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## INDEX

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0510.01	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS .....	2
0510.02	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE .....	2
0510.03	RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE .....	2
0510.04	PUBLIC QUESTION TIME .....	2
0510.05	APPLICATIONS FOR LEAVE OF ABSENCE .....	3
0510.06	CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS .....	3
0510.07	ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION .....	3
0510.08	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS.....	3
0510.09	REPORTS OF COMMITTEES/MEMBERS .....	3
0510.10	REPORTS OF OFFICERS.....	3
10.2.	HEALTH, BUILDING AND TOWN PLANNING.....	4
10.2.1	OCCUPATIONAL HEALTH AND SAFETY .....	5
10.2.2	SHIRE OF MULLEWA LOCAL PLANNING STRATEGY AND LOCAL PLANNING SCHEME NO2 DISTRICT SCHEME .....	11
10.3	WORKS, PLANT, PARKS AND GARDENS .....	12
10.3.1	GRAVEL AND SAND ACQUISITION POLICY.....	12
10.4	FINANCE AND GENERAL PURPOSE .....	14
10.4.1	STATEMENT OF FINANCIAL ACTIVITY .....	14
10.4.2	FINANCE REPORT MARCH 2010 .....	<b>ERROR! BOOKMARK NOT DEFINED.</b>
10.4.3	FINANCE REPORT APRIL 2010.....	20
10.4.4	ACCOUNTS FOR PAYMENT MAY 2010.....	22
10.4.5	MULLEWA AGRICULTURAL SHOW.....	23
10.4.6	MIDWEST REGIONAL COUNCIL DRAFT BUDGET.....	24
10.4.7	PLAN FOR THE FUTURE 2010/2011-2011/2012 ADOPTION OF .....	25
10.4.8	MULLEWA FOOTBALL CLUB.....	26
10.5	CHIEF EXECUTIVE OFFICERS REPORT .....	27
10.5.1	LOCAL GOVERNMENT REFORM- UPDATE .....	27
13	DELEGATED AUTHORITY .....	28
13.1	MUNICIPAL SEAL- EXERCISING DELEGATED AUTHORITY TO AFFIX.....	28
13.2	MUNICIPAL SEAL- EXERCISING DELEGATED AUTHORITY TO AFFIX.....	29
14.	NEW BUSINESS.....	30
14.1	PLANT REPLACEMENT- PROGRAM OF.....	30
0510.13	CLOSURE OF MEETING.....	32

**MINUTES OF THE ORDINARY MEETING OF THE SHIRE OF MULLEWA HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 19<sup>th</sup> MAY 2010.****0210.01 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

1:05 pm The President declared the meeting open.

**0210.02 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE****PRESENT:**

Councillor A J (Nino) Messina – President	(West Ward)
Councillor B I N (Barbara) Thomas – Deputy President	(East Ward)
Councillor M D (Mick) Tierney	(Central Ward)
Councillor K P (Kim) Keeffe	(South Ward)
Councillor A J (Andrew) Messina	(South Ward)

**OFFICERS:**

Mr TA (Tom) Hartman - Chief Executive Officer  
Ms NJ (Noelene) Holmes – Deputy Chief Executive Officer  
Miss JM (Jenna) May- Executive Secretary

**APOLOGIES:**

Councillor A J (Tony) Crudeli	(Central Ward)
Councillor J L (Julie) Freeman	(Central Ward)

**LEAVE OF ABSENCE:**

Nil

**VISITORS:**

Students Mullewa District High School: Kieran Crudeli (1.05- 1.10pm)

Teacher: Joel Shinkfield (1.05- 1.10pm)

**0210.03 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**0210.04 PUBLIC QUESTION TIME**

Students from Mullewa District High School raised the following questions-

1. What sort of projects will be running in the Men's Shed?

The CEO advised that they are not quite sure what the projects will be as they are still in the planning stages.

2. What age do you have to be to participate?

The President advised that it will be limited to 'Men'

3. Will it be open to the older secondary students from the school?

The CEO advised that they will be encouraging more involvement between men and younger men. He also suggested that bush camps may be considered in the future.

<b>0210.05</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>
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Nil

<b>0210.06</b>	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b>
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**Moved:** K P Keefe                      **Seconded:** B I N Thomas

**COUNCIL DECISION: THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 21<sup>st</sup> APRIL 2010, AS PRINTED BE CONFIRMED.**

**CARRIED 5/0**

<b>0210.07</b>	<b>ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION</b>
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Nil

<b>0210.08</b>	<b>PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS</b>
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Nil

<b>0210.09</b>	<b>REPORTS OF COMMITTEES/MEMBERS</b>
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<b>0210.10</b>	<b>REPORTS OF OFFICERS</b>
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## 10.2 HEALTH, BUILDING AND TOWN PLANNING

### 10.2.1 OCCUPATIONAL HEALTH AND SAFETY POLICY

DATE OF MEETING: 19<sup>th</sup> May 2010

LOCATION/ADDRESS:

NAME OF APPLICANT:

FILE REFERENCE: ADM0158

PREVIOUS MINUTE/S &  
REFERENCE:

DATE AND AUTHOR: 6 May 2010 Gail Richards

DISCLOSURE OF  
INTEREST: Author has no disclosure of interest.

SUMMARY To replace Policy 1224 with updated version of Occupational Safety and Health Policy

BACKGROUND:

#### **Old policy 1224 (adopted 0504.43)**

To promote and maintain the highest degree of health, safety and well-being of all staff by aiming to-

- Prevent accidents and ill health caused by working conditions.
- Protect staff from any health hazard which may arise out of their work or the conditions in which it is carried out, and
- Place and maintain staff in an occupational environment designed to satisfy their needs for health, safety and well-being a work.

To provide for-

- The establishment and maintenance of work practices which are safe and minimise risk to health
- All levels of management and supervisory staff to be responsible and accountable for minimising the potential for occupational injury to illness of staff within their area of responsibility.
- Training, placing and supervising all staff to enable the safe performance of duties, and
- Development and implementation of preventative strategies which include workplace and job design, the identification of hazards in the workplace and taking of appropriate remedial action to control the hazards.

Safety is considered a shared responsibility and Council will strive to ensure the compliance and integrity of this policy is maintained.

#### **To be replaced with a new policy**

#### **Policy Statement**

The Shire of Mullewa is committed to providing a safe and healthy work environment, so far as practicable, for all employee, contractors and visitors by conforming to current applicable legislation, regulations, code of practice, guidance notes and national standards.

To fulfil the objectives of this policy, management is committed to regular consultation with employees to ensure that the policy operates effectively

and that safety and health issues are managed effectively.

### **Scope**

This policy applies to all Shire of Mullewa employees, contractors and visitors.

### **Objectives**

The objectives of this policy are to achieve:

- An annual reduction in workplace injuries and diseases
- The identification, elimination and/or control of workplace hazards according to the hierarchy of control.
- The provision and maintenance of a safe working environment, safe plant and safe systems of work.
- The provision of information, supervision and training to employees to ensure work is performed safely and to a high standard and employees are aware of workplace hazards and methods of control of these hazards.
- A Safety culture where best practice initiatives are entrenched in daily business activities.
- Compliance with the relevant Occupational Safety and Health legislation, Standards and Codes of Practice

### **Responsibilities**

Safety is considered a shared responsibility and the council will strive to ensure the compliance and integrity of this policy is maintained.

The **Chief Executive Officer** is responsible for implementation and monitoring of this policy.

The **Administration Officer** is assigned the authority to act as the Safety Co-coordinator and is responsible for initiating and driving all safety and health strategies on behalf of the Chief Executive Officer. The Administration Officer is responsible for ensuring the OSH management system is established and performance of the system is reported to the Chief Executive Officer.

**Supervisors** are responsible for ensuring the following:

- All employees, contractors, volunteers and visitors adopt and maintain safe work practices
- Ensure employees, contractors, volunteers and visitors use the correct and appropriate Personal Protective Equipment for the relevant task.
- Ensure operators of plant and machinery (including contractors) are adequately trained in the equipment use and hold the appropriate certification and licences.
- Ensure all Shire of Mullewa plant and equipment is maintained in a safe working condition.
- Ensure employees are provided with the appropriate information to meet legislation requirements about potential hazards in the workplace.
- Investigate report and address risks, hazards and incidents in the

workplace.

**Employees**

- Have a duty to take care and are responsible for their own safety and health and of others affected by their actions at work;
- Must comply with the Shire of Mullewa’s safety procedures and supervisors reasonable directions;
- Must not wilfully interfere with or misuse items of facilities provided in the interests of safety, health and welfare of Shire of Mullewa employees, contractors, volunteers or visitors;
- Must promptly report potential and actual hazards and incidents; including near misses; to their supervisor and/or elected safety and health representatives.

**Contractors, Volunteers, Visitors and Elected Members**

Contractors, volunteers, visitors and elected members to the Shire will be required to take every practicable step to meet the safety requirements set by the Shire of Mullewa.

**References**

Occupational Safety and Health Act 1984  
 Occupational Safety and Health Regulations 1995  
 Relevant Codes of Practice & Guidance Notes  
 Australian Standard 4801

**Policy Adopted on** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Signature:** \_\_\_\_\_ / / \_\_\_\_\_  
**Nino Messina**  
**Shire President**

**Signature:** \_\_\_\_\_ / / \_\_\_\_\_  
**Tom Hartman**  
**Chief Executive Officer**

**Signature:** \_\_\_\_\_ / / \_\_\_\_\_  
**Gail Richards**  
**Safety and Health Representative/Employee**

COMMENT: This draft copy of the new OSH policy was circulate to all staff for comment late last year for comment, no comment return

CONSULTATION: With Regional Risk coordinator – Midwest Region, Local Government Insurance Services

STATUTORY ENVIRONMENT: There are no known statutory implications at this time.

POLICY IMPLICATIONS: There are no known policy implications at this time.

FINANCIAL IMPLICATIONS: There are no known financial implications at this time.

STRATEGIC IMPLICATIONS: There are no known strategic implications at this time.

VOTING REQUIREMENT: Simple majority

OFFICER  
RECOMMENDATION

THAT COUNCIL DELETE EXISTING OCCUPATION HEALTH AND SAFETY POLICY 1224 AND ADOPT AND REPLACE WITH THE FOLLOWING –

## OCCUPATIONAL HEALTH AND SAFETY

*Policy Statement*

*The Shire of Mullewa is committed to providing a safe and healthy work environment, so far as practicable, for all employee, contractors and visitors by conforming to current applicable legislation, regulations, code of practice, guidance notes and national standards.*

*To fulfil the objectives of this policy, management is committed to regular consultation with employees to ensure that the policy operates effectively and that safety and health issues are managed effectively.*

*Scope*

*This policy applies to all Shire of Mullewa employees, contractors and visitors.*

*Objectives*

*The objectives of this policy are to achieve:*

- *An annual reduction in workplace injuries and diseases*
- *The identification, elimination and/or control of workplace hazards according to the hierarchy of control.*
- *The provision and maintenance of a safe working environment, safe plant and safe systems of work.*
- *The provision of information, supervision and training to employees to ensure work is performed safely and to a high standard and employees are aware of workplace hazards and methods of control of these hazards.*
- *A Safety culture where best practice initiatives are entrenched in daily business activities.*
- *Compliance with the relevant Occupational Safety and Health legislation, Standards and Codes of Practice*

*Responsibilities*

*Safety is considered a shared responsibility and the council will strive to ensure the compliance and integrity of this policy is maintained.*

*The Chief Executive Officer is responsible for implementation and monitoring of this policy.*

*The Administration Officer is assigned the authority to act as the Safety Co-coordinator and is responsible for initiating and driving all safety and health strategies on behalf of the Chief Executive Officer. The Administration Officer is responsible for ensuring the OSH management system is established and performance of the system is reported to the Chief Executive Officer.*

*Supervisors are responsible for ensuring the following:*

- *All employees, contractors, volunteers and visitors adopt and maintain safe work practices*
- *Ensure employees, contractors, volunteers and visitors use the*

correct and appropriate Personal Protective Equipment for the relevant task.

- Ensure operators of plant and machinery (including contractors) are adequately trained in the equipment use and hold the appropriate certification and licences.
- Ensure all Shire of Mullewa plant and equipment is maintained in a safe working condition.
- Ensure employees are provided with the appropriate information to meet legislation requirements about potential hazards in the workplace.
- Investigate report and address risks, hazards and incidents in the workplace.

#### Employees

- Have a duty to take care and are responsible for their own safety and health and of others affected by their actions at work;
- Must comply with the Shire of Mullewa's safety procedures and supervisors reasonable directions;
- Must not wilfully interfere with or misuse items of facilities provided in the interests of safety, health and welfare of Shire of Mullewa employees, contractors, volunteers or visitors;
- Must promptly report potential and actual hazards and incidents; including near misses; to their supervisor and/or elected safety and health representatives.

#### Contractors, Volunteers, Visitors and Elected Members

Contractors, volunteers, visitors and elected members to the Shire will be required to take every practicable step to meet the safety requirements set by the Shire of Mullewa.

#### References

Occupational Safety and Health Act 1984  
Occupational Safety and Health Regulations 1995  
Relevant Codes of Practice & Guidance Notes  
Australian Standard 4801

Policy Adopted on \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_ /\_\_\_\_/\_\_\_\_  
Nino Messina  
Shire President

Signature: \_\_\_\_\_ /\_\_\_\_/\_\_\_\_  
Tom Hartman  
Chief Executive Officer

Signature: \_\_\_\_\_ /\_\_\_\_/\_\_\_\_  
Gail Richards  
Safety and Health Representative/Employee

**Moved:** Andrew Messina

**Seconded:** M D Tierney

**COUNCIL DECISION: THAT COUNCIL DELETE EXISTING OCCUPATION HEALTH AND SAFETY POLICY 1224 AND ADOPT AND REPLACE WITH THE FOLLOWING –**

## **OCCUPATIONAL HEALTH AND SAFETY**

### **Policy Statement**

The Shire of Mullewa is committed to providing a safe and healthy work environment, so far as practicable, for all employee, contractors and visitors by conforming to current applicable legislation, regulations, code of practice, guidance notes and national standards.

To fulfil the objectives of this policy, management is committed to regular consultation with employees to ensure that the policy operates effectively and that safety and health issues are managed effectively.

### **Scope**

This policy applies to all Shire of Mullewa employees, contractors and visitors.

### **Objectives**

The objectives of this policy are to achieve:

- An annual reduction in workplace injuries and diseases
- The identification, elimination and/or control of workplace hazards according to the hierarchy of control.
- The provision and maintenance of a safe working environment, safe plant and safe systems of work.
- The provision of information, supervision and training to employees to ensure work is performed safely and to a high standard and employees are aware of workplace hazards and methods of control of these hazards.
- A Safety culture where best practice initiatives are entrenched in daily business activities.
- Compliance with the relevant Occupational Safety and Health legislation, Standards and Codes of Practice

### **Responsibilities**

Safety is considered a shared responsibility and the council will strive to ensure the compliance and integrity of this policy is maintained.

The Chief Executive Officer is responsible for implementation and monitoring of this policy.

The Administration Officer is assigned the authority to act as the Safety Co-coordinator and is responsible for initiating and driving all safety and health strategies on behalf of the Chief Executive Officer. The Administration Officer is responsible for ensuring the OSH management system is established and performance of the system is reported to the Chief Executive Officer.

Supervisors are responsible for ensuring the following:

- All employees, contractors, volunteers and visitors adopt and maintain safe work practices
- Ensure employees, contractors, volunteers and visitors use the correct and appropriate Personal Protective Equipment for the relevant task.
- Ensure operators of plant and machinery (including contractors) are adequately trained in the equipment use and hold the appropriate certification and licences.
- Ensure all Shire of Mullewa plant and equipment is maintained in a safe working condition.
- Ensure employees are provided with the appropriate information to meet legislation requirements about potential hazards in the workplace.
- Investigate report and address risks, hazards and incidents in the workplace.

**Employees**

- Have a duty to take care and are responsible for their own safety and health and of others affected by their actions at work;
- Must comply with the Shire of Mullewa’s safety procedures and supervisors reasonable directions;
- Must not wilfully interfere with or misuse items of facilities provided in the interests of safety, health and welfare of Shire of Mullewa employees, contractors, volunteers or visitors;
- Must promptly report potential and actual hazards and incidents; including near misses; to their supervisor and/or elected safety and health representatives.

**Contractors, Volunteers, Visitors and Elected Members**

Contractors, volunteers, visitors and elected members to the Shire will be required to take every practicable step to meet the safety requirements set by the Shire of Mullewa.

**References**

Occupational Safety and Health Act 1984  
Occupational Safety and Health Regulations 1995  
Relevant Codes of Practice & Guidance Notes  
Australian Standard 4801

Policy Adopted on \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_ / /  
Nino Messina  
Shire President

Signature: \_\_\_\_\_ / /  
Tom Hartman  
Chief Executive Officer

Signature: \_\_\_\_\_ / /

Gail Richards

Safety and Health Representative/Employee

CARRIED 5/0

<b>10.2.2</b>	<b>SHIRE OF MULLEWA LOCAL PLANNING STRATEGY &amp; LOCAL PLANNING SCHEME NO 2 DISTRICT SCHEME</b>
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DATE OF MEETING:	19 May 2010
LOCATION/ADDRESS:	-
NAME OF APPLICANT:	-
FILE REFERENCE:	513.03
PREVIOUS MINUTE/S & REFERENCE:	26 October 2007, May 2008
DATE AND AUTHOR:	14 May 2010 – Tom Hartman, Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY:	Report submits information concerning progress with the Mullewa Local Planning Strategy and Planning Scheme No 2.
BACKGROUND:	At the May 2008 meeting of Council the following resolution stated <ol style="list-style-type: none"> <li>1. <b>COUNCIL ADOPT THE DRAFT SHIRE OF MULLEWA TOWN PLANNING SCHEME No 2 DISTRICT SCHEME AND LOCAL PLANNING STRATEGY PURSUANT TO THE PLANNING AND DEVELOPMENT ACT 2005 AND REGULATION 13 OF THE TOWN PLANNING REGULATIONS 2667 AND PROCEED TO FORWARD THE DOCUMENTS TO THE DEPARTMENT FOR PLANNING AND INFRASTRUCTURE SEEKING THE WESTERN AUSTRALIAN PLANNING COMMISSION'S AND HON. MINISTER FOR PLANNING AND INFRASTRUCTURE'S CONSENT TO ADVERTISE.</b></li> <li>2. <b>PRIOR TO THE ADVERTISING CONSENT BEING REQUESTED FORWARD NOTICE OF THE RESOLUTION TO ADOPT THE SCHEME AND A COPY OF THE SCHEME AND STRATEGY TO THE ENVIRONMENTAL PROTECTION AUTHORITY TO DETERMINE WHETHER THE SCHEME SHOULD BE FORMALLY ASSESSED OR NOT.</b></li> <li>3. <b>DELEGATE TO THE CHIEF EXECUTIVE OFFICER TO UNDERTAKE MINOR MODIFICATIONS THAT DO NOT AFFECT OR AMEND THE INTENT OF THE DOCUMENT AS MAY BE REQUIRED BY THE WESTERN AUSTRALIAN PLANNING COMMISSION OR MINISTER FOR PLANNING AND INFRASTRUCTURE PRIOR TO ADVERTISING CONSENT BEING GRANTED.</b></li> </ol> <p>The Western Australian Planning Commission has responded to Councils request for consent to advertise. A copy of the letter is attached at <b>APPENDIX A</b></p>
COMMENT:	A copy of the modifications identified in the letter is attached at <b>APPENDIX B</b> and it is suggested that Councillors consider the changes and raise any concerns.
CONSULTATION:	Victoria Woods , Geraldton Branch - DPI
STATUTORY ENVIRONMENT:	Planning and Development Act 2005. Town Planning Regulations 2667 Environmental Protection Act 2686
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.

VOTING REQUIREMENT: Simple majority

OFFICER RECOMMENDATION THAT COUNCIL NOTE THE CONTENTS OF THE WAPC LETTER AND THE MODIFICATIONS AND MAKE COMMENT IF NECESSARY.

**Moved:** *B I N Thomas*                      **Seconded:** *M D Tierney*

COUNCIL DECISION:                      **THAT COUNCIL NOTE THE CONTENTS OF THE WAPC LETTER AND THE MODIFICATIONS AND MAKE COMMENT IF NECESSARY. CARRIED 5/0**

Jenna May left the meeting 1.35- 1.43PM  
Tom Hartman left the meeting 1.40- 1.42PM

### 10.3 WORKS, PLANT, PARKS AND GARDENS

<b>10.3.1</b>	<b>GRAVEL AND SAND ACQUISITION POLICY</b>
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DATE OF MEETING: 19 May 2010

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: 409

PREVIOUS MINUTE/S & REFERENCE: -

DATE AND AUTHOR: 11 July 2006 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY Report raises a draft policy on the acquisition of road building materials for consideration and adoption

BACKGROUND: At the April 2010 Council Information Session a subject was raised and discussed concerning the possible need to consider a policy for the acquisition of gravel from private property for the purpose of road construction and / or maintenance. There appeared to be some concern that the existing policies were not addressing the situation adequately.

The existing policies gravel/materials states:-

1324

**MATERIALS - AGREEMENT TO TAKE**

*[Adopted 9906.18]*

*Where works in lieu have been requested by the landowner, a formal arrangement to record the removal of gravel and other earthmoving materials from private land has been instituted. Such arrangement records the date, time, and nature of materials removed, the works proposed to be undertaken in lieu of payment, the period to which the agreement relates, and some certification by both the landowner and the Council that its obligations have been met. [Refer attached Form]*

1327

**GRAVEL RESOURCES – RECORDING OF**

*[Adopted 0602.28]*

*Council staff to maintain a record of all gravel taken from properties within the Shire, including date, location, source property, and location where deposited.*

COMMENT:

The following policy is submitted for adoption-

**POLICY No:** .....

**FORMER POLICY No:**.....

**GRAVEL AND SAND ACQUISITION:**

**OBJECTIVE:**

To provide clear guidelines for the acquisition of gravel and sand for construction and maintenance purposes.

**POLICY:**

1. That wherever possible the Council obtain road building materials for construction and maintenance purposes from private property by consultation with the landowner or his/hers authorised representative, in accordance with Schedule 3.2 of the Local Government Act 1995, with the Council responsible for:

- 1.1 Satisfactory rehabilitation of the pit area, including drainage, upon completion of extraction.
- 1.2 Construction where necessary and satisfactory repair of affected haul roads, gates, fences or other structures.
- 1.3 Negotiated compensation to the landowner for materials extracted and association justifiable imposts.
- 1.4 The value of gravel and sand is to be at a rate of \$1.00/m<sup>3</sup> and this fee be reviewed annually by Council.

2. Where landowners contribute to road works in providing without claim for compensation gravel material (for road construction or maintenance) or sand (for road construction, maintenance or general use), the Manager Works and Services be authorised to carry out private works at the request of the landowner, to the valuation of the landowner's contribution to the road works as assessed by the Manager Works and Services.

3. The private works in part 2 above may only be carried out on the property which materials have been extracted from, and subject to plant availability.

4. Prior to taking materials from private property, permission shall be obtained from the landowner or his/her authorised representative, in the form of a signed agreement as at **APPENDIX A**.

5. Once gravel has been pushed it legally becomes the property of the Shire and will be paid for in accordance with the measurements undertaken by the Manager for Works at the time gravel is removed from the property.

**ADOPTED:**

**LAST REVIEWED:**

All Councillors.

There are no known statutory implications at this time.

CONSULTATION:  
STATUTORY  
ENVIRONMENT:

POLICY New Policy 1218  
 IMPLICATIONS: Existing Policy 1324 & 1327  
 FINANCIAL IMPLICATIONS: There are no known financial implications at this time.  
 STRATEGIC IMPLICATIONS: There are no known strategic implications at this time.  
 VOTING REQUIREMENT: Simple majority  
 OFFICER RECOMMENDATION THAT COUNCIL ADOPT THE REVISED POLICY FOR THE ACQUISITION OF GRAVEL AND SAND FOR ROAD CONSTRUCTION AND MAINTENANCE.

**Moved:** *B I N Thomas* **Seconded:** *M D Tierney*

**COUNCIL DECISION:** **THAT COUNCIL ADOPT THE REVISED POLICY FOR THE ACQUISITION OF GRAVEL AND SAND FOR ROAD CONSTRUCTION AND MAINTENANCE SUBJECT TO A DELETION OF NUMBER 3 AND INCLUSION OF A COLUMN IN APPENDIX A TO INDICATE THE EXTENT OF PRIVATE WORKS TO BE CARRIED OUT IN LIEU OF PAYMENT.**

**CARRIED 5/0**

## 10.4 FINANCE AND GENERAL PURPOSE

<b>10.4.1</b>	<b>STATEMENT OF FINANCIAL ACTIVITY- MARCH 2010</b>
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DATE OF MEETING: 19<sup>th</sup> May 2010  
 LOCATION/ADDRESS: -  
 NAME OF APPLICANT: -  
 FILE REFERENCE: -  
 PREVIOUS MINUTE/S & REFERENCE: -  
 DATE AND AUTHOR: 30<sup>th</sup> April 2010. Noelene Holmes, Deputy Chief Executive Officer  
 DISCLOSURE OF INTEREST: Author has no disclosure of interest.  
 SUMMARY  
 BACKGROUND: Financial Management Regulation 34 requires a Local Government to prepare a 'Statement of Financial Activity' reporting on the sources and applications of funds on a monthly basis.  
 COMMENT: Attached at **APPENDIX A** is the Statement of Financial Activity for March 2010.  
 CONSULTATION: STATUTORY ENVIRONMENT: Local Government Act  
 Financial Management Regulations  
 POLICY IMPLICATIONS: There are no known policy implications at this time.  
 FINANCIAL IMPLICATIONS: There are no known financial implications at this time.  
 STRATEGIC IMPLICATIONS: There are no known strategic implications at this time.  
 VOTING REQUIREMENT: Simple majority  
 OFFICER THAT THE STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH

RECOMMENDATION      OF MARCH 2010 BE RECEIVED.

**Moved:**                      *Andrew Messina*                      **Seconded:**                      *K P Keefe*

COUNCIL DECISION:      **THAT THE STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH  
OF MARCH 2010 BE RECEIVED.                      CARRIED 5/0**

**SHIRE OF MULLEWA  
STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2009 TO 31 MARCH 2010**

	31.03.10 Actual	31.03.10 Y-T-D Budget \$	2009/2010 Budget \$	Variances Budget to Y-T-D %
<b>Operating</b>				
<b>Revenues/Sources</b>				
General Purpose Funding	517,473	507,971	673,274	1.87%
Governance	18,134	16,491	23,898	9.96%
Law, Order, Public Safety	75,632	69,720	91,582	8.48%
Health	272	170	170	60.00%
Education and Welfare	65,996	63,813	85,089	3.42%
Housing	28,589	27,282	36,410	4.79%
Community Amenities	74,122	73,885	74,560	0.32%
Recreation and Culture	334,957	300,494	335,954	11.47%
Transport	813,290	646,620	1,031,431	25.78%
Economic Services	54,880	413,037	424,856	(86.71%)
Other Property and Services	335,634	82,488	110,000	306.89%
	<u>2,318,978</u>	<u>2,201,971</u>	<u>2,887,225</u>	5.31%
<b>(Expenses)/(Applications)</b>				
General Purpose Funding	-110,799	-128,163	-176,553	13.55%
Governance	-178,512	-225,129	-296,372	20.71%
Law, Order, Public Safety	-161,288	-187,220	-244,489	13.85%
Health	-48,317	-51,698	-68,471	6.54%
Education and Welfare	-137,792	-182,053	-249,444	24.31%
Housing	-118,112	-137,040	-183,622	13.81%
Community Amenities	-209,333	-249,511	-330,888	16.10%
Recreation & Culture	-665,332	-750,422	-1,001,328	11.34%
Transport	-538,663	-479,963	-1,290,733	(12.23%)
Economic Services	-130,160	-453,572	-604,743	71.30%
Other Property and Services	-381,893	-28,000	-58,911	(1263.90%)
	<u>-2,680,200</u>	<u>-2,872,771</u>	<u>-4,505,555</u>	6.70%
<b>Adjustments for Non-Cash (Revenue) and Expenditure</b>				
(Profit)/Loss on Asset Disposals	-197,918	-197,918	-168,610	
Depreciation on Assets	460,942	460,942	1,119,272	
<b>Capital Revenue and (Expenditure)</b>				
Purchase Land and Buildings	-125,485	-125,485	-108,944	
Purchase Infrastructure Assets - Roads	-404,959	-404,959	-1,102,890	
Purchase Plant and Equipment	-1,170,638	-1,170,638	-1,404,558	
Purchase Furniture and Equipment	-2,270	-2,270	-45,000	
Proceeds from Disposal of Assets	295,227	295,227	292,388	
Repayment of Debentures	-47,675	-47,675	-96,445	
Transfers to Reserves (Restricted Assets)	-38,309	-38,309	-754,485	
Road Reseal & Community Trust Received	-6,311	-6,311	-300,000	
Road Reseal & Community Trust Expended	28,552	28,552	80,087	
Transfers from Reserves (Restricted Assets)	12,000	12,000	728,176	
ADD Net Current Assets July 1 B/Fwd	1,918,447	1,918,447	1,875,182	
LESS Net Current Assets Year to Date	1,881,602	1,554,961	0	
<b>Amount Raised from Rates</b>	<u>-1,521,221</u>	<u>-1,504,157</u>	<u>-1,504,157</u>	
<b>Reason for Variance</b>				
Health	60.00%	102		YTD Actual exceeds Estimate
Recreation and Culture	11.47%	34,463		Mens Shed Grant received
Transport	25.78%	166,670		Grants received & Profit on Vehicle Sales
Economic Services	(86.71%)	-358,157		Royalties for Regions Grant fund
Other Property and Services	306.89%	253,146		Private Works actual exceeds estimate
<b>Reason for Variance</b>				
General Purpose Funding	13.55%	17,364		YTD Estimate Exceed Actual - Admin Alloc
Governance	20.71%	46,617		YTD Estimate Exceed Actual - various
Law, Order, Public Safety	13.85%	25,932		YTD Estimate Exceed Actual - various
Education and Welfare	24.31%	44,261		YTD Estimate Exceed Actual - various
Housing	13.81%	18,928		Building Mtce Program items to be carried out
Community Amenities	16.10%	40,178		YTD Estimate Exceed Actual - various
Recreation & Culture	11.34%	85,090		YTD Estimate Exceed Actual - various
Transport	(12.23%)	-58,700		Road program variation
Economic Services	71.30%	323,412		Tourism & promotion.
Other Property and Services	(1263.90%)	-353,893		Alloc.programs. Mt Gibson Rd Works

## SHIRE OF MULLEWA

NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD 1 JULY 2009 TO 31 MARCH 2010

## NET CURRENT ASSETS

## Composition of Estimated Net Current Asset Position

<b>CURRENT ASSETS</b>		
Cash - Unrestricted		1,744,793
Cash - Restricted		1,927,832
Receivables		436,525
Inventories		37,316
		<u>4,146,466</u>
<b>LESS: CURRENT LIABILITIES</b>		
Payables and Provisions		-337,032
		<u>3,809,434</u>
Less: Cash - Reserves - Restricted		-667,822
Less: Cash - Restricted/Committed		-1,260,010
<b>NET CURRENT ASSET POSITION</b>		<u><u>1,881,602</u></u>

## RATING INFORMATION

RATE TYPE	Rate in \$	Number of Prop.	Rateable Value \$	2009/10 Rate Revenue \$	2009/10 Interim Rates \$	2009/10 Back Rates \$	2009/10 Total Revenue \$	2009/10 Budget \$
<b>Differential General Rate</b>								
GRV Mullewa	0.098860	195	1,489,604	139,716	1,091		140,807	139,716
GRV Pindar	0.127316	6	21,095	2,549	-80		2,469	2,549
UV Agriculture	0.014047	300	151,892,278	1,251,607	-1,310		1,250,297	1,251,607
UV Mining	0.209000	21	406,845	73,792	8,311	1,191	83,295	73,792
							0	
<b>Sub-Totals</b>		522	153,809,822	1,467,664	8,013	1,191	1,476,868	1,467,664
<b>Minimum Rates</b>								
	<b>Minimum \$</b>							
GRV Mullewa	307.23	74		22,735			22,735	22,735
GRV Pindar	79.89	12		959			959	959
UV Agriculture	228.23	39		8,901			8,901	8,901
UV Mining	274.31	14		3,840			3,840	3,840
<b>Sub-Totals</b>		139	0	36,435	0	0	36,435	36,435
Ex Gratia							1,513,303	1,504,099
<b>Totals</b>							7,918	
							1,521,221	1,504,099
							1,521,221	1,504,099

All land except exempt land in the Shire of Mullewa 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 2009/10 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources 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.

**10.4.2 FINANCE REPORT – MARCH 2010**

DATE OF MEETING:	19 <sup>th</sup> May 2010
LOCATION/ADDRESS:	-
NAME OF APPLICANT:	-
FILE REFERENCE:	-
PREVIOUS MINUTE/S & REFERENCE:	-
DATE AND AUTHOR:	23 <sup>rd</sup> April 2010. Noelene Holmes, Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY:	Report presents a bank reconciliation of Councils bank accounts.
BACKGROUND:	A reconciliation of funds is carried out at end of each month for all of Councils bank accounts. The accounts are reconciled with the general ledger to ascertain accuracy of income and expenditure of the previous month.
COMMENT:	<b>BANK RECONCILIATION</b> The Bank Reconciliation for the month of March 2010 is attached at <b>APPENDIX B</b> . The CDA account is a Cash Deposit Account where excess Municipal funds are transferred to obtain maximum interest.
CONSULTATION:	
STATUTORY ENVIRONMENT:	There are no known statutory implications at this time.
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.
VOTING REQUIREMENT:	Simple majority
OFFICER RECOMMENDATION:	THAT THE FINANCE REPORT FOR THE PERIOD ENDED 31 <sup>st</sup> MARCH 2010 BE RECEIVED.
<b>Moved:</b>	<i>B I N Thomas</i>
<b>Seconded:</b>	<i>M D Tierney</i>
COUNCIL DECISION:	<b>THAT THE FINANCE REPORT FOR THE PERIOD ENDED 31<sup>st</sup> MARCH 2010 BE RECEIVED.</b>

**CARRIED 5/0**

**SHIRE OF MULLEWA  
BANK RECONCILIATION  
March 31, 2010**

ACCOUNT	MUNICIPAL	CDA	MUNI GRANT	TRUST	MCT	RESERVES	ROAD RESEAL
G.L. ACCOUNT NO.	160010	160010	6002	161710	174310	185210	174510
<b>Bank Statement Balance</b>	66,570.49	1,610,634.00	-	60,500.08	311,400.60	675,365.00	885,527.12
Adjustments	(3,309.21)	-	-	3,309.21	-	-	-
<b>Sub Total</b>	63,261.28	1,610,634.00	-	63,809.29	311,400.60	675,365.00	885,527.12
Add O/S Deposits	102,050.59	-	-	-	-	-	-
<b>Sub Total</b>	165,311.87	1,610,634.00	-	63,809.29	311,400.60	675,365.00	885,527.12
Less O/S Cheques	8,907.00	-	-	727.00	-	-	-
<b>CASH BALANCE</b>	156,404.87	1,610,634.00	-	63,082.29	311,400.60	675,365.00	885,527.12
<b>Cash Balance as at 01/07/08</b>	1,834,726.42	1,822,634.00	2.68	22,175.38	333,641.12	649,055.85	889,751.18
Receipts Year to Date	3,242,865.41	1,967,000.00	2.42	43,177.10	6,311.21	-	-
Receipts this Month	711,395.55	490,000.00	-	2,601.11	-	26,309.15	-
<b>Less</b>							
Payments Year to Date	3,714,536.80	2,434,000.00	5.10	3,979.30	28,551.73	-	4,224.06
Payments this month	307,411.66	235,000.00	-	892.00	-	-	-
<b>CASH BALANCE</b>	1,767,038.92	1,610,634.00	-	63,082.29	311,400.60	675,365.00	885,527.12

CDA Cash Balance included in Municipal Cash Balance

**STATEMENT OF CASH POSITION**

March 31, 2010

Cash on Hand				400.00
Municipal Funds				156,404.87
Invested Municipal Funds	Interest Rate:	3.50%		1,610,634.00
Mullewa Community Trust	Interest Rate:	3.97%		311,400.60
Reserve Funds	Interest Rate:	4.33%		675,365.00
Road Reseal Funds	Interest Rate:	3.97%		885,527.12
				<u>3,639,731.59</u>

Represented by:

Reserves:	Leave Fund	...	...	115,000.00
	Service Gratuity Reserve	...	...	-
	Building Reserve	...	...	222,947.00
	Aerodrome Reserve	...	...	26,000.00
	Medical Centre Reserve	...	...	105,900.00
	Effluent Scheme Reserve	...	...	58,019.15
	Plant Reserve	...	...	147,498.85
	Mullewa Community Trust	...	...	311,400.60
	Road Reseal Fund	...	...	885,527.12
	Available funds	...	...	<u>1,767,438.87</u>
				<u>3,639,731.59</u>

All accounts held with Commonwealth Bank Australia

**10.4.3 FINANCE REPORT – APRIL 2010**

DATE OF MEETING:	19 <sup>th</sup> May 2010
LOCATION/ADDRESS:	-
NAME OF APPLICANT:	-
FILE REFERENCE:	-
PREVIOUS MINUTE/S & REFERENCE:	-
DATE AND AUTHOR:	4 <sup>th</sup> May 2010. Noelene Holmes, Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY:	Report presents a bank reconciliation of Councils bank accounts.
BACKGROUND:	A reconciliation of funds is carried out at end of each month for all of Councils bank accounts. The accounts are reconciled with the general ledger to ascertain accuracy of income and expenditure of the previous month.
COMMENT:	<b>BANK RECONCILIATION</b> The Bank Reconciliation for the month of April 2010 is attached at <b>APPENDIX C</b> . The CDA account is a Cash Deposit Account where excess Municipal funds are transferred to obtain maximum interest.
CONSULTATION:	
STATUTORY ENVIRONMENT:	There are no known statutory implications at this time.
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.
VOTING REQUIREMENT:	Simple majority
OFFICER RECOMMENDATION	THAT THE FINANCE REPORT FOR THE PERIOD ENDED 30 <sup>th</sup> APRIL 2010 BE RECEIVED.
<b>Moved:</b>	<i>Andrew Messina</i>
<b>Seconded:</b>	<i>K P Keefe</i>
COUNCIL DECISION:	<b>THAT THE FINANCE REPORT FOR THE PERIOD ENDED 30<sup>th</sup> APRIL 2010 BE RECEIVED.</b>

**CARRIED 5/0**

**SHIRE OF MULLEWA  
BANK RECONCILIATION  
April 30, 2010**

ACCOUNT	MUNICIPAL	CDA	MUNI GRANT	TRUST	MCT	RESERVES	ROAD RESEAL
G.L. ACCOUNT NO.	160010	160010	6002	161710	174310	185210	174510
<b>Bank Statement Balance</b>	30,667.63	1,385,634.00	-	59,743.13	414,448.91	675,365.00	1,085,527.12
Adjustments	(3,309.21)	-	-	3,309.21	-	-	-
<b>Sub Total</b>	27,358.42	1,385,634.00	-	63,052.34	414,448.91	675,365.00	1,085,527.12
Add O/S Deposits	272.00	-	-	-	-	-	-
<b>Sub Total</b>	27,630.42	1,385,634.00	-	63,052.34	414,448.91	675,365.00	1,085,527.12
Less O/S Cheques	3,651.19	-	-	491.10	-	-	-
<b>CASH BALANCE</b>	23,979.23	1,385,634.00	-	62,561.24	414,448.91	675,365.00	1,085,527.12
<b>Cash Balance as at 01/07/08</b>	1,834,726.42	1,822,634.00	2.68	22,175.38	333,641.12	649,055.85	889,751.18
Receipts Year to Date	3,954,260.96	2,457,000.00	2.42	45,778.21	6,311.21	26,309.15	-
Receipts this Month	344,896.76	385,000.00	-	515.20	100,000.00	-	200,000.00
<b>Less</b>							
Payments Year to Date	4,021,948.46	2,669,000.00	5.10	4,871.30	28,551.73	-	4,224.06
Payments this month	702,322.40	610,000.00	-	1,036.25	-	-	-
<b>CASH BALANCE</b>	1,409,613.28	1,385,634.00	-	62,561.24	411,400.60	675,365.00	1,085,527.12

CDA Cash Balance included in Municipal Cash Balance

**STATEMENT OF CASH POSITION  
April 30, 2010**

Cash on Hand				400.00
Municipal Funds				23,979.23
Invested Municipal Funds	Interest Rate:	3.75%		1,385,634.00
Mullewa Community Trust	Interest Rate:	4.48%		414,448.91
Reserve Funds	Interest Rate:	4.33%		675,365.00
Road Reseal Funds	Interest Rate:	4.48%		1,085,527.12
				<u>3,585,354.26</u>

Represented by:

Reserves:	Leave Fund	...	...	115,000.00
	Service Gratuity Reserve	...	...	-
	Building Reserve	...	...	222,947.00
	Aerodrome Reserve	...	...	26,000.00
	Medical Centre Reserve	...	...	105,900.00
	Effluent Scheme Reserve	...	...	58,019.15
	Plant Reserve	...	...	147,498.85
	Mullewa Community Trust	...	...	414,448.91
	Road Reseal Fund	...	...	1,085,527.12
	Available funds	...	...	<u>1,410,013.23</u>
				<u>3,585,354.26</u>

All accounts held with Commonwealth Bank Australia

**10.4.4 ACCOUNTS FOR PAYMENT- MAY 2010**

DATE OF MEETING:	19 <sup>th</sup> May 2010																								
LOCATION/ADDRESS:	-																								
NAME OF APPLICANT:	-																								
FILE REFERENCE:	-																								
PREVIOUS MINUTE/S & REFERENCE:	-																								
DATE AND AUTHOR:	19th May 2010. Noelene Holmes, Deputy Chief Executive Officer																								
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.																								
SUMMARY:	The purpose of this report is to provide details of cheques drawn and direct debit entries made to Council's bank account during the month, to be passed for payment by Council.																								
BACKGROUND:	Clause 11 of the Local Government (Financial Management) Regulations provides that a Local Government shall develop procedures for the authorisation of payments. Clause 12 of the Regulations requires a schedule of cheques drawn to be presented at the next Ordinary Meeting following preparations of the list.																								
COMMENT:	Attached to this report at <b>APPENDIX D</b> is a list detailing all cheques drawn and direct debits since the last Council meeting. The summary of the schedule of accounts to be passed for payment totalling \$675,810.91 covers the following:																								
	<table border="0"> <tr> <td colspan="3"><u>Municipal Account</u></td> </tr> <tr> <td>Cheque No.</td> <td>10453-10474</td> <td>\$26,496.42</td> </tr> <tr> <td>Electronic Fund Trans</td> <td>EFT5867-EFT5938</td> <td>\$562,577.75</td> </tr> <tr> <td>Payroll &amp; Fees</td> <td></td> <td>\$85,401.19</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td colspan="3"><u>Trust Account</u></td> </tr> <tr> <td>Cheque No.</td> <td>425-430</td> <td>\$1,335.51</td> </tr> <tr> <td></td> <td><b>Total:</b></td> <td><b>\$675,810.91</b></td> </tr> </table>	<u>Municipal Account</u>			Cheque No.	10453-10474	\$26,496.42	Electronic Fund Trans	EFT5867-EFT5938	\$562,577.75	Payroll & Fees		\$85,401.19	 			<u>Trust Account</u>			Cheque No.	425-430	\$1,335.51		<b>Total:</b>	<b>\$675,810.91</b>
<u>Municipal Account</u>																									
Cheque No.	10453-10474	\$26,496.42																							
Electronic Fund Trans	EFT5867-EFT5938	\$562,577.75																							
Payroll & Fees		\$85,401.19																							
<u>Trust Account</u>																									
Cheque No.	425-430	\$1,335.51																							
	<b>Total:</b>	<b>\$675,810.91</b>																							
CONSULTATION:	Nil																								
STATUTORY ENVIRONMENT:	Local Government Act and Regulations																								
POLICY IMPLICATIONS:	There are no known policy implications at this time.																								
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.																								
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.																								
VOTING REQUIREMENT:	Simple majority																								

**OFFICER RECOMMENDATION** THAT THE ACCOUNTS FOR PAYMENT LISTED ON THE SCHEDULE AS PRESENTED BE PASSED FOR PAYMENT.

<u>Municipal Account</u>		
Cheque No.	10453-10474	\$26,496.42
Electronic Fund Trans	EFT5867-EFT5938	\$562,577.75
Payroll & Fees		\$85,401.19
<u>Trust Account</u>		
Cheque No.	425-430	\$1,335.51
	<b>Total:</b>	<b>\$675,810.91</b>

**Moved:** *B I N Thomas*                      **Seconded:** *Andrew Messina*

**COUNCIL DECISION:**                      **THAT THE ACCOUNTS FOR PAYMENT LISTED ON THE SCHEDULE AS PRESENTED BE PASSED FOR PAYMENT.**

Municipal Account

Cheque No.	10453-10474	\$26,496.42
Electronic Fund Trans	EFT5867-EFT5938	\$562,577.75
Payroll & Fees		\$85,401.19

Trust Account

Cheque No.	425-430	\$1,335.51
	<b>Total:</b>	<b>\$675,810.91</b>

**CARRIED 5/0**

<b>10.4.5 MULLEWA AGRICULTURAL SHOW</b>
---

DATE OF MEETING: 19 May 2010

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: -

PREVIOUS MINUTE/s & REFERENCE: 22<sup>nd</sup> August 2008, 22 April 2009

DATE AND AUTHOR: 10 May 2010, Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY: Report submits request for financial assistance for the 2010 show.

BACKGROUND: The attached letter, at **APPENDIX E** has been received from the Secretary of the Mullewa Show Committee.

COMMENT: Council has in the past assisted the Show committee to cover the costs associated with the requirements to comply with the Liquor Control Act. Last year council also contributed towards the costs to have the West Australian Police Pipe Band visit Mullewa during the Show week. This visit was an outstanding success and was welcomed by both residents and visitors alike.

CONSULTATION: Show committee.

STATUTORY ENVIRONMENT: There are no known Statutory implications at this time.

POLICY IMPLICATIONS: There are no known policy implications at this time.

FINANCIAL IMPLICATIONS: Council will need to make allowance in the 2010/2011 budget to assist local organisations with operating costs.

STRATEGIC IMPLICATIONS: There are no known strategic implications at this time.

VOTING REQUIREMENT: Simple majority

**OFFICER RECOMMENDATION:** THAT COUNCIL APPROVE THE REQUEST FROM THE MULLEWA AGRICULTURE SHOW FOR UP TO \$1800.00 TOWARDS OPERATING COSTS FOR THE 2010 MULLEWA AGRICULTURE SHOW AND MAKE ALLOWANCE IN THE 2010/2011 BUDGET.

**Moved:** Andrew Messina                      **Seconded:** K P Keeffe

2.35PM CR's Messina, Keeffe and Tierney declared an impartial interest in the item, as Mullewa Agricultural Show Committee members.

**COUNCIL DECISION:** **THAT COUNCIL APPROVE THE REQUEST FROM THE MULLEWA AGRICULTURE SHOW FOR UP TO \$1800.00 TOWARDS OPERATING COSTS FOR THE 2010 MULLEWA AGRICULTURE SHOW AND MAKE ALLOWANCE IN THE 2010/2011 BUDGET.**  
**CARRIED 5/0**

<b>10.4.6 MID WEST REGIONAL COUNCIL DRAFT BUDGET</b>
--

DATE OF MEETING: 19<sup>th</sup> May 2010  
LOCATION/ADDRESS: -  
NAME OF APPLICANT: -  
FILE REFERENCE: -  
PREVIOUS MINUTE/S & REFERENCE: 18<sup>th</sup> June 2008, 17<sup>th</sup> June 2009  
DATE AND AUTHOR: 10<sup>th</sup> May 2010, Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.  
SUMMARY: Report submits the Draft Budget of the MWRC for information only.

BACKGROUND: At the last meeting of the MWRC held on 5<sup>th</sup> May 2010, a report on the 2010/2011 budget was presented and discussed it was resolved that –

**“Council receives the Mid West Regional Council 2010/2011 Draft Budget and the Chief Executive Officer is to bring the amended and updated draft budget back to the June 2<sup>nd</sup> 2010 meeting for further consideration.”**

***Reason for deviation to staff recommendation:***  
***There were a number of changes to be made to the draft budget prior to adoption and Council did not require comment from member councils before adopting the budget.***

The complete MWRC Draft Budget is attached under separate cover at **APPENDIX F.**

COMMENT: Due to the recent Council discussions regarding the future of the MWRC the Draft Budget is presented in this report to allow Councillors to be briefed by its delegate.

As can be noted in the MWRC minutes this matter will be discussed by the MWRC at its June meeting.

CONSULTATION: STATUTORY ENVIRONMENT: POLICY: There are no known statutory implications at this time.  
There are no known policy implications at this time.

## IMPLICATIONS:

## FINANCIAL

There are no known financial implications at this time.

## IMPLICATIONS:

## STRATEGIC

There are no known strategic implications at this time.

## IMPLICATIONS:

## VOTING REQUIREMENT:

Simple majority

## OFFICER

## RECOMMENDATION

THAT COUNCIL NOTE THE CONTENTS OF THE MWRC 2010/2011 DRAFT BUDGET.

**Moved:**

*Andrew Messina*

**Seconded:**

*K P Keefe*

## COUNCIL DECISION:

**THAT COUNCIL NOTE THE CONTENTS OF THE MWRC 2010/2011 DRAFT BUDGET.**

**CARRIED 5/0**

Meeting adjourned 3:10 – 3.30PM

**PRESENT:**

Councillor A J (Nino) Messina – President	(West Ward)
Councillor B I N (Barbara) Thomas – Deputy President	(East Ward)
Councillor M D (Mick) Tierney	(Central Ward)
Councillor K P (Kim) Keefe	(South Ward)
Councillor A J (Andrew) Messina	(South Ward)

**OFFICERS:**

Mr TA (Tom) Hartman - Chief Executive Officer  
 Ms NJ (Noelene) Holmes – Deputy Chief Executive Officer  
 Miss JM (Jenna) May- Executive Secretary (3.35PM)

<b>10.4.7</b>	<b>PLAN FOR THE FUTURE 2010/2011- 2011/2012- ADOPTION OF</b>
---------------	--

## DATE OF MEETING:

19<sup>th</sup> May 2010

## LOCATION/ADDRESS:

## NAME OF APPLICANT:

## FILE REFERENCE:

PREVIOUS MINUTE/S & REFERENCE: April 2005. April 2008

## DATE AND AUTHOR:

Noelene Holmes, Deputy Chief Executive Officer

DISCLOSURE OF INTEREST:  
SUMMARY

Author has no disclosure of interest.

Plan for the Future

## BACKGROUND:

A local government is required to make a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).

A plan for the future of a district is to set out the broad objectives of the local government for the period specified in the plan. A local government is to review its current plan for the future of its district every 2 years and may modify the plan, including extending the period the plan is made in respect of.

The last plan was adopted in 2008 for a period of 2 years and has been modified to suit current projects that may be undertaken in the next two years. Projects not included in the plan are not precluded from the budget.

Council is to consider the plan with or without modifications and is to determine whether or not to adopt the plan, or the modifications, as is relevant.

COMMENT: Submissions for inclusion in the plan were called from the residents in March 2010. No submissions were received.

The Plan for the Future (with or without modification) is required to be adopted by Council and made available for public inspection. A draft Plan has been prepared, provided under separate cover, **APPENDIX G** which covers the years 2010/11 to 2011/12.

CONSULTATION: Public via advertisements

STATUTORY ENVIRONMENT: Local Government Act 1995

POLICY IMPLICATIONS: There are no known policy implications at this time.

FINANCIAL IMPLICATIONS: Forms part of the Budget.

STRATEGIC IMPLICATIONS: Could be used as a form of a strategic plan.

VOTING REQUIREMENT: Absolute majority

**OFFICER RECOMMENDATION** THAT THE DRAFT PLAN FOR THE FUTURE FOR THE MULLEWA SHIRE COUNCIL FOR THE YEARS 2010/2011 TO 2011/2012 BE RECEIVED (WITH OR WITHOUT MODIFICATION), AND PUBLIC COMMENT SOUGHT ON THE PLAN.

**Moved:** *B I N Thomas*      **Seconded:** *K P Keefe*

**COUNCIL DECISION:** **THAT THE DRAFT PLAN FOR THE FUTURE FOR THE MULLEWA SHIRE COUNCIL FOR THE YEARS 2010/2011 TO 2011/2012 BE RECEIVED (WITH OR WITHOUT MODIFICATION), AND PUBLIC COMMENT SOUGHT ON THE PLAN.**  
**CARRIED 5/0**

<b>10.4.8</b>	<b>MULLEWA FOOTBALL CLUB – FINANCIAL SUPPORT</b>
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DATE OF MEETING: 19 May 2010

NAME OF APPLICANT: Mullewa Football Club

FILE REFERENCE: ADM0016

PREVIOUS MINUTE/S & REFERENCE: April 2004, September 2004, April 2005

DATE AND AUTHOR: 14 May 2010, Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY: Report submits request from the Mullewa Football Club for Financial assistance.

BACKGROUND: Correspondence has been received from the Mullewa Football Club regarding the fees that are currently owed to the Shire of Mullewa for use of the grounds and recreation centre. Attached to **APPENDIX H** is a copy of correspondence from the Club.

COMMENT: In September 2004 the Mullewa Football Club provided additional information to the Council in support of a request that it had made in April of that year for the waiving of ground hire fees. The request from the Council was that the Club provide some financial information to justify it's cash that it was unable to pay the 2003/2004 sports ground usage charge. Council during that time had been able to secure funding on behalf of the community from Mount Gibson Mining Limited which included \$2500 towards the costs of ground hire for a period of 5 years. This agreement has now expired.

In April 2005 Council, following a further request from the Mullewa Football Club, resolved the following –

*That:*

- *The arrears owed by the Mullewa Football Club be written off.*
- *The 2004/2005 fees be reduced to \$2,500.00, and*
- *The Mullewa Football Club be requested to help reduce costs incurred to Council by the way of leaving premises in a clean and tidy state.*

Over a period of time it has been the general view expressed that if the Club was to fold, the town's economy would suffer and that the team's existence is an enormous benefit to the community.

STATUTORY ENVIRONMENT: There are no known statutory implications at this time.

POLICY IMPLICATIONS: There are no known policy implications at this time.

FINANCIAL IMPLICATIONS: The Mullewa Football Club owe fees for the 2009 season amounting to \$2777.00.

STRATEGIC IMPLICATIONS: There are no known strategic implications at this time.

OFFICER RECOMMENDATION – **ITEM NO 10.4.8:** THAT COUNCIL CONSIDER THE REQUEST FROM THE MULLEWA FOOTBALL CLUB AND IF NECESSARY CONVENES A MEETING WITH REPRESENTATIVES FROM THAT ORGANISATION TO MORE READILY ASSESS THE FINANCIAL IMPACT OF THE SPORTS GROUND USAGE CHARGE UPON THE ORGANISATION AND ANY TERM LEVEL OF SUPPORT THAT THE COUNCIL MAY BE ABLE TO PROVIDE.

**Moved:** *Andrew Messina*                      **Seconded:** *B I N Thomas*

COUNCIL DECISION: **THAT COUNCIL CONVENES A MEETING WITH REPRESENTATIVES FROM THAT ORGANISATION TO MORE READILY ASSESS THE FINANCIAL IMPACT OF THE SPORTS GROUND USAGE CHARGE UPON THE ORGANISATION AND ANY TERM LEVEL OF SUPPORT THAT THE COUNCIL MAY BE ABLE TO PROVIDE.**  
**NOTE: THE MEETING WAS ADVISED THAT THE FOOTBALL CLUB HAVE PAID THE OUTSTANDING 2009 FEES TOTALLING \$2777.00**  
**CARRIED 5/0**

## 10.5 CHIEF EXECUTIVE OFFICERS REPORT

### 10.5.1 LOCAL GOVERNMENT REFORM - UPDATE

DATE OF MEETING:	19 May 2010
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	
PREVIOUS MINUTE/S & REFERENCE:	18 February 2009, 18 March, 2009, 22 April 2009, 20 May 2009, 17 June 2009, 19 <sup>th</sup> August 2009, 17 February 2010, 17 <sup>th</sup> March 2010, 21 <sup>st</sup> April 2010.
DATE AND AUTHOR:	10 May 2010, Tom Hartman, Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY:	Report updates Council on the progress in the Local Government Reform process, and recommends receiving information from the Local Government Advisory Board.
BACKGROUND:	A copy of the letter received from the Local Government Advisory Board is attached at <b>APPENDIX A</b>
COMMENT:	The letter for the Local Government Advisory Board is self explanatory and outlines its consideration to conduct a formal enquiry into both proposals. Attached to the letter is an indicative time frame to assist understanding the inquiry process and steps involved.
CONSULTATION:	
STATUTORY ENVIRONMENT:	There are no known statutory implications at this time.
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.
VOTING REQUIREMENT:	Simple majority
OFFICER RECOMMENDATION	THAT COUNCIL RECEIVE THE INFORMATION FROM THE LOCAL GOVERNMENT ADVISORY BOARD.

**Moved:** *B I N Thomas*      **Seconded:** *Andrew Messina*

**COUNCIL DECISION:** **THAT COUNCIL RECEIVE THE INFORMATION FROM THE LOCAL GOVERNMENT ADVISORY BOARD.**

**CARRIED 5/0**

## 13. DELEGATED AUTHORITY

### 13.1 MUNICIPAL SEAL – EXERCISING DELEGATED AUTHORITY TO AFFIX

DATE OF MEETING:	19 <sup>th</sup> May 2010
LOCATION/ADDRESS:	-
NAME OF APPLICANT:	-
FILE REFERENCE:	

PREVIOUS MINUTE/S & REFERENCE:	-
DATE AND AUTHOR:	28 <sup>th</sup> April 2010 - Noelene Holmes, Deputy Chief Executive Officer
DISCLOSURE INTEREST: SUMMARY	OF Author has no disclosure of interest. Report seeks endorsement for affixing the Municipal seal
BACKGROUND:	The Department of Regional Development and Lands have made available funding (\$35,000) for the development of a forward capital works plan. The funding contributes to the sustainable development of the country local government sector through the development of a forward capital works plan that is consistent with developing strategic long term financial and asset management plans.  To access this funding the Shire is required to enter into an agreement with the Department. The Agreement was signed and sealed on April 28.
COMMENT:	In accordance with Delegation No. 29 granted by Council at Minute No. 0607.16 the Municipal Seal was affixed as follows: 'Financial Assistance Agreement for a Royalties for Regions Project – Country Local Government Fund Planning Component'  Council's policy on the use of the Municipal Seal is such:  <i>The Shire President and the Chief Executive Officer are delegated authority to enter into arrangements on behalf of the Municipality including the affixation of the Municipal Seal, subject to the following conditions:</i> <ul style="list-style-type: none"> <li>▪ <i>Entering into such arrangements and the affixation of the Municipal Seal shall only occur where there is a time limitation that precludes authority being received from the Council, and</i></li> <li>▪ <i>On each and every occasion where an arrangement is entered into on behalf of the Municipality and/or the Municipal Seal is affixed, the particulars of such an arrangement are to be reported to the subsequent meeting of Council.</i></li> </ul>
CONSULTATION: STATUTORY ENVIRONMENT: POLICY IMPLICATIONS:	Local Government Act 1995 Residential Tenancies Act 1987 Policy No. 614 – Delegation of Authority to Affix Municipal Seal
FINANCIAL IMPLICATIONS: STRATEGIC IMPLICATIONS: VOTING REQUIREMENT:	There are no known financial implications at this time. Enters into an agreement for sale of Lot 7 Mullewa Absolute majority
OFFICER RECOMMENDATION	THAT THE EXERCISE OF DELEGATED AUTHORITY BY THE SHIRE PRESIDENT AND CHIEF EXECUTIVE OFFICER IN AFFIXING THE MUNICIPAL SEAL TO THE FINANCIAL ASSISTANCE AGREEMENT – ROYALTIES FOR REGIONS PROJECT – COUNTRY LOCAL GOVERNMENT FUN PLANNING COMPONENT BE ENDORSED.
<b>Moved:</b>	<i>B I N Thomas</i> <b>Seconded:</b> <i>K P Keeffe</i>
COUNCIL DECISION:	<b>THAT THE EXERCISE OF DELEGATED AUTHORITY BY THE SHIRE PRESIDENT AND CHIEF EXECUTIVE OFFICER IN AFFIXING THE MUNICIPAL SEAL TO THE FINANCIAL ASSISTANCE AGREEMENT – ROYALTIES FOR REGIONS PROJECT – COUNTRY LOCAL</b>

**GOVERNMENT FUN PLANNING COMPONENT BE ENDORSED.  
CARRIED 5/0**

<b>13.2 MUNICIPAL SEAL – EXERCISING DELEGATED AUTHORITY TO AFFIX</b>
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DATE OF MEETING:	19 <sup>th</sup> May 2010
LOCATION/ADDRESS:	-
NAME OF APPLICANT:	-
FILE REFERENCE:	
PREVIOUS MINUTE/S & REFERENCE:	October 2009
DATE AND AUTHOR:	14 May 2010 – Tom Hartman, Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY	Report seeks endorsement for affixing the Municipal seal
BACKGROUND:	<p>At the October 2009, meeting Council resolved –</p> <p><b><i>“THAT COUNCIL ENTER INTO AN AGREEMENT WITH CSIRO FOR A 30 YEAR LEASE FOR A PORTION OF LAND MEASURING 10MX10M SITUATED ON LOT 1 OF LOT 23 LOVERS LANE TO ERRECT A 2.5MX3.0M BUILDING FOR THE PURPOSES OF AN INTERMEDIATE HUT ASSOCIATED WITH THE OPTIC FIBRE THAT IS CONNECTED TO THE MURCHISON OBSERVATORY SITE, AND ADVISE THE CSIRO THAT THE LEASE DOCUMENT IS ACCEPTABLE SUBJECT TO INCLUDING A CLAUSE RELATING TO AN AUTOMATIC ADJUSTMENT TO THE ANNUAL RENTAL IN LINE WITH CPI.”</i></b></p> <p>The Agreement was signed and sealed on May 10, 2010.</p>
COMMENT:	<p>Council's policy on the use of the Municipal Seal is such:</p> <p><i>The Shire President and the Chief Executive Officer are delegated authority to enter into arrangements on behalf of the Municipality including the affixation of the Municipal Seal, subject to the following conditions:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Entering into such arrangements and the affixation of the Municipal Seal shall only occur where there is a time limitation that precludes authority being received from the Council, and</i></li> <li>▪ <i>On each and every occasion where an arrangement is entered into on behalf of the Municipality and/or the Municipal Seal is affixed, the particulars of such an arrangement are to be reported to the subsequent meeting of Council.</i></li> </ul>
CONSULTATION:	
STATUTORY ENVIRONMENT:	Local Government Act 1995
POLICY IMPLICATIONS:	Policy No. 614 – Delegation of Authority to Affix Municipal Seal
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	The entering into an agreement for leasing of a portion of Lot 1 Lovers Lane to CSIRO may assist with a future connection to the optic fibre linking to Geraldton.
VOTING REQUIREMENT:	Absolute majority
OFFICER	THAT THE EXERCISE OF DELEGATED AUTHORITY BY THE SHIRE

**RECOMMENDATION** PRESIDENT AND CHIEF EXECUTIVE OFFICER IN AFFIXING THE MUNICIPAL SEAL TO THE LEASE AGREEMENT WITH THE CSIRO OF SITE FOR ASKAP/MRO INTERMEDIATE SUPPORT HUT – PART OF LOT 1 LOVERS LANE MULLEWA.

**Moved:** *B I N Thomas*                      **Seconded:** *M D Tierney*

**COUNCIL DECISION:** **THAT THE EXERCISE OF DELEGATED AUTHORITY BY THE SHIRE PRESIDENT AND CHIEF EXECUTIVE OFFICER IN AFFIXING THE MUNICIPAL SEAL TO THE LEASE AGREEMENT WITH THE CSIRO OF SITE FOR ASKAP/MRO INTERMEDIATE SUPPORT HUT – PART OF LOT 1 LOVERS LANE MULLEWA.**

**CARRIED 5/0**

#### **14. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING**

**Moved:** *K P Keefe*                                      **Seconded:** *B I N Thomas*

**COUNCIL DECISION:** **THAT THE FOLLOWING ITEM BE INTRODUCED AS NEW BUSINESS OF AN URGENT NATURE**

**CARRIED 5/0**

#### **14.1 PLANT REPLACEMENT – PROGRAM OF**

DATE OF MEETING: 19<sup>th</sup> May 2010  
 LOCATION/ADDRESS: -  
 NAME OF APPLICANT: -  
 FILE REFERENCE: 708  
 PREVIOUS MINUTE/S & REFERENCE:  
 DATE AND AUTHOR: 19<sup>th</sup> May 2010. Noelene Holmes, Deputy Chief Executive Officer

DISCLOSURE OF INTEREST: OF Author has no disclosure of interest.

SUMMARY Report presents plant replacement program for approval

BACKGROUND: Council has developed a rolling Plant Replacement Program which is reviewed annually. The program is designed to ensure that there is an orderly and efficient level of fleet management. Approval for the program for 2010/2011 is requested.

COMMENT: Attached at **APPENDIX A** is a copy of the Draft Plant Replacement Program for 2010/2011

In summary the following items are programmed to be replaced:

MW2431	Side Tipper	Haulmore
MW5061	Prime Mover	Mack
MW5053	Vib. Roller	Caterpillar
0MW	Holden Statesman	CEO
00MW	Holden Calais	Deputy CEO

MW5001	Ford Utility	Works Supervisor
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Prices on trades in are indicative as there is reluctance by suppliers to supply this information when there is not an actual sale guaranteed.

The following items of plant have been identified by Councils Mechanic for repairs of significant importance in the 2010/2011 budget;

MW5011	Iveco P/Mover	Air-conditioner	6,000
		Oil Leak	5,000
MW5027	Massey Tractor	Hydraulic Pump	5,000
		Cab Rust	3,000
MW5059	Massey Tractor	Possible Engine Knock (being investigated)	TBA

## CONSULTATION:

CEO, Works Supervisor, Mechanic

STATUTORY  
ENVIRONMENT:  
POLICY

There are no known statutory implications at this time.

## IMPLICATIONS:

There are no known policy implications at this time.

## FINANCIAL

## IMPLICATIONS:

In accordance with the Municipal Budget 2010/2011

## STRATEGIC

## IMPLICATIONS:

There are no known strategic implications at this time.

## VOTING REQUIREMENT:

Simple majority

OFFICER  
RECOMMENDATION

That

- The Draft\_2010/2011 Plant Replacement Program be adopted; and
- Allowance be made in the forthcoming budget for major plant repairs; and
- The Chief Executive Officer is authorised to give effect to plant purchases subject to the following:
  - *Light vehicles to be changed over at any time in accordance with programming requirements,*
  - *Satisfaction of the requirements of the Local Government Act 1995 with respect to tendering, and*
  - *Prior budgetary approval or other Council authority.*

**Moved:**

*B I N Thomas*

**Seconded:**

*Andrew Messina*

## COUNCIL DECISION:

**THAT**

- **THE DRAFT\_2010/2011 PLANT REPLACEMENT PROGRAM BE ADOPTED; AND**
- **ALLOWANCE BE MADE IN THE FORTHCOMING BUDGET FOR MAJOR PLANT REPAIRS; AND**
- **THE CHIEF EXECUTIVE OFFICER IS AUTHORISED TO GIVE EFFECT TO PLANT PURCHASES SUBJECT TO THE FOLLOWING:**

- **LIGHT VEHICLES TO BE CHANGED OVER AT ANY TIME IN ACCORDANCE WITH PROGRAMMING REQUIREMENTS,**
- **SATISFACTION OF THE REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1995 WITH RESPECT TO TENDERING, AND**
- **PRIOR BUDGETARY APPROVAL OR OTHER COUNCIL AUTHORITY.**

**CARRIED 5/0**

<b>0210.13 CLOSURE OF MEETING</b>
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The President closed the meeting at 4.08pm.

These minutes were confirmed at a meeting on 19 <sup>th</sup> May 2010:
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Signed:

A J Messina, President

Date: