



**MINUTES OF THE
ORDINARY COUNCIL MEETING
HELD ON
WEDNESDAY
21 May 2014**

SHIRE OF MINGENEW



WILDFLOWER COUNTRY

Table of Contents

1.0	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS	1
2.0	ATTENDANCE	1
2.1	PRESENT	1
2.2	APOLOGIES	1
3.0	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE	1
4.0	PUBLIC QUESTION TIME/PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	1
4.1	PRESENTATION	1
5.0	APPLICATIONS FOR LEAVE OF ABSENCE	1
6.0	DECLARATIONS OF INTEREST	1
7.0	140501 - CONFIRMATION OF PREVIOUS MEETINGS' MINUTES	1
8.0	ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION	2
9.0	OFFICERS REPORTS	
9.1	CHIEF EXECUTIVE OFFICER	2
9.1.1	140502 - BROOKFIELD RAIL – INTERFACE AGREEMENT	2
9.2	COMMUNITY DEVELOPMENT OFFICER	
9.2.1	140503 - LEASE OF LAND FOR AGISTMENT OF HORSES	23
9.3	FINANCE	
9.3.1	140504 - FINANCAL STATEMENT FOR MONTH ENDING 30 APRIL 2014	26
9.3.2	140505 - ACCOUNTS FOR PAYMENT - APRIL 2014.....	55
9.3.3	140506 - 2014/2015 COUNCILLOR SITTING FEES AND PRESIDENT AND DEPUTY PRESIDENT ALLOWANCES	64
9.3.4	140507 - BUDGET VARIATION REQUEST	66
9.3.5	140508 - PROPOSAL TO DIFFERENTIALLY RATE IN 2014/2015 FINANCAL YEAR	68
9.3.6	140509 - REVIEW OF SCHEDULE OF FEES AND CHARGES	74
10.0	ELECTED MEMBERS/MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	82
11.0	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	82
11.1	ELECTED MEMBERS.....	82
11.2	STAFF.....	82
11.2.1	140510 - REQUEST FOR ATEMPORARY INCREASE TO OVERDRAFT FACILITY.....	82
11.2.2	140511 - APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER.....	85
12.0	CONFIDENTIAL ITEMS	86
12.1	140512 – DECISION TO GO BEHIND CLOSED DOORS	86
12.2	140513 – CALLING OF SPECIAL MEETING	86
12.3	140514 – DECISION TO COME OUT FROM BEHIND CLOSED DOORS	86
13.0	TIME AND DATE OF NEXT MEETING	87
14.0	CLOSURE	87

SHIRE OF MINGENEW

MINUTES OF ORDINARY MEETING OF COUNCIL HELD IN COUNCIL CHAMBERS ON 21 May 2014 COMMENCING AT 4.00pm

1.0 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS
4.00pm

2.0 ATTENDANCE

MA Bagley	President	Rural Ward
PJ Gledhill	Deputy President	Rural Ward
MP Pearce	Councillor	Town Ward
GJ Cosgrove	Councillor	Rural Ward
AT Sobey	Councillor	Town Ward
HM Newton	Councillor	Town Ward
C Lucken	Councillor	Town Ward

STAFF

CL Watson	Manager of Finance & Administration
ML Criddle	Community Development Officer (Minutes)
WL Borrett	Works Manager – left meeting at 4.11pm

APOLOGIES

MC Sully	Chief Executive Officer
----------	-------------------------

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE
Nil.

4.0 PUBLIC QUESTION TIME/PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS
Nil.

5.0 APPLICATIONS FOR LEAVE OF ABSENCE
Nil.

6.0 DECLARATIONS OF INTEREST
Manager of Finance and Administration – 11.1.1

7.0 CONFIRMATION OF PREVIOUS MEETING MINUTES

140501 COUNCIL RECOMMENDATION ITEM 7.0

Moved: Councillor Newton

Seconded: Councillor Pearce

That the Minutes of the Ordinary Meeting of Council held 16 April 2014 be confirmed as a true and accurate record of proceedings.

CARRIED 7/0

8.0 ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION
Nil.

9.0 OFFICERS REPORTS

9.1 CHIEF EXECUTIVE OFFICER

9.1.1 BROOKFIELD RAIL – INTERFACE AGREEMENT

Location/Address: Shire roads – rail crossings
Name of Applicant: Brookfield Rail Pty. Ltd.
Disclosure of Interest: Nil.
Date: 1 May 2014
Author: Mike Sully

SUMMARY

This report provides a copy of the draft Interface Agreement, (Version 2.0) proposed between The Shire of Mingenew and Brookfield Rail Pty Ltd to identify, assess and manage safety risks associated with road and rail interfaces within the Shire of Mingenew. The report recommends that Council endorse the agreement.

ATTACHMENT

Copy of the Public Road and Rail Crossing at Grade Interfaces is attached

BACKGROUND

Establishment of an Interface Agreement is a requirement of the Rail Safety Act 2010 (WA). The involved parties in the Agreement are the Shire of Mingenew (Shire), Main Roads Western Australia (MRWA), and Brookfield Rail Pty Ltd (BR).

The West Australian Local Government Association (WALGA) has conducted a review of the original Agreement, with cooperation from BR, on behalf of 78 Local Governments that are involved and has now provided a revised copy (Version 2.0) for Council's review.

Under this Agreement Brookfield Rail Pty Ltd is the designated Rail Infrastructure Manager and has the following responsibilities:

- Install and maintain flashing lights, and boom barriers, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) including any signage affixed to these devices.
- Provide control devices for advanced warning signs.
- Undertake and maintain any vegetation clearing and/or removal of other physical obstructions within the Rail Corridor to provide adequate visibility on the approaches to railway Level Crossings
- Maintain the roadway within three metres (3m) of the outside running rail.

The Shire has the following responsibilities:

The Shire has the following responsibilities:

- Maintain the Road approaches up to three metres (3m) either side of the outside running rail.
- Arrange, undertake and maintain any vegetation clearing and/or removal of any other physical obstructions on roads (including on adjacent private properties if required) to provide requisite driver sightlines on the approaches to railway Level Crossings.
- Notify BR of any road works planned, either of a temporary or permanent nature in the vicinity of a Level Crossing.
- Notify BR of any change in land use adjacent to an interface or any change in use of a Level Crossing.
- Report to MRWA any damaged or unserviceable line marking and signage associated with a Level Crossing, identified during inspection in accordance with normal maintenance regimes.

COMMENT

The draft Agreement clearly sets out the responsibilities of all parties involved in the control and maintenance of roads and infrastructure in relation to rail Level Crossings and in WALGA's view does not impose any additional or undue responsibilities on the Shire.

CONSULTATION

Mal Shervill, WALGA
Jennifer Schokhoff, Brookfield Rail Pty. Ltd.,

STATUTORY ENVIRONMENT

Rail Safety Act 2010 (WA).

POLICY IMPLICATIONS

Nil.

FINANCIAL IMPLICATIONS

The Agreement does not require the Shire to undertake any additional responsibilities with regard to rail Level Crossings.

STRATEGIC IMPLICATIONS

Improved inspection and maintenance of rail Level Crossings within the Shire.

VOTING REQUIREMENTS

Absolute majority.

140502 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 9.1.1

Moved: Councillor Cosgrove

Seconded: Councillor Lucken

That Council endorse the draft Interface Agreement, (Version 2.0) for Public Road and Rail Crossing At Grade Interfaces within the Shire of Mingenew and authorise the Shire President and Acting Chief Executive Officer to sign and place the Shire Common Seal on the document.

CARRIED BY ABSOLUTE MAJORITY 7/0

Reason for change: The addition of the word "Acting" before Chief Executive Officer is to allow for current staffing matters.

Interface Agreement

Rail Safety Act 2010 (WA)

Public Road and Rail Crossing At Grade Interfaces

BETWEEN

Brookfield Rail Pty Ltd

AND

The Shire of Mingenew

AND

The Commissioner of Main Roads/

Main Roads Western Australia

20/01/2014

TABLE OF CONTENTS

DOCUMENT CONTROL.....	2
TABLE OF CONTENTS	3
INTERFACE AGREEMENT.....	4
1. PURPOSE	5
2. DEFINITIONS.....	5
3. SCOPE OF THE AGREEMENT.....	7
4. TERM OF INTERFACE AGREEMENT	8
5. RESPONSIBILITIES OF PARTIES	8
6. AGREEMENT OF PARTIES	10
7. IDENTIFICATION, ASSESSMENT AND MANAGEMENT OF RISK	10
8. INCIDENT MANAGEMENT	11
9. WORKS	12
10. PERSONNEL MANAGEMENT	12
11. AMENDMENT.....	13
12. CHANGE OF OWNERSHIP	13
13. AUDITING AND COMPLIANCE	13
14. COMMUNICATIONS	14
15. DISPUTE RESOLUTION.....	15
EXECUTION PAGE.....	16
SCHEDULE 1	17
APPENDIX A.....	18
RAIL INFRASTRUCTURE MANAGER DETAILS	18
ROAD MANAGER DETAILS.....	18
MRWA DETAILS	18
APPENDIX B.....	19
APPENDIX C	20

INTERFACE AGREEMENT

Between the parties

BR	<p>Brookfield Rail Pty Ltd ABN 42 094 721 301 of 2-10 Adams Drive, Welshpool, Western Australia 6106</p>
Shire	<p>Shire of Mingenew ABN 41 454 990 790 of Victoria Street, Mingenew, Western Australia 6522</p>
MRWA	<p>Commissioner of Main Roads/Main Roads Western Australia ABN 50 860 676 021 of Waterloo Crescent, East Perth, Western Australia 6004</p>
Background	<ol style="list-style-type: none"> 1. Brookfield Rail Pty Ltd (BR) is the Rail Infrastructure Manager for the freight rail network in the southern part of Western Australia and is accredited for this purpose pursuant to Part 4 of the <i>Rail Safety Act 2010</i>. 2. The Shire of Mingenew is the local government body having charge of the roads and streets in its district and as such is the Road Manager of the local Public Roads (defined as secondary roads for the purposes of the <i>Main Roads Act 1930</i>) within its district. 3. The Commissioner of Main Roads has charge of main roads and highways (as defined in the <i>Main Roads Act 1930</i>) in Western Australia and as such is the Road Manager of main roads and highways. The Commissioner of Main Roads also has certain powers under the <i>Road Traffic Code 2000</i> with respect to the erection of traffic control signals and road signs (includes road markings), and additionally has agreements in place with local governments for certain maintenance aspects referred to in this Agreement. 4. Sections 64 and 66 of the <i>Rail Safety Act 2010</i> require the Road Managers of Public Roads and Rail Infrastructure Managers to identify and assess risks to safety associated with road and rail interfaces and to seek to enter into an Interface Agreement for the purpose of managing those risks. 5. This Agreement comprises the Interface Agreement between the parties.

The parties agree as follows:

1. PURPOSE

- 1.1 Public Road Managers and Rail Infrastructure Managers are required under sections 64 and 66 of the *Rail Safety Act 2010* to identify and assess risks to safety associated with road and rail interfaces and to seek to enter into an Interface Agreement for the purpose of managing those risks.
- 1.2 The parties to this Interface Agreement recognise the need for an open and collaborative approach to identify, assess and manage risks to safety associated with road and rail interfaces, and commit to fully co-operate in all aspects of that need.
- 1.3 This Agreement:
- (a) Provides a framework within which the parties commit to co-operatively manage the identified safety risks;
 - (b) Sets out and describes the responsibilities of the respective parties to this Agreement relating to the Interfaces specified in Schedule 1; and
 - (c) Provides the mechanism to jointly manage risks for the safe operation of rail and road movements at the Interfaces specified in Schedule 1.
- 1.4 This Agreement relates solely to the responsibilities of each party in managing the safety risks at the Interfaces identified in Schedule 1 of this Agreement as amended from time to time. It does not address cost, or cost distribution of compliance. Existing agreements relating to liability for cost remain unchanged.
- 1.5 This Agreement relates to At Grade Crossing Interfaces only. Where a grade separated Interface exists (i.e. where a Road or Footpath crosses over or passes under any railway by means of a bridge, overpass, tunnel or subway), this will be dealt with by a separate Interface Agreement.
- 1.6 This Agreement relates to Public Roads only. Where an Interface exists with a road other than a Public Road, a separate Interface Agreement may be entered into with the Road Manager of that private road under section 65 of the *Rail Safety Act 2010*.

2. DEFINITIONS

The meanings of the terms used in this Agreement are set out below:

Term	Meaning
Agreement	This document including any schedules or annexures.
ALCAM	Australian Level Crossing Assessment Model – a tool used in the risk assessment of a Level Crossing.
At Grade Crossing	Where a Road or Footpath crosses a rail line at the same level.

Carriageway	A Road that is improved, designed or ordinarily used for vehicular traffic.
Corrective Action Report	A report that details specific actions designed to reinstate or maintain safety at a crossing and which identifies the entity responsible for the actions.
Danger Zone	The area encompassing the rail lines and extending 3 metres horizontally either side from the outer rails, including any distance above or below this area.
Footpath	An area that is open to the public that is designated for, or has as one of its main uses, use by pedestrians. This includes, but is not limited to, a shared path, dual use path and bicycle path.
Incident	An occurrence at or affecting an Interface, which has the potential to adversely impact or has resulted in an adverse impact to the safety of persons or infrastructure or Road or train operations.
Interface	The location where a rail line intersects or interacts with a Road or Footpath. For the purposes of this Agreement, this includes Level Crossings, Pedestrian Crossings and Mid-block Crossings.
Interface Agreement	<p>An agreement in writing about managing risks to safety identified and assessed under Part 4 Division 4 of the <i>Rail Safety Act 2010</i> that includes provisions for –</p> <ul style="list-style-type: none"> (a) implementing and maintaining measures to manage those risks; and (b) the evaluation, testing and, where appropriate, revision of those measures; and (c) the respective roles and responsibilities of each party to the agreement in relation to those measures; and (d) procedures by which each party to the agreement will monitor compliance with the obligations under the agreement; and (e) a process for keeping the agreement under review and its revision.
Level Crossing	An area where a Road and a railway meet at substantially the same level, whether or not there is a “level crossing” sign on the road at all or any of the entrances to the area.
Mid-block Crossing	An area where a Footpath crosses a railway not adjacent to a Level Crossing that includes a Carriageway.
Pedestrian Crossing	An area where a Footpath crosses a railway adjacent to a Level Crossing that includes a Carriageway.
Public Road	A Road as defined below.

- Rail Infrastructure** The facilities that are necessary to enable a railway to operate safely and includes, but is not limited to –
- (a) railway tracks, and associated track structures; or
 - (b) service roads, signalling systems, communication systems, rolling stock control systems and data management systems; or
 - (c) notices and signs; or
 - (d) electrical power supply and electric traction systems; or
 - (e) associated buildings, workshops, depots and yards.
- Rail Infrastructure Manager** In relation to rail infrastructure of a railway, means the person who has effective management and control of the rail infrastructure, whether or not the person –
- (a) owns the rail infrastructure; or
 - (b) has a statutory or contractual right to use the rail infrastructure or to control, or provide, access to it.
- Road** Any highway, road or street open to, or used by, the public and includes every carriageway, footway, reservation, median strip and traffic island thereon.
- Road Infrastructure**
- (a) the infrastructure which forms part of a road, footpath or shoulder, including –
 - (i) structures forming part of the road, footpath or shoulder; or
 - (ii) materials from which a road, footpath or shoulder is made.
 - (b) the road-related infrastructure including infrastructure which is installed or constructed to –
 - (i) facilitate the operation or use of the road or footpath; or
 - (ii) support or protect the road or footpath;
 - (c) all bridges, viaducts, tunnels, culverts, grids, approaches and other things appurtenant to the road or footpath or used in connection with the road or footpath.
- Road Manager** In relation to a Public Road means a Local Government or the Commissioner of Main Roads. For the purposes of this Agreement, the Road Manager means that party identified as the Road Manager of each Interface set out in Schedule 1.

3. SCOPE OF THE AGREEMENT

- 3.1 This Agreement applies to the management of risks at the Interfaces specified in Schedule 1 and includes provision for the requirements of sections 64 and 66 of the *Rail Safety Act 2010*.

4. TERM OF INTERFACE AGREEMENT

- 4.1 This Agreement will commence on the date of execution by the last party.
- 4.2 This Agreement will be reviewed by the parties upon the earlier of:
- (a) a change in circumstance occurring in relation to any of the Interfaces specified in Schedule 1; or
 - (b) the 5 year anniversary of the date of commencement of this Agreement,

and in any event will be subject to ongoing review at least once every 5 years.

5. RESPONSIBILITIES OF PARTIES

5.1 Primary sources of responsibility

In addition to the *Rail Safety Act 2010 (WA)*, the parties to this Agreement have responsibilities for Interfaces which are derived from various sources and which include:

Railway Crossing Protection in Western Australia – Policy and Guidelines

This document (prepared by Main Roads WA) outlines the level of control required at all railway Level Crossings in Western Australia.

Public Works Act 1902 (WA) **Maintenance of public roads at railway crossings and near railway stations**

Section 103(1) of the *Public Works Act 1902* provides that where a road or street crosses a railway on the level, the local authority having charge of the roads or streets in the district shall maintain the road and crossing on the railway, and for a distance on each side of 10 metres outside the railway.

Road Traffic Code 2000 (WA) **Power to erect traffic-control signals and road signs**

Regulation 297(1) of the *Road Traffic Code 2000 (WA)* empowers the Commissioner of Main Roads to *erect, establish or display, and alter or take down any road sign, road marking or traffic control signal* on a Public Road.

In the context of a Level Crossing, this includes approval for the level of control of:

- the regulatory GIVE WAY and STOP signs at passive crossings;
- regulatory traffic control signals including flashlights or boom barriers at active crossings;
- all warning signs including static and active advance warning signs;
- all road markings including holding lines, barrier centre lines and yellow box markings; and

- other complimentary signage such as speed zones, adjacent regulatory signs or traffic signals on roads.

Rail Safety Act 2010 (WA) **Safety management system**

In accordance with section 59 of the *Rail Safety Act 2010 (WA)*, BR, as an accredited Railway Infrastructure Manager has in place a safety management system in respect of its railway operations. As part of this safety management system it is a requirement that all persons accessing and/or working within the rail corridor must hold a Track Access Permit.

5.2 Responsibilities

Where not otherwise subject to separate agreement, the parties agree that each party to this Agreement will have the following responsibilities in respect of the Interfaces specified in Schedule 1:

Main Roads Western Australia/Commissioner of Main Roads (MRWA)

- Install and maintain the appropriate regulatory signs, warning signs, road markings and advance flashing warning panels on Public Road approaches to Level Crossings – excludes signage affixed to railway hardware.

Road Manager – Local Government

- Maintain the Road approaches up to three metres (3m) either side from the outside running rail.
- Arrange, undertake and maintain any vegetation clearing and/or removal of other physical obstructions on Roads (including on adjacent private properties if required) to provide requisite driver visibility sightlines on the approaches to railway Level Crossings.
- Notify the Rail Infrastructure Manager of any road works planned, either of a temporary or permanent nature, in the vicinity of a crossing. (See section 9 of this Agreement)
- Notify the Rail Infrastructure Manager of any change in land use adjacent to an Interface or any change in Level Crossing use.
- Report to MRWA any damaged and unserviceable line marking and signage associated with a Level Crossing identified during inspection in accordance with normal maintenance regimes.

Rail Infrastructure Manager

- Install and maintain flashing lights and boom barriers, warning bells, pedestrian mazes, gates and crossing paths (not approach paths) including any signage affixed to these devices.
- Provide control devices for advance warning signs.
- Undertake and maintain any vegetation clearing and/or removal of other physical obstructions within the Rail Corridor to provide adequate visibility on the approaches to railway Level Crossings.
- Maintain the roadway within three metres (3m) of the outside running rail.

NOTE that only accredited personnel holding a Track Access Permit are permitted to work within the rail corridor or within the Danger Zone (see diagram annexed as Appendix B).

Reciprocal responsibilities of all parties

- Notify each other party of material changes to usage of an Interface of which a party is aware. These changes may arise from things such as higher speed rail or road traffic, increased volume of rail or road traffic (for example arising from a changes in land usage or development) or change of road vehicle types or change to road designation (for example to an oversize vehicle route). If the parties identify a new risk (or increased level of an existing risk), the parties must, as appropriate reassess and manage these risks so far as is reasonably practicable.

6. AGREEMENT OF PARTIES

6.1 Each party agrees to:

- (a) Commit to the highest standards of safety in performing its functions or conducting its business so far as is reasonably practicable;
- (b) Work co-operatively with the other parties, and with third party entities whose activities may give rise to risks at or near an Interface, to identify and assess risks at Interfaces and develop, implement and monitor measures to manage the risks;
- (c) Carry out the identification, assessment, allocation and management of risk in accordance with accepted risk management practice;
- (d) Commit to continued management of the Interface; and
- (e) Conform to the appropriate standards, policies and guidelines relevant to their respective operations.

7. IDENTIFICATION, ASSESSMENT AND MANAGEMENT OF RISK

7.1 The Rail Infrastructure Manager and Road Manager have an ongoing obligation to identify and assess, so far as is reasonably practicable, risks to safety that may arise in relation to the Interfaces the subject of this Agreement.

7.2 Section 67 of the *Rail Safety Act 2010 (WA)* provides that for the purpose of identifying and assessing the risks to safety at an Interface, a party may:

- (a) by itself identify and assess those risks; or
- (b) identify and assess those risks jointly with another party; or
- (c) adopt the identification and assessment of those risks carried out by another party to this Agreement.

- 7.3 As a minimum, the following must be carried out in respect of each Interface:
- Identify the type of Interface;
 - Identify the location of the Interface;
 - Identify the risks to safety at each Interface;
 - Determine measures to manage, so far as is reasonable practicable, those risks; and
 - Assign responsibility for the management measures determined to the appropriate party.
- 7.4 ALCAM has been designed for and is used as a tool for risk assessment of Level Crossings. Each crossing is assessed uniformly using a standardised procedure to gather crossing data. The model then provides a risk score for each Level Crossing which enables the comparison of relative risk across all crossings within a given group (locality/line etc.). This model has been or will be used to assess risks at Interfaces the subject of this Agreement.
- 7.5 Where there has been a material change in relation to an Interface and such change is likely to affect the ALCAM assessment obtained in respect of an Interface, then the parties must arrange for the Interface to be re-assessed.
- 7.6 Either party may, by notice in writing to the other, instigate a re-assessment where it is deemed necessary.
- 7.7 Following an ALCAM assessment, if any corrective action is required in respect of an Interface, a Corrective Action Report (or similar) may be prepared. This will outline the action required for mitigation or elimination of unacceptable risks identified and the party responsible for carrying out the action.

8. INCIDENT MANAGEMENT

- 8.1 Rail Infrastructure Managers and Road Managers shall manage incidents wholly within their area of responsibility in accordance with each party's incident management plan.
- 8.2 Incidents affecting both Rail Infrastructure and Road Infrastructure across an Interface should be managed jointly and cooperatively by the parties.
- 8.3 The established information sharing protocols shall be followed during an emergency incident.
- 8.4 Unless required by law or to ensure safety, the parties shall not engage in any conduct that is likely to prejudice an investigation into an Incident and reserve the right to undertake timely inspection of any Rail or Road Infrastructure, rolling stock or other property of the respective parties damaged as a result of an Incident.
- 8.5 The Rail Infrastructure Manager shall report rail safety Incidents to the Office of Rail Safety under the terms of its accreditation.

- 8.6 In the case of major Incidents involving serious injury or death, the activities of the parties may come under the control of emergency services organisation as detailed in BR's Westplan.
- 8.7 Copies of BR's Westplan (State Emergency Management Plan for BR Emergencies) - are available on BR's Website: www.brookfieldrail.com and at the State Emergency Management Committee Website: www.semc.wa.gov.au

9. WORKS

- 9.1 The parties acknowledge that any road or other works conducted in the vicinity of Interfaces can adversely affect the level of safety at that Interface.
- 9.2 In any case where any road or other works are likely to impact on the safety of rail operations, the Road Manager shall notify the Rail Infrastructure Manager of works planned, either of a temporary or permanent nature, in the vicinity of an Interface.
- 9.3 The need for such notification will depend on the level of risk of the work to be undertaken and the proximity of the work activity to the Interface. As a general guide, the table below shows the minimum distances from the railway within which any road or other works should not proceed without prior notification to the Rail Infrastructure Manager. Contact details are provided in the Rail Infrastructure Manager Details section of this Agreement.

Speed Limit Km/h	Distance from railway (m)
<70	150
70 to 90	200
>90	300

- 9.4 Emergency maintenance works.
- 9.5 The parties will work cooperatively to minimise response times where emergency maintenance works are required to be undertaken at an Interface. Contact details of the applicable emergency contact personnel for each party is to be maintained by the respective parties in Appendix A.

10. PERSONNEL MANAGEMENT

10.1 Competency

Each party shall ensure that its workers carrying out activities in or about the Interface comply with the relevant safeworking procedures, rules and policies developed by the party or as detailed in their organisation specific conditions. Such procedures, rules and policies must be consistent with the party's obligations under all applicable Law.

10.2 Safe Access by other parties

Each party may make use of third parties under contract or otherwise to deliver any aspect of its operational or infrastructure obligations at or affecting the Interface.

The party engaging the service of a third party shall ensure that any personnel working in or about an interface is fully informed as to the requirements of working in such a locality including any required accreditation, documentation, training, site induction or similar provisions.

The parties will ensure that their respective contractors and subcontractors will comply with this Agreement when engaged in works to which this Agreement relates. In particular third parties must be made aware of the requirements relating to working in the “Danger Zone” as shown in Appendix B.

11. AMENDMENT

- 11.1 The parties may without formal amendment to this Agreement, amend Schedule 1 from time to time by written agreement to allow for Interfaces to be added or removed as required. An updated Schedule becomes effective when it is dated and signed by all parties.
- 11.2 The parties may without formal amendment to this Agreement, amend Appendix A as per Clause 14.3.

12. CHANGE OF OWNERSHIP

- 12.1 A party to this Agreement undergoing a change in ownership shall notify the other parties as soon as practicable. Contact details for each party are as specified in this Agreement.
- 12.2 The change of ownership of either a Rail Infrastructure Manager or Road Manager shall require the re-negotiation of this Agreement to identify the new owners and inform them of their responsibilities.
- 12.3 Rail Infrastructure Managers are obliged to meet all regulatory requirements for transfer or assignment of accreditation, including sections 56 and 57 of the *Rail Safety Act 2010 (WA)*

13. AUDITING AND COMPLIANCE

13.1 Maintaining and Monitoring Compliance

- (a) The parties shall be jointly responsible through their nominated representatives for maintaining and monitoring compliance with this Agreement.

- (b) In the event of an emergency, and it is not possible to comply with this Agreement, every effort shall be made by the non-complying party to consult with other parties to the Agreement to determine the best course of action to ensure the safest conduct of activities at the Interface.

13.2 Register of Interface Agreements

In accordance with section 70 of the *Rail Safety Act 2010*, each party shall maintain a register of the Interface Agreements to which they are a party using their existing internal information and/or document management systems.

13.3 Record of Corrective Action Reports

The parties shall keep a record of all Corrective Action Reports.

13.4 Reporting Instances of Non-Compliance

Instances of non-compliance shall be brought to the attention of relevant compliance officers of each party to be dealt with in accordance with their internal procedures.

13.5 Safety Auditing Compliance

- (a) The Rail Infrastructure Manager shall conduct regular safety audits to ensure compliance with its requirements for accreditation under the *Rail Safety Act 2010*.
- (b) The Road Manager shall conduct regular safety audits to ensure the safety performance of the approach roads to an Interface are assessed as part of maintenance responsibilities in the context of the Shire's road network.
- (c) The parties shall jointly reassess the risk to safety of an Interface after a major Incident.
- (d) Should a party discover a defect in another party's infrastructure, the party making the discovery will use best endeavours to share the relevant details with the other party as soon as is reasonably practicable.

13.6 Reciprocal Inspections and Audits

In the event the parties agree there is an issue adversely affecting Interface safety, the parties shall allow the conduct of relevant reciprocal inspections or audits to facilitate remedial action.

14. COMMUNICATIONS

- 14.1 The parties shall promptly notify each other of any occurrence or Incident which affects the responsibilities of any of the other parties to this Agreement in respect of an Interface.

- 14.2 Contact details for each party as identified in Appendix A are to be used in emergency situations or during normal course of business as appropriate.
- 14.3 All parties agree to regularly update Appendix A as changes occur. Updating of Appendix A can be carried out at any time by any Party for its own organisation without requiring approval from the other parties. The party amending its contact details shall forward to the other parties updated copies of Appendix A ensuring the Appendix A - Document Control table is appropriately updated prior to forwarding.

15. DISPUTE RESOLUTION

- 15.1 The parties agree to resolve all disputes in good faith.
- 15.2 Should a dispute arise between the parties in connection to this Agreement, a party may issue a written notice of dispute to the other party or parties.
- 15.3 Within a reasonable period of receipt of a dispute notice, senior officers of each party shall meet or communicate to resolve the dispute.
- 15.4 If the senior officers are unable to resolve the dispute, Chief Executive Officers of the parties shall meet or communicate as soon as is practicable to attempt to resolve the dispute.
- 15.5 If the dispute is not resolved, then either party may refer the dispute to mediation by a single mediator by giving notice in writing to the other party or parties. If the parties are unable to agree upon the mediator and the mediator's remuneration, the mediator will be the person appointed by and the remuneration of the mediator is the amount determined by, the President of the Institute of Arbitrators & Mediators Australia (WA Chapter). Each party will bear its own costs relating to preparation and attendance at mediation, with the costs of the mediator being borne equally by the parties.
- 15.6 Failing resolution of the dispute at mediation, it will be open to any party to the dispute to commence legal proceedings.

EXECUTION PAGE

SIGNED: _____ WITNESSED: _____
Name: _____ Name: _____
Title: _____ Title: _____
Date: _____ Date: _____

This Interface Agreement is signed and witnessed on behalf of the Shire of Mingenew by the following authorised representative:

SIGNED: _____ WITNESSED: _____
Name: _____ Name: _____
Title: _____ Title: _____
Date: _____ Date: _____

This Interface Agreement is signed and witnessed on behalf of Main Roads Western Australia by the following authorised representative:

SIGNED: _____ WITNESSED: _____
Name: _____ Name: _____
Title: _____ Title: _____
Date: _____ Date: _____

SCHEDULE 1

LIST OF RAIL AND ROAD INTERFACES

No	Road Name	Type of Interface	Road Number	Rail Line and kms from datum of the Level Crossing	Description of Crossing	Rail Infrastructure Manager responsible	Road Manager responsible
1	Yandanooka North East Road	Road/rail crossing	509 0002	Line 3 - 318.019km	Stop Signs	Brookfield Rail	Shire of Mingenew
2	Wick Road	Road/rail crossing	509 0026	Line 3 - 320.438km	Stop Signs	Brookfield Rail	Shire of Mingenew
3	Switchback Road	Road/rail crossing	509 0019	Line 3 - 331.155km	Stop Signs	Brookfield Rail	Shire of Mingenew
4	Boolinda Road	Road/rail crossing	509 0082	Line 3 - 337.614km	Boom-Gates	Brookfield Rail	Shire of Mingenew

APPENDIX A

RAIL INFRASTRUCTURE MANAGER DETAILS

Brookfield Rail Pty Ltd
 2-10 Adams Drive
 WELSHPOOL WA 6106
 General: 08 9212 2800
 Emergency: 1300 987 246
 OHS: (08) 9212 2933

(BR Train Control)
 (Safety & Environment Co-Ordinator)

ROAD MANAGER DETAILS

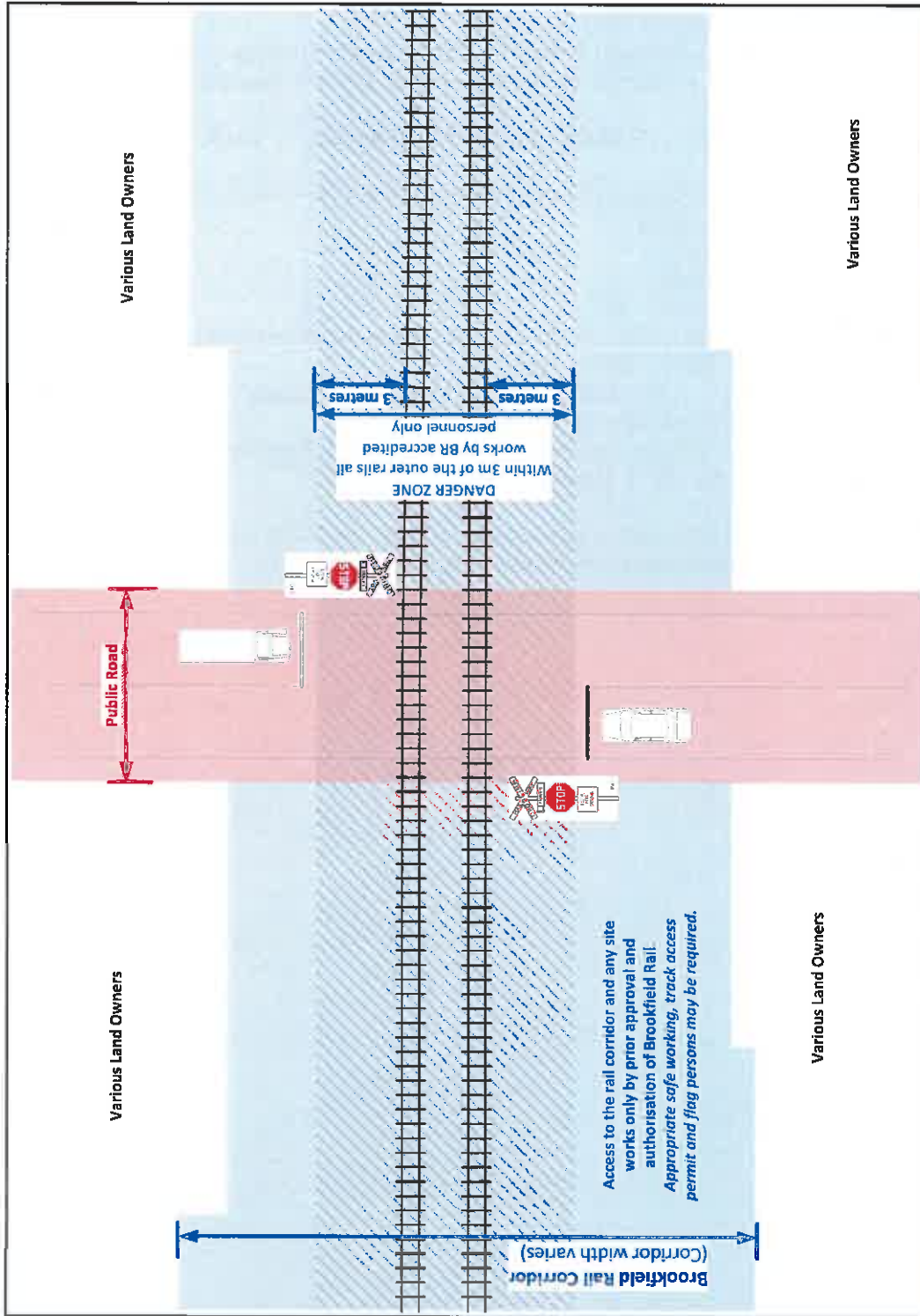
The Shire of Mingenew
 Victoria Street
 MINGENEW WA 6522
 General: 08 9928 1102

MRWA DETAILS

Main Roads Western Australia
 Waterloo Crescent
 EAST PERTH WA 6004
 General: 13 81 38
 Emergency: 13 81 38

Appendix A – Document control		
Amended by	Date	Distributed to the following contacts of other parties

APPENDIX B
AREAS OF DEMARCATION



At a typical Level Crossing

The road reserve (area shown red) is continuous through the crossing.

The rail corridor (area shown blue) stops and starts either side of the road reserve.

Within 3 metres of the outer rail even within the road reserve all work must be carried out by Brookfield Rail accredited personnel. (area shown hatched in blue, the "Danger Zone").

APPENDIX C

REFERENCE DOCUMENTS

Reference documents include:

Rail Safety Act 2010

Rail Safety Regulations 2011

AS 1742.7: 2007 – Manual of Uniform Traffic Control Devices - Railway Crossings

AS 1742.3: 2009 – Manual of Uniform Traffic Control Devices – Traffic control for works on roads

AS 4292.2: 2006 – Railway Safety Management – track, civil and electrical infrastructure

Main Roads WA – Railway Crossing Protection in WA – Policy and Guidelines

Road Traffic Code 2000

Road Traffic Act 1974

Main Roads Act 1930

Public Works Act 1902

AS/NZS ISO 31000: 2009 – Risk Management – Principles and guidelines

AS/NZISO 4801:2001 - OSH

Main Roads WA – Traffic Management for Works on Roads – Code of Practice

Rail Infrastructure Manager Operating Rules

Westplan: State Emergency Management Plan for Brookfield Rail Emergencies – Version September 2011, Review date December 2013

Copies of most documents are available from the State Law Publisher website or from the Road Safety Branch, MRWA – phone 9323 4111.

9.2 COMMUNITY DEVELOPMENT OFFICER

9.2.1 LEASE OF LAND FOR AGISTMENT OF HORSES

Location/Address: Shire of Mingenew
Name of Applicant: Mrs N. Krizanek
Disclosure of Interest: Nil
Date: 30th April 2014
Author: Megan Criddle – Community Development Officer

SUMMARY

An application has been received from Mrs Nicole Krizanek to lease a 0.2 ha portion of part Lot 12093 for the purpose of stabling a horse.

ATTACHMENT

Letter written by Mrs Krizanek

BACKGROUND

At the October 2006 Council Meeting it was resolved;

That:

1. *Council provide a 2.46 hectare portion of land from the existing Lot Pt 12093 (Lot 7 Ernest Street) for the purpose of stabling horses near the Townsite of Mingenew.*
2. *An area of 0.2 hectares of land for each lessee be available to the Mingenew Townsite residents for the purposes of stabling horses, dependant on availability and Council approval.*
3. *Council lease the land at nil cost to a lessee for a period of 2 years; the lease to be reviewed 6 months prior to lease expiry.*
4. *The lessee is responsible for complying with the provisions of the Health Act 1911 and the Shire of Mingenew Health Model By-laws 1964 (adopted by Council and published in the Government Gazette 15 October 1964).*
5. *In the event the lessee no longer has use for the area or leaves the district then the lessee is responsible for leaving the area in a clean and tidy state to the satisfaction of Council.*
6. *In the event the lessee no longer has use of the lease area for stabling horses or leaves the district the lease reverts back to Council.*
7. *A lessee cannot sublease.*
8. *All fencing be to Council's satisfaction.*

COMMENT

There is currently one paddock available for lease, Ms Leeson is currently stabling a pony in the other paddock; however there is no indication of her lodging a request for a lease on the paddock. Ms Leeson will be consulted as to whether she is interested in entering into a formal lease arrangement.

CONSULTATION

Mike Sully – Chief Executive Officer
Cameron Watson – Manager Finance and Administration

STATUTORY ENVIRONMENT

Health Act 1911 and associated regulations.
Animal Welfare Act 2002 and associated regulations.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Minor annual lease fees could be charged.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute majority

140503 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 9.2.1

Moved: Councillor Pearce

Seconded: Councillor Gledhill

That Council agree to lease Mrs N Krizanek one 0.2 hectare paddock of Part Lot 7 Earnest Street for the purpose of stabling horses subject to the following conditions:

- 1. Council lease the land for a period of up to 2 years; the lease to be reviewed 6 months prior to lease expiry and the lease fees and charges to be reviewed annually as part of Councils Schedule of Fees and Charges;**
- 2. The lessee is responsible for complying with the provisions of the Health Act 1911 and the Animal Welfare Act 2002;**
- 3. In the event the lessee no longer has use for the area or leaves the district then the lessee is responsible for leaving the area in a clean and tidy state to the satisfaction of Council;**
- 4. In the event the lessee no longer has use of the lease area for stabling horses or leaves the district the lease reverts back to Council;**
- 5. A lessee cannot sublease; and**
- 6. All fencing be to Councils satisfaction.**

CARRIED BY ABSOLUTE MAJORITY 7/0

*The CEO
Shire of Mingenew
PO Box 120
Mingenew 6522*

29 April 2014

Dear Sir

I would like to request permission to lease a paddock located on Eleanor Street. Paddock will be used for one horse and is located nearest to the polo x grounds entrance gate. I understand there is no water accessible to these paddocks.

Can I please find out how much this costs per year and who is responsible for any maintenance.

Thank you

Nicole Krizanek

9.3 FINANCE

9.3.1 FINANCIAL STATEMENTS FOR MONTH ENDING 30 APRIL 2014

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil.
Date: 14th May 2014
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

The Monthly Statement of Financial Activity report for the month ending 30 April 2014 is presented to Council for adoption.

ATTACHMENT

Finance Report ending 30 April 2014

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 2014 was \$74,970

SUMMARY OF FUNDS – SHIRE OF MINGENEW	
Municipal Account	\$79,660.39
Business Cash Maximiser (Municipal Funds)	\$97,759.80
Trust Account	\$229,875.70
Reserve Maximiser Account	\$274,168.26

Debtor's accounts continue to be monitored with all efforts being made to ensure that monies are recovered. The following remains outstanding as at 30 April, 2014:

	Current	30+ Days	60+ Days	90+ Days	Total
<i>Amount</i>	14,848.16	16,448.28	0.00	17,389.79	48,686.23

Rates Outstanding at 9 April, 2014 was:

	Current	Arrears	Total
<i>Rates</i>	24,034.72	2,249.04	26,283.76
<i>Rubbish</i>	170.40	0.00	170.40
	24,205.12	2,249.04	26,454.16

The Statement of Financial Activities Report contains explanations of Councils adopted variances for the 2013 / 2014 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.

140504 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 9.3.1

Moved: Councillor Newton

Seconded: Councillor Gledhill

That Council adopts the Monthly Statement of Financial Activity for the month ending 30th of April, 2014.

CARRIED 7/0



SHIRE OF MINGENEW
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

TABLE OF CONTENTS

Statement of Financial Activity	2
Statement of Financial Activity Reportable Variances	3
Notes to and Forming Part of the Statement	4 to 22
Supplementary Information	

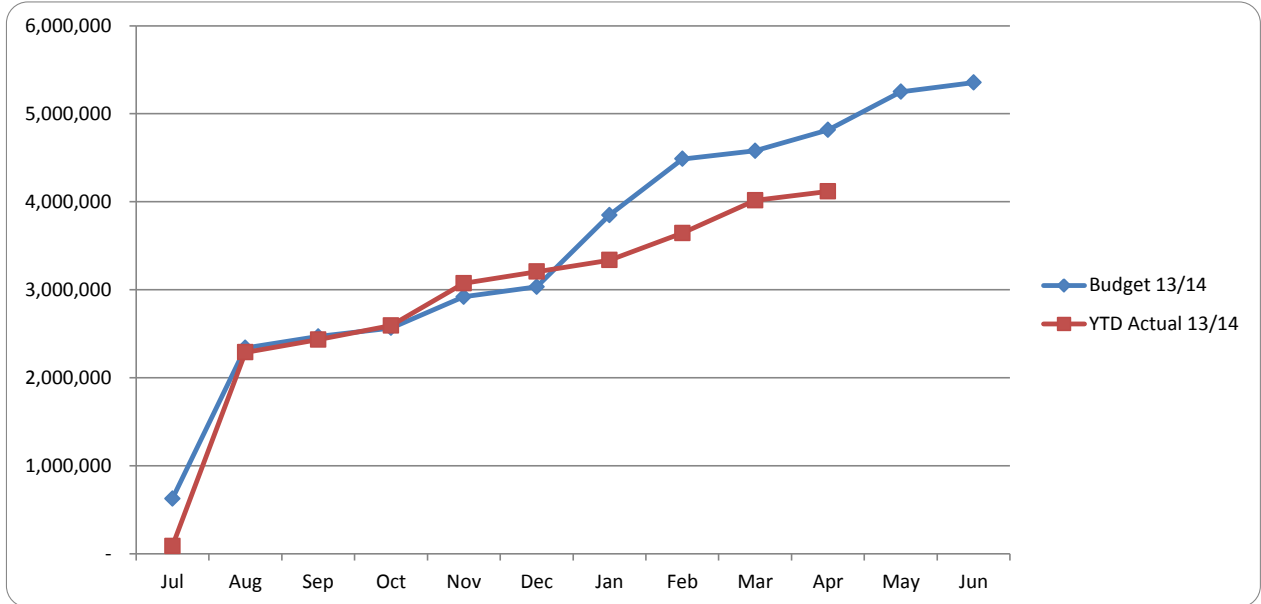
SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	NOTE	30/04/14 Y-T-D Actual \$	30/04/14 Y-T-D Budget \$	2013/2014 Total Budget \$	30/04/14 Y-T-D Variance \$	30/04/14 Y-T-D Variance %
REVENUES/SOURCES	1,2					
Governance		15,621	20,780	24,984	(5,159)	25%
General Purpose Funding		1,719,552	1,691,183	2,041,923	28,369	(2%)
Law, Order, Public Safety		26,862	26,611	26,750	251	(1%)
Health		0	49,410	49,600	(49,410)	100%
Education and Welfare		2,865	3,150	3,795	(285)	9%
Housing		65,174	66,900	80,304	(1,726)	3%
Community Amenities		37,355	35,720	36,140	1,635	(5%)
Recreation and Culture		41,824	175,900	176,164	(134,076)	76%
Transport		1,839,424	2,322,853	2,440,063	(483,429)	21%
Economic Services		4,934	18,440	27,169	(13,506)	73%
Other Property and Services		255,016	404,139	292,473	(149,123)	37%
		<u>4,008,627</u>	<u>4,815,086</u>	<u>5,199,365</u>	<u>806,459</u>	
(EXPENSES)/(APPLICATIONS)	1,2					
Governance		(220,297)	(222,016)	(266,826)	(1,719)	1%
General Purpose Funding		(36,508)	(39,330)	(47,222)	(2,822)	7%
Law, Order, Public Safety		(87,509)	(82,823)	(96,930)	4,686	(6%)
Health		(44,427)	(58,326)	(69,801)	(13,899)	24%
Education and Welfare		(24,161)	(29,768)	(32,494)	(5,607)	19%
Housing		(821,950)	(775,893)	(798,608)	46,057	(6%)
Community Amenities		(86,043)	(232,591)	(254,023)	(146,548)	63%
Recreation & Culture		(631,276)	(720,447)	(834,490)	(89,171)	12%
Transport		(1,901,190)	(1,790,597)	(2,131,779)	110,593	(6%)
Economic Services		(134,913)	(146,855)	(175,387)	(11,942)	8%
Other Property and Services		(217,155)	(398,116)	(262,373)	(180,961)	45%
		<u>(4,205,429)</u>	<u>(4,496,762)</u>	<u>(4,969,933)</u>	<u>(291,333)</u>	
Adjustments for Non-Cash (Revenue) and Expenditure						
(Profit)/Loss on Asset Disposals	4	14,961	3,450	3,540	11,511	
Movement in Accrued Interest		0	0	0	0	
Movement in Accrued Salaries & Wages		(11,407)	0	0	(11,407)	
Movement in Employee Benefit Provisions		0	0	0	0	
Depreciation on Assets		1,200,957	1,072,080	1,274,040	128,877	
Capital Expenditure and Income						
Purchase Land held for Resale	3	0	0	0	0	0%
Purchase Land and Buildings	3	(203,882)	(460,900)	(512,200)	(257,018)	56%
Purchase Furniture and Equipment	3	(47,211)	(45,500)	(45,500)	1,711	(4%)
Purchase Plant and Equipment	3	(197,269)	(180,550)	(180,550)	16,719	(9%)
Purchase Infrastructure Assets - Roads	3	(1,238,437)	(1,566,145)	(1,566,145)	(327,708)	21%
Purchase Infrastructure Assets - Footpaths	3	0	0	0	0	0%
Purchase Infrastructure Assets - Bridges	3	0	(362,000)	(362,000)	(362,000)	100%
Proceeds from Disposal of Assets	4	124,089	123,450	123,450	(639)	(1%)
Repayment of Debentures	5	(121,314)	(110,814)	(125,547)	10,500	(9%)
Proceeds from New Debentures	5	0	0	0	0	0%
Transfers to Reserves (Restricted Assets)	6	(103,080)	(108,473)	(108,473)	(5,393)	5%
Transfers from Reserves (Restricted Assets)	6	35,907	0	28,370	35,907	0%
ADD Net Current Assets July 1 B/Fwd	7	605,795	605,795	605,795	0	
LESS Net Current Assets Year to Date	7	<u>(103,997)</u>	<u>2,193,856</u>	<u>846,785</u>	<u>(2,297,853)</u>	
Amount Req'd to be Raised from Rates		<u>(1,483,776)</u>	<u>(1,482,573)</u>	<u>(1,482,573)</u>	<u>(1,203)</u>	
Rates per Note 8		1,483,776	1,482,573	1,482,573		
Variance		(0)	0	(0)		

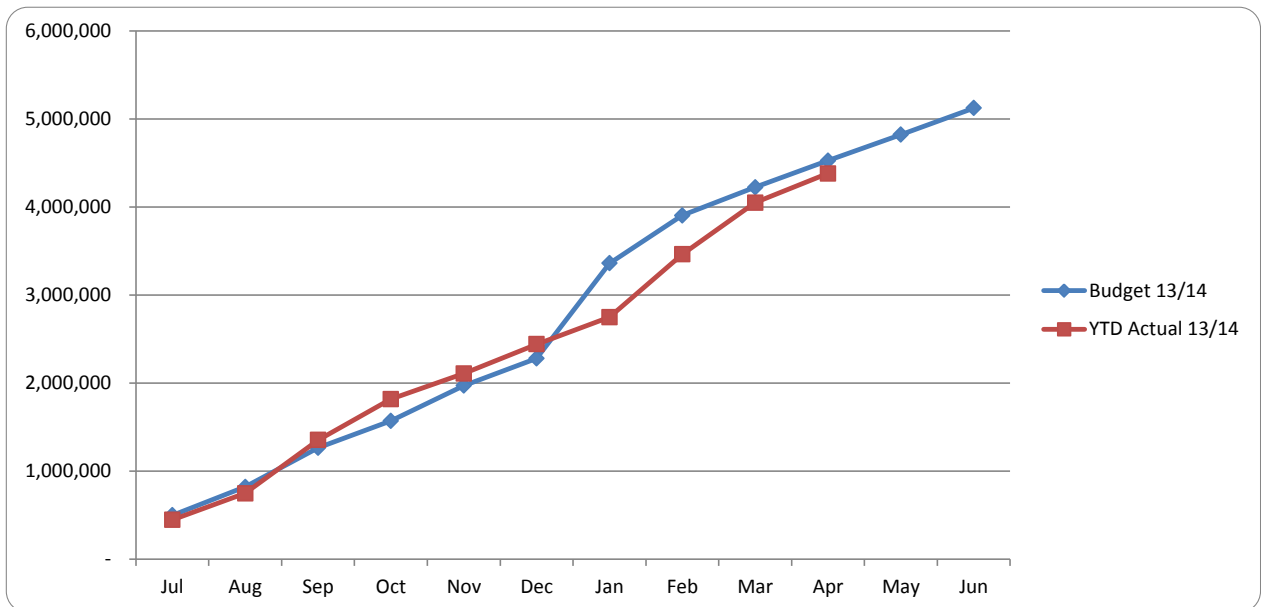
**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014**

Graphical Representation - Source Statement of Financial Activity

Operating Budget v Actual - REVENUE



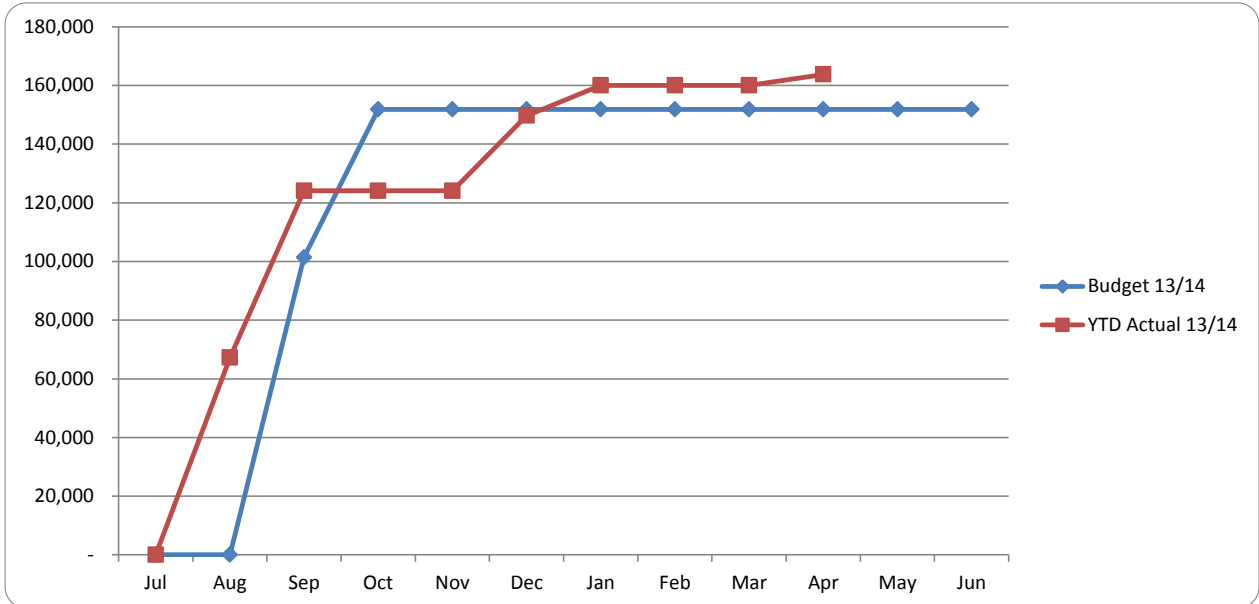
Operating Budget v Actual - EXPENDITURE



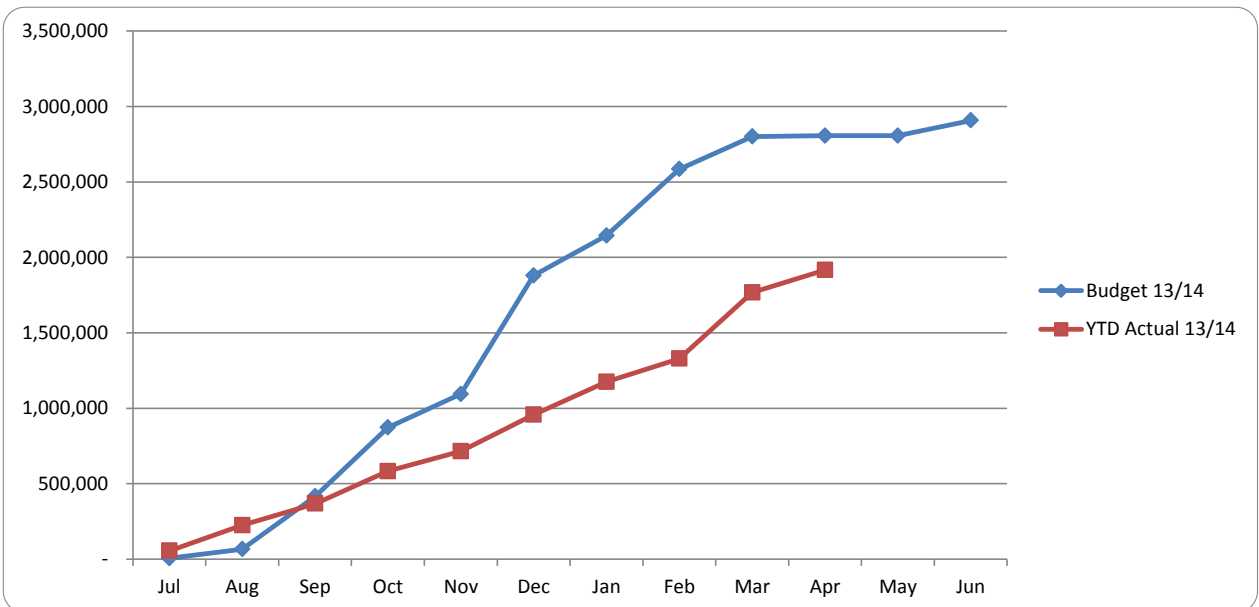
**SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014**

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, 2013 TO 30 APRIL, 2014**

Statement of Financial Activity - Reportable Variances

REVENUES/SOURCES

Health	(100%)	Federal Regional Development Grant (\$48,500) for Upgrades to Ambulance Bay at Medical Centre unlikely to be received.
Recreation & Culture	(76%)	Contributions to Recreation Centre Bar Area extension yet to be claimed. LottoWest Grant for Railway Station yet to be approved.
Transport	(21%)	Waiting on DRD to approve 12/13 Regional R4R Grant - Budget \$320,000
Economic Services	(73%)	\$10,000 grant to undertake improvement works at the Tourist Centre not yet received. Budget Review identified this grant as a possible non receipt \$7,000 recoup from the MWRC for Intergrated Planning will not be received.
Other Property and Services	(37%)	Numberous small amounts throughout the Schedule.

(EXPENSES)/(APPLICATIONS)

Health	(25%)	Lower than expected expenditure on EHO - \$5,600 and Health Clinic - \$ 8,600 and Medical Practitioner Support - \$6,500
Community Amenities	(63%)	\$125,000 - Mobile Phone Tower payment now not to be made, Budget Review item.
Recreation & Culture	(12%)	Numberous minor amounts across entire Schedule.
Other Property & Services	(45%)	Numberous minor amounts across entire Schedule.

CAPITAL EXPENDITURE AND INCOME

Purchase Land & Buildings	(56%)	Payments for Key Worker Housing Project yet to be requested by supplier - Timing Issue.
Purchase Infrastructure Assets - Roads	(21%)	Contract sealing works currently underway. Cost incurred on completion.
Purchase Infrastructure Assets - Bridges	(100%)	MingeneW/Mullewa Road Bridge & Coalseam Road Bridge Works yet to be commenced. waiting on Main Roads to arrange their Works Crew - Timing Issue.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

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.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

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, 2013 TO 30 APRIL, 2014

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, 2013 TO 30 APRIL, 2014

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, 2013 TO 30 APRIL, 2014

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 an 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, 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, 2013 TO 30 APRIL, 2014

	30 April, 2014 Actual \$	2013/2014 Budget \$
3. ACQUISITION OF ASSETS		
The following assets have been acquired during the period under review:		
<u>By Program</u>		
Governance		
Purchase Plant & Equipment	95,735.20	95,000
Computer Development	24,981.75	22,000
Furniture & Equipment - Admin	3,729.00	5,000
Furniture & Equipment - Chambers	13,936.56	13,000
Buildings	11,379.00	12,500
Law, Order & Public Safety		
Land & Buildings	9,115.00	10,600
Health		
Land & Buildings	0.00	50,000
Education & Welfare		
Senior Citizens Centre - Building	0.00	0
Housing		
Buildings	139,588.16	372,600
Land & Buildings	0.00	0
Community Amenities		
Buildings	0.00	0
Furniture & Equipment	0.00	0
Recreation and Culture		
Buildings	43,800.03	66,500
Purchase Plant & Equipment	1,453.64	0
Furniture & Equipment	4,563.82	5,500
Transport		
Infrastructure - Roads	1,238,437.01	1,566,145
Infrastructure - Bridges	0.00	362,000
Footpaths Construction	0.00	0
Plant & Equipment - Depot	0.00	0
Purchase Plant & Equipment	100,080.58	85,550
	1,686,799.75	2,666,395

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	30 April, 2014	2013/2014
	Actual	Budget
	\$	\$
ACQUISITION OF ASSETS		
3. The following assets have been acquired during the period under review:		
 <u>By Class</u>		
Land Held for Resale	0.00	0
Land and Buildings	203,882.19	512,200
Furniture and Equipment	47,211.13	45,500
Plant and Equipment	197,269.42	180,550
Infrastructure Assets - Roads	1,238,437.01	1,566,145
Infrastructure Assets - Footpaths	0.00	0
Infrastructure Assets - Bridges	0.00	362,000
Infrastructure Assets - Drainage/Floodways	0.00	0
Infrastructure Assets - Recreation Areas	0.00	0
	<u>1,686,799.75</u>	<u>2,666,395</u>

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

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

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)	
	2013 / 2014	2013 / 2014	2013 / 2014	2013 / 2014	2013 / 2014	2013 / 2014
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
	\$	\$	\$	\$	\$	\$
Governance						
Admin Vehicle (MI 177)	31,334	25,454	28,000	25,454	(3,334)	0
CEO Vehicle (1 MI)	49,930	48,078	45,000	44,545	(4,930)	(3,533)
Transport						
Works Manager Vehicle (MI 108)	38,530	31,363	30,450	31,363	(8,080)	0
ISA Officer Vehicle (MI 481)	35,524	34,155	20,000	22,727	(15,524)	(11,428)
	155,318	139,050	123,450	124,089	(31,868)	(14,961)

<u>By Class</u>	Net Book Value		Sale Proceeds		Profit(Loss)	
	2013 / 2014	2013 / 2014	2013 / 2014	2013 / 2014	2013 / 2014	2013 / 2014
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL
	\$	\$	\$	\$	\$	\$
Plant & Equipment						
Admin Vehicle (MI 177)	31,334	25,454	28,000	25,454	(3,334)	0
CEO Vehicle (1 MI)	49,930	48,078	45,000	44,545	(4,930)	(3,533)
Works Manager Vehicle (MI 108)	38,530	31,363	30,450	31,363	(8,080)	0
ISA Officer Vehicle (MI 481)	35,524	34,155	20,000	22,727	(15,524)	(11,428)
	155,318	139,050	123,450	124,089	(31,868)	(14,961)

<u>Summary</u>	2013 / 2014	30/4/2014
	BUDGET	ACTUAL
	\$	\$
Profit on Asset Disposals	0	0
Loss on Asset Disposals	(31,868)	(14,961)
	<u>(31,868)</u>	<u>(14,961)</u>

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

5. INFORMATION ON BORROWINGS

(a) Debenture Repayments

Particulars	Principal 1 Jul 12	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$	Actual \$	Budget \$
Education & Welfare									
Loan 137 - Senior Citizens Building	110,286	0	0	2,097	4,257	108,189	106,030	3,358	6,576
Housing									
Loan 133 - Triplex (+)	103,003	0	0	9,295	9,295	93,708	93,708	6,879	6,879
Loan 134 - S/C Housing (+)	67,145	0	0	4,702	4,702	62,443	62,443	4,098	4,098
Loan 136 - Staff Housing (#)	138,944	0	0	6,405	6,405	132,539	132,539	8,827	8,723
Loan 142 - Staff Housing	92,077	0	0	8,325	8,325	83,752	83,751	4,567	4,510
Recreation & Culture									
Loan 138 - Pavilion Fit-Out	105,875	0	0	2,013	4,087	103,862	101,788	3,223	6,313
Transport									
Loan 139 - Roller	78,544	0	0	12,288	12,288	66,256	66,256	5,026	4,954
Loan 141 - Grader	171,106	0	0	20,246	20,246	150,860	150,860	10,312	10,183
Loan 143 - Trucks	204,553	0	0	47,617	47,617	156,936	156,936	9,242	9,100
Loan 144 - Trailer	92,077	0	0	8,325	8,325	83,752	83,751	4,567	4,510
	1,163,610	0	0	121,314	125,547	1,042,296	1,038,062	60,099	65,846

(+) 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, 2013 TO 30 APRIL, 2014

5. INFORMATION ON BORROWINGS (Continued)

(b) New Debentures - 2013 / 2014

No new debentures are planned in 2013/14.

(c) Unspent Debentures

Council had no unspent debentures at 30 June, 2013 nor is it expected to have unspent debenture funds as at 30 June, 2014.

(d) Overdraft

Council has an overdraft facility of \$200,000 with National Australia Bank of which Nil was utilised at 30 June 2013. It is anticipated that this facility will not be utilised during the 2013 / 2014 financial year.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	30 April, 2014 Actual \$	2013/2014 Budget \$
6. RESERVES		
Cash Backed Reserves		
(a) Land and Building Reserve		
Opening Balance	67,519	67,519
Amount Set Aside / Transfer to Reserve	380	2,768
Amount Used / Transfer from Reserve	-	-
	<u>67,899</u>	<u>70,287</u>
(b) Sportsground Improvement Reserve		
Opening Balance	2,546	2,546
Amount Set Aside / Transfer to Reserve	51	104
Amount Used / Transfer from Reserve	-	-
	<u>2,597</u>	<u>2,650</u>
(c) Plant Replacement Reserve		
Opening Balance	14,685	14,685
Amount Set Aside / Transfer to Reserve	100,481	100,602
Amount Used / Transfer from Reserve	-	-
	<u>115,166</u>	<u>115,287</u>
(d) Accrued Leave Reserve		
Opening Balance	44,731	44,731
Amount Set Aside / Transfer to Reserve	613	1,834
Amount Used / Transfer from Reserve	(35,907)	(28,370)
	<u>9,437</u>	<u>18,195</u>
(e) Aged Persons Units Reserve		
Opening Balance	18,910	18,910
Amount Set Aside / Transfer to Reserve	380	775
Amount Used / Transfer from Reserve	-	-
	<u>19,290</u>	<u>19,685</u>
(f) Street Light Upgrade Reserve		
Opening Balance	13,517	13,517
Amount Set Aside / Transfer to Reserve	272	554
Amount Used / Transfer from Reserve	-	-
	<u>13,789</u>	<u>14,071</u>
(g) Painted Road Reserve		
Opening Balance	3,966	3,966
Amount Set Aside / Transfer to Reserve	80	163
Amount Used / Transfer from Reserve	-	-
	<u>4,046</u>	<u>4,129</u>
(h) Industrial Area Reserve		
Opening Balance	4,947	4,947
Amount Set Aside / Transfer to Reserve	100	202
Amount Used / Transfer from Reserve	-	-
	<u>5,047</u>	<u>5,149</u>

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	30 April, 2014 Actual \$	2013/2014 Budget \$
6. RESERVES (Continued)		
(i) Environmental Rehabilitation Reserve		
Opening Balance	16,830	16,830
Amount Set Aside / Transfer to Reserve	338	690
Amount Used / Transfer from Reserve	-	-
	<u>17,168</u>	<u>17,520</u>
(j) RTC/PO/NAB Reserve		
Opening Balance	19,056	19,056
Amount Set Aside / Transfer to Reserve	383	781
Amount Used / Transfer from Reserve	-	-
	<u>19,439</u>	<u>19,837</u>
Total Cash Backed Reserves	<u>273,879</u>	<u>286,810</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	380	2,768
Sports Ground Improvement Reserve	51	104
Plant Replacement Reserve	100,481	100,602
Accrued Leave Reserve	613	1,834
Aged Persons Units Reserve	380	775
Street Light Upgrade Reserve	272	554
Painted Road Reserve	80	163
Industrial Area Development Reserve	100	202
Environmental Rehabilitation Reserve	338	690
RTC/PO/NAB Reserve	383	781
	<u>103,080</u>	<u>108,473</u>

Transfers from Reserves

Land and Buildings Reserve	0	0
Sports Ground Improvement Reserve	0	0
Plant Replacement Reserve	0	0
Accrued Leave Reserve	(35,907)	(28,370)
Aged Persons Units Reserve	0	0
Street Light Upgrade Reserve	0	0
Painted Road Reserve	0	0
Industrial Area Development Reserve	0	0
Environmental Rehabilitation Reserve	0	0
RTC/PO/NAB Reserve	0	0
	<u>(35,907)</u>	<u>(28,370)</u>

Total Transfer to/(from) Reserves

	<u>67,172</u>	<u>80,103</u>
--	---------------	---------------

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

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

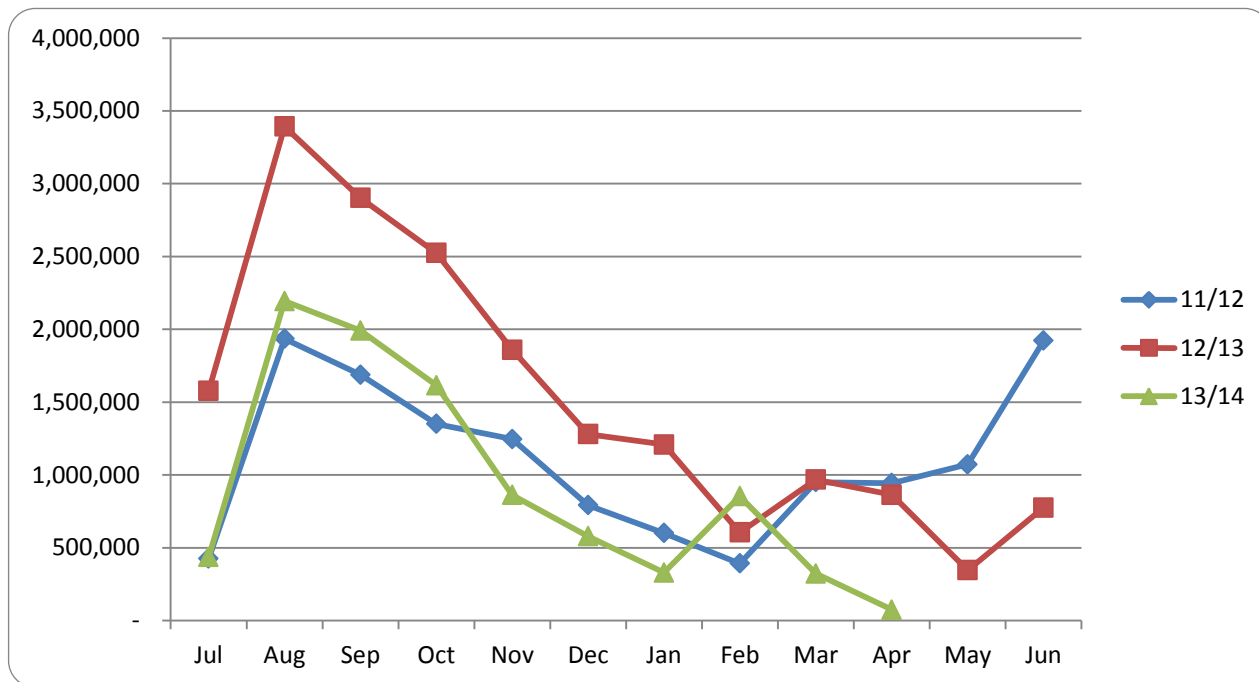
None of the above Reserves are expected to be used within a set period as it is envisaged that further transfers to the reserve accounts will occur as funds are utilised.

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

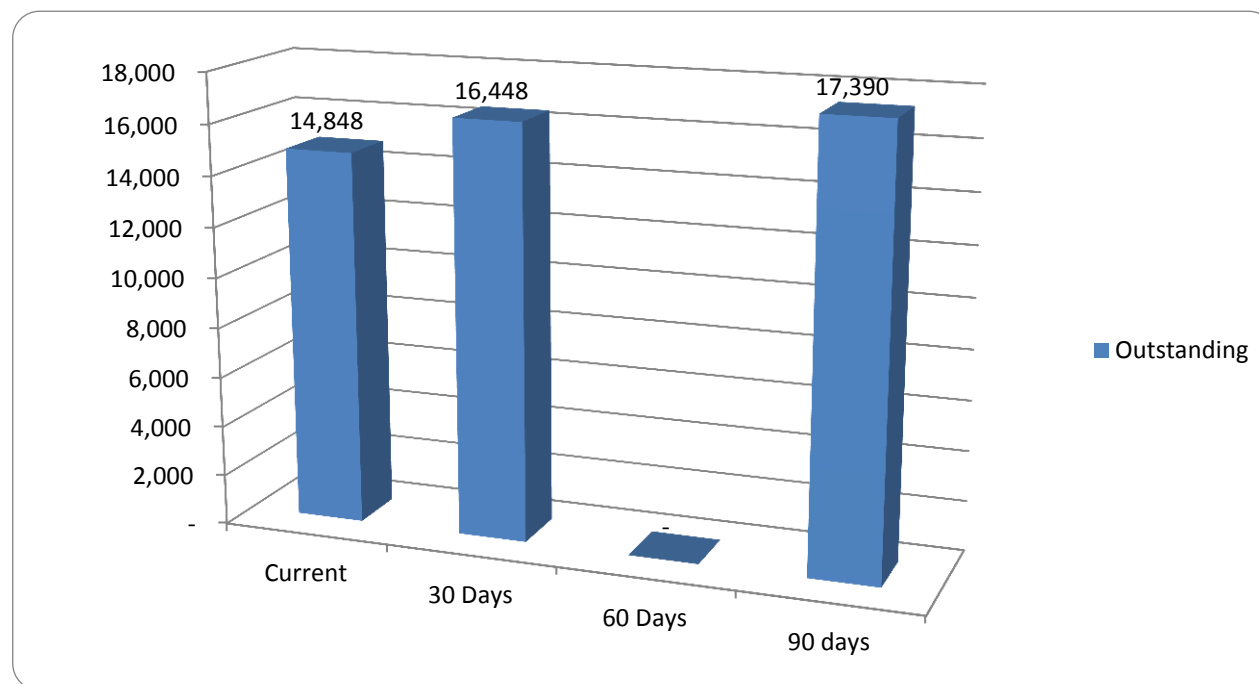
	30 April, 2014 Actual \$	Brought Forward 1-Jul-13 \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash - Unrestricted	177,644	607,548
Cash - Restricted (Reserves)	274,168	206,019
Cash - Restricted (Unspent Grants)	-	-
Cash - Restricted (Unspent Loans)	-	-
Receivables		
- Rates Outstanding	29,168	11,453
- Sundry Debtors	56,552	396,536
- Emergency Services Levy	-	-
- Provision for doubtful debt	-	-
- GST Receivable	10,117	1,733
Inventories	19,799	27,151
	<u>567,448</u>	<u>1,250,440</u>
LESS: CURRENT LIABILITIES		
Payables		
- Sundry Creditors	481	(105,449)
- GST Payable	(2,066)	-
- PAYG/Withholding Tax Payable	(10,393)	5,876
Accrued Interest	(19,343)	(19,343)
Accrued Salaries & Wages	-	(11,407)
Loan Liability	(4,234)	(125,548)
Accrued Annual Leave	(93,433)	(93,433)
Accrued LSL	(89,322)	(89,322)
	<u>(218,310)</u>	<u>(438,626)</u>
NET CURRENT ASSET POSITION	349,138	811,814
Less: Cash - Reserves - Restricted	(274,168)	(206,019)
Less: Cash - Restricted/Committed	<u>-</u>	<u>-</u>
ESTIMATED SURPLUS/(DEFICIENCY) C/FWD	<u><u>74,970</u></u>	<u><u>605,795</u></u>

SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

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, 2013 TO 30 APRIL, 2014

8. RATING INFORMATION - 2011 / 2012 FINANCIAL YEAR

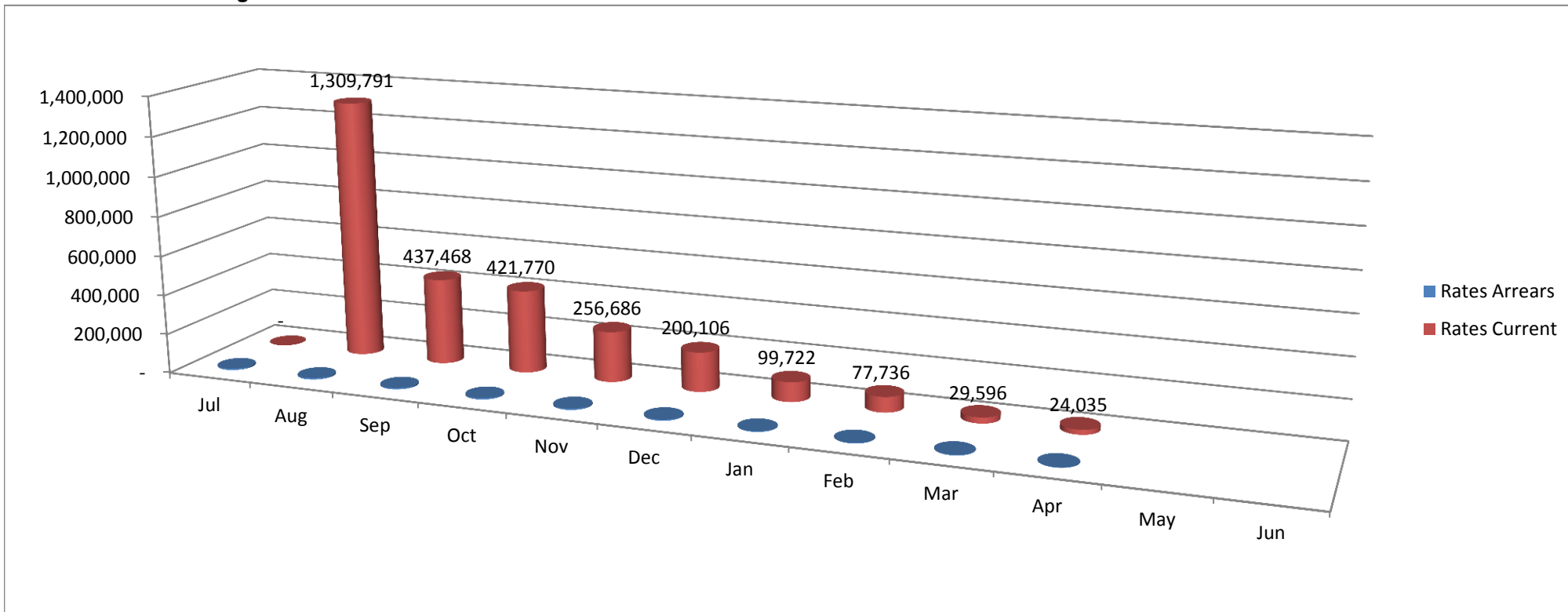
RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	2013/2014 Rate Revenue \$	2013/2014 Interim Rates \$	2013/2014 Back Rates \$	2013/2014 Total Revenue \$	2013/2014 Budget \$
General Rate								
GRV - Mingenew Townsite	11.2589	153	1,587,400	177,509	13,847	0	191,356	177,509
GRV -Yandanooka Townsite	5.6353	2	14,716	829	0	0	829	829
UV - Rural	1.2282	132	97,147,000	1,193,159	(995)	(37)	1,192,127	1,200,252
UV - Mining	22.5000	10	132,633	29,842	(14,227)	319	15,934	29,790
Sub-Totals		297	98,881,749	1,401,339	(1,375)	282	1,400,246	1,408,380
Minimum Rates	Minimum \$							
GRV - Townsites	330	90	220,135	29,700	0	0	29,700	29,700
GRV -Yandanooka Townsite	150	1	840	150	0	0	150	150
UV - Rural	450	13	131,100	5,850	0	0	5,850	5,850
UV - Mining	750	9	10,079	6,750	0	0	6,750	6,000
Sub-Totals		113	362,154	42,450	0	0	42,450	41,700
Rates Written-Off							(1,315)	0
Ex-Gratia Rates							32,493	32,493
Movement in Excess Rates							9,902	0
Totals							1,483,776	1,482,573

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.

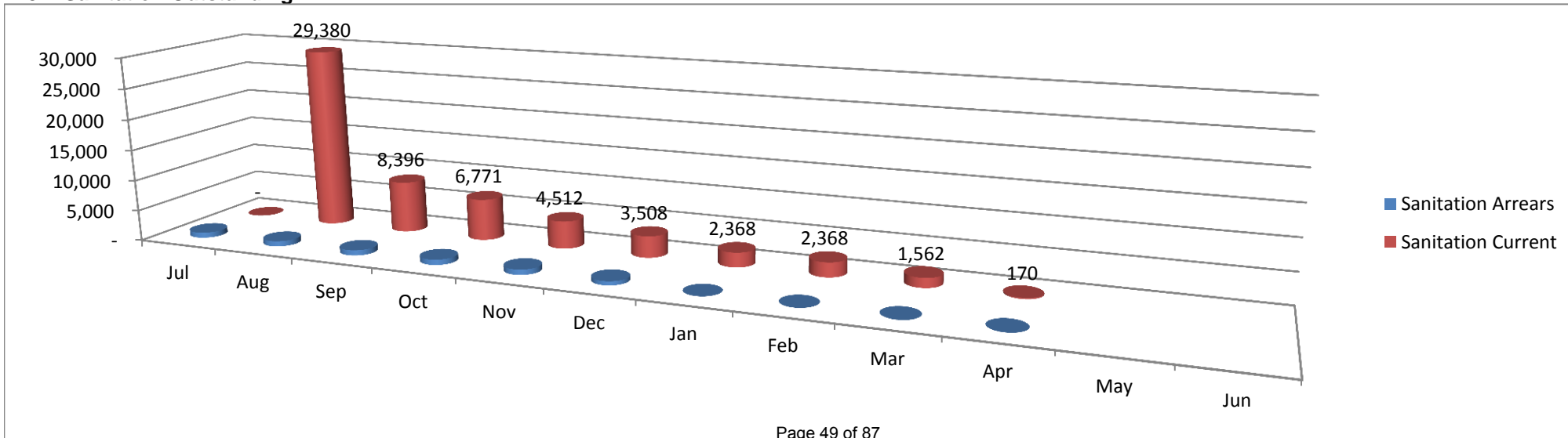
The general rates detailed above for the 2013 / 2014 financial year have been determined by Council on the basis budget and the estimated revenue to be received from all sources of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the other than rates 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



8.2 Sanitation Outstanding



SHIRE OF MINGENEW
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

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-13 \$	Amounts Received \$	Amounts Paid (\$)	Balance \$
BCITF Levy	369	471	-	840
BRB Levy	1,083	1,008	-	2,091
Centenary/Autumn Committee	1,734	-	-	1,734
Community Bus	1,160	300	(54)	1,406
Farm Water Scheme	756	-	(756)	-
ANZAC Day Breakfast Donation	516	279	(516)	279
Industrial Land Bonds	1,000	-	-	1,000
Insitu - Depot Hill Retension	108,167	-	-	108,167
Mid West Industry Road Safety Alliance	39,436	37,400	(35,465)	41,371
Mingenew Cemetery Group	366	-	-	366
Mingenew District Christmas Tree Fund	-	-	-	-
Mingenew P & C	-	5,665	(5,665)	-
Mingenew Water Rights	-	-	-	-
Nomination Fees	-	80	-	80
Other Bonds	4,409	-	(380)	4,029
Rec Centre Kitchen Upgrade	-	2,000	-	2,000
Sinosteel Community Trust Fund	11,561	-	(3,181)	8,380
Tree Planter - LCDC	288	-	-	288
Weary Dunlop Memorial	1,906	-	-	1,906
Unknown	55,753	-	-	55,753
Youth Advisory Council	1,816	-	-	1,816
	<u>230,320</u>			<u>231,506</u>

10. CASH / INVESTMENTS SUMMARY

Investments

Financial Institution	Fund	Date Invested	Investment Amount \$	Interest Rate %	Maturity Date	30 April 2014 Actual \$
-----------------------	------	------------------	----------------------------	-----------------------	------------------	----------------------------------

Nil

Cash at Bank

Financial Institution	Fund	Total Cash at Bank	O/S Deposits	O/S Cheques	Adjustment	30 April 2014 Actual \$
National Australia Bank	Muni	81,453	1,404	(2,302)	(895)	79,660
National Australia Bank	Trust	229,876	-	-	1,630	231,506
			Interest		Transfers	
National Australia Bank	Maxi Investment	97,760	-	-	-	97,760
National Australia Bank	Reserve Maxi	247,168	-	-	-	247,168

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, 2013 TO 30 APRIL, 2014**

	NOTE	30/04/2014 Actual \$	2013 / 2014 Budget \$
REVENUES FROM ORDINARY ACTIVITIES			
Rates	8	1,473,875	1,173,420
Operating Grants, Subsidies and Contributions		502,924	1,341,976
Non-Operating Grants, Subsidies and Contributions		1,337,335	1,287,291
Profit on Asset Disposals		-	30,114
Proceeds on Disposal of Assets	#	-	-
Service Charges		-	-
Fees and Charges		315,868	234,629
Interest Earnings		37,908	39,490
Other Revenue		340,717	12,500
		<u>4,008,627</u>	<u>4,119,420</u>
EXPENSES FROM ORDINARY ACTIVITIES			
Employee Costs		(777,614)	(859,681)
Materials and Contracts		(1,330,720)	(1,213,443)
Utility Charges		(122,165)	(123,954)
Depreciation		(1,200,957)	(375,770)
Loss on Asset Disposals		(31,319)	(55,727)
Interest Expenses		(60,099)	(56,767)
Insurance		(204,245)	(151,909)
Other Expenditure		(408,314)	(82,800)
		<u>(4,135,433)</u>	<u>(2,920,051)</u>
NET RESULT		(126,806)	1,199,369

SHIRE OF MINGENEW

INCOME STATEMENT

BY PROGRAM

FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	30/04/14	30/04/14	2013/14
	Y-T-D Actual	Y-T-D Budget	Total Budget
	\$	\$	\$
OPERATING REVENUES			
Governance	15,621	20,780	24,984
General Purpose Funding	1,719,552	1,691,183	2,041,923
Law, Order, Public Safety	26,862	26,611	26,750
Health	-	49,410	49,600
Education and Welfare	2,865	3,150	3,795
Housing	65,174	66,900	80,304
Community Amenities	37,355	35,720	36,140
Recreation and Culture	41,824	175,900	176,164
Transport	1,839,424	2,322,853	2,440,062
Economic Services	4,934	18,440	27,169
Other Property and Services	255,016	404,139	292,473
	<u>4,008,627</u>	<u>4,815,086</u>	<u>5,199,364</u>
OPERATING EXPENSES			
Governance	(150,297)	(222,016)	(266,826)
General Purpose Funding	(36,508)	(39,330)	(47,222)
Law, Order, Public Safety	(87,509)	(82,823)	(96,930)
Health	(44,427)	(58,326)	(69,801)
Education and Welfare	(24,161)	(29,768)	(32,494)
Housing	(821,950)	(775,893)	(798,608)
Community Amenities	(86,043)	(232,591)	(254,023)
Recreation & Culture	(631,276)	(720,447)	(834,490)
Transport	(1,901,190)	(1,790,597)	(2,131,779)
Economic Services	(134,913)	(146,855)	(175,387)
Other Property and Services	(217,155)	(398,116)	(262,373)
	<u>(4,135,429)</u>	<u>(4,496,762)</u>	<u>(4,969,933)</u>
NET PROFIT OR LOSS/RESULT	<u>(126,802)</u>	<u>318,324</u>	<u>229,431</u>

SHIRE OF MINGENEW

BALANCE SHEET

FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	30 April, 2014 ACTUAL \$	2013 \$
CURRENT ASSETS		
Cash and Cash Equivalents	451,812	812,150
Trade and Other Receivables	95,838	409,721
Inventories	19,799	27,151
TOTAL CURRENT ASSETS	<u>567,449</u>	<u>1,249,022</u>
NON-CURRENT ASSETS		
Other Receivables	-	-
Inventories	90,418	90,394
Property, Plant and Equipment	6,665,579	6,710,732
Infrastructure	37,469,705	37,090,125
TOTAL NON-CURRENT ASSETS	<u>44,225,702</u>	<u>43,891,251</u>
TOTAL ASSETS	<u>44,793,151</u>	<u>45,140,273</u>
CURRENT LIABILITIES		
Trade and Other Payables	31,321	130,324
Long Term Borrowings	4,234	125,548
Provisions	182,755	182,755
TOTAL CURRENT LIABILITIES	<u>218,310</u>	<u>438,627</u>
NON-CURRENT LIABILITIES		
Long Term Borrowings	1,038,061	1,038,061
Provisions	31,413	31,413
TOTAL NON-CURRENT LIABILITIES	<u>1,069,474</u>	<u>1,069,474</u>
TOTAL LIABILITIES	<u>1,287,784</u>	<u>1,508,101</u>
NET ASSETS	<u>43,505,367</u>	<u>43,632,172</u>
EQUITY		
Retained Profits (Surplus)	27,992,013	28,186,969
Reserves - Cash Backed	274,168	206,019
Reserves - Asset Revaluation	15,239,185	15,239,185
TOTAL EQUITY	<u>43,505,366</u>	<u>43,632,173</u>

SHIRE OF MINGENEW
STATEMENT OF CHANGES IN EQUITY
FOR THE PERIOD 1 JULY, 2013 TO 30 APRIL, 2014

	30 April 2014 Actual \$	2013 \$
RETAINED PROFITS (SURPLUS)		
Balance as at 1 July 2013	28,186,971	26,114,723
Change in Net Assets Resulting from Operations	(126,807)	2,078,519
Transfer from/(to) Reserves	<u>(67,172)</u>	<u>(6,271)</u>
Balance as at 30 June 2013	<u>27,992,992</u>	<u>28,186,971</u>
RESERVES - CASH BACKED		
Balance as at 1 July 2013	206,018	206,018
Amount Transferred (to)/from Surplus	<u>67,172</u>	<u>-</u>
Balance as at 30 June 2013	<u>273,190</u>	<u>206,018</u>
RESERVES - ASSET REVALUATION		
Balance as at 1 July 2013	15,239,185	15,239,185
Revaluation Increment	-	-
Revaluation Decrement	-	-
Balance as at 30 June 2014	<u>15,239,185</u>	<u>15,239,185</u>
TOTAL EQUITY	<u><u>43,505,367</u></u>	<u><u>43,632,174</u></u>

9.3.2 ACCOUNTS FOR PAYMENT – APRIL 2014

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil.
Date: 21 May 2014
Author: Julie Borrett – Senior Finance Officer

SUMMARY

Council to confirm the payment of creditors for the month of April 2014 in accordance with the Local Government (Financial Management) Regulations 1996 section 13(1).

ATTACHMENT

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

BACKGROUND

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

COMMENT

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

CONSULTATION

Nil.

STATUTORY ENVIRONMENT

Local Government Act 1996, Section 6.4

Local Government (Financial Management) Regulations 1996, Sections 12, 13 and 15

POLICY IMPLICATIONS

Payments have been made under delegation.

FINANCIAL IMPLICATIONS

Funds available to meet expenditure.

STRATEGIC IMPLICATIONS

Nil.

VOTING REQUIREMENTS

Simple majority.

140505 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 9.3.2

Moved: Councillor Newton

Seconded: Councillor Gledhill

That Council confirm the accounts as presented for April 2014 from the Municipal Fund totalling \$286,523.66 represented by Electronic Funds Transfers of EFT7930-7992, Trust Cheques 423 & 424 and Cheque nos 7844-7857.

CARRIED 7/0

Date: 05/05/2014
Time: 2:21:55PM

Shire of MINGENEW
Statement of Payments for the month of April 2014

USER: SFO
PAGE: 1

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
423	09/04/2014	G & D Poultney	REFUND OF ANZAC DAY BREAKFAST 2013 FOR QUIET LION TOURS TOUR 2014	T		516.25
424	24/04/2014	MINGENEW SHIRE COUNCIL	REFUND OF CREDITOR CW76	T		3,252.96
7844	07/04/2014	MINGENEW SHIRE COUNCIL	Payroll deductions	M		337.00
7845	07/04/2014	SYNERGY	POWER	M		2,409.75
7846	07/04/2014	TELSTRA	CHARGES	M		44.07
7847	14/04/2014	MINGENEW SHIRE COUNCIL	Payroll deductions	M		314.00
7848	14/04/2014	NORTHERN DISTRICTS COMMUNITY SUPPORT GROUP INC	CONTRIBUTION	M		1,650.00
7849	14/04/2014	PALM ROADHOUSE	CATERING	M		110.00
7850	14/04/2014	TELSTRA	CHARGES	M		1,666.38
7851	24/04/2014	MINGENEW SHIRE COUNCIL	Payroll deductions	M		306.00
7856	24/04/2014	SYNERGY	POWER	M		10,771.95
7857	24/04/2014	WATER CORPORATION	CHARGES	M		6,690.73
EFT7930	07/04/2014	FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS	CHARGES	M		77.00
EFT7931	07/04/2014	AUSTRALIA POST	POSTAGE	M		51.04
EFT7932	07/04/2014	BUNNINGS BUILDING SUPPLIES PTY LTD	GOODS	M		1,647.13
EFT7933	07/04/2014	Courier Australia	FREIGHT	M		35.30
EFT7934	07/04/2014	CENTRAL WEST CONCRETE	CHARGES	M		1,694.00
EFT7935	07/04/2014	LANDGATE	CHARGES	M		169.75

Date: 05/05/2014
Time: 2:21:55PM

SHIRE OF MINGENEW
MINGENEW SHIRE COUNCIL ORDINARY MEETING MINUTES – 21 May 2014
Statement of Payments for the month of April 2014

USER: SFO
PAGE: 2

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7936	07/04/2014	DONGARA DRILLING & ELECTRICAL	CHARGES	M		41.62
EFT7937	07/04/2014	ELITE ELECTRICAL CONTRACTING PTY LTD	CHARGES	M		1,165.00
EFT7938	07/04/2014	FREDS MOWER REPAIRS	CHARGES	M		65.30
EFT7939	07/04/2014	VEOLIA ENVIRONMENTAL SERVICES AUSTRALIA PTY LTD	CHARGES	M		5,094.51
EFT7940	07/04/2014	JR & A HERSEY PTY LTD	GOODS	M		590.59
EFT7941	07/04/2014	IRWIN RIVER TRANSPORT PTY LTD	CHARGES	M		11,063.25
EFT7942	07/04/2014	CANINE CONTROL	CHARGES	M		958.38
EFT7943	07/04/2014	RELIANCE PETROLEUM	FUEL	M		10,568.72
EFT7944	07/04/2014	MINGENEW IGA PLUS LIQUOR	GROCERIES	M		447.45
EFT7945	07/04/2014	NOVUS GERALDTON	CHARGES	M		374.00
EFT7946	07/04/2014	PURCHER INTERNATIONAL	CHARGES	M		694.60
EFT7947	07/04/2014	PEST A KILL WA	CHARGES	M		660.00
EFT7948	07/04/2014	PEMCO DIESEL PTY LTD	CHARGES	M		2,428.91
EFT7949	07/04/2014	TR HOMES	CHARGES	M		33,567.00
EFT7950	07/04/2014	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN 136	M		7,616.29
EFT7951	07/04/2014	WESTRAC PTY LTD	CHARGES	M		4,157.30
EFT7953	07/04/2014	MINGENEW P & C	REFUND OF NBN LEASE MONIES BACK TO MINGENEW P&C	T		5,665.00
EFT7954	09/04/2014	Shire of Mingenew - Payroll	PAYROLL	M		29,609.43
EFT7955	09/04/2014	CHILD SUPPORT AGENCY	Payroll deductions	M		264.71

Date: 05/05/2014
Time: 2:21:55PM

SHIRE OF MINGENEW
MINGENEW SHIRE COUNCIL ORDINARY MEETING MINUTES – 21 May 2014
Statement of Payments for the month of April 2014

USER: SFO
PAGE: 3

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7956	09/04/2014	LGRCEU	Payroll deductions	M		19.40
EFT7957	09/04/2014	WA SUPER	Superannuation contributions	M		5,011.39
EFT7958	09/04/2014	PRIME SUPER	Superannuation contributions	M		364.25
EFT7959	14/04/2014	AMPAC	FEES	M		3,949.25
EFT7960	14/04/2014	STAPLES AUSTRALIA PTY LIMITED	GOODS	M		1,596.02
EFT7961	14/04/2014	CIVIC LEGAL	CHARGES	M		1,374.01
EFT7962	14/04/2014	DONGARA BOBCAT & CONTRACTING SERVICES	CHARGES	M		198.00
EFT7963	14/04/2014	FULTON HOGAN INDUSTRIES PTY LTD	CHARGES	M		2,288.00
EFT7964	14/04/2014	Great Northern Rural Services	CHARGES	M		241.70
EFT7965	14/04/2014	CHOICES	CHARGES	M		2,838.00
EFT7966	14/04/2014	CANINE CONTROL	FEES	M		958.38
EFT7967	14/04/2014	LGIS RISK MANAGEMENT	INSURANCE	M		2,710.40
EFT7968	14/04/2014	RELIANCE PETROLEUM	FUEL	M		4,992.98
EFT7969	14/04/2014	MERCURE HOTEL	ACCOMMODATION	M		688.85
EFT7970	14/04/2014	STARICK TYRES	TYRES	M		1,966.53
EFT7971	14/04/2014	MINGENEW NETBALL CLUB INC	CHARGES	M		648.00
EFT7972	14/04/2014	Midwest Regional Council (MUNI)	CHARGES	M		2,750.00
EFT7973	14/04/2014	RAY WHITE	CHARGES	M		302.50
EFT7974	14/04/2014	STATE WIDE TURF SERVICES	CHARGES	M		13,684.00

Date: 05/05/2014
Time: 2:21:55PM

SHIRE OF MINGENEW
MINGENEW SHIRE COUNCIL ORDINARY MEETING MINUTES – 21 May 2014
Statement of Payments for the month of April 2014

USER: SFO
PAGE: 4

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
EFT7975	14/04/2014	MICHAEL CHARLES SULLY	REIMBURSEMENT	M		59.95
EFT7976	14/04/2014	Shire Of Three Springs	CHARGES	M		3,773.45
EFT7977	14/04/2014	MINGENEW FABRICATORS	CHARGES	M		142.29
EFT7978	14/04/2014	WEST REGIONAL NEWSPAPERS	CHARGES	M		3,252.96
EFT7979	23/04/2014	Shire of Mingenew - Payroll	PAYROLL	M		34,556.36
EFT7980	23/04/2014	CHILD SUPPORT AGENCY	Payroll deductions	M		264.71
EFT7981	23/04/2014	LGRCEU	Payroll deductions	M		58.20
EFT7982	23/04/2014	WA SUPER	Superannuation contributions	M		5,934.44
EFT7983	23/04/2014	PRIME SUPER	Superannuation contributions	M		363.58
EFT7984	24/04/2014	FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS	PHOTOCOPIER LEASE	M		842.60
EFT7985	24/04/2014	NAB BUSINESS VISA	CREDIT CARD	M		1,949.65
EFT7986	24/04/2014	FIVE STAR BUSINESS EQUIPMENT & COMMUNICATIONS	CHARGES	M		321.24
EFT7987	24/04/2014	BUNNINGS BUILDING SUPPLIES PTY LTD	GOODS	M		281.65
EFT7988	24/04/2014	CHAMPION BAY SETTLEMENTS	CHARGES	M		389.00
EFT7989	24/04/2014	Great Northern Rural Services	CHARGES	M		782.00
EFT7990	24/04/2014	TR HOMES	CHARGES	M		33,567.00
EFT7991	24/04/2014	WA LOCAL GOVERNMENT ASSOCIATION	CHARGES	M		172.17
EFT7992	24/04/2014	WESTRAC PTY LTD	CHARGES	M		6,455.38

Date: 05/05/2014
Time: 2:21:55PM

SHIRE OF MINGENEE
MINGENEE SHIRE COUNCIL ORDINARY MEETING MINUTES – 21 May 2014
Statement of Payments for the month of April 2014

USER: SFO
PAGE: 5

Cheque /EFT No	Date	Name	Invoice Description	Bank Code	INV Amount	Amount
---------------------------	-------------	-------------	----------------------------	----------------------	-----------------------	---------------

REPORT TOTALS

Bank Code	Bank Name	TOTAL
M	MUNI - NATIONAL AUST BANK	277,089.45
T	TRUST- NATIONAL AUST BANK	9,434.21
TOTAL		286,523.66

NATIONAL BUSINESS MASTERCARD

01 April to 30th April 2014

CEO - MIKE SULLY

Hire of light tower	\$	150.00
Various goods for office & shower rose for CEO House	\$	335.91
Bank Fees	\$	9.00
	\$	494.91

Work's Manager - Warren Borrett

Drill bit	\$	17.23
Bearings	\$	72.60
V Belt	\$	13.09
Bank Fees	\$	9.00
	\$	111.92

Manager of Admin and Finance - Cameron Watson

Internet Fees	\$	279.85
Bank Fees	\$	9.00
	\$	288.85

Total Direct Debit Payment made on 1st April 2014	\$	895.68
--	-----------	---------------

POLICE LICENSING

Direct Debits from Muni Account

01 April to 30th April 2014

Tuesday, 1 April 2014	\$	765.85
Wednesday, 2 April 2014	\$	366.95
Thursday, 3 April 2014	\$	66.50
Friday, 4 April 2014	\$	5,219.20
Monday, 7 April 2014	\$	2,641.60
Tuesday, 8 April 2014	\$	125.00
Wednesday, 9 April 2014	\$	661.25
Thursday, 10 April 2014	\$	4,685.35
Friday, 11 April 2014	\$	669.05
Monday, 14 April 2014	\$	890.15
Tuesday, 15 April 2014	\$	3,625.35
Wednesday, 16 April 2014	\$	835.15
Thursday, 17 April 2014	\$	1,749.55

Tuesday, 22 April 2014	\$ 1,985.95
Wednesday, 23 April 2014	\$ 20,091.60
Thursday, 24 April 2014	\$ 2,599.25
Monday, 28 April 2014	\$ 489.65
Tuesday, 29 April 2014	\$ 4,821.00
Wednesday, 30 April 2014	\$ 1,545.70

\$ 53,834.10

BANK FEES

**Direct debits from Muni Account
01 April to 30th April 2014**

Total direct debited from Municipal Account **\$ 385.39**

PAYROLL

**Direct Payments from Muni Account
01 April to 30th April 2014**

Wednesday, 9th April 2014 **\$ 40,709.93**
 Wednesday, 23rd April 2014 **\$ 47,185.01**

\$ 87,894.94

9.3.3 2014/2015 COUNCILLOR SITTING FEES AND PRESIDENT AND DEPUTY PRESIDENT ALLOWANCES

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
Date: 14th May 2014
Author: Cameron Watson – Manager Finance Administration

SUMMARY

This report makes a recommendation on Councillor sitting fees and the Presidents and Deputy Presidents allowance for the 2014/15 financial year.

ATTACHMENT

Nil

BACKGROUND

The Local Government Act 1995 and Local Government (Administration) Regulations 1996 give an entitlement to elected members of a sitting fee for attending Council and Committee meetings. This fee can be set between a minimum of \$60.00 and a maximum of \$140.00 (\$120.00 to \$280 for the President) for Council meetings and a minimum of \$30.00 to a maximum of \$70.00 for all Councillors appointed to a Committee whose membership is restricted to Council members and employees of Council. It is allowable to receive these fees via a lump sum payment or lump sum instalments.

The Presidential allowance can be an amount from a minimum of \$600.00 to a maximum of \$12,000.00 or 0.02% of the Local Government’s operating revenues whichever is the greater amount but not more than \$60,000. The Deputy Presidents allowance can be no more than 25% of the Presidents allowance.

COMMENT

Currently Council has endorsed the following annual sitting fees and travel allowances

Council Meetings	- President	\$ 6,000
	- Deputy President	\$ 4,000
	- Councillor	\$ 3,500
Presidents Allowance		\$ 7,000
Deputy Presidents Allowance		\$ 1,750
Travel Allowance	95 Cents/Km	

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Section 5.98 & 5.98A of the Local Government Act 1995
 Regulation 30 & 33 of the Local Government (Administration) Regs 1996

POLICY IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Council sitting fees, travel allowance and Presidents / Deputy Presidents allowances will be included in the 2014/15 budget at the endorsed levels

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

140506 COUNCIL DECISION (OFFICER’S RECOMMENDATION) – ITEM 9.3.3

Moved: Councillor Pearce

Seconded: Councillor Sobey

That Council endorses the following sitting fees for the 2014/15 financial year:

Council Meetings	- President	\$ 6,000.00
	- Deputy President	\$ 4,000.00
	- Councillor	\$ 3,500.00
Presidents Allowance		\$ 7,000.00
Deputy Presidents Allowance		\$ 1,750.00
Travel Allowance		95 Cents/Km

CARRIED BY ABSOLUTE MAJORITY 7/0

9.3.4 BUDGET VARIATION REQUEST

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
Date: 14th May 2014
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

Council is requested to approve budget variations for road works expenditure to allow for the completion of three minor road sealing jobs.

ATTACHMENT

Nil

BACKGROUND

This request, in part, relates to the completion of the Water Pipeline Memorial that is located on the corner of Coalseam Road and Nanekine Road.

COMMENT

Councils Works Manager has requested the reallocation of \$45,300 ex GST from the surplus available after the completion of this financial year’s construction works on the Mingenew / Mullewa Road. Council budgeted to expend \$552,984 on the reform and resealing of approximately 3 km of the Mingenew / Mullewa Rd. At this time, the project has been completed with a final cost of \$441,348.37 leaving a total surplus of \$111,635.63.

It should be noted that this project was partly funded by Regional Roads Group (RRG) grant funds which requires Council to provide at least one third of the funding. The RRG grant received totalled \$285,989 so Councils required contribution was \$142,994.50. Council actually budgeted for a contribution towards this project of \$266,995. As can be seen, Council has satisfied its obligation to Main Roads, the providers of RRG grants, by expending \$155,359 or \$12,364 more than its obligation.

The works that Councils Works Manager is requesting funding to undertake are as follows:

- \$10,940 to seal with 30mm thick asphalt, one of the floodway’s at the Coalseam Conservation Park; and
- \$34,360 to seal the Water Pipeline Monument parking area and to complete the Nanekine Road Intersection.

CONSULTATION

Warren Borrett – Works Manager

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.2 requires that a Local Government prepare an annual budget; and

Local Government (Financial Management) Regulations 1996, regulation 33A allows a Local Government to review its budget estimates

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

While, if approved, this request will not add any additional expenditure to the 2013/2014 Budget, it will have a negative effect on the expected deficit at years end.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

140507 COUNCIL DECISION (OFFICER’S RECOMMENDATION) – ITEM 9.3.4

Moved: Councillor Pearce

Seconded: Councillor Gledhill

That Council approves the following budget expenditure transfer

<i>GL / Job</i>	<i>Original Budget</i>	<i>Revised Budget</i>	<i>Increase / (Decrease)</i>
<u>Sub-Program 37. Construction Streets, Road, Bridges & Depots</u>			
Job RR63:- Mingenew / Mullewa Road	552,984	507,684	(45,300)
Job 0001:- Roadwork’s Construction – Own Resources	120,000	165,300	45,300

CARRIED BY ABSOLUTE MAJORITY 7/0

9.3.5 PROPOSAL TO DIFFERENTIALLY RATE IN THE 2014/2015 FINANCIAL YEAR

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
Date: 14th May 2014
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

This report puts forward a proposal to differentially rate certain land parcels that are located in part or whole within the boundaries of the Shire of Mingenew.

ATTACHMENT

Public Notice of Proposal to Impose Differential Rates.
 Objects and Reasons for Differential Rates.

BACKGROUND

The rating system imposed under the Local Government Act 1995 is primarily based on two types of property valuations, Unimproved Value (UV) and Gross Rental Value (GRV).

The Unimproved Value of land is its market value under normal sales conditions assuming that no structural improvements have been made. Land within the Perth Metropolitan Region and town sites throughout Western Australia is assessed on the "site value" basis which includes merged improvements with examples including draining, filling, excavation, grading and retaining walls. Each year, the Valuer General determines the unimproved values of all land in the State.

GRV means the gross annual rental that the land might reasonably be expected to realize if let on a tenancy from year to year upon condition that the landlord is liable for all rates, taxes and other charges thereon and the insurance and other outgoings necessary to maintain the value of the land.

As a rule of thumb in non-metropolitan Councils, properties located within a town site, whether developed or not, are rated on a GRV basis while rural properties are rated on a UV basis. Mining Tenements fall under the UV valuation system.

Differential Rating is when different classes of land within the same valuation methodology are rated at different levels, ie. as in this proposal when mining tenements and rural agricultural lands are both rated within the UV methodology but at differing cents in the dollar. It should be noted that if the highest cent in the dollar rate imposed is more than double the lowest, there is a requirement that Ministerial approval is sought and that the proposed differential rates are advertised for public comment which requires clear object and reason for the differential rate. Council must then consider, before imposing any differential rate, any submissions received.

COMMENT

It is intended to recommend differentially rating certain rate assessment's in both the UV and GRV categories.

- **UV Assessments**

In the past when a mining company started production or exploration in an area they would assist the local community through providing infrastructure such as swimming pools and community halls, in some instances the entire town, as the majority of their workforce and associated families would be locally based. These days, with the advent of fly in fly out and the usually limited lifespan of the projects, the mining companies are hesitant to provide this type of assistance to the local community.

With this in mind, many Councils with mining operations within their district have decided to recoup some of the burden encountered by the long term ratepayers by rating mining tenements at a higher rate.

- **GRV Assessments**

It is proposed to differentially rate the Yandanooka Town Site at 50% of that rate levied on the Mingenew Town Site. The reason for this is that Council does not provide the level of services to Yandanooka Town Site residents that it does to Mingenew Town Site residents. Examples of these services are rubbish pickups and mosquito control, to name a few.

CONSULTATION

Mike Sully – Chief Executive Officer
Nita Jane – Governance Officer

STATUTORY ENVIRONMENT

Section 6.33 & 6.36 of the Local Government Act 1995

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Any differential rate imposed will have an impact on the 2012/2013 budget.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

140508 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 9.3.5

Moved: Councillor Cosgrove

Seconded: Councillor Sobey

That Council, in the 2014/2015 financial year, imposes the following differential rates:

- **mining tenements and rural holdings in those areas in which unimproved property values (UV) apply and;**
- **the town sites of Mingenew and Yandanooka where Gross Rental Values (GRV) apply.**

And that the actual rate in the dollar for each differential rate levied be decided during budget deliberations.

CARRIED 7/0



SHIRE OF MINGENEW

PROPOSAL TO IMPOSE DIFFERENTIAL RATE

In accordance with section 6.36 of the Local Government Act 1995, notice is hereby given that the Shire of Mingenew is proposing to differentially rate the following:

- mining tenements and rural holdings in those areas in which unimproved property values (UV) apply and;
- the town sites of Mingenew and Yandanooka where Gross Rental Values (GRV) apply.

It is anticipated that rating levels for the 2014/2015 financial year will be in the vicinity of the following:

	<i>Rate in the Dollar (Cents)</i>	<i>Minimum \$</i>
GRV – Yandanooka Town Site	5.9114	\$330.00
GRV – Mingenew Town Site – Residential	11.8228	\$330.00
GRV – Mingenew Town Site – Commercial	11.8228	\$330.00
GRV – Ex Gracia	11.8228	\$330.00
UV – Rural	1.2896	\$450.00
UV – Mining	30.00	\$750.00

The object and reasons for each proposed rate may be obtained at the Shire Office, Victoria Street, Mingenew during normal business hours. Submissions from electors and ratepayers about the proposed rates or minimum payments and any related matters may be made to the undersigned at the above stated address by 4:30pm on Monday 9th June 2014.

Mike Sully
 Chief Executive Officer
 Shire of Mingenew



SHIRE OF MINGENEW
2014/2015 DIFFERENTIAL RATE MODEL
STATEMENT OF OBJECTS AND REASONS

The following are estimated Differential Rates and Minimum Payments for the Shire of Mingenew for the 2014/2015 financial year.

	<i>Rate in the Dollar (Cents)</i>	<i>Minimum \$</i>
GRV – Yandanooka Town Site	5.9114	\$330.00
GRV – Mingenew Town Site – Residential	11.8228	\$330.00
GRV – Mingenew Town Site – Commercial	11.8228	\$330.00
GRV – Ex Gracia	11.8228	\$330.00
UV – Rural	1.2896	\$450.00
UV – Mining	30.0000	\$750.00

The Shire has a broad pastoral and agricultural sector and it is essential that this sector be maintained throughout both good and bad seasons. The rate and minimum payments estimated for UV rural land use areas are set at levels which are considered to be sustainable in the long term for the sector. The rate and minimum payments proposed for the GRV Town sites areas are also set at what are considered to be the maximum for long term viability.

While every effort is made to establish rates and minimum payments at the fairest possible levels, it is considered that the mining sector has the capacity to pay the UV rate at the levels estimated.

All sectors benefit from the services provided by the Shire of Mingenew, however it is inevitable that some sectors or individuals may benefit to a greater or lesser degree from any particular service. Persons or organisations operating within any or all sectors have the right to use all of the services provided by the Shire of Mingenew. The Shire does not seek to restrict the use of its services to any sector, although it is inevitable that some will have a greater capacity to contribute to the Shire’s revenue than others.

GRV – Town Sites

The object of the GRV rates and minimum payments is to require a fair contribution to the revenue requirements of the Shire, while not risking additional financial pressure on the town residents in those areas that affect their long term viability. The town residents have in the past and will continue to provide significant support for the social and economic viability of the Shire.

It is proposed to differentially rate the Yandanooka Town Site at 50% of that rate levied on the Mingenew Town Site. The reason for this is that Council does not provide the level of services to Yandanooka Town Site residents that it does to Mingenew Town Site residents. Examples of these services are rubbish pickups and mosquito control, to name a few.

The minimum payment proposed reflects the present financial vulnerability of the ratepayers in the category.

UV – Rural

The object of the UV - Rural rate and minimum payment is to require a fair contribution to the revenue requirements of the Shire, while not risking additional financial pressure on those undertaking agricultural enterprises that may affect their long term viability. The rural residents have in the past and will continue to provide significant support for the social and economic viability of the Shire.

UV – Mining

The object of the UV Mining rate is to permit the imposition of rates on mining tenements that is reasonably proportional to the financial resources of those who will bear the burden of the rates and striking a reasonable balance between the capacity to pay and the fairness of the requirement.

In dealing with the object of the rate, it should be remembered that when companies in the mining industry commence operations in the district, they have the advantage of established Shire services and infrastructure, which have been provided by the rates contributed in the long term by ratepayers in other sectors; and that these ratepayers will continue in the long term to contribute in the same way. The maintenance of Shire assets and services is for the benefit of all users, long term and short, however over time, much of this burden will fall upon the long term ratepayers.

With this in mind, it is not uncommon for operators of mining activities to be present in the district for a short period of time with the prospect of withdrawing substantial profits while in the district. In the past some of this wealth was retained in the district as staff members and their families were usually residents as well, however this is now not the case with fly in fly out operations. This is not a criticism but simply recognises the often transitory nature of mining enterprises. However, the mining sector stands to be a beneficiary of the existence and maintenance of the Shire's assets and services to the extent that the mining operators and their connections use them.

The reason for the UV mining rate and the UV mining minimum payment is to assist the Shire to make up the deficiency in its revenue at a level which is fair in all of the circumstances.

9.3.6 REVIEW OF SCHEDULE OF FEES AND CHARGES

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
Date: 14th May 2014
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

This report presents the proposed 2014/2015 Schedule of Fees and Charges to Council for its consideration.

ATTACHMENT

2014/2015 Schedule of Fees & Charges

BACKGROUND

The Local Government Act 1995 allows Councils to recoup some costs through the implementation of a Schedule of Fees and Charges.

COMMENT

The Schedule of Fees and Charges is included as part of the Statutory Budget and should be reviewed at least annually.

CONSULTATION

Administration Staff

STATUTORY ENVIRONMENT

Local Government Act 1995 section 6.16 allows for the setting of the Schedule of Fees & Charges.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The Schedule of Fees and Charges allows Council to recoup some of the costs it incurs while performing its functions. The Schedule of Fees and Charges are adopted as part of the Annual Budget

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

140509 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 9.3.6

Moved: Councillor Cosgrove

Seconded: Councillor Lucken

That Council reviews the proposed 2014/15 Schedule of Fees and Charges as attached and makes any additions, deletions or modifications as it sees fit.

CARRIED 7/0

SHIRE OF MINGENEW

List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
ADMINISTRATION				
COUNCILLOR MEETING FEE				
Annual Meeting Sitting Fee:				
President	\$ -	\$ -	\$ -	\$ 6,000.00
Deputy President	\$ -	\$ -	\$ -	\$ 4,000.00
Councillors - Each x 5	\$ -	\$ -	\$ -	\$ 3,500.00
Other Payments				
Presidents Allowance	\$ -	\$ -	\$ -	\$ 7,000.00
Deputy Presidents Allowance	\$ -	\$ -	\$ -	\$ 1,750.00
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 (HARD COPY)				
Per Month	\$ 7.50	\$ 6.82	\$ 0.68	\$ 7.50
Per Year	\$ 55.00	\$ 50.00	\$ 5.00	\$ 55.00
ELECTORAL ROLLS (HARD COPY)				
Per Ward	\$ 15.00	\$ 13.64	\$ 1.36	\$ 15.00
District Roll	\$ 25.00	\$ 22.73	\$ 2.27	\$ 25.00
GOVERNANCE OFFICER				
Onsite / Remote - Per Hour	\$ 79.20	\$ 72.00	\$ 7.20	\$ -
Travel - Per Hour (all inclusive of hours and kms)	\$ 66.00	\$ 60.00	\$ 6.00	\$ -
GENERAL PURPOSE FUNDING				
RATES ENQUIRIES				
Change of ownership advices	\$ 42.35	\$ 38.50	\$ 3.85	\$ 42.35
Instalment - administration fee	\$ 11.00	\$ 10.00	\$ 1.00	\$ 10.00

SHIRE OF MINGENEW

List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
--	-----------------------	----------	-----	-----------------------

LAW, ORDER AND PUBLIC SAFETY

DOG REGISTRATION FEES (set by Dog Act)

Sterilised Dog

One Year

Normal Fee	\$ 20.00	\$ 20.00	\$ -	\$ 10.00
------------	----------	----------	------	----------

Pensioner Concession	\$ 10.00	\$ 10.00	\$ -	\$ 5.00
----------------------	----------	----------	------	---------

Three Years

Normal Fee	\$ 42.50	\$ 42.50	\$ -	\$ 18.00
------------	----------	----------	------	----------

Pensioner Concession	\$ 21.25	\$ 21.25	\$ -	\$ 9.00
----------------------	----------	----------	------	---------

Lifetime

Normal Fee	\$ 100.00	\$ 100.00	\$ -	\$ 18.00
------------	-----------	-----------	------	----------

Pensioner Concession	\$ 50.00	\$ 50.00	\$ -	\$ 9.00
----------------------	----------	----------	------	---------

Unsterilised Dog

One Year

Normal Fee	\$ 50.00	\$ 50.00	\$ -	\$ 30.00
------------	----------	----------	------	----------

Pensioner Concession	\$ 25.00	\$ 25.00	\$ -	\$ 15.00
----------------------	----------	----------	------	----------

Three Years

Normal Fee	\$ 120.00	\$ 120.00	\$ -	\$ 75.00
------------	-----------	-----------	------	----------

Pensioner Concession	\$ 60.00	\$ 60.00	\$ -	\$ 37.50
----------------------	----------	----------	------	----------

Lifetime

Normal Fee	\$ 250.00	\$ 250.00	\$ -	\$ 18.00
------------	-----------	-----------	------	----------

Pensioner Concession	\$ 125.00	\$ 125.00	\$ -	\$ 9.00
----------------------	-----------	-----------	------	---------

CAT REGISTRATION FEES (set by Cat Act)

All Cat have to be Sterilised and Micro Chipped prior to Registration

One Year

Normal Fee - after 31st May of any year	\$ 10.00	\$ 10.00	\$ -	\$ -
---	----------	----------	------	------

Normal Fee - prior to 31st May of any year	\$ 20.00	\$ 20.00	\$ -	\$ -
--	----------	----------	------	------

Three Years

Normal Fee	\$ 42.50	\$ 42.50	\$ -	\$ -
------------	----------	----------	------	------

Lifetime

Normal Fee	\$ 100.00	\$ 100.00	\$ -	\$ -
------------	-----------	-----------	------	------

Approval to Breed

Normal Fee - per breeding cat (male or female)	\$ 100.00	\$ 100.00	\$ -	\$ -
--	-----------	-----------	------	------

REPLACEMENT TAGS - CATS & DOGS

Replacement Tag Fee	\$ 11.00	\$ 10.00	\$ 1.00	\$ -
---------------------	----------	----------	---------	------

ANIMAL IMPOUNDING FEES

1st Day	\$ 44.00	\$ 40.00	\$ 4.00	\$ 44.00
---------	----------	----------	---------	----------

Additional days	\$ 16.50	\$ 15.00	\$ 1.50	\$ 16.50
-----------------	----------	----------	---------	----------

Authorised destruction of Animal	\$ 44.00	\$ 40.00	\$ 4.00	\$ 44.00
----------------------------------	----------	----------	---------	----------

Kennel Registration - Dogs only	\$ 50.00	\$ 50.00	\$ -	\$ 50.00
---------------------------------	----------	----------	------	----------

SCHEDULE OF ANIMAL INFRINGEMENT FEES

Charged in accordance with the Dog Act 1976 and Cat Act 2011

SHIRE OF MINGENEW
List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
HEALTH				
SEPTIC TANK FEES				
Refer to Health Regulations Statutory Fees	\$ 226.00	\$ 226.00	\$ -	\$ 226.00
ITINERANT VENDORS				
Annual license fee	\$ 341.00	\$ 310.00	\$ 31.00	\$ 341.00
HOUSING				
RENTALS (per week)				
Staff Housing / or as negotiated	\$ 110.00	\$ 110.00	\$ -	\$ 90.00
Non - Staff Housing / or as negotiated	\$ 250.00	\$ 250.00	\$ -	\$ 250.00
Executive 4 x 2 Houses (supplied by Karara)	\$ 300.00	\$ 300.00	\$ -	\$ 350.00
Triplex - staff	\$ 95.00	\$ 95.00	\$ -	\$ 80.00
Triplex - non staff / or as negotiated	\$ 150.00	\$ 150.00	\$ -	\$ 125.00
Aged Persons Units - 1 bedroom	\$ 85.00	\$ 85.00	\$ -	\$ 80.00
Aged Persons Units - 2 bedroom	\$ 120.00	\$ 120.00	\$ -	\$ 115.00
Mingenew / Irwin Group Residence	as negotiated			as negotiated
Silver Chain residence	as negotiated			as negotiated
COMMUNITY AMENITIES				
REFUSE CHARGES				
240 Litre Bin Collection	\$ 220.00	\$ 200.00	\$ 20.00	\$ 220.00
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
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

SHIRE OF MINGENEW List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
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
Arts & Crafts Group - Per Meeting	\$ 22.00	\$ 20.00	\$ 2.00	\$ -
OTHER				
Museum/Historical Society	\$ -	\$ -	\$ -	\$ -
Little Echidna Daycare Centre - per week	\$ 25.00	\$ 23.00	\$ 2.00	\$ 25.00
Arts & Crafts Group - Railway Station Annual Lease	\$ -	\$ -	\$ -	\$ -
Equipment Hire (Per Item)				
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
BONDS & CLEANING/DAMAGES - ALL VENUES				
Hire Bond Fees				
Venues where liquor may be provided - Commercial	\$ 500.00	\$ 500.00	\$ -	\$ 500.00
Venues where liquor may be provided - Local Organisations	\$ 250.00	\$ 250.00	\$ -	\$ 250.00
Cleaning of / Damages to Venue				
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. (per hour or part there of)				
	\$ 60.00	\$ 54.55	\$ 5.45	\$ 40.00
Damages	Actual Cost of Repairs + 25% Admin Fee			

SHIRE OF MINGENEW

List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
SPORTING CLUB LEASES				
Football Club (per annum)	\$ 4,268.00	\$ 3,880.00	\$ 388.00	\$ 4,268.00
Cricket Club (per annum)	\$ 2,612.50	\$ 2,375.00	\$ 237.50	\$ 2,612.50
Hockey Club (per annum)	\$ 2,612.50	\$ 2,375.00	\$ 237.50	\$ 2,612.50
Netball Club (per annum)	\$ 1,100.00	\$ 1,000.00	\$ 100.00	\$ 957.00
Basketball (if operating)	\$ -	\$ -	\$ -	\$ -
Tennis Club (per annum)	\$ 4,268.00	\$ 3,880.00	\$ 388.00	\$ 4,268.00
Lions Club - Expo	\$ 3,300.00	\$ 3,000.00	\$ 300.00	\$ 3,300.00
Polocrosse Club (per annum)	\$ 621.50	\$ 565.00	\$ 56.50	\$ 621.50
Turf Club (per annum)	\$ 4,268.00	\$ 3,880.00	\$ 388.00	\$ 4,268.00
Golf Club (per annum)	\$ 2,612.50	\$ 2,375.00	\$ 237.50	\$ 2,612.50
Bowling Club (per annum)	\$ 4,268.00	\$ 3,880.00	\$ 388.00	\$ 4,268.00
HORSE PADDOCK LEASES				
Lease area = 0.2 Ha (per annum)	\$ 110.00	\$ 100.00	\$ 10.00	\$ -
ECONOMIC SERVICES				
BUILDING LICENSE FEES				
Set by Other Legislation: Building Regulation 1989				
Class 1 & 10 Buildings - Certified				
Building Licence - 0.19% of 10/11 of Project Value (min \$90)	As per Act			As per Act
BCITF Levy - Estimated Value x 0.2%	As per Act			As per Act
Builders Registration Board Levy	\$ 40.50	\$ 40.50		\$ 40.50
Owner Builder	\$ 119.00	\$ 119.00		\$ 119.00
Class 2 - 9 Buildings - Certified				
Building Licence - 0.09% of 10/11 of Project Value (min \$90)				\$ -
BCITF Levy - Estimated Value x 0.2%	\$ -			\$ -
Builders Registration Board Levy	\$ 40.50	\$ 40.50		\$ 40.50
Class 1 & 10 Buildings - Uncertified				
Demolition Licence - 0.19% of 10/11 of Project Value (min \$90)				
Class 2 - 9 Buildings - Uncertified				
Demolition Licence - 0.09% of 10/11 of Project Value (min \$90)				
Application for Building Approval - 0.09% of 10/11 of Project Value				
BUILDING INSPECTION FEE (EHO/BS)	\$ 77.00	\$ 70.00	\$ 7.00	\$ 77.00
STANDPIPE WATER (per kl)	\$ 4.00	\$ 3.64	\$ 0.36	\$ 4.00

SHIRE OF MINGENEW

List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
OTHER PROPERTY AND SERVICES				
COMMUNITY BUS HIRE				
<i>Midwest = North Midlands, the City of Greater Geraldton and Shire of Irwin</i>				
Category 1 - Mingenew Primary School & Seniors				
Daily Hire Fee (Includes Unlimited Km's)	\$ 70.00	\$ 63.64	\$ 6.36	\$ 77.00
Hourly Hire Fee (Included Unlimited Km's)	\$ 10.00	\$ 9.09	\$ 0.91	\$ 10.00
Category 2 - Community & Sporting Groups and Ratepayers				
Daily Hire Fee - Within Midwest	\$ 70.00	\$ 63.64	\$ 6.36	\$ 77.00
Hourly Hire Fee - Within Midwest	\$ 10.00	\$ 9.09	\$ 0.91	\$ 10.00
Daily Hire Fee - Outside Midwest	\$ 140.00	\$ 127.27	\$ 12.73	\$ 140.00
Per Kilometre Fee	\$ 0.70	\$ 0.64	\$ 0.06	\$ 0.70
<i>Category 2 hire charges either per Km rate or daily/hourly rate whichever the lesser.</i>				
Category 3 - Business/Commercial & Private Groups				
Daily Hire Fee	\$ 140.00	\$ 127.27	\$ 12.73	\$ 77.00
Per Kilometre Fee	\$ 1.40	\$ 1.27	\$ 0.13	\$ 0.70
	\$ -	\$ -	\$ -	
Bonds - All Categories				
Vehicle Hire	\$ 300.00	\$ 300.00	\$ -	\$ 300.00
Cleaning	\$ 60.00	\$ 60.00	\$ -	\$ 60.00
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
Bobcat	\$ 99.00	\$ 90.00	\$ 9.00	\$ -
Small Truck - Contractor	\$ 121.00	\$ 110.00	\$ 11.00	\$ 110.00
Small Truck - Ratepayer	\$ 109.00	\$ 99.09	\$ 9.91	\$ 99.00
Ute with fogger - Not including Chemicals	\$ 99.00	\$ 90.00	\$ 9.00	\$ -
LABOURER (per hour)	\$ 50.00	\$ 45.45	\$ 4.55	\$ 40.00
Penalty rates will apply if overtime is involved				

SHIRE OF MINGENEW
List of Fees and Charges

	2014/15 Total Cost	Net Cost	GST	2013/14 Total Cost
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)	\$ 165.00	\$ 150.00	\$ 15.00	\$ 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

9.4 HEALTH, BUILDING AND TOWN PLANNING

No reports.

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

Nil.

11.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

11.1 ELECTED MEMBERS

11.2 STAFF

140510A COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 11.2

Moved: Councillor Pearce

Seconded: Councillor Gledhill

That Items 11.2.1 & 11.2.2 be entered as items of an urgent nature introduced by Resolution of Council.

CARRIED 7/0

11.2.1 REQUEST FOR A TEMPORARY INCREASE TO OVERDRAFT FACILITY

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: Nil
Date: 20th May 2014
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

Council is requested to approve the temporary increase of Council’s overdraft facility from \$200,000 to \$400,000 to satisfy possible short term cash flow needs.

ATTACHMENT

Nil

BACKGROUND

Council currently has an overdraft facility with a currently allowable limit of \$200,000, as of the 20th May 2014 Council’s Municipal Account and Business Cash Management Account have a combined value of \$14,671.56.

COMMENT

The following is an estimation of cash flows to the 31st August 2014:

ESTIMATED CASH FLOW	
For Period 20th May to 31st August 2014	
Cash at Bank as at 20th May 2014	\$ 14,671.56
Major receipts expected	
- 2012/2014 CLGF Regional Grant	\$ 330,000.00
- Private Works est	\$ 100,000.00
- ISA Officer Recoups - 4 @ \$15,000 est	\$ 60,000.00
- Governance Officer - Hire Fees est	\$ 12,104.00
- RRG Final Claims	\$ 68,399.10
General Receipting - est \$5,000 per month	\$ 15,000.00
Estimate 2014/2015 Rate Receipts	\$ 45,000.00
Estimated Income for Period	\$ 645,174.66
Creditors outstanding as at 20th May 2014 - Act	(\$ 138,301.34)
Major Creditors expected	
- Main Roads - Yarragadee Bridge	(\$ 200,000.00)
- Main Roads - Coalseam Bridge	(\$ 110,000.00)
- Road works as requested in budget var	(\$ 45,300.00)
Payroll - 8 @ \$30,000 est	(\$ 240,000.00)
General Operating Costs - est \$100,000 per month	(\$ 300,000.00)
Estimated Expenditure for Period	(\$ 1,033,601.34)
ESTIMATED SURPLUS/(DEFICIT) FOR PERIOD	(\$ 388,426.68)

The figures indicated above are a near worst case scenario, the General Operating Costs indicated at \$100,000 per month is at the high end of estimates and the \$200,000 indicated as a payment to Main Roads for the Yarragadee Bridge repairs will more than likely be paid after the Rates due by date which should be in early to mid-September 2014.

Conversely, the expected revenues received from Rates by the end of August 2014 are indicated at the lower end of expectations. It is intended to raise rates in late July as soon as the budget is adopted and thus have the full month of August for the receipt of rates where as in the past, Rates have not been raised until mid-august to keep this in line with previous years.

This requested increase to Councils overdraft facility is intended only for the short term and will revert to its original limit once the bulk of Rates and other initial grant funding have been received.

CONSULTATION

Mike Sully – Chief Executive Officer

Dale Pearse – NAB Geraldton – Business Banking Manager

Robyn Duncan – Business Services Co-Ordinator – Main Road WA - Mid-West Region

Vern McKay – Principal Projects Officer – Department of Local Government & Communities

STATUTORY ENVIRONMENT

Local Government Act 1995, section 6.20 – Power to Borrow

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

If approved, this will be a temporary increase to Councils credit facilities with the National Australia Bank and will revert to its long term level of \$200,000 once cash flows improve.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

140510 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 11.2.1

Moved: Councillor Sobey

Seconded: Councillor Newton

That Council authorises

- 1. the temporary increase in Council's Municipal Fund bank account overdraft facility with the National Australia Bank from \$200,000 to \$400,000; and**
- 2. the signing of the required bank documentation by the Acting Chief Executive Officer and Shire President.**

CARRIED BY ABSOLUTE MAJORITY 7/0

11.2.2 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Location/Address: Shire of Mingenew
Name of Applicant: Shire of Mingenew
Disclosure of Interest: It is intended to recommend the Author as Acting Chief Executive Officer
Date: 20th May 2014
Author: Cameron Watson – Manager Finance & Administration

SUMMARY

Council is requested to approve the appointment of the Manager Finance and Administration as Acting Chief Executive Officer during the absence of the Chief Executive Officer.

ATTACHMENT

Nil

BACKGROUND

The Chief Executive Officer has today applied for extended sick leave which has resulted in the need appoint an individual to act in this capacity.

COMMENT

The Chief Executive Officer has accrued sick leave available.

CONSULTATION

Michelle Bagley – Shire President

STATUTORY ENVIRONMENT

Local Government Act 1995, section 5.39 (1a) (a) allows for an employee to act in the capacity for not more than 12 months without a written contract for the position in which they are acting.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

A higher duties amount is normally payable to an employee who is acting in a position more senior to their usual position. It is intended to authorise the Shire President to negotiate any higher duties payments.

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Absolute Majority

140511 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 11.2.2

Moved: Councillor Cosgrove

Seconded: Councillor Gledhill

1. appoint the Manager Finance and Administration, Mr Cameron Watson, to the position of Acting Chief Executive Officer for the duration of the Chief Executive Officers absence or until such other time as Council sees fit; and
2. authorises the Shire President to negotiate a higher duties rate that is agreeable to both parties.

CARRIED BY ABSOLUTE MAJORITY 7/0

12.0 CONFIDENTIAL ITEMS

12.1 STAFF MATTER

140512 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 12

Moved: Councillor Gledhill

Seconded: Councillor Pearce

That the meeting move behind closed doors to discuss Item 12.1 which is of a confidential nature.

CARRIED 7/0

Manager of Finance and Administration and Community Development Officer left at 4.24pm

140513 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 12.1

Moved: Councillor Lucken

Seconded: Councillor Gledhill

Item 12.1 – Decision to call a special meeting to discuss a staff matter, was accepted.

CARRIED 7/0

140514 COUNCIL DECISION (OFFICER'S RECOMMENDATION) – ITEM 12

Moved: Councillor Newton

Seconded: Councillor Lucken

That the meeting move from behind closed doors and normal business be resumed.

CARRIED 7/0

Manager of Finance and Administration and Community Development Officer returned 4.37pm

13.0 TIME AND DATE OF NEXT MEETING

That the next Ordinary Council Meeting be held on 18 June 2014 commencing at 4.00pm.

14.0 CLOSURE

The Shire President thanked all for attending and declared the meeting closed at 4.38pm

These minutes were confirmed at an Ordinary Council meeting on 18 June 2014

Signed _____
Presiding Officer

Date: _____