

Simple majority

OFFICER RECOMMENDATION – ITEM 9.3.2

That Council agree to be a participant in the MWRC Community Energy Efficiency Program and advise MWRC in writing that the Shire of Mingenew agrees to:

- a) Support MWRC in submitting an application for funding towards carrying out an energy audit of Councils public buildings, facilities and sites;
- b) The inclusion in the application of a request for funding for implementation of actions (as agreed to by Council) following the audit;
- c) MWRC managing the project on behalf of its member councils.

9.5 COMMUNITY DEVELOPMENT

9.5.1 COMMUNITY BUS PROJECT

Agenda Reference: CDO 03/12 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: ADM0240
Disclosure of Interest: Nil
Date: 13th March 2012
Author: Erin Greaves

Signature of Author: _____

SUMMARY

Council is asked to approve the purchase of a Mitsubishi Fuso Rosa Bus – deluxe model from Purcher International and increase Council's total contribution for the Community Bus Project up to \$30,000 using funds from the Sinosteel Community Trust.

ATTACHMENT

Copy of quotes from Purcher International and Skipper Trucks (Daimler Trucks Perth)

BACKGROUND

Council supported the application to Lotterywest to purchase a 25 seater Mitsubishi Fuso Rosa Bus and approved up to \$8,000 contribution towards the project.

101107 OFFICER RECOMMENDATION & COUNCIL RESOLUTION – ITEM 9.5.1

MOVED: Cr BP Horwood

SECONDED: Cr PJ Gledhill

Council to;

- a) support the application to Lotterywest for the purchase of a 25 seater Mitsubishi Rosa Bus;**
- b) endorse the Vehicle Asset Management plan as presented; and**
- c) make provision in the 2011/12 Budget for the required cash contribution up to a maximum of \$8,000.**

CARRIED
Voting 7/0

Correspondence was received from Lotterywest on the 23rd February 2012 advising that the Premier, Colin Barnett, had approved the Lotterywest Board's recommendation that \$64,700 be approved for Mingenew's Community Bus Project.

Other contributors that have indicated a commitment to the project include;

Mingenew Lions Midwest Expo	\$30,000
Karara Mining Ltd	\$10,000
Mingenew Council	\$8,000
Mingenew P & C	\$2,000
Mingenew CWA	\$500
COMMUNITY CONTRIBUTION TOTAL	\$50,500

Lotterywest encourage a 50% total contribution from the community including the Local Government contribution.

COMMENT

It has been more than twelve months since the original project brief and costing were prepared and there are now variances in the prices and minor changes to the specifications/configurations.

In consultation with the Chief Executive Officer and quoting parties, it is recommended that a Deluxe Model Bus with automatic transmission be purchased with the following specifications and safety features;

- 3 point lap sash seatbelts
- Bonded windows with electronic automatic swing type plug door
- Tow bar
- Bull Bar
- Window Tinting
- UHF Radio
- Seat Covers
- First Aid Kit
- Safety Hand and Roof Rails, automatic step with quarter step on entry

The addition of the safety rails and steps will provide access support for people with disability and/or elderly people and the 3 point lap sash seatbelts (which are only available with high back seats) will improve passenger safety.

Two quotes have been prepared from Purcher International and Skipper Trucks ((Daimler Trucks Perth) and are attached. The Purcher International quote is the recommended quote coming in at \$131,118 (excluding GST) and being able to provide local servicing compared to \$136,902 at Skipper Trucks in Perth. Both suppliers are WALGA preferred suppliers and the purchase therefore is tender exempt under the Local Government (Functions and General) Regulations 1996.

A basic Income & Expenditure Balance sheet has been prepared on the following page;

Expenditure

	Purcher	Skipper
Bus	121,332	128,100
Licensing	750	750
Tow Bar	695	561
Seat Covers	2,530	3,550
UHF Radio	788	704
First Aid Kit	91	473
Bull Bar	2,038	1,804
Hand & Ceiling Rails	610	610
Auto Step with 1/4 entry	2,650	2,650
Window Tint	385	660
TOTAL	131,869	139,862

Income

Lotterywest	64,700	64,700
Mingenew Expo	30,000	30,000
Karara Mining Ltd	10,000	10,000
Mingenew P&C	2,000	2,000
Mingenew CWA	500	500
<i>SUB TOTAL</i>	107,200	107,200
Council contribution (previous)	8,000	8,000
Remaining Funds required	16,669	24,662
TOTAL	131,869	139,862

The variation in pricing for the extra items is due to differing materials used, brands and availability as per quotes provided.

CONSULTATION

Chief Executive Officer
 Purcher International
 Daimler Trucks (operated by Skipper Trucks)
 Project Stakeholders

STATUTORY ENVIRONMENT

Local Government (Functions and General) Regulations 1996

POLICY IMPLICATIONS

A policy for hire and use will need to be determined for the Community Bus. A policy and hire conditions will be prepared and made available for review by Council prior to any hiring.

FINANCIAL IMPLICATIONS

Funds from the Sino Steel Community Trust have not yet been allocated for a specific purpose and this project would fit the criteria for having a widespread benefit to the community. There is up to \$30,000 available in the Community Fund, for community based purposes, that are at the direct disposal of Council.

STRATEGIC IMPLICATIONS

The Community Bus will need to be considered in the Plant Replacement Program.

VOTING REQUIREMENTS

Absolute Majority

OFFICER RECOMMENDATION – ITEM 9.5.1

That Council;

- a) Approve the purchase of a new Mitsubishi Fuso Rosa Bus from Purcher International for \$131,118 excluding GST**
- b) Contribute up to a maximum of \$30,000 towards the Community Bus Project, with the funds being accessed from the Sino Steel Community Fund.**

9.6 FINANCE

9.6.1 2011/12 ANNUAL BUDGET REVIEW

Agenda Reference: MFA 03/12 - 03
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 16 March, 2012
Author: Cameron Watson – Manager Finance & Administration

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 Manager Finance & Administration 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 2011 to 29th February 2012 provided 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 29th February 2012. The following items are brought to Council's notice;

Rates:

All items only showing minor variance to budget

Other General Purpose Funding:

All items only showing minor variance to budget

Members of Council:

Overall income and expenditure in this schedule are running to budget with the exception of amalgamation expenditure which is expected to be reduced by an anticipated \$53,000. This is primarily due the early completion of the amalgamation process.

Other Governance:

All items showing only minor budget variance. An additional unbudgeted expenditure amount of \$5,800 for the transport of the New CEO's personal effects has been incurred.

Fire Prevention:

All items showing only minor budget variance.

Animal Control:

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

Other Law, Order, Public Safety:

The expenditure amount of \$20,000 for Community Safety / Crime Prevention will need to be carried forward the 2012/13 financial year as there is uncertainty what the intended purpose for this allocation was.

Maternal & Infant Health:

Playground project has not commenced as yet but is anticipated to be completed prior to the end of the financial year. The expected reimbursement of \$25,000 will have to be carried forwards to the 2012/13 financial year due the lateness of the completion of the project.

Other Health:

No items to note

Preventative Services:

No items to note

Other Education:

No items to note.

Aged & Disabled:

Autumn Centre operating expenditure is expected to be lower than anticipated, a small saving of approximately \$4,000.

An unbudgeted contribution of \$7,158 from Lottery West towards furniture in the Autumn Centre was received.

Other Welfare:

No items to note.

Staff Housing:

Capital upgrades to 66 Shenton Street and 89 Victoria Street have cost an additional \$15,000 due to unexpected additional issues while upgrading the residences kitchen facilities.

Reimbursements will to be up by approximately \$6,000 due to the a pest controller agreeing to cover the cost of white ant damage missed during an inspection.

Other Housing:

No items to note.

Sanitisation / Household Refuse:

No items to note.

Sewerage:

No items to note.

Town Planning & Regional Development:

Greater than expected income of approximately \$5,000 due to a planning application submitted by CBH.

Other Community Amenities:

A saving of \$17,000 for the upgrade to ADSL2+ due to this being carried out within the scope of the Amalgamation planning and implementation process.

Public Halls & Civic Centres:

No items to note.

Other Recreation & Sport:

There is an estimated saving of \$23,000 within the Public Gardens and Reserves budget item. This is primarily due to lower employee costs due to staff shortages and lower than expected purchase of materials.

Libraries:

No items to note.

Other Culture:

No items to note.

Road Construction:

There have been some cost over runs in the works projects commenced early in the financial year due to internal allocation issues with Councils accounting software. These issues have been rectified and the capital works program will run close to budget. Primary

saving will be made due to the Mullewa-Mingenew Road bridge project not being fully completed in the current financial year, whoever this will mean that any unexpended amounts will have to be carried forward to the 2012/13 financial year.

Grant income will also be reduced by \$200,000 due to Mullewa-Mingenew Road bridge project not being completed this year. Grant funding from Roads to Recoveries can only be claimed on the completion of the project.

Road Maintenance:

The budget for town street maintenance has been fully expended as this program has been influence by the same internal allocation errors as the capital work.

Road Plant Purchases:

All items only showing minor variance to budget

Traffic Control:

All items only showing minor variance to budget

Aerodromes:

No items to note.

MWLGSA Service Agreement:

All items only showing minor variance to budget

Rural Services:

Minor savings to-date on MWRC contributions

Tourism & Area Promotion:

All items only showing minor variance to budget

Building Control:

All items only showing minor variance to budget

Post Office Agency:

No items to note.

Other Economic Services:

No 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 \$75,000 at this time.

Public Works Overheads:

All items only showing minor variance to budget

Plant operation Costs:

On current trends there will be savings on the purchase of fuels and oils and repair wages. There is an anticipates over expend on Parts and Repairs of \$25,000 approximately, however the trucks associated with this increase have subsequently been disposed of. Overall this area of budget is performing well.

Salaries & Wages:

All items only showing minor variance to budget

Unallocated:

Unbudgeted income amount of \$24,971 has been received for the lease of part of Lot 303 Eleanor Street to Karara Mining for a temporary stockpile. This has now been finished.

MWLGSA Overheads (Direct Costs)

There is and unbudgeted expenditure amount of approximately \$21,000 for the running cost of the vehicle. Will this budget item was missed when setting the budget, there will be no effect on the bottom line as all costs incurred in this program are directly recouped from Main Roads.

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.

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 9.6.1

That Council notes that the budget review for 2011/12 has been conducted and receives the comments on the various areas of operation.

9.6.2 FINANCIAL STATEMENTS FOR MONTH ENDING 29 FEBRUARY, 2012

Agenda Reference: MFA 03/12 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 14 March, 2012
Author: Cameron Watson – Manager Finance & Administration

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 29 February, 2012 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 29 February, 2012

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 29 February, 2012 is \$392,550

SUMMARY OF CASH AT BANK – SHIRE OF MINGENEW	
Municipal Account	\$4,456.03
Business Cash Maximiser (Municipal Funds)	\$178,312.21
Trust Account	\$71,376.80
Reserve Maximiser Account	\$437,834.25

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. \$115,471.97 remains outstanding as at 29 February, 2012 with \$85,112.94 in current, \$21,164.77 outstanding for 30+ days, \$320.00 outstanding for 60+ days and \$8,874.26 outstanding of 90 days or more.

Rates outstanding as at end of February, 2012 was \$63,110.07 current year and \$10,831.72 arrears, totaling \$73,941.79. Collection action for all outstanding rates in arrears has been commenced with the appointment of Dun and Bradstreet. On the 28th of February notices of intent to summons were sent out by Dun & Bradstreet to the owners of the following assessments with the indicated results.

Assessment Number	Assessment Address	Amount Outstanding	Results Achieved
A152	7 Bride Street	\$1,629.82	No Action by Ratepayer
A198	9 Bride Street	\$4,346.07	To pay \$250.00 per fortnight commencing on the 15 th March.
A272	29 Eleanor Street	\$1,661.78	Paid in Full
A267	19 Ikewa Street	\$1,719.15	To pay \$300.00 per fortnight commencing on the 15 th March.
A649	1 Ikewa Street	\$6,452.19	No Action by Ratepayer
A813	4 Midlands Road	\$2,730.12	No Action by Ratepayer
A232	5 Moore Street	\$2,266.90	Paying in 4 equal fortnightly payments of \$566.72 commencing 2 nd March.
A353	29 Oliver Street	\$808.37	No Action by Ratepayer
A805	46 Shenton Street	\$795.84	Paid in Full
A654	4 Spring Street	\$1,020.43	No Action by Ratepayer
A756	18 William Street	\$780.36	No Action by Ratepayer
A757	16 William Street	\$902.88	No Action by Ratepayer

The total domestic and commercial refuse charges outstanding are \$4,638.12 as at 29 February, 2012.

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2011 / 2012 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 9.6.2

That Council adopts the Monthly Statement of Financial Activity for the month ending the 29 February, 2012.

9.6.3 ACCOUNTS FOR PAYMENT – February, 2012

Agenda Reference: AO 03/12 - 01
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 21st February 2012
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 9.6.3

That Council confirm the accounts as presented for February 2012 from the Municipal Fund totalling \$424,005.74 represented by Electronic Funds Transfers of EFT5832 to EFT 5919, Cheque Nos 7494 – 7505

- 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 18th April 2012.

- 15 CLOSURE**