



AGENDA FOR THE
ORDINARY COUNCIL MEETING
TO BE HELD ON
WEDNESDAY
16TH MAY 2012



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

Madam President and Councillors,

An ordinary meeting of Council is called for **Wednesday**, 16th May 2012, in the Council Chambers, Victoria Street, Mingenew, commencing at **2:00pm**.

Mike Sully
Chief Executive Officer
16th May 2012

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

16th May 2012

Council appointed delegates to various committees as listed below for 2011 – 2013;

COMMITTEE	DELEGATE	DELEGATE	PROXY	PROXY
Northern Country Zone of WALGA	MA Bagley	MP Pearce	PJ Gledhill	-
WALGA Conference	MA Bagley	PJ Gledhill	-	-
Tourist & Promotions Committee	MP Pearce	-	CEO	-
Lions Expo Liaison Committee	PJ Ward	-	GJ Cosgrove	-
MRWA Regional Road Group	MA Bagley	PJ Ward	AT Sobey	-
Silver Chain Branch Committee	AT Sobey	-	HM Newton	-
Mid West Regional Council	MA Bagley	PJ Gledhill	MP Pearce	-
CRC Management Committee	HM Newton	-	GJ Cosgrove	-
Autumn Centre Committee	MP Pearce	-	AT Sobey	-
LEMC & Crime Prevention Committee	GJ Cosgrove	PJ Gledhill	-	-
LG Reform / Alliance Group	MA Bagley	PJ Gledhill	-	-
Audit Committee	ALL OF COUNCIL			
Sports Advisory Committee	GJ Cosgrove	-	AT Sobey	-
MWLGSA Governance Team (ISA)	MA Bagley	-	PJ Ward	-
MIG Environmental Division Committee	Not Currently Applicable			
Executive Management Committee	MA Bagley	PJ Gledhill	GJ Cosgrove	-
Development Assessment Panels	MA Bagley	PJ Gledhill	AT Sobey	GJ Cosgrove
Small Business Community Meetings	PJ Ward	-	HM Newton	-

SHIRE OF MINGENEW

**AGENDA FOR ORDINARY MEETING OF COUNCIL TO BE HELD IN COUNCIL CHAMBERS ON
16TH MAY 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 18th April 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 PLANNING**

Nil
 - 9.2 WORKS AND SERVICES**

NIL
 - 9.3 CHIEF EXECUTIVE OFFICER**
 - 9.3.1 COMMUNITY BUS HIRE POLICY**
 - 9.3.2 COUNCIL MEETINGS – POLICY & PROCEDURES**
 - 9.4 EMERGENCY SERVICES**

NIL
 - 9.5 COMMUNITY DEVELOPMENT**

NIL

- 9.6 FINANCE AND ADMINISTRATION**
 - 9.6.1 DISTRICT PROMOTIONAL LOGO DESIGN
 - 9.6.2 REVIEW OF SCHEDULE OF FEES AND CHARGES
 - 9.6.3 FINANCIAL STATEMENTS FOR MONTH ENDING 30 APRIL, 2012
 - 9.6.4 ACCOUNTS FOR PAYMENT – APRIL, 2012

- 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**

<p>That the next Ordinary Council Meeting be held on Wednesday the 20th of June 2012.</p>
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- 15 CLOSURE**

9.3 CHIEF EXECUTIVE OFFICER

9.3.1 COMMUNITY BUS HIRE POLICY

Agenda Reference: CEO
Location/Address: Shire of Mingenew
Name of Applicant: Council
File Reference:
Disclosure of Interest: Nil
Date: 4 May 2012
Author: Mike Sully

Signature of Author: _____

SUMMARY

This report outlines a draft policy for the control of hiring the Shire's community bus and requests that Council review the draft policy and endorse with amendments if required.

ATTACHMENT

A copy of the Community Bus Hire Policy and Bus Hire form are attached.

BACKGROUND

Following a successful fundraising campaign, a 25 seat bus will be available for community groups to hire. A policy, which includes appropriate procedures, needs to be developed to ensure that the hiring conditions are fair to all and the bus is maintained in a clean, tidy and roadworthy condition.

COMMENT

The policy and procedures are necessary to ensure that users treat the bus with care and that hire fees are set at a level which will be able to assist with funding for ongoing costs for maintenance, licensing and insurance. It is also important that the hire costs for certain groups within the community are set at a lower level to be within their limited fundraising capacity.

It will be necessary for Council to ensure that potential drivers of the community bus have the necessary class of driver's license and have the necessary level of competency. It is strongly suggested that Council develop a list of drivers who are appropriately licenced and competent and willing to drive a 25 seat passenger vehicle. This should not preclude groups and clubs from supplying their own driver if that is their choice, but those drivers should also be assessed by Council as having an appropriate class of driver's license and a suitable level of competency.

CONSULTATION

Darren Simmons, Chief Executive Officer, Shire of Irwin

STATUTORY ENVIRONMENT

Nil.

POLICY IMPLICATIONS

A Community Bus Hire Policy is necessary to ensure that all users are subject to fair and equitable condition.

FINANCIAL IMPLICATIONS

The policy outlines fees and charges that will assist in the payment of operating expenses; however, Council will be required to ensure that additional funds are made available in the budget each year for operational costs.

As 2012/2013 will be the first year of operation, there is no record of annual costs to provide an accurate cost estimate for the budget. There is no record of use for the bus either, so the level of income is also unknown. It is suggested that an amount of \$6,000 be available for community bus costs and \$3,000 be listed as income.

STRATEGIC IMPLICATIONS

The community bus will provide groups and clubs with additional transport options

VOTING REQUIREMENTS

Absolute Majority

CEO's RECOMMENDATION – ITEM 9.3.1

That Council:

- 1. Endorse the draft community bus hire policy.**
- 2. Provide the Chief Executive Officer with authority to waive the kilometre travelled fee and/or the need to return the bus with a full tank of fuel, if sufficient justification is given by the hirer.**



SHIRE of MINGENEW

Community Bus - Hire Policy

BUS BOOKINGS

There are three categories of groups requesting to hire the Shire community bus;

- Category 1: Mingenew Primary School and Seniors,
- Category 2: Community and Sports Groups
- Category 3: Business/Commercial and Private Groups.

When booking the bus each category is required to complete the relevant booking form and nominate a driver who has been authorised by the Shire of Mingenew.

A bond is applicable to all bus hire categories; this bond is to be made up of the following:

- a bus hire bond to the value of the vehicles insurance excess or \$500.00 which ever is the greater; and
- a cleaning bond of \$60.00.

Note: Council has a list of endorsed drivers, if a hire group wishes to use its own driver, that driver must obtain endorsement from Council prior to the hire event.

CATEGORY 1

MINGENEW PRIMARY SCHOOL & SENIORS

Mingenew Primary School and the Mingenew Autumn group are two of the most regular bus users; the fee for this category is to be included in the Schedule of Fees & Charges and reviewed annually but is not to exceed 50% of the Category 3 daily hire rate, with no fee for kilometres travelled.

As regular users, the bond amount is payable once and will be held in a trust account by Council. On each return, the bus will be checked over by an appropriate Shire employee and the kilometres travelled will be recorded. Any cleaning/repair costs will be deducted from the bond and the hirer will be advised.

The Community Bus must be returned with a full fuel tank; however, with the prior approval of the Chief Executive Officer, this requirement may be waived.

CATEGORY 2

COMMUNITY and SPORTS GROUPS

For Community and Sports Groups located within the Shire of Mingenew the hire fee is to be included in the Schedule of Fees & Charges and reviewed annually but is not to exceed 50% of the Category 3 daily hire rate for usage within the Midwest Region, or 100% of the Category 3 daily hire rate for usage outside the Midwest Region. The charge for kilometres travelled is not to exceed 50% of the Category 3 cents per kilometre.

There is also a requirement to pay the bond before the bus is collected, on each return, the bus will be checked over by an appropriate Shire employee and the kilometres travelled will be recorded. When all conditions have been met, the hire form will be signed off and if all is clean and no damage, the bond will be refunded less the kilometres used charge.

Note: By prior agreement with the Shire, an invoice can be issued for the daily hire fee and kilometres travelled charge.

The Community Bus must be returned with a full fuel tank; however, with the prior approval of the Chief Executive Officer, this requirement may be waived.

CATEGORY 3

BUSINESS/COMMERCIAL, PRIVATE GROUPS

(Hire to users in this category is at the discretion of the Shire's Chief Executive Officer)

Category 3 covers individuals or any group not covered by Categories 1 or 2; charges for this category, including a per kilometre charge are to be included in the Schedule of Fees & Charges and reviewed annually. The Community Bus must be returned with a full fuel tank.

There is also a requirement for the hirer to pay the bond before the bus is collected, on return, the bus will be checked over by an appropriate Shire employee and the kilometres travelled will be recorded. When all hire conditions have been met, the hire form will be signed off and if all is clean and no damage, the bond will be refunded less the kilometres used charge and the cost for fuel, if the bus has not been refuelled prior to return.

ADOPTED:

REVIEW:

SHIRE OF MINGENEW

COMMUNITY BUS HIRE FORM

HIRE CATEGORIES

- Category 1: Mingenew Primary School and Seniors
- Category 2: Mingenew Community and Sporting Groups
- Category 3: Business/Commercial and Private Groups

HIRER'S DETAILS

Organisation: _____ Contact Number: _____

Nominated Drivers Name: _____ Hire Category: _____

Driver's License Details - Number: _____ Class: _____ Expiry: _____

BOOKING DETAILS

Date of Hire - From: _____ To: _____

Key Pickup - Date: _____ Time: _____

Key Drop Off - Date: _____ Time: _____

COMMUNITY BUS CONDITIONS OF HIRE

- All bookings are to be made through the Shire of Mingenew.
- Drivers must produce a current and valid "MR" class license (photocopy will be held by Shire).
- Bus to be cleaned inside and out prior to return, failure to do so will result in the loss of all or part of the cleaning bond.
- Bus to be returned to the Shire Depot by 4pm for daily bookings and 7am the following morning for overnight bookings.
- Charges may apply if fuel tank is not full on return.
- No smoking on board the bus at any time.
- Food and drinks to be consumed at the discretion of the driver.
- The driver is responsible for the safety and conduct of all passengers.
- The Shire of Mingenew is not responsible for any traffic infringements incurred, or insurance claims resulting from the use of the vehicle.
- The nominated driver is to maintain a zero (0) blood alcohol level at all times while in control of the vehicle.
- Any damage/defects to be recorded in book on bus and reported to the Shire of Mingenew Administration Officer immediately on return.
- Costs incurred by Shire of Mingenew as a result of damage to bus are to be paid for by the undersigned.
- Keys to be picked up from the Shire Office (20 Victoria Street) during office hours, prior to departure.
- Enclosed footwear to be worn when picking up and dropping off the bus at the Shire Depot.

HIRE CHARGES – (All Charges Indicated with the Exception of the Bond are GST Inclusive)

<i>Category 1: Mingenew Primary School and Seniors</i>	
Daily Hire Fee	\$70.00
Cents per Kilometre Fee	\$0.00
Bond - Vehicle Hire	\$500.00
Cleaning	\$60.00
<i>Category 2: Mingenew Community and Sporting Groups</i>	
Daily Hire Fee – Within the Midwest	\$70.00
Daily Hire Fee – Outside the Midwest	\$140.00
Cents per Kilometre Fee	\$0.58
Bond - Vehicle Hire	\$500.00
Cleaning	\$60.00
<i>Category 3: Business/Commercial and Private Groups</i>	
Daily Hire Fee	\$140.00
Cents per Kilometre Fee	\$1.16
Bond - Vehicle Hire	\$500.00
Cleaning	\$60.00

I/We hereby request the waiver of the requirement to return the Community Bus with a full fuel tank Y / N

Reason for Request:-

Request approved by Chief Executive Officer?

Y / N

Signature

DECLARATION BY HIRER

I/We agree to abide by the conditions of hire as stated above.

I/We also agree to be responsible for and indemnify the Shire of Mingenew for any loss or damage that is caused to the bus either by negligence, unskilful or improper use by any person.

I/We further agree to observe all provisions of the Road Traffic Act, its Regulations and conditions of hire applicable. It should be noted that to drive the Bus, it is necessary to hold a “MR” class driver’s license and if the driver is to receive any reward to drive the bus on behalf of the hirer then they must hold a current “F” endorsement.

I/We hereby agree to pay all hire charges and/or additional costs associated with the hire of the Shire of Mingenew Community Bus. I acknowledge that any additional charges incurred may be deducted from my bond and Councils decision on the condition of the vehicle is final.

Name of Hirer or Agent

Signature

OFFICE USE ONLY

IN

OUT

Bus Condition

Odometer Reading: _____

Bus in a Clean State: _____

Fuel Tank Full: _____

Additional Damage: _____

Bus Equipment

Tool Kit: _____

First Aid Kit: _____

Spare Tyre Condition: _____

Fire Extinguisher: _____

Additional Charges – (To be deducted from the bond or paid when keys are returned)

Kilometres Travelled: _____ km x _____ cents/km = \$ _____

Fuel Reimbursement: _____ litres @ _____ cents/km = \$ _____

Total Owing: \$ _____

Community Bus Hire Approved by
Chief Executive Officer?

Y / N

Signature

9.3.2 COUNCIL MEETINGS – POLICY & PROCEDURES

Agenda Reference: CEO
Location/Address: Shire of Mingenew
Name of Applicant: Council
File Reference:
Disclosure of Interest: Nil
Date: 4 May 2012
Author: Mike Sully

Signature of Author: _____

SUMMARY

This report provides a draft policy for Ordinary Council Meetings and Concept Forums.

ATTACHMENT

Copy of the draft policy and procedures for Council Meetings and Concept Forums is attached.

BACKGROUND

At the April 2012 Ordinary Council Meeting Council agreed to conduct a monthly Concept Forum to allow for exchanges of information about issues and ideas that may affect the Shire. Concept forums should have endorsed procedures to ensure that there are controls in place.

A request was also made for a copy of Council's Standing Orders for Ordinary and Special Council meetings be provided to Elected Members. An investigation of Council's records shows that there is no copy of the existing Standing Orders in the system.

A search of the State Law Publisher's records indicated that Council's Standing Orders were proclaimed a Local Law in July 1965 and no reviews or updates of the Standing Orders have taken place since proclamation.

COMMENT

It is necessary that a Council has a current policy and associated procedures that have been endorsed by Council to ensure that all forms of Council meetings have an appropriate structure and conditions that meet the requirements of the Local Government Act 1995.

The process of proclaiming Standing Orders as a Local Law is very complicated and once proclaimed it is very difficult, and expensive to amend a Council's Standing Orders. Numerous Councils have chosen the alternative option of developing a Meetings Policy, and associated procedures, which is equally binding on Council, its Elected Members, staff and the general public. Council also has the ability to use a more straightforward process to make amendments to a policy to keep it relevant and current.

A draft policy and procedures for Council Meetings, including Forums, has been prepared and is attached.

CONSULTATION

Elected Members – Shire of Mingenew

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

The proposed policy and procedures will ensure that the correct conditions are available for Council Meetings to be fair open and effective.

FINANCIAL IMPLICATIONS

Council Meeting policy and procedures should reduce the possibility of legal action being taken against Council as a result of non-compliance with statutory requirements.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

CEO's RECOMMENDATION – ITEM 9.3.2

That Council revoke its current Local Law - Standing Orders and endorse the Council Meetings Policy and Procedures as outlined in this report.

MEETING POLICY AND PROCEDURES

SHIRE OF MINGENEW

POLICY

POLICY OBJECTIVE

To provide a process for effective meetings for the Shire of Mingenew.

Statement

In general, meetings of the Shire of Mingenew will be conducted in accordance with the principles of effective meeting management. The fundamental principles of meetings are as follows:

Principles:

A fair hearing Every elected member has the right to expect to have a fair hearing at any meeting of Council.

Code of Conduct All elected members and staff present at a meeting have the right and obligation to abide by the Council's Code of Conduct.

Majority decision All members of Council and staff will accept the decision of the majority of members of council except that there is nothing to prevent an elected member from seeking to move a Rescission Motion at a subsequent meeting of Council.

Statutory Where the Local Government Act 1995 provides for requirements

Compliance relevant to meeting procedure those will be upheld in the course of the meeting.

The Shire of Mingenew conducts the following meetings on a monthly basis as determined to be the most useful mix of forums to facilitate strategic discussion and effect good decision making:

1. Concept Forums
2. Ordinary and Special Meetings of Council

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MEETING PROCEDURES

PROCEDURE – CONCEPT FORUMS

Concept Forums involve Elected Members, staff and, where appropriate, external advisors, experts or proponents. They are to provide the opportunity to exchange information and ideas about issues or ideas that may affect the Shire of Mingenew.

Concept Forums will generally involve projects or matters that are in the early planning stages and are some time away from being presented to the Council for consideration of a formal decision.

During Concept Forums

- The Chief Executive Officer or relevant officers will present on Agenda items.
- The Chief Executive Officer seeks input from the Elected Members as input into research and further drafting of concepts for any future report.
- Elected Members are fully informed on matters to enable decisions to be made in the best interests of the Shire.
- Elected Members represent the views of the community.

The input through open and free-flowing exchange of ideas and the willingness to contribute to Concept Forums will provide invaluable direction to the Chief Executive Officer for research and the preparation of any report on the matter if required.

Concept Forums will be closed to the public and Agendas will be Confidential. Concept Forums will generally be held on a monthly basis on the same day and immediately preceding the Ordinary Council Meeting. Additional Concept Forums may be held at the discretion of the President in consultation with the Chief Executive Officer.

Where considered appropriate to ensure Elected Members are fully informed on a matter, guests including experts, consultants or proponents for an item listed on the agenda may be invited to attend and provide a presentation. They will only be present for so much of that Forum that applies to their presentation.

The Chief Executive Officer, in consultation with the President, will prepare the Agenda for the Concept Forum. The Chief Executive Officer will ensure timely written notice and a Confidential Agenda for each Forum will be provided to all Elected Members, including briefing papers where necessary.

The President is to be the Presiding Member. If the President is unable or unwilling to assume the role of Presiding Member, then the Deputy President may preside. If the Deputy President is unable or unwilling, those Elected Members present may select one from amongst themselves to preside.

As Council's Meeting Procedures will not apply in Concept Forums, it will be the responsibility of the Presiding Member to ensure the good conduct of the meeting.

The Presiding Member shall:

- a. Advise Elected Members that no decisions will be made during the Forum;
- b. Encourage all Elected Members present to participate in the sharing and gathering of information;
- c. Ensure that all Elected Members have a fair and equal opportunity to participate; and
- d. Ensure the time available is liberal enough to allow for all matters of relevance to be identified.

Elected Members, employees and invited experts, consultants or proponents shall disclose their interests on any matter listed in accordance with the meeting procedures of an Ordinary Meeting of Council.

Elected Members have the opportunity to request matters to be included on the Agenda for consideration at a future Forum by:

- A request to the Chief Executive Officer; or
- A request made during the Forum.

A record shall be kept during the Forum, however, as no decisions are made, the record need only be a general record of the items covered, but shall record any disclosure of interests as declared by individuals. A confidential copy of the record is to be forwarded to all Elected Members.

PROCEDURE – ORDINARY MEETINGS OF COUNCIL

1. Convening Meetings

Council can decide to hold a meeting by resolution.

In the case of special meetings the President, or at least one third of Councillors, can do so by giving the CEO written notice setting out the date and purpose of the meeting. The CEO will convene a meeting by giving the notice required by the Local Government Act 1995.

Ordinary Meetings will be set each year for the following twelve months.

2. Presiding at Meetings

The President will preside at all Shire of Mingenew Ordinary Meetings of Council at which he/she is present and able to preside at.

If the Presiding Member is not present or is unable to preside, the Deputy Shire President will automatically take the Chair. If he/she is also not present or unable to preside, the Elected Members present will choose a Chair from amongst themselves.

No member who has disclosed an interest in a matter is able to preside while that matter is dealt with.

3. Confidentiality

In general, all Council meetings are open to the public. Any report on a matter that the Chief Executive Officer considers should be dealt with at a closed meeting will contain an explanation of why confidentiality is recommended. If Council resolves to deal with the matter in this way, the report will be deferred until immediately before the end of the meeting when the public will be asked to leave.

4. Processing Business

The Order of Business will be as stated on the Agenda paper unless Council resolves otherwise.

Public question time will precede the making of any decisions by Council.

Only business shown on the Agenda will be discussed.

At Special Meetings only business specified in the notice of the purpose of the meeting will be discussed.

The Order of Business used will be as follows:

1. Declaration of Official Opening.
2. Recording of Attendance, Apologies and Leaves of Absence.
3. Delegations and Petitions.
4. Public Question Time.
5. Declarations of Interest.
6. Announcements and Declarations by Members.
7. Confirmation of Minutes.
8. Business of an Urgent Nature.
9. Motions on Notice.
10. Confidential Items of Business.
11. Closure.

5. Apologies and Leave of Absence (S2.25 Local Government Act 1995)

Leave of Absence may be granted to a member by resolution of Council. A member wishing to apply for leave should give notice of this to the CEO prior to the meeting. Leave cannot be granted for more than six consecutive ordinary meetings.

A member who is absent from three consecutive ordinary meetings without obtaining prior Council approval is disqualified as a member.

6. Public Question Time

Public Question Time provides the public with an opportunity to put questions to the Council. Question should only relate to the business of the Council and should not be a statement or personal opinion.

During the Council meeting, after public question time, no member of the public may interrupt the meeting's proceedings or enter into conversation.

Whenever possible, questions should be submitted in writing at least 48 hours prior to the start of the meeting.

All questions should be directed to the President and only questions relating to matters affecting Council may be answered at an Ordinary Meeting, and at a Special Meeting only questions that relate to the purpose of the meeting may be answered. Questions may be taken on notice and responded to after the meeting at the discretion of the President.

The person presiding will control public question time and ensure that each person wishing to ask a question is given a fair and equal opportunity to do so. A person wishing to ask a question should state his or her name and address before asking the question. If the question relates to an item on the Agenda, the item number should also be stated. In general, people seeking to ask questions will be given two minutes within which to address their question to the Council. The Presiding Member may shorten or lengthen this time at his/her discretion.

7. Confirmation of Minutes

Minutes of all Council meetings are to be submitted to the next Ordinary Council Meeting for confirmation. No discussion regarding the Minutes will take place other than as to their accuracy. The President must sign and date the Minutes to certify confirmation.

8. Disclosure of Interest

A member who has a Financial or Proximity Interest in any matter that is to be discussed at a meeting of Council or a Committee must disclose the nature of that Interest if the member will be in attendance at the meeting.

Disclosure must be made in a written notice to the CEO before the meeting; or at the earliest possible time after the member has become aware of the Interest.

9. Announcements by the President Without Discussion

The person presiding may make any announcements on any matters that he/she considers of interest to Council. No discussion will take place or resolution regarding the matters raised.

10. Delegations and Petitions

In the event that a guest speaker (or speakers) is in attendance as a delegation to address Council on a specific issue, the guest/s will speak immediately after the President has made announcements without discussion. Following presentations, the President may facilitate questions and answers from Elected Members.

In the event of any petitions being presented, the Presiding Member will present the petition immediately following any delegation. Where a petition is presented, the Presiding Member shall read aloud the petition and advise Council of the number of petitioners. The Presiding Member may move a motion as follows:

- That the petition be received; or
- That the petition be referred to the Chief Executive Officer for a report to be presented at the next Ordinary Council Meeting.

There will be no debate on petitions at the meeting to which they are presented.

11. Motions on Notice

A member may raise any matter which relates to the good government of the Shire, providing he or she gives notice of the motion to the CEO for distribution to other members.

Such notice should be given at least seven clear days prior to the day of the meeting to enable distribution to other members and availability to the public prior to the meeting. NB Seven clear days is seven business days – therefore Motions on Notice would need to reach the CEO by the Thursday two weeks before the meeting (ie – nine days prior to the meeting).

Motions on Notice will be treated procedurally by being referred to the Chief Executive Officer, without debate, for a report to be presented to the next Ordinary Meeting of Council.

DEBATE

All motions under consideration require a proposer and a seconder, unless the Local Government Act 1995 requires otherwise. (eg for a motion to revoke a decision which was made by Absolute Majority see Administration Regulation 10).

12. Recommended Motions

The recommendations in reports will be drafted as motions recommended for adoption.

13. Moving Recommendations

The person presiding will invite members to move the recommendations in the reports, in the order they appear in the Agenda.

Members may move recommendations individually; or may move a number of recommendations in numerical sequence up to any recommendation which has been identified as subject to an Interest Disclosure, or on which Members have indicated they would like to debate or where a member has indicated that they have a Disclosure of Interest.

14. Recommendations Identified for Interest Disclosure

Before the recommendation of a report that has been identified as subject to an Interest Disclosure is moved:

- The person presiding will bring the contents of any written notice of an Interest regarding that report to the attention of the meeting;
- Any member who has an interest in the report which is not yet disclosed will disclose the nature of the Interest;
- Any member who has disclosed an Interest which is a direct or indirect Financial Interest or a Proximity Interest will leave the room while the matter is dealt with unless the interest is of the kind which falls under S5.63 of the Local Government Act 1995.

- Should the member wish to seek Council approval to remain in the room, but not take part in the discussion or the vote on the matter, they must leave the room while the Council determines whether they will be allowed to remain in the room during discussion. In these circumstances, the nature and extent of the Interest must also be disclosed. (S 5.68 & 5.69 Local Government Act 1995).

15. Clarification of Reports

Members may request that Officers explain or clarify reports prior to, or during, any discussion of a Recommended Motion.

16. No Opposition

The person presiding will ask the meeting if any member opposes the Motion. If it is not opposed the Motion will be declared Carried without debate or taking a vote.

17. Opposition to the Motion

If there is opposition to a Motion the person presiding will (in the following order)

- Invite the Mover of the Motion to speak to the Motion;
- Invite any member opposing the Motion to speak to it;
- Allow other members who wish to speak for or against the Motion to speak.

18. Members to Only Speak Once

Members may speak more than once on a motion. The person moving the Motion has the right at the end of debate to reply to any matters raised during the debate. Seeking points of clarification or seeking additional information relevant to the report is not considered to be speaking more than once.

19. Person Presiding to Control Debate

The person presiding will ensure that points of view on a Motion are given a fair and reasonable opportunity to be expressed and debated. However, he/she is not obliged to permit every member to speak on a Motion nor to permit members to speak for excessive periods of time.

The general rule will be:

- each member permitted to speak will have approximately three minutes to present his/her case;
- the person presiding will determine when he or she believes that a Motion has been given a fair and reasonable opportunity to be debated.
- all decisions of the person presiding will be final except if a motion of dissent with a ruling is moved by a member, such a Motion will be put to the meeting without a seconder and without debate;
- the decision of the majority of members present will be final; and
- the person presiding will follow the meeting's ruling.

20. Amending a Motion

Amendments to a Motion on the table:

- may be moved at the conclusion of any speech on the Motion;
- cannot negate the meaning of the Substantive Motion;
- must be of a minor nature such as omitting, substituting or adding words;
- must be seconded;
- must be accurately recorded by the Minute Secretary to the satisfaction of the Mover.
- Only one Amendment may be considered at a time, but as often as an Amendment is lost, another Amendment may be moved before the Substantive Motion is put to the vote.
- Where an Amendment is Carried, one further successful Motion to the Substantive Motion, as Amended, and no more, may be Carried.

21. Seconding the Amendment

An Amendment must be Seconded. Once Seconded, the Amendment becomes the Motion under consideration.

22. Amendment not Seconded

If an Amendment is proposed and not Seconded the debate returns to the Substantive Motion.

23. Amendment Passed

If an Amendment is passed:

- the Amended Motion is the Motion before the meeting;
- the person presiding will follow the same process used when dealing with a Motion.

24. Reasons for Decision

If an Amended Motion is adopted instead of an Officer Recommendation and the change from the Recommendation is significant, the person presiding will:

- summarise the meeting's reasons for coming to that decision; and
- request the meeting to confirm the reasons for the decision for the purposes of recording in the Minutes.

25. All Members Must Vote

All members present must vote in all decisions of Council unless they cannot participate because of an Interest Disclosure.

26. Determining the Vote

The person presiding can ask members to indicate their position on a Motion as often as he/she believes is necessary to determine what the vote is. The outcome of the vote will be determined by a Simple Majority unless the decision requires an Absolute Majority.

27. Other Options

A Recommended Motion may be:

- adopted;
- referred back to the Administration for further report;
- amended;
- not adopted;
- replaced by an alternative motion.

28. Referring Back

Before a Motion to refer a Recommendation back to the Administration is debated the person presiding will request that an officer provide advice on the implications of delaying the matter. The Motion to refer an item back to the Administration must identify the action to be taken by the officer.

If an Elected Member moves a Motion to refer back an item, the Motion will be dealt with immediately, without debate.

29. Not Adopted

If a Motion is not adopted it is negated. If an Officer Recommendation is negated the person presiding will:

- summarise the meeting's reasons for coming to that decision;
- request that the meeting confirms those reasons for recording in the Minutes.

30. Proposing an Alternative Motion

If a Recommendation is not adopted an Alternative Motion may be Moved with the Simple Majority consent of Council. The Minutes must show the reasons for the Alternative Motion being considered and adopted. If the Alternative Motion is not adopted, discussion will cease on the matter.

URGENT BUSINESS

31. Person Presiding Consents

If a matter of Urgent Business is raised:

- the person presiding will determine whether he/she considers the matter sufficiently urgent to be dealt with at the meeting;
- if he/she considers it is, he/she will permit a Motion to be Moved; and
- will deal with the motion in the same way as an Officer Recommendation.

32. Meeting Consents

If the person presiding determines a matter is not sufficiently urgent to be dealt with as Urgent Business:

- a member may move a motion of dissent with the ruling;
- the motion will be put to the meeting without a Secunder and without debate;

- the decision of the majority of members present will be final;
- the person presiding will follow the meeting's ruling and permit a motion to be moved;
- the motion will be dealt with in the same way as an Officer Recommendation except that, prior to a final vote on the matter the person presiding shall invite the Chief Executive Officer to provide advice on the impact of the proposed Motion.

RULES OF DEBATE

33. Official Title to be Used

During meetings, speakers should address others by using their accepted title. For example: President, Deputy President, Councillor or, in the case of staff by their position title.

34. Order of Speakers

When two or more members indicate they wish to speak at the same time, the President will decide who may speak first.

35. Members not to Interrupt

A member must not interrupt or speak out of turn during a meeting, other than to raise a point of order, make a personal explanation or move a procedural motion.

36. President may Participate in Discussion

The President may discuss any Motion before the meeting, provided that he/she addresses the meeting before the right of reply is exercised. The President must exercise a deliberate vote and if the votes are tied may exercise a casting vote.

37. President to be Heard without Interruption

If the President wishes to speak during a debate, all other members should be silent so that the President may be heard without interruption.

38. Members not to Reflect Adversely on Resolution of Council

A member shall not reflect adversely upon the resolution of the Council except on a Motion that the resolution be rescinded.

39. Members not to Reflect Adversely on other Members or Officers

A member shall not reflect adversely upon the character or actions of another member or an officer of the Shire of Mingenew nor impute any motive to a member or an officer unless the Council resolves that the Motion then before the Council cannot otherwise be adequately considered.

40. Members to Apologise if Adversely Reflect

Any member who, in the opinion of the President, uses offensive language or expressions during a Council meeting may be requested by the President to withdraw the statement and formally apologise.

If the member refuses or fails to comply, the President may refuse to hear any further comments from the member on the business currently being discussed.

41. Relevance to Debate

Members must ensure that any comments or remarks made are relevant to the business or Motion under discussion.

ORDER

42. Point of Order

A member may bring to the President's attention, any breach of these Meeting Procedures by stating the grounds for the breach and the name of the offending member.

A member expressing a difference of opinion with, or contradicting, a speaker shall not be recognised as raising a Point of Order.

The President shall decide all questions of order or practice. The decision is final and must be accepted by the meeting without discussion or argument unless a different ruling is resolved by majority.

A Motion, amendment or other business deemed out of order, shall not be further discussed and need not be subject of a resolution.

Where anything said or done by a member is deemed out of order, the President may require the member to make an explanation, retraction or apology.

43. Preservation of Order

The President's role is to preserve order and he/she may call any member to order whenever he/she believes it necessary.

44. Serious Disorder

The President may adjourn a Council meeting for fifteen minutes if he/she believes business cannot be effectively continued. Once reassembled, the Council will decide, without debate, whether to continue with business.

If, having once adjourned the meeting, the President again believes that the business of the Council cannot effectively be continued; the meeting may be closed or adjourned by the President.

45. Interpretation

Where a situation arises where no provision or insufficient provision is made in this Policy, the President shall determine the procedure to be observed, based on the principles of fairness and equity. He/she may use the procedure of the Western Australian Parliament as a guide.

ADOPTED:

REVIEW:

9.6 FINANCE

9.6.1 DISTRICT PROMOTIONAL LOGO DESIGN

Agenda Reference:
Location/Address: Shire of Mingenew
Name of Applicant: Nil
File Reference:
Disclosure of Interest: Nil
Date: 8 May, 2012
Author: Cameron Watson – Manager Finance & Administration

Signature of Author: _____

SUMMARY

This report requests that Council consider the shortlisted district promotional logo designs from the students at the Durack Institute of Technology and select the most appropriate design.

ATTACHMENT

Short listed district promotional logo designs.

BACKGROUND

At the Council meeting held in November 2011, it was decided to ask the students of Durack Institute of Technology to design a new district promotional logo and that a \$500.00 incentive be offered to the designer of the logo deemed by Council as the most appropriate. This project was subsequently taken up by the IT / Multimedia Lecturer at Durack and incorporated into his curriculum as an assessable assignment.

The brief given for the design of the logo was:

1. Prominently include Councils current colour scheme of red and white.
2. Be representative of the districts economic base, i.e. agriculture, animal husbandry and mining etc. This can be of a stylised nature.
3. Be reproducible in many forms, i.e. on corporate uniforms, letter heads and promotional materials such as stubbie holders and such. For this the design should be primarily in full colour and recognisable in greyscale reproduction.
4. The following wording must be prominently included:- **Mingenew** and **Standing Proud, Growing Strong**. As this logo may be used as the Shires logo sometime in the future a variant of the logo including the words **Shire of** should also be included.

COMMENT

A total of 12 designs were received, eleven (11) from students and one (1) from the courses Lecturer. All of the designs were included in the April 2012 Information Bulletin with Council informally discussing the designs and deciding on a short list of six (6) designs to be put to a full meeting of Council.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

An incentive prize of \$500.00 was offered for design of the district promotional logo deemed most appropriate by Council. The operating expenditure budget item – 3912 – Area Promotion has available funding for this.

STRATEGIC IMPLICATIONS

The new logo should send a clear message as to the values we hold in Mingenew and should positively promote the district.

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.6.1

That Council

- 1. selects the district promotional design logo presented by _____ as its preferred design; and**
- 2. provide written acknowledgements of the efforts of the other students who submitted their designs for consideration.**

The logos I have designed are a unique and stylized representation of the Mingenew community. The wheat grains are not only symbols of the shires strong affinity with agriculture but they're interlocking design is also a visual metaphor for the close knit community and strong town spirit its people share.

The Moto "Standing Proud Growing Strong" also attests to this spirit and a vision into the future which is bright and filled with many opportunities for its people.

Red and White are the towns chosen colours and represent its people in many aspects of life.

Anthony Wyndham
4 Bagley Crescent, Mt Tarcoola
Geraldton 6530

0437584022







Mr Anthony Wyndham
4 Bagley Crescent
Mt Tarcool, WA, 6530
Ph: 08 XXXX XXXX
Mob: 04 XXXX XXXX
Fx: 08 XXXX XXXX

Dear Mr A. Wyndham.

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Mr Anthony Wyndham
4 Bagley Crescent
Mt Tarcoola, WA 6530




Mr Anthony Wyndham
position and title

email@email.com
Ph: 08 9928 1102
Fx: 08 9928 1128
www.mingenev.wa.gov.au

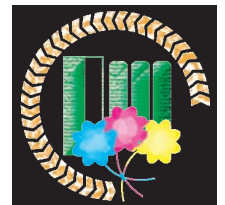
Explanation:

Outer Circle is representative of Wheat and can be coloured Gold - also the bonding of the community... worth its weight in Gold!
The Inner Rectangle and 3 rounded rectangles are representative of the wheat silos (arial view ie. shed and overflows
- emphasis on the Largest Receival point in the Southern Hemisphere) and coloured green
The Blue, Pink and Yellow shapes represent the Wildflowers. (Tourism)

As shown there are multiple effects you can use to enhance their appearance. I think this logo would fit well on all types of media.
Graeme Walsh - Lecturer - 9956 2867



Other Variations and Filter Effects.



To whom it Concern

I have come up with four different options for the logo, and have done them in colour and gray scale as discussed at our meeting. The colours I have used are the red and white for the main ones as they are Mingenew's colours, with a gold yellow to represent the wheat, and blue for water of the many springs as a meaning of Mingenew.

For the Writing for options one and two, Mingenew is in segoe script font with a stroke of 1pt and the other font is in high tower text without a stroke. Option three is done in palatino linotype font with 1pt of stroke. Option 4 is done in segoe script and hobo std medium fonts.

If you have any questions please do not hesitate to contact me.

Regards
Helen Wallace
Phone: 0438963371
Email: hamma36@hotmail.com



Option 1



Option 3



Option 2



Option 4





Jack Simkin
email: jacksimkin05@gmail.com
phone: 99361081
mobil: 0439885798
adress: c/- post office binu wa



Jake Kenny Truran
Phone: 0417074419
Email: Jakekt@people.net.au

Logo 1:
Main Colour:
Red: #EC2227
White: #FFFFFF
Font: Niagara Engraved

Logo 2
Main Colours:
Red: #EC2227
White: #FFFFFF
Font: Niagara Engraved

Logo 3
Main Colours:
Blue: #67C9E1
Yellow: #FEEF31
Font: Niagara Engraved

Info: The top semi-circle represents the blue sky. The semi-circle underneath the “sky” is representing the sun and the light it gives off, the last and largest semi-circle circle represents the wheat fields. The outer circle represents how all the other smaller circles must work together to create the bigger picture, just like how people of Mingenew work together to create the bigger picture which is the Shire of Mingenew.





Shire of Mingenew
PO Box 120
Victoria Street
Mingenew WA 6522
Phone: 08 9928 1102
Fax: 08 9928 1128



Shire of Mingenew
PO Box 120
Victoria Street
Mingenew WA 6522



Mike Sully

Shire of Mingenew
PO Box 120
Victoria Street
Mingenew WA 6522
Phone: 08 9928 1102
Fax: 08 9928 1128



- The basic idea behind the design of this logo was making it give a centralized feel.
- The center pattern was taken from the memorial found on Mingenew Hill, and was used as the center of the design.
- The six stalks of wheat are designed to act like the foundations to this center point. Based off the fact that wheat plays a major roll within the community
- The text uses a font called Snap ITC, and is used in the design due to the strong feel it gives off.
- The two ants come from the meaning of Mingenew's name, the land of many ants.
- The design fits together to make a length-ways oval.
- The logo uses the town's main colors, red and white, as to make sure that the design still focuses on the community.

Contact:

Samuel Berryman

44 Volute Street, Sunset Beach
Geraldton WA 6530

Phone: 99383434

Email: hellfire_oracle@hotmail.com

9.6.2 REVIEW OF SCHEDULE OF FEES & CHARGES

Agenda Reference:
Location/Address: Shire of Mingenew
Name of Applicant: Nil
File Reference:
Disclosure of Interest: Nil
Date: 9 May, 2012
Author: Cameron Watson – Manager Finance & Administration

Signature of Author: _____

SUMMARY

This report presents the Schedule of Fees & Charges to Council for its review and endorsement for their inclusion in the Budget for the 2012 / 2013 financial year.

ATTACHMENT

Schedule of Fees & Charges

BACKGROUND

The Section 6.16 of the Local Government Act 1995 allows Council to recoup some incurred costs through the implementation of a Schedule of Fees & Charges.

COMMENT

The Schedule of Fees & Charges forms part of the Statutory Budget and should be revised at least annually. This is a review only with the revised Fees & Charges being imposed as a part of the adoption of the 2012 / 2013 budget.

It should be noted that Council is unable to charge a fee for services unless it is included on the Schedule of Fees & charges; with the exception of a fine, penalty or approval imposed under a Local Law or Act of State or Federal Parliament. It is therefore important that Councils Schedule of Fees & Charges is as comprehensive as possible.

The main areas of change from last year are a proposed 10% increase in the Sporting Club Leases for the various recreation and sporting facilities they utilise and a 10% increase in all hourly plant hire charges. Additionally there have been Community Bus Hire fees included that were not in the 2011/12 Schedule.

CONSULTATION

Administration Staff

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.16

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Schedule of Fees & Charges allows Council to recoup some of the costs it incurs while performing its functions and will influence income levels within the 2012 / 2013 Budget.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

OFFICER RECOMMENDATION – ITEM 9.6.2

That Council receive the proposed 2012 / 2013 Schedule of Fees & Charges.

SHIRE OF MINGENEW
List of Fees and Charges

	2012/13 Total Cost	Net Cost	GST	2011/12 Total Cost
ADMINISTRATION				
COUNCILLOR MEETING FEE				
Ordinary Meeting:				
President	\$ 240.00	\$ 240.00		\$ 240.00
Councillors	\$ 120.00	\$ 120.00		\$ 120.00
Committee Meetings:				
President	\$ 60.00	\$ 60.00		\$ 60.00
Councillors	\$ 60.00	\$ 60.00		\$ 60.00
Other Payments				
Presidents Allowance	\$ 7,000.00	\$7,000.00		\$ 5,000.00
Deputy Presidents Allowance	\$ 1,750.00	\$1,750.00		\$ 1,250.00
PHOTOCOPYING				
A4	\$ 0.40	\$ 0.36	\$ 0.04	\$ 0.40
A4 - double sided	\$ 0.60	\$ 0.55	\$ 0.05	\$ 0.60
A3 (per copy)	\$ 0.60	\$ 0.55	\$ 0.05	\$ 0.60
A3 - double sided	\$ 1.10	\$ 1.00	\$ 0.10	\$ 1.10
A3 (per copy) colour	\$ 1.10	\$ 1.00	\$ 0.10	\$ 1.10
Own paper supplied (per copy)	\$ 0.10	\$ 0.09	\$ 0.01	\$ 0.10
A3 - double sided - colour	\$ 1.50	\$ 1.36	\$ 0.14	\$ 1.50
Binding (per document)	\$ 4.40	\$ 4.00	\$ 0.40	\$ 4.40
LAMINATING				
A4 (per page)	\$ 1.50	\$ 1.36	\$ 0.14	\$ 1.50
A3 (per page)	\$ 2.00	\$ 1.82	\$ 0.18	\$ 2.00
FACSIMILE				
Per page	\$ 1.00	\$ 0.91	\$ 0.09	\$ 1.00
Overseas faxes	\$ 3.30	\$ 3.00	\$ 0.30	\$ 3.30
COUNCIL MINUTES & AGENDAS				
Per Month	\$ 7.50	\$ 6.82	\$ 0.68	\$ 7.50
Per Year	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00
ELECTORAL ROLLS				
Per Ward	\$ 15.00	\$ 13.64	\$ 1.36	\$ 15.00
District Roll	\$ 25.00	\$ 22.73	\$ 2.27	\$ 25.00
GENERAL PURPOSE FUNDING				
RATES ENQUIRIES				
Change of ownership advices	\$ 42.35	\$ 38.50	\$ 3.85	\$ 38.50
Instalment - administration fee	\$ 11.00	\$ 10.00	\$ 1.00	\$ 10.00

SHIRE OF MINGENEW

List of Fees and Charges

	2012/13			2011/12
	Total Cost	Net Cost	GST	Total Cost
LAW, ORDER AND PUBLIC SAFETY				
DOG REGISTRATION FEES (set by Dog Act)				
Sterilised Dog				
One Year				
Normal Fee	\$ 10.00	\$ 10.00		\$ 10.00
Pensioner Concession	\$ 5.00	\$ 5.00		\$ 5.00
Working Dogs	\$ 2.50	\$ 2.50		\$ 2.50
Three Years				
Normal Fee	\$ 18.00	\$ 18.00		\$ 18.00
Pensioner Concession	\$ 9.00	\$ 9.00		\$ 9.00
Working Dogs	\$ 4.50	\$ 4.50		\$ 4.50
Unsterilised Dog				
One Year				
Normal Fee	\$ 30.00	\$ 30.00		\$ 30.00
Pensioner Concession	\$ 15.00	\$ 15.00		\$ 15.00
Working Dogs	\$ 7.50	\$ 7.50		\$ 7.50
Three Years				
Normal Fee	\$ 75.00	\$ 75.00		\$ 75.00
Pensioner Concession	\$ 37.50	\$ 37.50		\$ 37.50
Working Dogs	\$ 18.75	\$ 18.75		\$ 18.75
DOG IMPOUNDING FEES				
1st Day	\$ 44.00	\$ 40.00	\$ 4.00	\$ 40.00
Additional days	\$ 16.50	\$ 15.00	\$ 1.50	\$ 15.00
Authorised destruction of Dog	\$ 44.00	\$ 40.00	\$ 4.00	\$ 40.00
Kennel Registration	\$ 50.00	\$ 50.00		\$ 50.00
SCHEDULE OF DOG INFRINGEMENT FEES				
Charged in accordance with the Dog Act 1976				
HEALTH				
SEPTIC TANK FEES				
Refer to Health Regulations Statutory Fees				
ITINERANT VENDORS				
Annual license fee	\$ 341.00	\$ 310.00	\$ 31.00	\$ 341.00
HOUSING				
RENTALS (per week)				
Staff Housing / or as negotiated	\$ 90.00	\$ 90.00		\$ 90.00
Non - Staff Housing/ or as negotiated	\$ 250.00	\$ 250.00		\$ 250.00
Triplex - staff	\$ 80.00	\$ 80.00		\$ 80.00
Triplex - non staff / or as negotiated	\$ 125.00	\$ 125.00		\$ 125.00
Aged Persons Units - 1 bedroom	\$ 80.00	\$ 80.00		\$ 80.00
Aged Persons Units - 2 bedroom	\$ 115.00	\$ 115.00		\$ 115.00
Moore Street - Housing & Works	as negotiated			as negotiated
Silver Chain residence	as negotiated			as negotiated

SHIRE OF MINGENEW

List of Fees and Charges

	2012/13		2011/12	
	Total Cost	Net Cost	GST	Total Cost
COMMUNITY AMENITIES				
REFUSE CHARGES				
240 Litre Bin Collection	\$ 214.50	\$ 195.00	\$ 19.50	\$ 195.00
Additional 240 Litre Bin Collection	\$ 214.50	\$ 195.00	\$ 19.50	\$ 195.00
Asbestos Waste (per cubic metre)	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00
Demolition rubble / refuse (per cubic metre)	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00
PLANNING APPROVAL FEES (MINIMUM)				
Refer to Regulations for statutory fees				
MINGENEW CEMETERY				
Burial Fee - adult	\$ 385.00	\$ 350.00	\$ 35.00	\$ 385.00
Burial Fee - child	\$ 286.00	\$ 260.00	\$ 26.00	\$ 286.00
Re-opening fee - brick grave/vault	\$ 440.00	\$ 400.00	\$ 40.00	\$ 440.00
Burial Fee	\$ 22.00	\$ 20.00	\$ 2.00	\$ 22.00
Permission to erect headstone etc	\$ 50.00	\$ 45.45	\$ 4.55	\$ 50.00
Undertakers license fee	\$ 33.00	\$ 30.00	\$ 3.00	\$ 33.00
Permission to inter ashes in grave	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00
Niche Wall Fee + cost of plaque	\$ 110.00	\$ 100.00	\$ 10.00	\$ 110.00
COMMUNITY BUS HIRE				
Category 1: Mingenew Primary School & Seniors				
- Daily Hire Fee	\$ 70.00	\$ 63.64	\$ 6.36	\$ -
- Cents per Kilometre Fee	\$ -	\$ -	\$ -	\$ -
Category 2: Mingenew Community & Sporting Groups				
- Daily Hire Fee - Within the Midwest Region	\$ 70.00	\$ 63.64	\$ 6.36	\$ -
- Daily Hire Fee - Outside the Midwest Region	\$ 140.00	\$ 127.27	\$ 12.73	\$ -
- Cents per Kilometre Fee	\$ 0.58	\$ 0.53	\$ 0.05	\$ -
Category 3: Mingenew Primary School & Seniors				
- Daily Hire Fee	\$ 140.00	\$ 127.27	\$ 12.73	\$ -
- Cents per Kilometre Fee	\$ 1.16	\$ 1.05	\$ 0.11	\$ -
Bonds for the Hire of The Community Bus - Applicable to All Hires				
- Vehicle Hire	\$ 500.00	\$ 500.00	\$ -	\$ -
- Cleaning	\$ 60.00	\$ 60.00	\$ -	\$ -
RECREATION & CULTURE				
MINGENEW HALL				
Cabarets, Private travelling shows	\$ 133.00	\$ 120.91	\$ 12.09	\$ 133.00
Weddings, Plays, Socials	\$ 133.00	\$ 120.91	\$ 12.09	\$ 133.00
Local Concerts	\$ 33.00	\$ 30.00	\$ 3.00	\$ 33.00
Travelling School Shows	\$ 33.00	\$ 30.00	\$ 3.00	\$ 33.00
Quiz and Bingo nights	\$ 66.00	\$ 60.00	\$ 6.00	\$ 66.00
Luncheons, Presentations, Seminars, School Concerts	\$ 66.00	\$ 60.00	\$ 6.00	\$ 66.00
Dinners and luncheons	\$ 66.00	\$ 60.00	\$ 6.00	\$ 66.00
Business Meetings & Seminars	\$ 88.00	\$ 80.00	\$ 8.00	\$ 88.00
Karate, Gymnastics, Seniors Groups, Art & Craft, Small Meetings	\$ 22.00	\$ 20.00	\$ 2.00	\$ 22.00
Cleaning of/ Damage to Facilities				
All venues should be in a clean state before hire. Hirer's who do not leave the facility in the same state will be charged to clean the facility and cost of any damage. (per person per hour)				
	\$ 40.00	\$ 36.36	\$ 3.64	\$ 40.00

SHIRE OF MINGENEW

List of Fees and Charges

	2012/13		2011/12	
	Total Cost	Net Cost	GST	Total Cost
OTHER				
Yandanooka Hall Committee	\$ 3.30	\$ 3.00	\$ 0.30	\$ 3.30
Museum/Historical Society	\$ -	\$ -	\$ -	\$ -
Little Echidna Daycare Centre - per week	\$ 25.00	\$ 23.00	\$ 2.00	\$ 25.00
Club Lease	\$ 3.30	\$ 3.00	\$ 0.30	\$ 3.30
EQUIPMENT HIRE				
Trestles	\$ 2.00	\$ 1.82	\$ 0.18	\$ 2.00
Chairs	\$ 0.50	\$ 0.45	\$ 0.05	\$ 0.50
Sale of Tablecloth (per metre)	\$ 1.50	\$ 1.36	\$ 0.14	\$ 1.50
HIRE BOND FEES				
Venues where liquor is provided - Commercial	\$ 500.00	\$ 500.00		\$ 500.00
Venues where liquor is provided-Local Organisations	\$ 250.00	\$ 250.00		\$ 250.00
RECREATION CENTRE / NEW PAVILION				
Travelling Shows	\$ 176.00	\$ 160.00	\$ 16.00	\$ 176.00
Parties, demos etc	\$ 22.00	\$ 20.00	\$ 2.00	\$ 22.00
Parties, demos etc - external groups	\$ 176.00	\$ 160.00	\$ 16.00	\$ 176.00
Other functions, weddings etc	\$ 187.00	\$ 170.00	\$ 17.00	\$ 187.00
Meetings - local	\$ 27.50	\$ 25.00	\$ 2.50	\$ 27.50
Meetings - non local	\$ 77.00	\$ 70.00	\$ 7.00	\$ 77.00
Business Meetings/Seminars - local	\$ 121.00	\$ 110.00	\$ 11.00	\$ 121.00
Business Meetings / Seminars - non local	\$ 187.00	\$ 170.00	\$ 17.00	\$ 187.00
New Pavilion - Business Meetings/Seminars	\$ 88.00	\$ 80.00	\$ 8.00	\$ 88.00
Cups and saucers only	\$ 22.00	\$ 20.00	\$ 2.00	\$ 22.00
Full catering - 50 people	\$ 44.00	\$ 40.00	\$ 4.00	\$ 44.00
Full catering - 80 people	\$ 66.00	\$ 60.00	\$ 6.00	\$ 66.00
Full catering - 150 people	\$ 88.00	\$ 80.00	\$ 8.00	\$ 88.00
Mobile Cool Room - hire	\$ 110.00	\$ 100.00	\$ 10.00	\$ 110.00
Mobile Cool Room - bond	\$ 125.00	\$ 125.00		\$ 125.00
There is no charge to local sporting and community groups for the use of the cool room				
AUTUMN CENTRE				
Meetings - local	\$ -			\$ -
Meetings - non local	\$ 44.00	\$ 40.00	\$ 4.00	\$ 44.00
Visiting Professionals	\$ 44.00	\$ 40.00	\$ 4.00	\$ 44.00
Business Meetings / Seminars - local	\$ 77.00	\$ 70.00	\$ 7.00	\$ 77.00
Business Meetings / Seminars - non local	\$ 121.00	\$ 110.00	\$ 11.00	\$ 121.00
Home & Community Care - per calendar month	\$ 270.00	\$ 245.45	\$ 24.55	\$ 270.00
Cleaning of/ Damage to Facilities				
All venues should be in a clean state before hire. Hirer's who do not leave the facility in the same state will be charged to clean the facility and cost of any damage. (per person per hour)	\$ 44.00	\$ 40.00	\$ 4.00	\$ 44.00

SHIRE OF MINGENEW

List of Fees and Charges

	2012/13			2011/12
	Total Cost	Net Cost	GST	Total Cost
SPORTING CLUB LEASES				
Football Club (per annum)	\$ 3,340.00	\$3,036.36	\$303.64	\$ 3,036.00
Cricket Club (per annum)	\$ 2,118.00	\$1,925.45	\$192.55	\$ 1,925.00
Hockey Club (per annum)	\$ 2,118.00	\$1,925.45	\$192.55	\$ 1,925.00
Netball Club (per annum)	\$ 895.00	\$ 813.64	\$ 81.36	\$ 814.00
Basketball (if operating)	\$ 726.00	\$ 660.00	\$ 66.00	\$ 660.00
Tennis Club (per annum)	\$ 3,340.00	\$3,036.36	\$303.64	\$ 3,036.00
Lions Club - Expo	\$ 3,812.00	\$3,465.45	\$346.55	\$ 3,465.00
Polocrosse Club (per annum)	\$ 460.00	\$ 418.18	\$ 41.82	\$ 418.00
Turf Club (per annum)	\$ 3,340.00	\$3,036.36	\$303.64	\$ 3,036.00
Golf Club (per annum)	\$ 3,340.00	\$3,036.36	\$303.64	\$ 3,036.00
Bowling Club (per annum)	\$ 3,340.00	\$3,036.36	\$303.64	\$ 3,036.00
ECONOMIC SERVICES				
BUILDING LICENSE FEES				
Set by Other Legislation: Building Regulation 1989				
Class 1 & 10 Buildings				
Building Licence - 0.35% of 10/11 of Project Value (min \$85)	\$ -			\$ -
BCITF Levy - Estimated Value x 0.2%	\$ -			\$ -
Builders Registration Board Levy Owner Builder	\$ 40.50	\$ 40.50		\$ 40.50
	\$ 119.00	\$ 119.00		\$ 119.00
Class 2 - 9 Buildings				
Building Licence - 0.2% of 10/11 of Project Value (min \$85)	\$ -			\$ -
BCITF Levy - Estimated Value x 0.2%	\$ -			\$ -
Builders Registration Board Levy	\$ 40.50	\$ 40.50		\$ 40.50
BUILDING INSPECTION FEE (EHO/BS)	\$ 77.00	\$ 70.00	\$ 7.00	\$ 77.00
STANDPIPE WATER (per kl)	\$ 4.00	\$ 3.64	\$ 0.36	\$ 4.000
OTHER PROPERTY AND SERVICES				
PLANT HIRE				
Minimum charge of 1 hour per plant hired				
Rate includes operator	Per Hour			
Grader - Contractor	\$ 154.00	\$ 140.00	\$ 14.00	\$ 140.00
Grader - Ratepayer	\$ 132.00	\$ 120.00	\$ 12.00	\$ 120.00
Backhoe - Contractor	\$ 132.00	\$ 120.00	\$ 12.00	\$ 120.00
Backhoe - Ratepayer	\$ 121.00	\$ 110.00	\$ 11.00	\$ 110.00
Loader - Contractor	\$ 143.00	\$ 130.00	\$ 13.00	\$ 130.00
Loader - Ratepayer	\$ 127.00	\$ 115.45	\$ 11.55	\$ 115.00
Tip Truck - Contractor	\$ 149.00	\$ 135.45	\$ 13.55	\$ 135.00
Tip Truck - Ratepayer	\$ 127.00	\$ 115.45	\$ 11.55	\$ 115.00
Truck & Trailer - Contractor	\$ 182.00	\$ 165.45	\$ 16.55	\$ 165.00
Truck & Trailer - Ratepayer	\$ 160.00	\$ 145.45	\$ 14.55	\$ 145.00
Tractor & slasher	\$ 121.00	\$ 110.00	\$ 11.00	\$ 110.00
Block slashing	\$ 73.00	\$ 66.36	\$ 6.64	\$ 66.00
Rubbered Tyred Roller - Contractor	\$ 149.00	\$ 135.45	\$ 13.55	\$ 135.00
Rubbered Tyred Roller - Ratepayer	\$ 121.00	\$ 110.00	\$ 11.00	\$ 110.00
Vibratory Roller - Contractor	\$ 143.00	\$ 130.00	\$ 13.00	\$ 130.00
Vibratory Roller - Ratepayer	\$ 121.00	\$ 110.00	\$ 11.00	\$ 110.00
Small Truck - Contractor	\$ 121.00	\$ 110.00	\$ 11.00	\$ 110.00
Small Truck - Ratepayer	\$ 109.00	\$ 99.09	\$ 9.91	\$ 99.00

SHIRE OF MINGENEW
List of Fees and Charges

	2012/13			2011/12
	Total Cost	Net Cost	GST	Total Cost
LABOURER (per hour) Penalty rates will apply if overtime is involved	\$ 50.00	\$ 45.45	\$ 4.55	\$ 40.00
SAND Flat rate of:				
Small Truck (approx. 3 to 4 metres) - per load	\$ 77.00	\$ 70.00	\$ 7.00	\$ 77.00
Large Truck (approx 7 metres)	\$ 110.00	\$ 100.00	\$ 10.00	\$ 110.00
GRAVEL Flat rate of:				
Small Truck (approx. 3 to 4 metres) - per load	\$ 77.00	\$ 70.00	\$ 7.00	\$ 77.00
Large Truck (approx 7 metres)	\$ 210.00	\$ 190.91	\$ 19.09	\$ 210.00
BLUE METAL Flat rate of:				
Small Truck (approx. 3 to 4 metres) - per load	\$ 88.00	\$ 80.00	\$ 8.00	\$ 88.00
Large Truck (approx 7 metres)	\$ 330.00	\$ 300.00	\$ 30.00	\$ 330.00
Sale of: SAND/GRAVEL/BLUE METAL BY TRAILER LOAD	\$ 33.00	\$ 30.00	\$ 3.00	\$ 33.00

9.6.3 FINANCIAL STATEMENTS FOR MONTH ENDING 30 APRIL, 2012

Agenda Reference:
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference:
Disclosure of Interest: Nil
Date: 8 May, 2012
Author: Cameron Watson – Manager Finance & Administration

Signature of Author: _____

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 30 April, 2012 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 30 April, 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 30 April, 2012 is \$441,461

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Account	\$53,127.31
Business Cash Maximiser (Municipal Funds)	\$431,732.26
Trust Account	\$70,210.60
Reserve Maximiser Account	\$320,264.02

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. \$390,274.06 remains outstanding as at 30 April, 2012 with

\$295,490.16 in current, \$85,486.56 outstanding for 30+ days, \$420.00 outstanding for 60+ days and \$8,877.34 outstanding of 90 days or more.

Rates Outstanding at 30 April, 2012 was \$15,844.83 current year and \$7,209.39 arrears, totaling \$23,054.22. Collection action for all outstanding rates in arrears has been commenced with the appointment of Dun and Bradstreet. The following assessments have been referred for collection with the indicated results.

Assessment Number	Assessment Address	Amount Outstanding	Results Achieved
A152	7 Bride Street	\$1,629.82	Legal Action Commenced
A198	9 Bride Street	\$4,346.07	Paid in Full
A267	19 Ikewa Street	\$1,719.15	Paying \$250 per fortnight, \$553.32 remaining.
A649	1 Ikewa Street	\$6,452.19	Legal Action Commenced
A813	4 Midlands Road	\$2,730.12	Legal Action Commenced
A232	5 Moore Street	\$2,266.90	Missed final payment, \$601.70 remaining.
A353	29 Oliver Street	\$808.37	Legal Action Commenced
A654	4 Spring Street	\$1,020.43	Legal Action Commenced
A756	18 William Street	\$780.36	Legal Action Commenced
A757	16 William Street	\$902.88	Paid in Full

The total domestic and commercial refuse charges outstanding are \$2,522.51 as at 30 April, 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 9.6.3

That Council adopts the Monthly Statement of Financial Activity for the month ending the 30 April, 2012.

SHIRE OF MINGENEW
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

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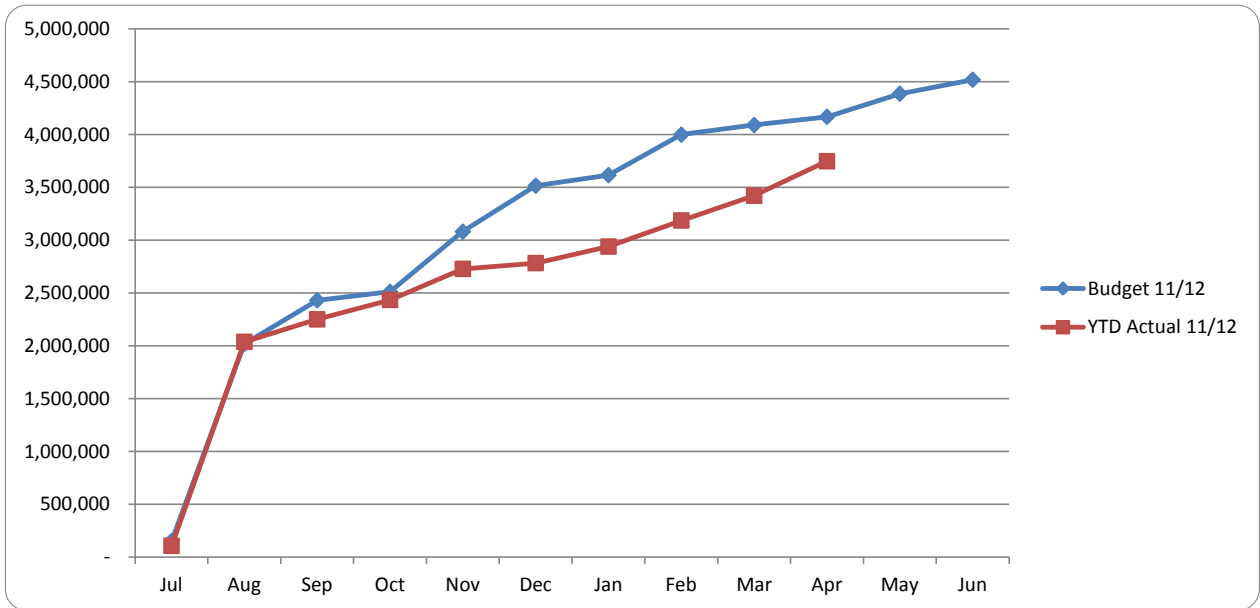
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	NOTE	30/04/12 Y-T-D Actual \$	30/04/12 Y-T-D Budget \$	2011/2012 Total Budget \$	30/04/12 Y-T-D Variance \$	30/04/12 Y-T-D Variance %
REVENUES/SOURCES	1,2					
Governance		121,407	92,430	106,540	28,977	(31%)
General Purpose Funding		671,518	660,872	770,538	10,646	(2%)
Law, Order, Public Safety		25,836	25,320	25,535	516	(2%)
Health		1,069	25,860	26,040	(24,791)	96%
Education and Welfare		10,399	3,340	4,025	7,059	(211%)
Housing		72,190	56,850	68,229	15,340	(27%)
Community Amenities		84,281	163,510	164,150	(79,229)	48%
Recreation and Culture		63,430	70,740	121,740	(7,310)	10%
Transport		1,276,984	1,776,531	1,919,803	(499,547)	28%
Economic Services		12,955	7,370	8,900	5,585	(76%)
Other Property and Services		219,961	93,890	112,700	126,071	(134%)
		<u>2,560,030</u>	<u>2,976,713</u>	<u>3,328,200</u>	<u>416,683</u>	
(EXPENSES)/(APPLICATIONS)	1,2					
Governance		(354,951)	(390,426)	(456,560)	(35,475)	9%
General Purpose Funding		(25,300)	(37,270)	(44,749)	(11,970)	32%
Law, Order, Public Safety		(58,247)	(83,640)	(100,444)	(25,393)	30%
Health		(35,789)	(30,950)	(49,678)	4,839	(16%)
Education and Welfare		(21,481)	(36,539)	(42,316)	(15,058)	41%
Housing		(118,466)	(123,579)	(143,956)	(5,113)	4%
Community Amenities		(69,928)	(94,280)	(111,258)	(24,352)	26%
Recreation & Culture		(665,329)	(679,554)	(882,378)	(14,225)	2%
Transport		(1,656,206)	(1,603,505)	(1,212,838)	52,701	(3%)
Economic Services		(127,707)	(154,060)	(182,989)	(26,353)	17%
Other Property and Services		(172,128)	(92,218)	(92,884)	79,910	(87%)
		<u>(3,305,532)</u>	<u>(3,326,021)</u>	<u>(3,320,050)</u>	<u>(20,489)</u>	
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	36,466	25,612	25,612	10,854	(42%)
Movement in Accrued Interest		(16,410)	0	0	(16,410)	0%
Movement in Accrued Salaries & Wages		(15,097)	0	0	(15,097)	0%
Movement in Employee Benefit Provisions		45,455	0	0	45,455	0%
Depreciation on Assets		1,054,093	1,029,790	1,235,770	24,303	(2%)
Capital Expenditure and Income						
Purchase Land held for Resale	3	(42,457)	0	(45,000)	0	0%
Purchase Land and Buildings	3	(333,717)	(451,170)	(438,000)	(117,453)	26%
Purchase Furniture and Equipment	3	(13,805)	(32,500)	(63,500)	(18,695)	58%
Purchase Plant and Equipment	3	(625,952)	(732,400)	(875,600)	(106,448)	15%
Purchase Infrastructure Assets - Roads	3	(862,447)	(1,527,546)	(1,739,520)	(665,099)	44%
Purchase Infrastructure Assets - Footpaths	3	0	(20,000)	(20,000)	(20,000)	100%
Purchase Infrastructure Assets - Bridges	3	0	0	0	0	
Proceeds from Disposal of Assets	4	200,924	359,000	359,000	158,076	44%
Repayment of Debentures	5	(86,688)	(86,690)	(93,767)	(2)	0%
Proceeds from New Debentures	5	450,000	0	450,000	450,000	0%
Transfers to Reserves (Restricted Assets)	6	(16,648)	(2,398)	(14,385)	14,251	(594%)
Transfers from Reserves (Restricted Assets)	6	220,000	0	342,500	220,000	0%
ADD Net Current Assets July 1 B/Fwd	7	507,520	507,520	507,520	0	0%
LESS Net Current Assets Year to Date	7	<u>943,938</u>	<u>2,471,310</u>	<u>0</u>	<u>(1,527,372)</u>	<u>62%</u>
Amount Req'd to be Raised from Rates		<u>(1,188,203)</u>	<u>(1,191,220)</u>	<u>(1,221,220)</u>	<u>3,017</u>	<u>(0%)</u>
Rates per Note 8		1,188,203	1,191,220	1,191,220		
Variance		0	0	(30,000)		

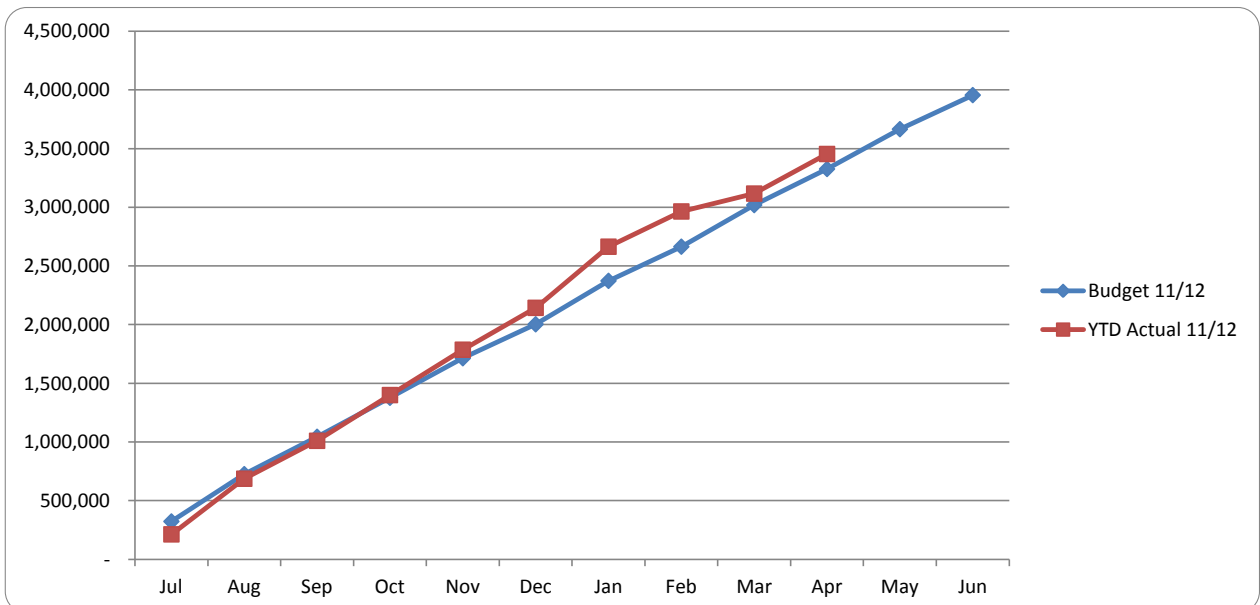
**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

Graphical Representation - Source Statement of Financial Activity

Operating Budget v Actual - REVENUE



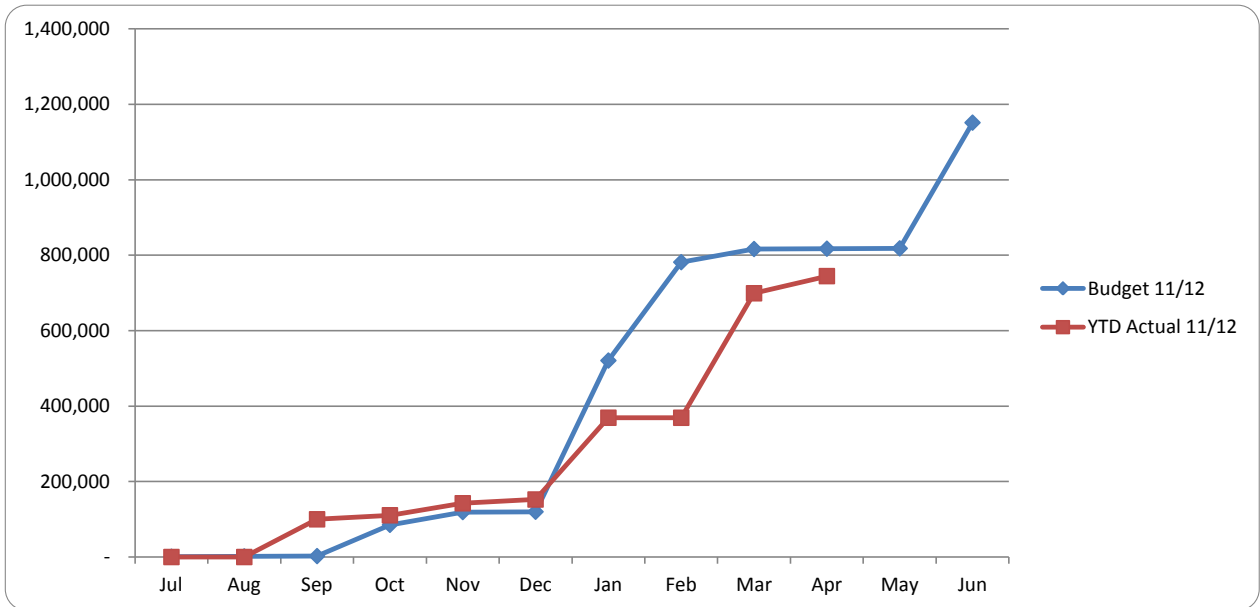
Operating Budget v Actual - EXPENDITURE



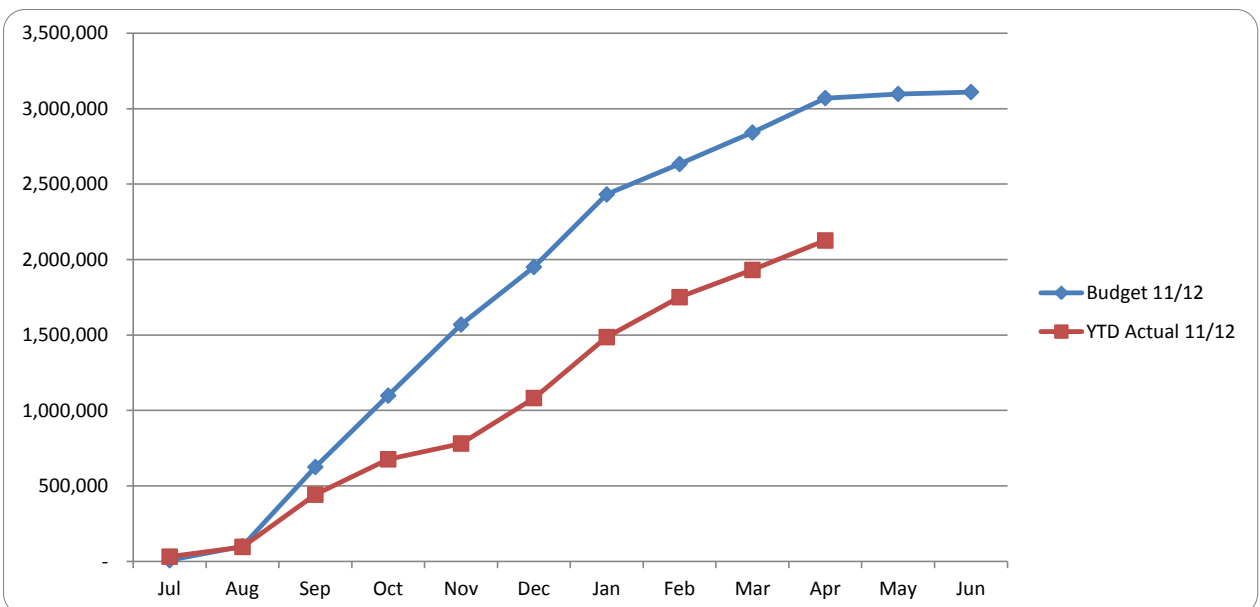
**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

Graphical Representation - Source Statement of Financial Activity

Capital Budget v Actual - REVENUE



Capital Budget v Actual - EXPENDITURE



SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

Statement of Financial Activity - Reportable Variances

REVENUES/SOURCES

Governance	31%	Additional receipt of \$50,000 from Three Springs & Morowa for Planning
Health	(96%)	Maternal & Infant Health Lotterywest grant yet to be received
Education & Welfare	211%	Unbudgeted Lotterywest Grant of \$7,157.70 received for Senior Citizens Building
Housing	27%	Insurance claim income and greater than expected rental income from properties
Community Amenities	(48%)	Community Bus Lotterywest contribution yet to be received
Recreation & Culture	(10%)	No reimbursements from "Other Rec & Sport" sub program at this stage
Transport	(28%)	Regional Road Group & Roads to Recoveries claims to be made once works completed
Economic Services	76%	Numberous minor amounts
Other Property and Services	134%	Higher than anticipated Private Works undertaken

(EXPENSES)/(APPLICATIONS)

General Purpose Funding	(32%)	Lower than expected expenditure to date
Law, Order, Public Safety	(30%)	Lower than expected expenditure to date
Education & Welfare	(41%)	Lower than expected expenditure on Senior Citizens Building
Community Amenities	(26%)	Lower than expected expenditure to date
Economic Services	(17%)	Slightly less expenditure throughout Schedule 13 - timing variations
Other Property & Services	87%	Higher than anticipated Private Works undertaken

ADJUSTMENTS FOR NON CASH (REVENUE) & EXPENDITURE

(Profit)/Loss on Asset Disposals	42%	Not all new assets acquired and subsequent disposals made
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CAPITAL EXPENDITURE AND INCOME

Purchase Land & Buildings	(26%)	Works at Rec Centre and Maternal & Infant Health Clinic yet to be carried out
Purchase Furniture & Equipment	(58%)	Administration Carpeting to be completed early May
Purchase Plant & Equipment	(15%)	Not all new plant assets acquired
Purchase Infrastructure Assets - Roads	(44%)	Sealing program has gone to tender and about to commence
Purchase Infrastructure Assets - Footpaths	(100%)	Works yet to commence
Proceeds from disposal of Asset	(44%)	Not all new assets acquired and subsequent disposals made
Transfers to Reserves (Restricted Assets)	594%	Better than expected interest earned

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

(g) Trade and Other Receivables

Trade receivables, which generally have 30 - 90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Local Government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

(g) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	30 to 50 years
Furniture and Equipment	4 to 10 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	
clearing and earthworks	not depreciated
construction/road base	50 years
original surfacing and	
major re-surfacing	
- bituminous seals	20 years
- asphalt surfaces	25 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	10 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	40 years
Sewerage piping	100 years
Water supply piping & drainage systems	75 years

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2012.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

2. STATEMENT OF OBJECTIVE

In order to discharge its responsibilities to the community, the Shire has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Objective: To provide a decision making process for the efficient allocation of scarce resources.

Activities: Administration and operation of facilities and services to members of council:
Other costs that relate to the tasks of assisting elected members and ratepayers on matters which do not concern specific council services.

GENERAL PURPOSE FUNDING

Objective: To collect revenue to fund provision of services.

Activities: Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

Health: To ensure a safer community in which to live.

Activities: Supervision of various local laws, fire prevention, emergency services and animal control.

HEALTH

Objective: To provide an operational framework for good community health.

Activities: Food quality and pest control, maintenance of child health centre, doctors surgery and dental clinic.

EDUCATION AND WELFARE

Objective: To support the needs of the community in education and welfare.

Activities: Assistance to playgroup, youth advisory committee and other voluntary services.

HOUSING

Objective: Provide adequate housing to attract and retain staff and non-staff.

Activities: Maintenance of council owned housing.

COMMUNITY AMENITIES

Objective: Provide services as required by the community.

Activities: Rubbish collection services, tip operation, noise control, town planning administration, cemetery maintenance, storm water drainage, FM radio retransmitter maintenance and mobile phone installation.

RECREATION AND CULTURE

Objective: To establish and efficiently manage infrastructure and resources which will help the social well being of the community.

Activities: Maintenance of halls, swimming pool, library, parks, gardens and reserves.

TRANSPORT

Objective: To provide effective and efficient transport services to the community.

Activities: Construction and maintenance of streets, roads, bridges, cleaning and lighting of streets, traffic signs, depot maintenance and airstrip maintenance.

ECONOMIC SERVICES

Objective: To help promote the Shire and improve its economic well being

Activities: Regulation and provision of tourism, area promotion, building control, noxious weeds, vermin control, plant nursery and standpipes

OTHER PROPERTY & SERVICES

Activities: Private works, plant repairs

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	30 April, 2012	2011/2012
	Actual	Budget
	\$	\$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Purchase Plant & Equipment	86,373.32	86,000
Computer Development	6,423.64	6,000
Furniture & Equipment	4,343.93	32,500
Health		
Buildings	0.00	28,500
Housing		
Buildings	314,247.95	285,000
Land & Buildings	12,226.55	19,500
Community Amenities		
Furniture & Equipment	111.84	17,000
Plant & Equipment	0.00	126,700
Recreation and Culture		
Buildings	7,242.14	100,000
Furniture & Equipment	0.00	5,000
Purchase Plant & Equipment	11,535.14	16,500
Furniture & Equipment	2,925.87	3,000
Transport		
Infrastructure - Roads	862,447.38	1,739,520
Footpaths Construction	0.00	20,000
Purchase Plant & Equipment	514,411.77	627,400
Tools & Equipment	13,631.28	19,000
Other Property and Services		
Industrial Area Development Costs	42,456.87	45,000
Land & Buildings	0.00	5,000
	1,878,377.68	3,181,620

**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

	30 April, 2012 Actual \$	2011/2012 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
 <u>By Class</u>		
Land Held for Resale	42,456.87	45,000
Land and Buildings	333,716.64	438,000
Furniture and Equipment	13,805.28	63,500
Plant and Equipment	625,951.51	875,600
Infrastructure Assets - Roads	862,447.38	1,739,520
Infrastructure Assets - Footpaths	0.00	20,000
Infrastructure Assets - Bridges	0.00	0
Infrastructure Assets - Drainage/Floodways	0.00	0
Infrastructure Assets - Recreation Areas	0.00	0
	1,878,377.68	3,181,620

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this statement as follows:

- plant replacement programme
- other assets
- road replacement programme
- other infrastructure

MINGENEW SHIRE COUNCIL ORDINARY MEETING AGENDA - 16TH MAY, 2012

SHIRE OF MINGENEW
 NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
 FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

4. DISPOSALS OF ASSETS

The following assets have been disposed of during the period under review:

<u>By Program</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	2011 / 2012 BUDGET	2011 / 2012 ACTUAL	2011 / 2012 BUDGET	2011 / 2012 ACTUAL	2011 / 2012 BUDGET	2011 / 2012 ACTUAL
	\$	\$	\$	\$	\$	\$
Governance						
Admin Vehicle (MI 177)	12,044	10,948	8,000	11,455	(4,044)	507
CEO Vehicle (1 MI)	50,637	45,456	47,000	45,455	(3,637)	(1)
Transport						
Truck (Prime-mover) (MI 4484)	95,992	87,850	75,000	61,234	(20,992)	(26,616)
Truck (Prime-mover) (MI 4485)	95,993	86,201	75,000	75,871	(20,993)	(10,330)
Works Manager Vehicle (MI 108)	33,332	0	35,000	0	1,668	0
Ute (MI 372)	8,222	6,935	12,500	6,909	4,278	(26)
Ute (MI 278)	11,026	0	12,500	0	1,474	0
Ute (MI 599)	15,061	0	9,000	0	(6,061)	0
Sale of Pig Trailer (MI 3196)	0	0	15,000	0	15,000	0
Sale of Dolly (MI 3396)	2,306	0	10,000	0	7,694	0
Other Property & Services						
Light Industrial Blocks	60,000	0	60,000	0	0	0
	384,613	237,390	359,000	200,924	(25,613)	(36,466)

<u>By Class</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	2011 / 2012 BUDGET	2011 / 2012 ACTUAL	2011 / 2012 BUDGET	2011 / 2012 ACTUAL	2011 / 2012 BUDGET	2011 / 2012 ACTUAL
	\$	\$	\$	\$	\$	\$
Land & Buildings						
Light Industrial Blocks	60,000	0	60,000	0	0	0
Plant & Equipment						
Admin Vehicle (MI 177)	12,044	10,948	8,000	11,455	(4,044)	507
CEO Vehicle (1 MI)	50,637	45,456	47,000	45,455	(3,637)	(1)
Truck (Prime-mover) (MI 4484)	95,992	87,850	75,000	61,234	(20,992)	(26,616)
Truck (Prime-mover) (MI 4485)	95,993	86,201	75,000	75,871	(20,993)	(10,330)
Works Manager Vehicle (MI 108)	33,332	0	35,000	0	1,668	0
Ute (MI 372)	8,222	6,935	12,500	6,909	4,278	(26)
Ute (MI 278)	11,026	0	12,500	0	1,474	0
Ute (MI 599)	15,061	0	9,000	0	(6,061)	0
Sale of Pig Trailer (MI 3196)	0	0	15,000	0	15,000	0
Sale of Dolly (MI 3396)	2,306	0	10,000	0	7,694	0
	384,613	237,390	359,000	200,924	(25,613)	(36,466)

<u>Summary</u>	2011 / 2012 BUDGET	30/4/2012 ACTUAL
	\$	\$
Loss on Asset Disposals	30,114	507
Profit on Asset Disposals	(55,727)	(36,973)
	<u>(25,613)</u>	<u>(36,466)</u>

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1 Jul 11	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Education & Welfare									
Loan 137 - Senior Citizens Building	118,080	0	0	3,781	3,781	114,299	114,299	7,128	7,129
Housing									
Loan 133 - Triplex (+)	119,821	0	0	8,127	8,127	111,694	111,694	8,047	8,048
Loan 134 - S/C Housing (+)	75,729	0	0	4,161	4,161	71,568	71,568	4,639	4,640
Loan 136 - Staff Housing (#)	150,614	0	0	5,653	5,653	144,961	144,961	9,580	9,581
Loan 142 - Staff Housing	0	100,000	100,000	0	0	100,000	100,000	0	0
Recreation & Culture									
Loan 138 - Pavilion Fit-Out	113,355	0	0	3,630	3,630	109,725	109,725	6,843	6,844
Transport									
Loan 135 - Plant Purchases	25,688	0	0	25,688	25,688	0	0	855	854
Loan 139 - Roller	100,862	0	0	10,800	10,800	90,062	90,062	6,515	6,515
Loan 140 - Skid Steer	13,984	0	0	6,907	13,984	7,077	0	354	540
Loan 141 - Grader	208,108	0	0	17,943	17,943	190,165	190,165	12,616	12,616
Loan 143 - Trucks	0	250,000	250,000	0	0	250,000	250,000	0	0
Loan 144 - Trailer	0	100,000	100,000	0	0	100,000	100,000	0	0
	926,241	450,000	450,000	86,688	93,767	1,289,553	1,282,474	56,577	56,767

(+) Loan financed by rental proceeds received from tenants.

(#) Loan financed from rental proceeds received from staff (subsidised) or third party tenants.

All other debenture repayments are to be financed by general purpose revenue.

**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2011 / 2012

Particulars/Purpose	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate	Amount Used		Balance Unspent \$
	Actual	Budget						Actual	Budget	
Loan 142 - Staff Housing	0	100,000	Unknown	Debenture	10	27,500	5.01%	100,000	100,000	0
Loan 143 - Trucks	0	250,000	Unknown	Debenture	5	39,500	4.72%	250,000	250,000	0
Loan 144 - Trailer	0	100,000	Unknown	Debenture	10	27,500	5.01%	100,000	100,000	0

(c) Unspent Debentures

Council had no unspent debentures at 30 June, 2011 nor is it expected to have unspent debenture funds as at 30 June, 2012.

(d) Overdraft

Council has an overdraft facility of \$200,000 with National Australia Bank of which Nil was utilised at 30 June 2011. It is anticipated that this facility will not be utilised during the 2011 / 2012 financial year.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	30 April, 2012 Actual \$	2011/2012 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Land and Building Reserve		
Opening Balance	242,830	242,830
Amount Set Aside / Transfer to Reserve	6,564	5,450
Amount Used / Transfer from Reserve	(100,000)	(185,000)
	<u>149,394</u>	<u>63,280</u>
(b) Sportsground Improvement Reserve		
Opening Balance	2,362	2,362
Amount Set Aside / Transfer to Reserve	88	105
Amount Used / Transfer from Reserve	-	-
	<u>2,450</u>	<u>2,467</u>
(c) Plant Replacement Reserve		
Opening Balance	129,371	129,371
Amount Set Aside / Transfer to Reserve	4,412	2,900
Amount Used / Transfer from Reserve	(120,000)	(120,000)
	<u>13,783</u>	<u>12,271</u>
(d) Accrued Leave Reserve		
Opening Balance	41,537	41,536
Amount Set Aside / Transfer to Reserve	1,556	1,840
Amount Used / Transfer from Reserve	-	-
	<u>43,092</u>	<u>43,376</u>
(e) Aged Persons Units Reserve		
Opening Balance	34,295	34,295
Amount Set Aside / Transfer to Reserve	1,284	1,450
Amount Used / Transfer from Reserve	-	(17,500)
	<u>35,579</u>	<u>18,245</u>
(f) Street Light Upgrade Reserve		
Opening Balance	12,538	12,539
Amount Set Aside / Transfer to Reserve	470	500
Amount Used / Transfer from Reserve	-	-
	<u>13,008</u>	<u>13,039</u>
(g) Painted Road Reserve		
Opening Balance	3,679	3,678
Amount Set Aside / Transfer to Reserve	138	165
Amount Used / Transfer from Reserve	-	-
	<u>3,817</u>	<u>3,843</u>
(h) Industrial Area Reserve		
Opening Balance	14,165	14,164
Amount Set Aside / Transfer to Reserve	531	200
Amount Used / Transfer from Reserve	-	(10,000)
	<u>14,695</u>	<u>4,364</u>

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

6. RESERVES (Continued)	30 April, 2012 Actual \$	2011/2012 Budget \$
(i) Environmental Rehabilitation Reserve		
Opening Balance	25,179	25,179
Amount Set Aside / Transfer to Reserve	943	1,000
Amount Used / Transfer from Reserve	-	(10,000)
	<u>26,122</u>	<u>16,179</u>
(j) RTC/PO/NAB Reserve		
Opening Balance	17,662	17,662
Amount Set Aside / Transfer to Reserve	662	775
Amount Used / Transfer from Reserve	-	-
	<u>18,324</u>	<u>18,437</u>
Total Cash Backed Reserves	<u>320,264</u>	<u>195,501</u>

All of the above reserve accounts are to be supported by money held in financial institutions.

Council have a policy of annual revaluation of road infrastructure. The amount of any revaluation adjustment at 30 June 2011 is not known. Any transfer to or from an asset revaluation reserve will be a non-cash transaction and as such, has no impact on this budget document.

**Summary of Transfers
To Cash Backed Reserves**

Transfers to Reserves

Land and Buildings Reserve	6,564	5,450
Sports Ground Improvement Reserve	88	105
Plant Replacement Reserve	4,412	2,900
Accrued Leave Reserve	1,556	1,840
Aged Persons Units Reserve	1,284	1,450
Street Light Upgrade Reserve	470	500
Painted Road Reserve	138	165
Industrial Area Development Reserve	531	200
Environmental Rehabilitation Reserve	943	1,000
RTC/PO/NAB Reserve	662	775
	<u>16,648</u>	<u>14,385</u>

Transfers from Reserves

Land and Buildings Reserve	(100,000)	(185,000)
Sports Ground Improvement Reserve	0	0
Plant Replacement Reserve	(120,000)	(120,000)
Accrued Leave Reserve	0	0
Aged Persons Units Reserve	0	(17,500)
Street Light Upgrade Reserve	0	0
Painted Road Reserve	0	0
Industrial Area Development Reserve	0	(10,000)
Environmental Rehabilitation Reserve	0	(10,000)
RTC/PO/NAB Reserve	0	0
	<u>(220,000)</u>	<u>(342,500)</u>

Total Transfer to/(from) Reserves	<u>(203,352)</u>	<u>(328,115)</u>
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**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Land & Building Reserve

- to be used for the acquisition, construction and maintenance of land and buildings.

Plant Replacement Reserve

- to be used for the purchase of plant.

Accrued Leave Reserve

- to be used to fund annual and long service leave requirements.

Aged Persons' Units Reserve

- to be used for the funding of future operating shortfalls of the aged persons' units in accordance with the management agreement Council has with Homeswest.

Street Light Upgrade Reserve

- to be used for the upgrade of street lights in the town of Mingenew.

Painted Road Reserve

- to be used for the painted road and associated projects.

Industrial Area Development Reserve

- to be used for the development of the industrial area.

Environmental Rehabilitation Reserve

- to be used for the rehabilitation of Gravel Pits.

RTC/PO/NAB Reserve

- to be used for the maintenance and upkeep of the Rural Transaction Centre

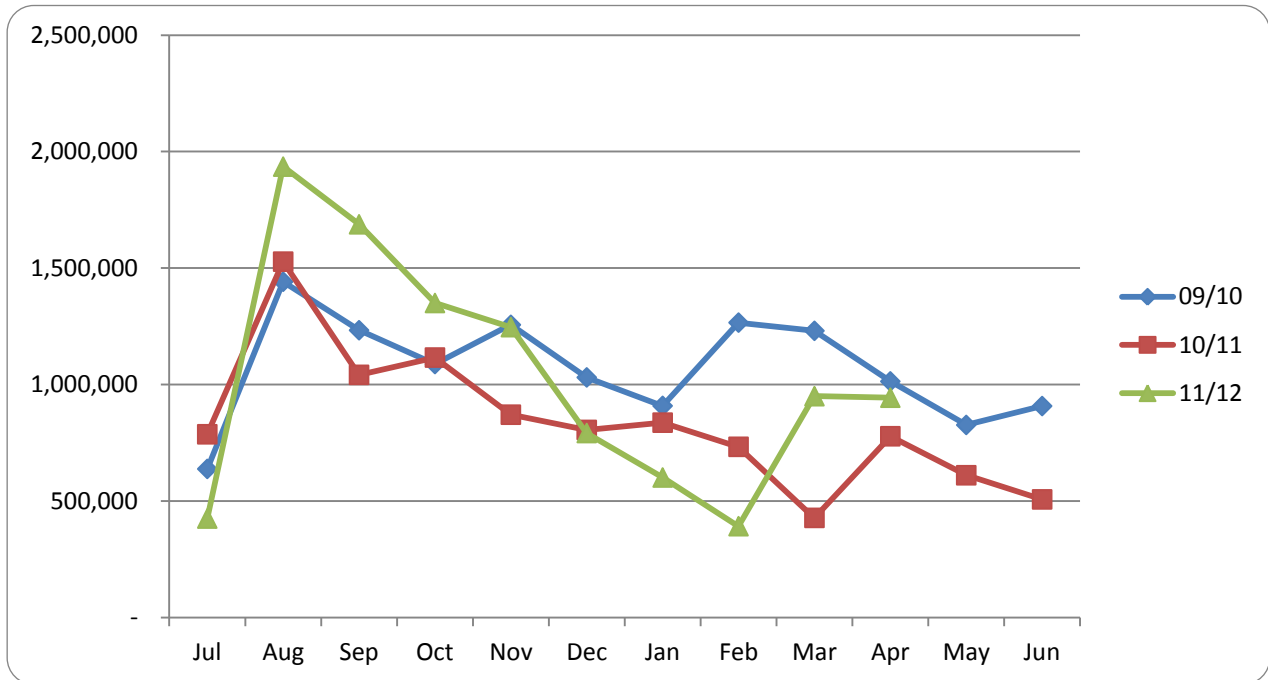
None of the above Reserves are expected to be used within a set period as it is envisaged that further transfers to the reserve accounts will occur as funds are utilised.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

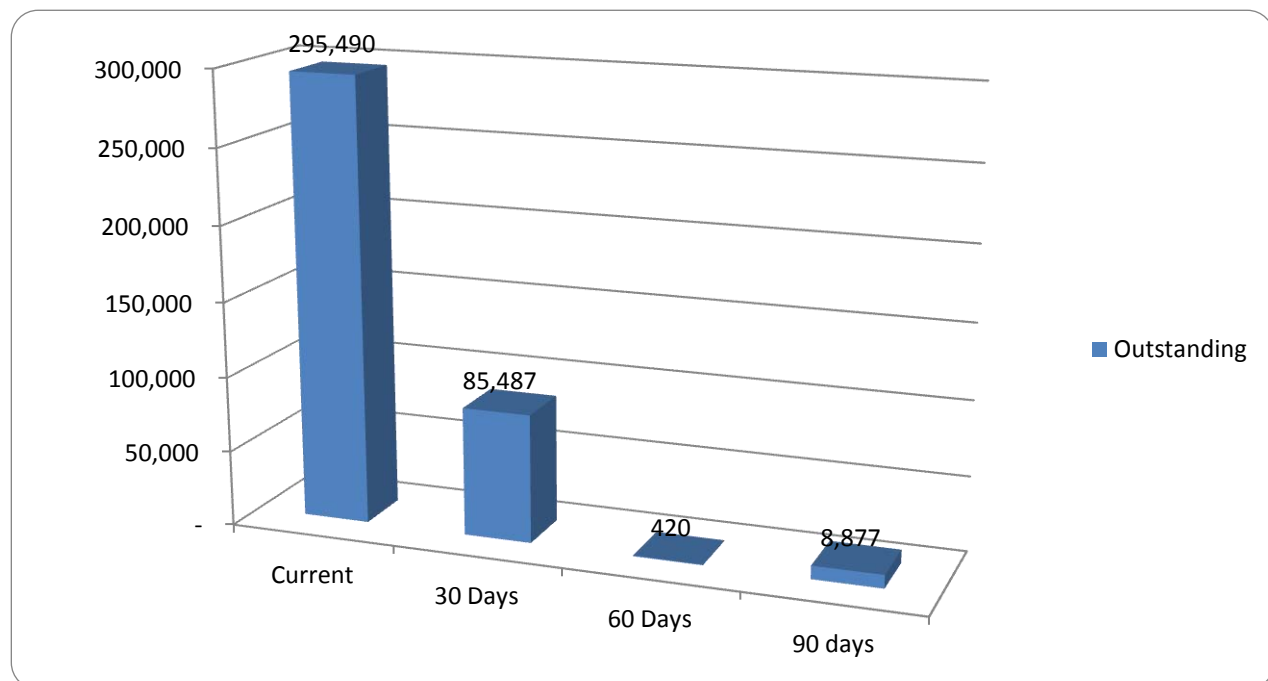
	30 April, 2012	Brought Forward
	Actual	1-Jul-11
	\$	\$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	497,177	355,956
Cash - Restricted (Reserves)	320,264	523,616
Cash - Restricted (Unspent Grants)	28,987	103,987
Cash - Restricted (Unspent Loans)	-	-
Receivables		
- Rates Outstanding	28,378	21,974
- Sundry Debtors	390,274	89,397
- Emergency Services Levy	-	-
- Provision for doubtful debt	-	-
- GST Receivable	24,544	29,517
Inventories	21,302	19,758
	1,310,926	1,144,205
LESS: CURRENT LIABILITIES		
Payables		
- Sundry Creditors	220	(90,333)
- GST Payable	(31,706)	(10,438)
- PAYG/Withholding Tax Payable	(15,238)	(12,298)
	(46,724)	(113,069)
NET CURRENT ASSET POSITION	1,264,202	1,031,136
Less: Cash - Reserves - Restricted	(320,264)	(523,616)
Less: Cash - Restricted/Committed	-	-
	-	-
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	943,938	507,520

**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012**

7.1 Graphical Representation - Liquidity over the Year



7.2 Graphical Representation - Debtors Outstanding



SHIRE OF MINGENEW

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

8. RATING INFORMATION - 2011 / 2012 FINANCIAL YEAR

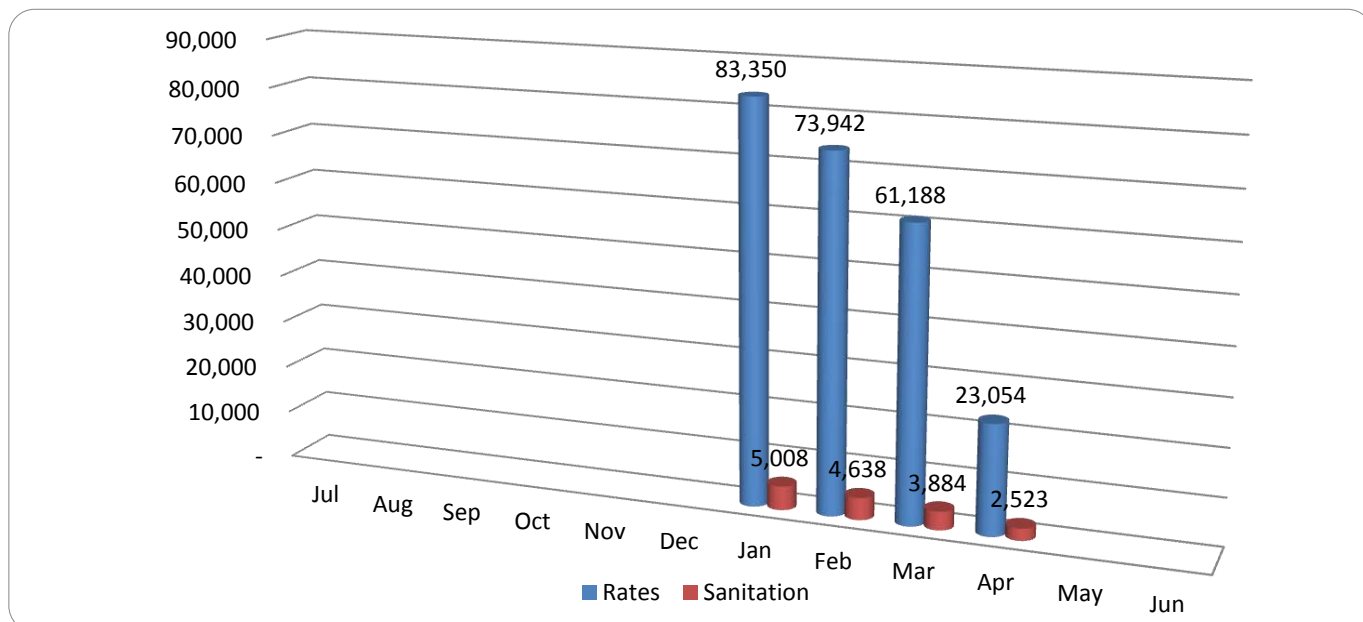
RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2011/2012 Rate Revenue \$	2011/2012 Interim Rates \$	2011/2012 Back Rates \$	2011/2012 Total Revenue \$	2011/2012 Budget \$
General Rate								
GRV - Townsites	9.7487	143	952,796	92,885	(330)	0	92,555	92,885
UV - Rural/Mining	10.6340	130	98,031,296	1,042,465	(385)	0	1,042,080	1,042,465
Sub-Totals		273	98,984,092	1,135,350	(715)	0	1,134,635	1,135,350
Minimum Rates	Minimum \$							
GRV - Townsites	330	84	41,356	27,720	0	0	27,720	27,720
UV - Rural/Mining	450	23	207,458	10,350	0	0	10,350	10,350
Sub-Totals		107	248,814	38,070	0	0	38,070	38,070
Rates Written-Off							0	0
Ex-Gratia Rates							17,801	17,800
Movement in Excess Rates							(2,303)	0
Totals							1,188,203	1,191,220

All land except exempt land in the Shire of Mingenew is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in the remainder of the Shire.

The general rates detailed above for the 2011 / 2012 financial year have been determined by Council on the basis budget and the estimated revenue to be received from all sources of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

8.1 Rates Outstanding



SHIRE OF MINGENEW

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY

FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in the financial statements are as follows:

Detail	Balance 01-Jul-11 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
BCITF Levy	0	1,083	(1,293)	-210
BRB Levy	0	252	(227)	25
Centenary/Autumn Committee	1,674	60	0	1,734
Community Bus	500	0	0	500
Cool Room Bonds	0	125	0	125
Donations CWA	0	0	0	0
Farm Water Scheme	756	0	0	756
Industrial Land Bonds	16,550	0	(14,550)	2,000
Mingenev Cemetery Group	366	0	0	366
Mingenev District Christmas Tree Fund	(8)	0	0	-8
Mingenev Water Rights	200	0	(200)	0
Nomination Fees	0	320	(320)	0
Other Bonds	5,909	0	(520)	5,389
Paul Starick Transpot	0	0	0	0
Police Licensing	0	43,337	(43,337)	0
Sinosteel Community Trust Fund	55,035	0	0	55,035
Tree Planter - LCDC	288	0	0	288
Weary Dunlop Memorial	1,600	306	0	1,906
Youth Advisory Council	2,319	0	0	2,319
	<u>85,189</u>			<u>70,225</u>

10. CASH / INVESTMENTS SUMMARY

Investments

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate %	Maturity Date	30 April 2012 Actual \$
Cash at Bank						
Financial Institution	Fund	Total Cash at Bank	O/S Deposits	O/S Cheques	Adjustment	30 April 2012 Actual \$
National Australia Bank	Muni	1,215	53,573	(5,597)	3,936	53,127
National Australia Bank	Trust	70,210	-	-	15	70,225
			Interest		Transfers	
National Australia Bank	Maxi Investment	431,732	-	-	-	431,732
National Australia Bank	Reserve Maxi	320,264	-	-	-	320,264

11. SUPPLEMENTARY INFORMATION

May include (not exhaustive) the following:

- Income Statement By Nature & Type;
- Income Statement By Program;
- Balance Sheet;
- Statement of Changes in Equity;
- Debtors listings;
- Creditors listings;
- Cash/Investment summaries;
- Plant reports;
- Ratio analysis; and
- Other information considered relevant.

SHIRE OF MINGENEW

INCOME STATEMENT

BY NATURE OR TYPE

FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	NOTE	30/04/2012 Actual \$	2011 / 2012 Budget \$
REVENUES FROM ORDINARY ACTIVITIES			
Rates	8	1,189,364	1,173,420
Operating Grants, Subsidies and Contributions		1,215,313	1,341,976
Non-Operating Grants, Subsidies and Contributions		549,708	1,287,291
Profit on Asset Disposals		506	30,114
Proceeds on Disposal of Assets	#	-	-
Service Charges		-	-
Fees and Charges		289,345	234,629
Interest Earnings		44,331	39,490
Other Revenue		406,965	12,500
		<u>3,695,532</u>	<u>4,119,420</u>
EXPENSES FROM ORDINARY ACTIVITIES			
Employee Costs		(708,775)	(859,681)
Materials and Contracts		(763,570)	(1,213,443)
Utility Charges		(99,910)	(123,954)
Depreciation		(1,054,093)	(375,770)
Loss on Asset Disposals		(36,972)	(55,727)
Interest Expenses		(40,167)	(56,767)
Insurance		(150,448)	(151,909)
Other Expenditure		(400,125)	(82,800)
		<u>(3,254,060)</u>	<u>(2,920,051)</u>
NET RESULT		441,468	1,199,369

SHIRE OF MINGENEW

INCOME STATEMENT

BY PROGRAM

FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	30/04/12	30/04/12	2011/12
	Y-T-D Actual	Y-T-D Budget	Total Budget
	\$	\$	\$
OPERATING REVENUES			
Governance	121,407	92,430	106,540
General Purpose Funding	1,859,721	1,852,092	1,961,758
Law, Order, Public Safety	25,836	25,320	25,535
Health	1,069	25,860	26,040
Education and Welfare	10,399	3,340	4,025
Housing	72,190	56,850	68,229
Community Amenities	84,281	163,510	164,150
Recreation and Culture	63,430	70,740	121,740
Transport	1,276,984	1,776,531	1,919,803
Economic Services	12,955	7,370	8,900
Other Property and Services	219,961	93,890	112,700
	<u>3,748,233</u>	<u>4,167,933</u>	<u>4,519,420</u>
OPERATING EXPENSES			
Governance	(354,951)	(390,426)	(456,560)
General Purpose Funding	(25,300)	(37,270)	(44,749)
Law, Order, Public Safety	(58,247)	(83,640)	(100,444)
Health	(35,789)	(30,950)	(49,678)
Education and Welfare	(21,481)	(36,539)	(42,316)
Housing	(118,466)	(123,579)	(143,956)
Community Amenities	(69,928)	(94,280)	(111,258)
Recreation & Culture	(665,329)	(679,554)	(882,378)
Transport	(1,656,206)	(1,603,505)	(1,212,838)
Economic Services	(127,707)	(154,060)	(182,989)
Other Property and Services	(173,361)	(92,218)	(92,884)
	<u>(3,306,765)</u>	<u>(3,326,021)</u>	<u>(3,320,050)</u>
NET PROFIT OR LOSS/RESULT	<u>441,468</u>	<u>841,912</u>	<u>1,199,370</u>

SHIRE OF MINGENEW

BALANCE SHEET

FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	30 April, 2012 ACTUAL \$	2011 \$
CURRENT ASSETS		
Cash and Cash Equivalents	846,428	983,559
Trade and Other Receivables	443,195	140,888
Inventories	21,302	19,758
TOTAL CURRENT ASSETS	<u>1,310,925</u>	<u>1,144,205</u>
NON-CURRENT ASSETS		
Other Receivables	-	-
Inventories	155,380	112,923
Property, Plant and Equipment	6,298,345	5,886,154
Infrastructure	33,867,622	33,683,905
TOTAL NON-CURRENT ASSETS	<u>40,321,347</u>	<u>39,682,982</u>
TOTAL ASSETS	<u>41,632,272</u>	<u>40,827,187</u>
CURRENT LIABILITIES		
Trade and Other Payables	49,985	147,837
Long Term Borrowings	7,076	93,765
Provisions	202,927	157,472
TOTAL CURRENT LIABILITIES	<u>259,988</u>	<u>399,074</u>
NON-CURRENT LIABILITIES		
Long Term Borrowings	1,282,477	832,477
Provisions	15,279	15,279
TOTAL NON-CURRENT LIABILITIES	<u>1,297,756</u>	<u>847,756</u>
TOTAL LIABILITIES	<u>1,557,744</u>	<u>1,246,830</u>
NET ASSETS	<u>40,074,528</u>	<u>39,580,357</u>
EQUITY		
Retained Profits (Surplus)	53,469,637	53,012,114
Reserves - Cash Backed	560,264	523,616
Reserves - Asset Revaluation	(13,955,373)	(13,955,373)
TOTAL EQUITY	<u>40,074,528</u>	<u>39,580,357</u>

SHIRE OF MINGENEW
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD 1 JULY, 2011 TO 30 APRIL, 2012

	30 April 2012 Actual \$	2011 \$
RETAINED PROFITS (SURPLUS)		
Balance as at 1 July 2011	23,374,214	23,217,670
Change in Net Assets Resulting from Operations	494,173	141,742
Transfer from/(to) Reserves	<u>203,352</u>	<u>14,802</u>
Balance as at 30 June 2012	<u>24,071,739</u>	<u>23,374,214</u>
 RESERVES - CASH BACKED		
Balance as at 1 July 2011	523,616	538,418
Amount Transferred (to)/from Surplus	<u>(203,352)</u>	<u>(14,802)</u>
Balance as at 30 June 2012	<u>320,264</u>	<u>523,616</u>
 RESERVES - ASSET REVALUATION		
Balance as at 1 July 2011	15,930,143	987,385
Revaluation Increment	-	14,942,758
Revaluation Decrement	-	-
Balance as at 30 June 2012	<u>15,930,143</u>	<u>15,930,143</u>
 TOTAL EQUITY	 <u><u>40,322,146</u></u>	 <u><u>39,827,973</u></u>

9.6.4 ACCOUNTS FOR PAYMENT – APRIL, 2012

Agenda Reference:
Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
File Reference: N/A
Disclosure of Interest: Nil
Date: 11 May 2012
Author: Cameron Watson – Manager Finance & administration

Signature of Author: _____

SUMMARY

Council to confirm the payment of creditors for the month of April 2012 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 costing's, 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 9.6.4

That Council confirm the accounts as presented for May 2012

- **from the Municipal Fund totalling \$354,364.58 represented by Electronic Funds Transfers of EFT5988 to EFT 6078, Cheque Nos 7517 – 7535; and**
- **from the Trust Fund totalling \$1,544.70 represented Cheque Nos 391 – 392**

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Shire of MINGENEW
Statement of Payments for the month of May 2012

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
Building & Construction Industry Training Fund				
391	10/04/2012	RETURN		1,292.70
INV 050412	05/04/2012	BCITF LEVY RETURN JULY 11 TO APRIL 12	1,292.70	
Builder's Registration Board				
392	23/04/2012	FEES		252.00
INV 130412	16/04/2012	BRB LEVY JUNE 11 - APRIL 12	252.00	
ARROWSMITH COMPUTER COMPANY				
EFT5988	02/04/2012	GOODS		6,580.00
INV 95970	29/03/2012	10 IPADS WITH ACCESSORIES FOR COUNCILLORS PO5473	6,580.00	
Joseph Thomas Clifford				
EFT5989	02/04/2012	REIMBURSEMENT		110.02
INV 37	07/03/2012	REIMURSEMENT OF DIESEL FOR NETWORK INPSECTOR	110.02	
CANINE CONTROL				
EFT5990	02/04/2012	RANGER		660.00
INV 00000643	25/03/2012	RANGER DUTIES 250312	660.00	
RELIANCE PETROLEUM				
EFT5991	02/04/2012	GOODS		210.76
INV I121303	27/03/2012	2 X 20L DEGREASER PO5753	210.76	
MIDWEST AERO MEDICAL AIR AMBULANCE P/L				
EFT5992	02/04/2012	FEES		500.00
INV 00000940	28/03/2012	DOCTORS VISITING FEES 28/03	500.00	
NORTHERN COUNTRY ZONE OF THE WALGA				
EFT5993	02/04/2012	CHARGES		1,362.00
INV 0006	22/03/2012	NCZ CONFERENCE & REFRESHMENT CHARGES PO5474, NCZ CONF	1,362.00	
OCEAN CENTRE HOTEL				
EFT5994	02/04/2012	CHARGES		399.50
INV 22770327	23/03/2012	ACCOMMODATION FOR M CRIDDLE TRELIS TRAINING PO5294	399.50	
PEST A KILL WA				
EFT5995	02/04/2012	CHARGES		660.00
INV 22906	28/03/2012	SECOND YEAR EXTERRA TREATMENT WM HOUSE PO5712	660.00	
QUALITY TRAFFIC MANAGEMENT PTY LTD				
EFT5996	02/04/2012	CHARGES		1,679.70
INV 17122	28/03/2012	TRAFFIC MANAGEMENT PLAN & CONTROLLERS FOR MRWA TREE	1,679.70	
STATE WIDE TURF SERVICES				
EFT5997	02/04/2012	CHARGES		6,644.00
INV 00000535	20/03/2012	VERTICUTTING OF MAIN OVAL PO5698, VERTICUTTING OF HOCKEY	6,644.00	
Shire Of Three Springs				
EFT5998	02/04/2012	CHARGES		8,940.33
INV 10843	23/03/2012	SHARED COMMUNITY EMERGENCY SERVICES MANAGER 01/07-31/	6,190.33	
INV 10837	23/03/2012	EHO CHARGES 03/02 & 10/02, EHO CHARGES 03/02 & 10/02	1,100.00	
INV 10833	23/03/2012	EHO CHARGES 23/02, EHO CHARGES 23/02	550.00	
INV 10834	23/03/2012	EHO CHARGES 01 & 03/03, EHO CHARGES 01 & 03/03	1,100.00	
WESTERN POWER				
EFT5999	04/04/2012	FEES		1,500.00
INV CORPB02	03/04/2012	DESIGN FEE FOR REC CENTRE POWER UPGRADE PO5716	1,500.00	
NAB BUSINESS VISA				
EFT6000	10/04/2012	CREDIT CARD		1,392.08
INV CREDIT 05	04/2012	INTERNET CHARGES FOR OFFICE MARCH 2012, INTERNET CHARGE	1,392.08	
Australian Taxation Office				
EFT6001	10/04/2012	BAS STATEMENT		17,480.41
INV BAS	31/03/2012	MARCH BAS, MARCH BAS, MARCH BAS, MARCH BAS, MARCH BAS	17,480.41	
AUSTRALIA POST				
EFT6002	10/04/2012	POSTAGE		100.58
INV 10003241	03/04/2012	POSTAGE CHARGES FOR THE MONTH OF MARCH 12	100.58	

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
UHY HAINES NORTON (WA) PTY LTD				
EFT6003	10/04/2012	FEES		2,420.00
INV 2012-042	28/03/2012	AUDIT FEES FOR DLG GRANT ACQUITAL PO5715	1,650.00	
INV 2012-WA	29/03/2012	REGISTRATION FEE FOR WALGA TAX /UPDATE GST WORKSHOP C	770.00	
Courier Australia				
EFT6004	10/04/2012	FREIGHT		54.23
INV 0040	30/03/2012	FREIGHT CHARGES SLWA	54.23	
CORPORATE EXPRESS				
EFT6005	10/04/2012	STATIONERY		212.29
INV 90024167	21/12/2011	VARIOUS STATIONERY ORDER PO5389	212.29	
GERALDTON TROPHY CENTRE				
EFT6006	10/04/2012	GOODS		148.50
INV 0040640	28/03/2012	1 DESK P LAQUE, 10 HONOUR BOARD PLAQUES PO5285	148.50	
JR & A HERSEY PTY LTD				
EFT6007	10/04/2012	GOODS		1,420.94
INV C24480	02/04/2012	VARIOUS UNIFORM PO5678, 3 BOXES OF LINE MARKING PAINT FOF	1,420.94	
MILLS' MECHANICAL REPAIRS & SERVICES				
EFT6008	10/04/2012	CHARGES		1,070.68
INV 00006554	26/03/2012	SERVICE MI481 PO5760	311.14	
INV 00006551	26/03/2012	SERVICE MI283 PO5759	214.24	
INV 00006552	26/03/2012	SERVICE MI278 PO5758	262.20	
INV 00006553	26/03/2012	SERVICE MI599 PO5757	283.10	
LANDMARK				
EFT6009	10/04/2012	GOODS		1,156.76
INV 92259442	23/03/2012	BALL VALVE FOR 5 FIELD ST PO5761	28.16	
INV 92290094	30/03/2012	FIRE PUMP PO5755	990.00	
INV 92238135	16/03/2012	WORK BOOTS FOR A HOLT PO5709	138.60	
STATEWIDE STEEL				
EFT6010	10/04/2012	GOODS		2,282.00
INV 17961	14/03/2012	FENCING MATERIALS FOR APUS PO5674	2,282.00	
Shire Of Three Springs				
EFT6011	10/04/2012	FEES		1,100.00
INV 10865	30/03/2012	EHO CHARGES 15 & 23/03, EHO CHARGES 15 & 23/03	1,100.00	
WA LOCAL GOVERNMENT ASSOCIATION				
EFT6012	10/04/2012	CHARGES		191.60
INV I3014283	30/03/2012	LOCAL GOVERNMENT DIRECTORIES PO5506	191.60	
Shire of Mingenew - Payroll				
EFT6013	11/04/2012	PAYROLL		31,495.51
INV PAYROL	11/04/2012	PAYROLL 110412	31,495.51	
Australian Services Union				
EFT6014	11/04/2012	Payroll deductions		21.60
INV DEDUCT	11/04/2012	Payroll Deduction for NOEL FREDERICK PAGE 11/04/2012	21.60	
CHILD SUPPORT AGENCY				
EFT6015	11/04/2012	Payroll deductions		186.02
INV DEDUCT	11/04/2012	Payroll Deduction for ROCKY BRENNAN 11/04/2012	186.02	
HBF				
EFT6016	11/04/2012	Payroll deductions		212.70
INV DEDUCT	11/04/2012	Payroll Deduction for ROBERT WILLIAM STEPHEN 11/04/2012	212.70	
LGRCEU				
EFT6017	11/04/2012	Payroll deductions		49.20
INV DEDUCT	11/04/2012	Payroll Deduction for ROBERT WILLIAM STEPHEN 11/04/2012	49.20	
WA LOCAL GOVERNMENT SUPERANNUATION				
PLAN P/L				
EFT6018	11/04/2012	Superannuation contributions		5,126.10
INV SUPER	11/04/2012	Super. for NOEL FREDERICK PAGE 205214 11/04/2012, Super. for ROBER	3,828.54	
INV DEDUCT	11/04/2012	Payroll Deduction for ROBERT WILLIAM STEPHEN 11/04/2012	270.00	

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
WA LOCAL GOVERNMENT SUPERANNUATION				
PLAN P/L				
INV DEDUCT	11/04/2012	Payroll Deduction for WARREN LESLIE BORRETT 11/04/2012	193.80	
INV DEDUCT	11/04/2012	Payroll Deduction for Joseph Thomas CLIFFORD 11/04/2012	500.00	
INV DEDUCT	11/04/2012	Payroll Deduction for MICHAEL WARREN 11/04/2012, Payroll Deduction for	46.00	
INV DEDUCT	11/04/2012	Payroll Deduction for NOEL FREDERICK PAGE 11/04/2012, Payroll Deduct	227.76	
INV DEDUCT	11/04/2012	Payroll Deduction for ROBERT WILLIAM STEPHEN 11/04/2012	60.00	
PRIME SUPER				
EFT6019	11/04/2012	Superannuation contributions		325.07
INV SUPER	11/04/2012	Super. for ROCKY BRENNAN 2056717 11/04/2012, Super. for GEORGE VE	325.07	
ARROWSMITH COMPUTER COMPANY				
EFT6020	16/04/2012	GOODS		399.00
INV 96432	11/04/2012	NEW PRINTER/FAX FOR DEPOT PO5776	399.00	
ABCO PRODUCTS				
EFT6021	16/04/2012	GOODS		1,644.29
INV 104721	11/04/2012	CLEANING & TOILETRY GOODS FOR PUBLIC TOILETS PO5774, BIN I	1,644.29	
UHY HAINES NORTON (WA) PTY LTD				
EFT6022	16/04/2012	FEES		27,894.90
INV 2012-042	30/03/2012	PROGRESSIVE ACCOUNT FOR BUSINESS PLAN FOR SHIRES OF MIN	27,696.90	
INV 2012-R05	03/04/2012	2011/12 RATES COMPARISON REPORT PO5477	198.00	
Courier Australia				
EFT6023	16/04/2012	FREIGHT		1,379.54
INV 0039	23/03/2012	FREIGHT CHARGES FOR WILDFLOWER BOOKS	1,379.54	
CORPORATE EXPRESS				
EFT6024	16/04/2012	STATIONERY		35.62
INV 90036666	05/04/2012	VARIOUS STATIONERY ORDER PO5717	35.62	
THE COOL GUYS				
EFT6025	16/04/2012	CHARGES		440.00
INV 3730	03/04/2012	INSPECT AND REPAIR AIRCON AT REC CENTRE PO5771	440.00	
LANDGATE				
EFT6026	16/04/2012	FEES		34.00
INV 274265-1	28/03/2012	MINING TENEMENT M2012/4 FEES	34.00	
DONGARA BOBCAT & CONTRACTING SERVICES				
EFT6027	16/04/2012	CHARGES		9,407.20
INV 00002428	10/04/2012	LAY & SUPPLY LIMESTONE WALLS IN FRONT GARDEN OF CEO HO	9,407.20	
Great Northern Rural Services				
EFT6028	16/04/2012	GOODS		6,572.92
INV 126537	05/04/2012	RETIC FITTINGS PO5763, RETIC FITTINGS & VALVE BOX PO5763, RE	208.00	
INV 125539	27/03/2012	FERTILISER FOR HOCKEY OVAL PO5700, FERTILISER FOR RACE TR	6,364.92	
RELIANCE PETROLEUM				
EFT6029	16/04/2012	FUEL		14,741.80
INV VARIOU	31/03/2012	STAFF FUEL CARDS FOR THE MONTH OF MARCH, 1MI FUEL CARD I	3,969.50	
INV 270116	10/04/2012	DIESEL PO5772	10,772.30	
MINGENEW IGA PLUS LIQUOR				
EFT6030	16/04/2012	GROCERIES		393.00
INV MAR12	13/04/2012	NEWSPAPERS FOR THE MONTH OF MARCH, REFRESHMENTS FOR M	393.00	
MILLS' MECHANICAL REPAIRS & SERVICES				
EFT6031	16/04/2012	REPAIRS		57.99
INV 00006563	02/04/2012	REPAIR HYDRAULIC HOSE PO5767	57.99	
Starick Tyres				
EFT6032	16/04/2012	GOODS		127.21
INV 14177	14/04/2012	5LT TRANSMISSION FLUID FOR MI028 PO5770, BATTERY FOR RIDE (127.21	
MORRISON LOW CONSULTANTS PTY LTD				
EFT6033	16/04/2012	FEES		3,108.87
INV 11595	31/03/2012	COLLECTION OF ASSET DATA FOR NAMS PLUS AMP PO5355	3,108.87	

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MF & MP PEARCE				
EFT6034	16/04/2012	FEES		332.00
INV 26	04/04/2012	HIRE OF BUS FOR ANNUAL ROAD INSPECTION PO578	332.00	
PAUL ARMSTRONG				
EFT6035	16/04/2012	CHARGES		1,760.50
INV 102	26/03/2012	ERECT NEW COLORBOND FENCE AT APU 1 PO5769	1,760.50	
MICHAEL CHARLES SULLY				
EFT6036	16/04/2012	REIMBURSEMENT		175.35
INV 040412	04/04/2012	REIMBURSEMENT OF CEO HOUSE INTERNET ACCOUNT SET UP ANI	175.35	
Shire Of Three Springs				
EFT6037	16/04/2012	REIMBURSEMENT		540.00
INV 10851	29/03/2012	REIMBURSEMENT OF REPAIRS DONE TO FIRE TRUCK PO5719	540.00	
WESTERN AUSTRALIAN TREASURY CORPORATION				
EFT6038	16/04/2012	LOAN		10,691.03
INV LOAN 13	12/04/2012	LOAN 137, LOAN 137	5,454.61	
INV LOAN 13	12/04/2012	LOAN 138, LOAN 138	5,236.42	
MINGENEW FABRICATORS				
EFT6039	16/04/2012	REPAIRS		739.75
INV 131	31/03/2012	REPAIR CRACKS AND BRAKE HOSE ON SIDE TIPPER PO5766	739.75	
UHY HAINES NORTON (WA) PTY LTD				
EFT6040	23/04/2012	FEES		9,886.16
INV 2012-042	30/03/2012	INTERIM AUDIT & COSTS PO5466	8,291.16	
INV 2012-F07-	11/04/2012	REGISTRATION FEES FINANCIAL & MANAGEMENT REPORTING C V	1,595.00	
Cr Michelle Bagley				
EFT6041	23/04/2012	FEES		2,382.80
INV MAR12	20/04/2012	COUNCILLORS TRAVELLING FEES JAN - MAR 12 624KM @.95C PER 1	2,382.80	
Courier Australia				
EFT6042	23/04/2012	FREIGHT		758.15
INV 0042	13/04/2012	FREIGHT CHARGES CORP EXPRESS & ABCO	111.28	
INV 0041	06/04/2012	FREIGHT CHARGES FOR MAINTENANCE GRADING FULTON HOGAN	646.87	
PC & GP CALVER				
EFT6043	23/04/2012	CHARGES		6,699.00
INV 27	20/04/2012	HIRE OF WATER TRUCK FOR CONSTRUCTION ON NANEKINE ROAD	6,699.00	
DONGARA TREE SERVICE				
EFT6044	23/04/2012	CHARGES		1,270.50
INV 0307	15/04/2012	PRUNE TREES ON MULLEWA RD FOR MAIN ROADS PO5779	1,270.50	
DUN & BRADSTREET (AUSTRALIA) PTY LTD				
EFT6045	23/04/2012	CHARGES		1,717.03
INV 545084	15/04/2012	RATE ARREARS RECOUP FEES PO5725, RATE ARREARS RECOUP FEI	1,395.14	
INV 543981	08/04/2012	RATES ARREARS RETRIEVAL FEES FOR M WASLEY PO5720, RATES	321.89	
FULTON HOGAN INDUSTRIES PTY LTD				
EFT6046	23/04/2012	GOODS		1,804.00
INV 5980061 I	12/04/2012	8 X 200L COALASH FOR COALSEAM ROAD PO5762	1,804.00	
VEOLIA ENVIRONMENTAL SERVICES AUSTRALIA PTY LTD				
EFT6047	23/04/2012	CHARGES		4,684.42
INV 26002284	25/03/2012	RUBBISH REMOVAL FOR THE MONTH OF MARCH DOMESTIC, RUBE	4,684.42	
GREENFIELD TECHNICAL SERVICES				
EFT6048	23/04/2012	FEES		820.60
INV 3242	03/04/2012	REPLACE COUNTER TUBES & REPROGRAM COUNTERS PO5780	820.60	
CANINE CONTROL				
EFT6049	23/04/2012	CHARGES		660.00
INV 00000660	14/04/2012	RANGER DUTIES 10 APRIL	660.00	
C & J LUCKEN TRANSPORT				

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C & J LUCKEN TRANSPORT				
EFT6050	23/04/2012	MATERIALS		912.45
INV 1223	17/04/2012	SAND FOR RACE TRACK RETIC PO5787	912.45	
MICHAEL CAUNCE CARPENTRY				
EFT6051	23/04/2012	CHARGES		6,579.96
INV 170412	17/04/2012	REPAIR DOORFRAME & DOOR AND REPLACE LOCK PO5783	1,361.64	
INV 170412	17/04/2012	REPAIR FLOOR IN EHO OFFICE FOR TERMITE DAMAGE PO5782	4,778.32	
INV 170412	17/04/2012	REMOVE COVER OUTSIDE CHAMBERS/OFFICE PO5784, REMOVE CC	440.00	
MIDWEST AERO MEDICAL AIR AMBULANCE P/L				
EFT6052	23/04/2012	FEES		500.00
INV 00000977	19/04/2012	DOCTORS VISITING FEES 1804	500.00	
MARGUERITE PEARCE				
EFT6053	23/04/2012	FEES		498.95
INV MAR12	19/04/2012	COUNCILLORS TRAVELLING FEES JAN - MAR12 198KM @.95C PER K	498.95	
Signs Plus				
EFT6054	23/04/2012	GOODS		31.00
INV 00081545	03/04/2012	SUPPLY 2 NAME BADGES FOR M CRIDDLE PO5711	31.00	
SAFEROADS				
EFT6055	23/04/2012	GOODS		2,062.50
INV 44008	22/03/2012	1500 X ROUND RED DELINIATORS PO5465	2,062.50	
Shire Of Three Springs				
EFT6056	23/04/2012	REIMBURSEMENT		1,535.49
INV 10896	17/04/2012	REIMBURSEMENT FOR 2 NEW TYRES & PUNCTURE REPAIRS TO FIF	1,535.49	
WESTRAC PTY LTD				
EFT6057	23/04/2012	PARTS		19.59
INV PI690875:06/04/2012		1 RADIATOR CAP FOR MI572 PO5764	19.59	
Peter Ward				
EFT6058	23/04/2012	FEES		498.40
INV MAR12	19/04/2012	COUNCILLORS TRAVELLING FEES JAN - MAR 12 272KM @.95C PER 1	498.40	
WINCHESTER INDUSTRIES				
EFT6059	23/04/2012	GOODS		41,186.76
INV Q6312	16/04/2012	200T 14M & 400T 7M AGGREGATE FOR NANEKINE ROAD SEAL PO57	27,020.68	
INV Q6313	16/04/2012	370T OF 4M AGGREGATE FOR COALSEAM ROAD PO5751	14,166.08	
WEATHER WORKS AUSTRALIA				
EFT6060	23/04/2012	GOODS		329.78
INV 1126	12/04/2012	2 X WINDSOCKS PO5775	329.78	
Shire of Mingenew - Payroll				
EFT6061	24/04/2012	PAYROLL		26,065.79
INV PAYROL 24/04/2012		PAYROLL 250412	26,065.79	
Australian Services Union				
EFT6062	24/04/2012	Payroll deductions		21.60
INV DEDUCT 25/04/2012		Payroll Deduction for NOEL FREDERICK PAGE 25/04/2012	21.60	
CHILD SUPPORT AGENCY				
EFT6063	24/04/2012	Payroll deductions		186.02
INV DEDUCT 25/04/2012		Payroll Deduction for ROCKY BRENNAN 25/04/2012	186.02	
WA LOCAL GOVERNMENT SUPERANNUATION PLAN P/L				
EFT6064	24/04/2012	Superannuation contributions		4,315.59
INV SUPER 25/04/2012		Super. for NOEL FREDERICK PAGE 205214 25/04/2012, Super. for PHILLI	3,340.04	
INV DEDUCT 25/04/2012		Payroll Deduction for Joseph Thomas CLIFFORD 25/04/2012	500.00	
INV DEDUCT 25/04/2012		Payroll Deduction for MICHAEL WARREN 25/04/2012, Payroll Deduction fr	46.00	
INV DEDUCT 25/04/2012		Payroll Deduction for NOEL FREDERICK PAGE 25/04/2012, Payroll Deduct	235.75	
INV DEDUCT 25/04/2012		Payroll Deduction for WARREN LESLIE BORRETT 25/04/2012	193.80	
PRIME SUPER				
EFT6065	24/04/2012	Superannuation contributions		326.32
INV SUPER 25/04/2012		Super. for ROCKY BRENNAN 2056717 25/04/2012, Super. for GEORGE VI	326.32	

MINGENEW SHIRE COUNCIL ORDINARY MEETING AGENDA - 16TH MAY, 2012

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Shire of MINGENEW
Statement of Payments for the month of May 2012

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
		Courier Australia		
EFT6066	30/04/2012	FREIGHT		733.79
INV 0043	20/04/2012	FREIGHT CHARGES FULTON HOGAN	733.79	
		CR GARY COSGROVE		
EFT6067	30/04/2012	FEES		523.00
INV JAN-MAI 27/04/2012		COUNCILLORS TRAVEL FEES JAN - MAR 12 140KM @.95C PER KM, C	523.00	
		DONGARA DRILLING & ELECTRICAL		
EFT6068	30/04/2012	CHARGES		561.79
INV 00021546	24/04/2012	REPAIR/REPLACE LIGHTS IN OFFICE PO5791	561.79	
		Great Northern Rural Services		
EFT6069	30/04/2012	GOODS		988.77
INV 127739	20/04/2012	FERTILISER FOR MAIN OVAL PO5788	988.77	
		IT VISION AUSTRALIA PTY LTD		
EFT6070	30/04/2012	CHARGES		324.50
INV 240412	24/04/2012	WEBINAR TRAINING CASH RECEIPTING & DOGS M CRIDDLE PO571	324.50	
		RELIANCE PETROLEUM		
EFT6071	30/04/2012	FUEL		10,719.17
INV I121886	23/04/2012	DIESEL	10,719.17	
		MINGENEW TOURISTS & PROMOTIONS COMMITTEE		
EFT6072	30/04/2012	FEES		1,500.00
INV 14	12/04/2012	ANNUAL CONTRIBUTION FOR TOURISM & PROMOTIONS	1,500.00	
		Moora Toyota		
EFT6073	30/04/2012	CAR		11,987.46
INV T20179	20/04/2012	PURCHASE OF NEW PRADO FOR CEO PO5509, TRADE IN PRICE FOR	11,987.46	
		Midwest Regional Council (MUNI)		
EFT6074	30/04/2012	FEES		1,100.00
INV 00000589	19/04/2012	LEVY ON COUNCILS PARTICIPATING IN MWLGSA PO5728	1,100.00	
		Greg Rowe & Associates		
EFT6075	30/04/2012	FEES		1,375.00
INV 7500-001	19/04/2012	PROJECT BREIF SOM TOWNSITE EXPANSION STRAGETY PO5727	1,375.00	
		CR ALAN SOBEY		
EFT6076	30/04/2012	FEES		376.80
INV JAN-MAI 23/04/2012		COUNCILLORS TRAVEL ALLOWANCE 144KM @.95C PER KM JAN-M	376.80	
		Shire Of Three Springs		
EFT6077	30/04/2012	REIMBURSEMENT		202.71
INV 10904	19/04/2012	REIMURSEMENT MINGENEW FIRE BRIGADE 1 X FIRE FIGHTING BO	202.71	
		Cameron Watson		
EFT6078	30/04/2012	REIMBURSEMENT		100.00
INV 170412	17/04/2012	REIMBURSEMENT OF PHONE ACCOUNT FOR 25/02-25/03	100.00	
		SYNERGY		
7517	02/04/2012	CHARGES		3,373.35
INV VARIOU: 26/03/2012		POWER ACCOUNT 21/02-20/03 TENNIS CLUB, POWER ACCOUNT 21/0	3,373.35	
		WATER CORPORATION		
7518	02/04/2012	CHARGES		13,589.15
INV VARIOU: 21/03/2012		WATER USAGE CHARGES 21/1-20/03/12 MAIN ROAD GARDENS, WAT	13,589.15	
		WREN OIL		
7519	02/04/2012	CHARGES		2,311.10
INV 88258	15/03/2012	REMOVAL OF WASTE OIL PO5699	2,311.10	
		TELSTRA		
7520	10/04/2012	CHARGES		144.95
INV T311	27/03/2012	BUSH FIRE SMS MOBILE ACCOUNT27/03-26/04/12	144.95	
		WATER CORPORATION		
7521	10/04/2012	CHARGES		2,610.80
INV 90071930	21/03/2012	WATER ACCOUNT 21/11/11-20/03/12	1,318.50	

MINGENEW SHIRE COUNCIL ORDINARY MEETING AGENDA - 16TH MAY, 2012

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Shire of MINGENEW
Statement of Payments for the month of May 2012

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Cheque /EFT No	Date	Name Invoice Description	INV Amount	Amount
WATER CORPORATION				
INV 90087684	21/03/2012	WATER ACCOUNT 21/11/11-20/03/12	1,292.30	
BIGPOND				
7522	16/04/2012	CHARGES		39.95
INV IN102487	03/04/2012	INTERNET SERVICES FOR CEO LAPTOP FOR THE MONTH OF MARC	39.95	
HESTA SUPER FUND				
7523	16/04/2012	SUPER		37.12
INV 110412	13/04/2012	SUPER PAYMENT FOR NEW EMPLOYEE ACCOUNT NOT SET UP YET	37.12	
MINGENEW SHIRE COUNCIL				
7524	16/04/2012	Payroll deductions		137.00
INV DEDUCT	11/04/2012	Payroll Deduction for PHILLIP RICHARD GREAVES 11/04/2012, Payroll D	32.00	
INV DEDUCT	11/04/2012	Payroll Deduction for Joseph Thomas CLIFFORD 11/04/2012, Payroll Deduct	80.00	
INV DEDUCT	11/04/2012	Payroll Deduction for NOEL FREDERICK PAGE 11/04/2012, Payroll Deduct	25.00	
Plum Personal Plan				
7525	16/04/2012	Superannuation contributions		159.30
INV SUPER	11/04/2012	Super. for ANDREW DUNCAN HOLT 100541984 11/04/2012	159.30	
TELSTRA				
7526	16/04/2012	TELSTRA		779.06
INV VARIOU	01/04/2012	OFFICE PHONE CHARGES 25/02-24-03/12, LICENSING PHONE CHARG	779.06	
PALM ROADHOUSE				
7528	23/04/2012	CATERING		297.00
INV 91	03/04/2012	CATERING FOR 10 FOR LUNCH 0304 ROAD INSPECTION PO5714	110.00	
INV 93	17/04/2012	16 FOR LUNCH MWRC MEETING 1704 PO5723	187.00	
Peter Gledhill				
7530	23/04/2012	FEES		552.50
INV MAR2	19/04/2012	COUNCILLORS SITTING FEES JAN - MAR 12, VICE PRESIDENT ALLO	552.50	
SYNERGY				
7531	23/04/2012	POWER		7,284.00
INV VARIOU	11/04/2012	POWER ACCOUNT 07/02-04/04/12 MUSEUM, POWER ACCOUNT 07/02-	7,284.00	
MINGENEW SHIRE COUNCIL				
7532	30/04/2012	Payroll deductions		137.00
INV DEDUCT	25/04/2012	Payroll Deduction for NOEL FREDERICK PAGE 25/04/2012, Payroll Deduct	25.00	
INV DEDUCT	25/04/2012	Payroll Deduction for PHILLIP RICHARD GREAVES 25/04/2012, Payroll D	32.00	
INV DEDUCT	25/04/2012	Payroll Deduction for Joseph Thomas CLIFFORD 25/04/2012, Payroll Deduct	80.00	
CR HELEN NEWTON				
7533	30/04/2012	FEES		270.00
INV JAN-MAI	24/04/2012	COUNCILLORS SITTING FEES JAN-MAR12	270.00	
Plum Personal Plan				
7534	30/04/2012	Superannuation contributions		159.91
INV SUPER	25/04/2012	Super. for ANDREW DUNCAN HOLT 100541984 25/04/2012	159.91	
TELSTRA				
7535	30/04/2012	CHARGES		68.99
INV T311	16/04/2012	PHONE ACCOUNT 16/04-15/05/12 R BRENNAN	68.99	

REPORT TOTALS

Bank Code	Bank Name	TOTAL
M	MUNI - NATIONAL AUST BANK	354,364.58
T	TRUST- NATIONAL AUST BANK	1,544.70
TOTAL		355,909.28