



## **SHIRE OF LAVERTON**

### **UNCONFIRMED MINUTES**

**FOR THE ORDINARY MEETING OF COUNCIL  
HELD**

**21 JUNE 2012**

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**MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD AT THE SHIRE OF LAVERTON COUNCIL CHAMBERS ON 21 JUNE 2012, COMMENCING AT 5.00 PM.**

**1. DECLARATION OF OPENING**

The President, Cr R Wedge declared the meeting open at 5.10pm and read the disclaimer as printed in the Agenda.

**2. ANNOUNCEMENT OF VISITORS**

Nil

**3. RECORD OF ATTENDANCE**

**3.1 PRESENT**

Cr Rob Wedge	President
Cr Rex Ryles	Deputy President
Cr Patrick Hill	Councillor
Cr Shaneane Weldon	Councillor
Mr S Deckert	Chief Executive Officer
Mr P Crawford	Exec Mgr Technical Services
Mrs D Prior	Exec Mgr Corporate & Community Services

**3.2 APOLOGIES**

Cr Vanessa Thomas	Councillor
Mrs L Barnes	Executive Assistant

**3.3 LEAVE OF ABSENCE PREVIOUSLY APPROVED**

Cr Leslee Hawkins	Councillor
Cr Beatrice Fuamatu	Councillor

**4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

**5. PUBLIC QUESTION TIME**

Nil

## 6. APPLICATIONS FOR LEAVE OF ABSENCE

<b>OC0601</b>	<b>6.1</b>	<b>APPLICATIONS FOR LEAVE OF ABSENCE</b>	<b>File Ref: 210</b>
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Cr Weldon made a verbal request for leave of absence from July OMC for study leave.

Cr Hill made a verbal request for leave of absence from July OMC for attendance in Court in Northam.

### **VOTING REQUIREMENTS:**

Simple majority decision required

## **OC0601 COUNCIL'S DECISION**

**Moved Cr Weldon, Seconded Cr Ryles**

**That Cr Weldon's request for leave of absence from the July Ordinary Meeting of Council for study leave; and Cr P Hill's request for leave of absence from the July Ordinary Meeting of Council to attend a Court Hearing, is approved.**

**CARRIED 4/0**

## 7. NOTICE OF ITEMS TO BE DISCUSSED BEHIND CLOSED DOORS

14.1 Proposed Aboriginal Short-Stay Accommodation Facility in Laverton – Consideration of the future of the project (File Ref: 16)

14.2 Continued Closure of Laverton Supermarket – update and consideration of options (File Ref: 321)

14.3 Enterprise Bargaining Agreement – Endorsement of EBA for Submission to Representative Unions (File Ref: 350)

## 8. CONFIRMATION OF MINUTES

<b>OC0602</b>	<b>8.1</b>	<b>ORDINARY COUNCIL MEETING – 24 MAY 2012</b>	<b>File Ref: 81</b>
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### **VOTING REQUIREMENTS:**

Simple majority decision required

## **OC0602 COUNCIL DECISION/OFFICER'S RECOMMENDATION**

**Moved Cr Weldon, Seconded Cr Hill**

**That the Minutes of the Ordinary Meeting of Council held on 24 May 2012 be confirmed as a true and accurate record.**

**CARRIED 4/0**

## 9. PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

## 10. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

### 10.1 PRESIDENTS REPORT

The President Cr R Wedge provided a verbal report on his activities for the month of May. Cr Wedge provided information in relation to the CEO's performance review and telephone interviews for the position of Executive Manager Technical Services.

## 11. REPORTS OF COMMITTEES AND OFFICERS

### 11.1 HEALTH, BUILDING AND TOWN PLANNING BUSINESS

#### OC0603 11.1.1 PLANNING APPLICATION – LOT 572 HILL STREET, LAVERTON File Ref: 652

**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of Local Government Act 1995

**OWNER/APPLICANT:** Zygmund & Nola Joy Wolski

**AUTHOR:** Liz Bushby, Gray & Lewis Landuse Planners

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REF:** Not Applicable

**MATTER FOR CONSIDERATION:**

To consider a planning application lodged for an outbuilding/ shed on Lot 572 Hill Street Laverton, and if deemed appropriate to approve the application with or without conditions.

**ATTACHMENTS:**

Attachment 11.1.1 "A" – Planning Application & plans

**APPLICANT'S SUBMISSION:** Refer to the Planning Application

**BACKGROUND:**

The subject lot is zoned 'Industrial' under the Shire of Laverton Town Planning Scheme No. 2 ("the Scheme").

**STATUTORY ENVIRONMENT:**

Shire of Laverton Town Planning Scheme No. 2 ("the Scheme") – the main Scheme requirements are explained in the body of this report.

**POLICY IMPLICATIONS:**

Gray & Lewis is not aware of any Local Planning Policies that apply to the subject land.

**FINANCIAL IMPLICATIONS:**

The Shire pays consultancy fees to Gray & Lewis for planning advice.

**STRATEGIC IMPLICATIONS:**

Not Applicable.

**CONSULTATION:**

The application proposes a rear setback variation from 7.5 metres to 3 metres.

Under Clause 5.5.2 it states that '*... where, in the opinion of the local government, the variation is likely to affect any owners or occupiers in the general locality or adjoining the site which is subject of consideration for the variation, the local government is to:*

- (a) consult the affected parties by following one or more of the provisions for advertising uses pursuant to clause 9.4; and*
- (b) have regard to any expressed views prior to making its determination to grant the variation. '*

The application only has to be advertised if the Council forms the opinion that the rear setback variation may affect surrounding owners or occupiers.

**COMMENT:**

- ***Description of Application***

An application has been lodged for a new outbuilding / shed on the subject property. The proposed shed has an area of 36m<sup>2</sup> and a side and rear setback of 3 metres.

The shed is proposed to be located in the rear North West corner of the lot, and is proposed for general storage (drilling equipment).

- ***Scheme requirements***

There are site requirements and building setbacks set out for the Industrial zone under Clause 5.15.1 of the Scheme. The setbacks are outlined in the table below.

<b>Required - Clause 5.15.1 (b) of the Scheme</b>	<b>Compliance</b>
Front : 7.5 metres	Complies.
Rear : 7.5 metres	Variation proposed. The applicant proposes a 3 metre rear setback.
Side: 2 metres	Complies. The applicant proposes a 3 metre side setback.

Gray & Lewis recommends support for the proposed rear setback variation, as the proposed shed is relatively small, will not have any impact on neighbours, and maximises future development opportunities for a larger building on the front portion of the lot, or use of the remaining vacant portion of the lot for industrial purposes.

The setbacks outlined in the Shires Scheme are a 'requirement' however Council has discretion to vary any 'standard' or 'requirement' of the Scheme under Clause 5.4.1 (except where the Residential Design Codes apply).

Council may only support a variation where it is satisfied under Clause 5.5.3 that:

- '(a) approval of the proposed development would be appropriate having regard to the criteria set out in Clause 10.2; and*
- (b) the non-compliance will not have an adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon future development of the locality. '*

Due to the minor nature of the development, it is not considered that approval of the rear setback variation will have any impact on surrounding landowners, amenity, streetscape, or the general locality.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0603 COUNCIL'S DECISION/OFFICER (CONSULTANT PLANNER)  
RECOMMENDATION:**

**Moved Cr Ryles, Seconded Cr Weldon**

**That Council:**

- 1. Approve the planning application lodged by Zygmund & Nola Joy Wolski on the 23 May 2012 for an outbuilding / shed on Lot 572 Hill Street, Laverton subject to the following conditions:**
  - (i) The plans lodged with this application shall form part of this planning approval (dated 26/04/2011). All development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire Chief Executive Officer.**
  - (ii) Development is to substantially commence within 2 years from the date of this planning consent. If the development subject of this approval is not substantially commenced within 2 years after the date of determination, the approval will lapse and be of no further effect.**
- 2. Include the following footnotes / advice notes on the planning approval:**
  - (a) A planning consent is not an approval to commence any site works. A building license must be obtained for all works.**
  - (c) Please be advised that the Shires Town Planning Scheme requires a rear setback of 7.5 metres. A 3 metre rear setback has been supported based on the minor nature of the development.**

**CARRIED 4/0**



### **Declaration of Interest**

**Cr Hill declared a Proximity Interest in the following Item 11.1.2 pursuant to the Local Government Act 1995, as an Honorary committee member of the Laverton Sports Club, being a neighbouring property. Due to the declaration made by Cr Hill, a quorum would not be present and therefore the following matter could not be dealt with. The matter will be submitted to a future meeting of Council.**

<b>11.1.2</b>	<b>PLANNING APPLICATION – LOT 506 Weld Drive, Laverton</b>	<b>File Ref: 534</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** Gray & Lewis receive planning fees for advice to the Shire therefore declare a Financial Interest – Section 5.65 of Local Government Act 1995

**OWNER/APPLICANT:** Anthony Smith and Elizabeth Prell

**AUTHOR:** Liz Bushby, Gray & Lewis Landuse Planners

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REF:** Ordinary Meeting of Council, 22 February 2011

### **MATTER FOR CONSIDERATION:**

To consider a planning application lodged for transported buildings (mining workforce accommodation) and associated car parking on Lot 506 Weld Drive Laverton, and if deemed appropriate to approve the application with or without conditions.

### **ATTACHMENTS:**

Attachment 11.1.2 “A” - Planning Application (corrected application form received 14 June 2012) & plans\*

Attachment 11.1.2 “B” - Photographs of second hand transported building provided by applicant

\* Note: An overall site plan has been provided showing Lots 506 and Lot 211, however this application only relates to Lot 506. The conditions of planning approval can only be imposed on Lot 506.

**APPLICANT’S SUBMISSION:** Refer to the Planning Application

### **BACKGROUND:**

- ***Existing Approval***

At the Ordinary Meeting on 16 December 2010, Council considered and conditionally approved a planning application to redevelop portions of the existing caravan park, and install some new accommodation.

At the Ordinary Council Meeting held on the 22 February 2011, Council conditionally approved a new planning application proposing to increase the number of accommodation units with ensuites on the site, along with relocating and upgrading a number of caravan sites and other associated developments.

Council placed a number of conditions on the February 2011 approval, including a requirement *'to maintain as a minimum 40 caravan sites and 25 camp sites'*.

The February 2011 approval was for development on both Lot 506 and Lot 211. The approved plan showed 30 Caravan Park bays on Lot 506.

**STATUTORY ENVIRONMENT:**

Shire of Laverton Town Planning Scheme No. 2 ("the Scheme") – the main Scheme requirements are explained in the body of this report.

**POLICY IMPLICATIONS:**

The Shire has a 'Health and Building' Policy on 'Relocation of Second Hand Buildings within the Laverton Townsite'.

The Policy requires all relocated buildings to comply with relevant provisions of the Building Code of Australia, Health Act, Town Planning Scheme and other local laws and regulations.

The Policy requires photographs of the buildings to be lodged as part of any building licence application, and remedial works to be completed within 12 weeks of relocated building being placed on site.

The Shires Chief Executive Officer provided the applicant with a copy of the Policy on the 8 June 2012.

**FINANCIAL IMPLICATIONS:**

The Shire pays consultancy fees to Gray & Lewis for planning advice.

**STRATEGIC IMPLICATIONS:**

The outcome of this development, if undertaken, will assist in providing much need accommodation in the Laverton area.

**CONSULTATION:**

Gray & Lewis has consulted with the applicant directly for a corrected planning application form, additional information on the condition of the existing second hand building proposed to be used for accommodation, number of caravan park bays, and existing approvals.

The Shire has the ability to advertise any planning application for public comment under Clause 9.4.2 of the Scheme.

The Shires 'Health and Building' Policy on 'Relocation of Second Hand Buildings within the Laverton Townsite' also states that *'the Council may seek comment from nearby and affected landowners prior to determining the application'*.

Gray & Lewis recommends that if the Council wants to consult with nearby or adjacent landowners, then the consultation needs to occur as part of the planning process and not at building licence stage. Once a planning approval is issued, then consultation at building licence stage would be immaterial, and the building licence simply has to comply with the planning approval and the Building Code.

Any consultation is to the discretion of Council and is not mandatory under the Scheme.

## COMMENT:

- ***Description of Application***

The application proposes to place two transported buildings in the most western portion of Lot 506 to be used for mining workers accommodation.

One of the transported buildings is new, and one is second hand (to be transported from Cue).

- ***Special Use zone requirements***

Lot 506 is zoned "Special Use Zone No. 2" under the Shire of Laverton Town Planning Scheme No 2 ('the Scheme') for '*Caravan park and such similar or ancillary uses as may be approved by the local government*'.

Essentially this means that when Council considers development it needs to be satisfied that:

1. The proposed uses are ancillary and the caravan park remains the primary or dominant use, or
2. The proposed use is similar to a caravan park use.

It would seem that Council has reasonably broad discretion in determining what uses may be permitted in this Special Use zone, however the uses must be similar to a caravan park use or be ancillary to the primary use.

Gray & Lewis does not consider that the proposed 'mining workers accommodation' for single persons (SPQ's) are 'similar to a caravan park use' as :

- (i) They are a different form of accommodation than ordinarily provided in a caravan park, and have a different function as they cater specifically for workers rather than provide for short stay tourist accommodation.
- (ii) The Scheme has a separate landuse definition for 'mining workers accommodation' as introduced by Amendment 1 approved by the Minister for Planning on the 16 May 2012 (gazetted 16 June 2012). This landuse is different to a caravan park which is separately defined in the Scheme.

In dealing with the previous 2011 planning application, Council effectively determined that the mining workers accommodation was ancillary to the caravan park use, which is relevant when looking at this new proposal. Council supported the use on the basis that the caravan park site numbers remain consistent with the current Caravan Park Licence.

The applicant has lodged a site plan for the proposed development on Lot 506 which shows retention of 29 caravan park bays.

A condition is recommended to ensure that 30 caravan park bays be maintained on Lot 506, consistent with the approved plans issued with the previous planning approval in February 2011 and current licence.

It is clear that the mining workers accommodation use is ancillary on lot 506, and the dominant landuse is still Caravan Park.

- **Transported Building**

The Scheme has specific provisions relating to Transported Buildings under Clause 5.5. Planning approval is required for any transported building on land in the Laverton townsite.

Under Clause 5.8.2 of the Scheme, Council may only grant planning approval for a transported building if the transported building:

- '(a) complies with the provisions of the Scheme, the Residential Design Codes, and any local laws applicable to both the transported building and the land on which it is to be situated; and*
- (b) is, in the opinion of the local government, in a satisfactory condition and will not detrimentally affect the amenity of the area. '*

Gray & Lewis does not recommend that Council issue planning approval for transported buildings unless Council is satisfied with the appearance and condition of the transported buildings.

An assessment of the building appearance and general condition should be examined at the planning stage consistent with the Scheme.

The applicant has provided photographs of the second hand building which demonstrates it is generally in good condition. If Council requires any upgrading, the type of upgrading required can be specified in the conditions of any planning approval.

- **Other relevant planning considerations**

Council needs to be satisfied that the proposed use is compatible with surrounding development and will not negatively impact on the amenity of the area. Gray & Lewis does not foresee any landuse conflict issues having regard that:

- (a) Council has already supported mining workers accommodation on Lot 211 as part of the caravan park, so effectively has decided the use is compatible in this area.
- (b) The two proposed accommodation units in this application will be located in the western portion of Lot 506. The southern boundary abuts a 'public purpose' zone and the western boundary abuts a Commercial zone.
- (c) The new units are separated from sensitive uses such as residential.

- **Car parking**

Council needs to be satisfied that there is sufficient car parking on site to accommodate the new development. It is not anticipated that the new accommodation will generate a high need for additional car parking, as it will service workers who are not necessarily car dependent.

The applicant has addressed car parking by including 3 car parking bays as part of the proposal.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OFFICER (CONSULTANT PLANNER) RECOMMENDATION:**

That Council:

1. Approve the planning application lodged by Anthony Smith and Elizabeth Prell on the 6 June 2012 (with a corrected application form lodged on 14 June 2012) for Two (2) Transported Buildings (Staff Accommodation) and associated car parking (3 bays) on Lot 506 Weld Drive Laverton subject to the following conditions:
  - (i) A minimum of 30 caravan park sites shall be maintained on Lot 506 to the satisfaction of the Shire's Chief Executive Officer.
  - (ii) The applicant to submit an amended site plan prior to the issue of a building licence that demonstrates compliance with Condition (i).
  - (iii) The transported dwelling development shall be in accordance with the approved plans unless otherwise approved in writing by the Shire's Chief Executive Officer.
  - (iv) All vehicle parking, driveways, manoeuvring and circulation areas on lot 506 shall be designed and constructed in accordance with the approved plan (three new car bays) unless otherwise approved in writing by the Shire's Chief Executive Officer. The areas must be constructed within 2 months of the issue of a building licence unless otherwise agreed to in writing by the Chief Executive Officer.
  - (v) All vehicle parking (three new car bays), driveways, manoeuvring and circulation areas shall be constructed in materials to the satisfaction of the Chief Executive Officer.
  - (vi) All driveway and new parking areas (three new car bays) shall be maintained to a trafficable standard at all times.
  - (vii) This approval is for the two (2) transported buildings (one new and one second hand) to be used as staff accommodation.
  - (viii) The applicant is to submit engineering certification or alternative information to the satisfaction of the Shire's Building Surveyor that demonstrates that the transported buildings are structurally sound, prior to the issue of a building licence and / or occupation.
  - (ix) Development is to substantially commence within 2 years from the date of this planning consent. If the development subject of this approval is not substantially commenced within 2 years after the date of determination, the approval will lapse and be of no further effect.

2. Include the following footnotes / advice notes on the planning approval:
- (a) Please be advised that that planning approval has been granted for the plans as submitted with your application. The Shire's Chief Executive Officer may approve minor changes to the internal layout in consultation with the Shires Building Surveyor however any plans lodged as part of a building licence application shall generally be in accordance with the plans already processed with this planning application.
  - (b) A planning consent is not an approval to commence any site works. A building licence must be obtained for all works.
  - (c) Please be advised that this approval only relates to development on Lot 506, and does not include the 60 car parking bays located outside of the lot boundaries. A separate planning application is required for any development on Lot 206 and would need to be signed by State Land Services as it is unallocated crown land.
  - (d) It is important to note that the last planning approval issued in February 2011 for development over Lots 506 and adjacent Lot 211 required a minimum of 40 caravan park bays and 25 camp sites to be maintained. On the existing approved plan Lot 506 had 30 caravan park bays, so this same number needs to be maintained on Lot 506 as part of this new transported building development.

**Note: This Agenda item was not dealt with as there was not a quorum. This item will be presented for consideration at a future meeting of Council.**

*The rest of this page has been left blank intentionally.*

### **Declaration of Interest**

**Cr Wedge declared a Proximity Interest in the following Item 11.1.3 pursuant to the Local Government Act 1995, as owner of the adjoining property. Due to the declaration made by Cr Wedge, a quorum would not be present and therefore the following matter could not be dealt with. The matter will be submitted to a future meeting of Council.**

<b>11.1.3 MEEDAC- REQUEST TO TEMPORARILY LOCATE 4 CARAVANS AT 2 CRAWFORD STREET LAVERTON</b>	<b>File Ref: 444</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Steven Deckert, Chief Executive Officer

**SENIOR OFFICER:** Not Applicable

**PREVIOUS MEETING REF:** Not Applicable

### **MATTER FOR CONSIDERATION:**

To consider and if appropriate conditionally approve the temporary siting of four (4) workers accommodation caravans in their yard at 2 Crawford Street, Laverton.

### **ATTACHMENTS:**

Attachment 11.1.3 "A" - Letter from MEEDAC, dated 29 May 2012

**APPLICANT'S SUBMISSION:** Not applicable

### **BACKGROUND:**

MEEDAC are constructing a new residence at 6 Erlistoun Street, Laverton and have made application to temporarily site four caravans in their industrial yard at 2 Crawford Street for their workers during the construction of the house.

Council has the ability to consider such requests under the provisions of the Caravan Parks and Camping Grounds Act and Regulations.

### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

Caravan Parks and Camping Grounds Regulations 1997

- Regulations 11 to 14 – Provides that Council can consider approving the siting of caravans in places other than approved caravan parks and camping grounds for up to 3 months and may impose appropriate conditions.

### **POLICY IMPLICATIONS:**

Council has no policies in respect to this matter.

**FINANCIAL IMPLICATIONS:**

The recommendation of this report has no financial implications for Council.

**STRATEGIC IMPLICATIONS:**

Approving this request is facilitating additional new housing in town.

**CONSULTATION:**

Nil

**COMMENT:**

Council has received a letter from MEEDAC (Attachment 11.1.3 "A") advising that they are constructing a new residence at 6 Erlistoun Street and to assist in this process, requesting approval to locate 4 caravans at their industrial yard at 2 Crawford Street for workers for up to two months during the construction.

The Caravan Parks and Camping Grounds Act and Regulations, gives Council the ability to consider such requests and if appropriate to approve with or without conditions.

While this may be seen as taking some business away from existing accommodation providers, the construction of new houses in town should be encouraged and this is one way of facilitating development.

It is recommended that Council give conditional 3 month approval commencing from the date the caravans are located on site, subject to the site being kept in a neat and tidy condition, all vehicles are parked within the property and there is no discharge of used water from the caravans onto the ground.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OFFICER RECOMMENDATION:**

That Council:

1. Approves of MEEDAC locating four caravans at 2 Crawford Street Laverton for workers involved in the construction of a new residence at 6 Erlistoun Street, subject to the following conditions:
  - a. Approval is for a maximum period of three months from the date the caravans are sited at 2 Crawford Street;
  - b. 2 Crawford Street must be maintained and kept in a tidy condition while the caravans are on site;
  - c. All vehicles associated with the building workers and MEEDAC's general operations must be parked within the property; and
  - d. Used water from the caravans, if any, is not to be discharged on to the ground.
2. Advises MEEDAC that should there be any complaints or breaches of conditions observed, then Council reserves the right to review this approval.

**Note: This Agenda item was not dealt with as there was not a quorum. This item will be presented for consideration at a future meeting of Council.**



## 11.2 FINANCE AND ADMINISTRATION BUSINESS

<b>OC0604</b>	<b>11.2.1</b>	<b>ACCOUNTS PAID AS AT 31 MAY 2012</b>	<b>File Ref: 39</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The Senior Officer has an interest to the extent that she is a beneficiary of a locally operated business that is a creditor.

**OWNER/APPLICANT:** Shire of Laverton

**AUTHOR:** Tamara Hill, Administration Assistant

**SENIOR OFFICER:** Deanne Prior, Executive Manager Corporate & Community Services

**PREVIOUS MEETING REF:** Not applicable

**MATTER FOR CONSIDERATION:**  
 The presentation of a list of accounts paid in the preceding month in accordance with Council Delegation 21.

**ATTACHMENTS:** Nil

**APPLICANT'S SUBMISSION:** Not applicable

### BACKGROUND:

In accordance with Delegation 21, the Chief Executive Officer has approved the following accounts for payment:

Municipal Fund payments including cheque numbers 11830 to 11867 electronic funds transfers and lease payments totalling \$1,235,294.92 are presented as per the submitted list below:

Creditors	<u>Trans #</u>	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Amount</u>
<b>Aerodrome Management Services - EFT</b>					
	63,459	Bill Pmt - Cheque	25/05/2012		-4,876.30
<b>Alf Thompson - EFT</b>					
	63,182	Bill Pmt - Cheque	18/05/2012		-150.00
<b>All About Canvas - EFT</b>					
	62,869	Bill Pmt - Cheque	15/05/2012		-118.80
<b>Apollo Contracting Services - EFT</b>					
	63,183	Bill Pmt - Cheque	18/05/2012		-412.50
<b>Asgard Investors Services</b>					
	63,635	Liability Cheque	31/05/2012	11866	-2,746.71
<b>Atom Supply - EFT</b>					
	62,870	Bill Pmt - Cheque	15/05/2012		-1,482.80
<b>Austral Mercantile Collection - EFT</b>					
	63,460	Bill Pmt - Cheque	25/05/2012		-3,076.17
<b>Australia Post - EFT</b>					
	63,184	Bill Pmt - Cheque	18/05/2012		-523.51

<b>Australian Bush &amp; Country Maps - EFT</b>		Bill Pmt - Cheque	15/05/2012		-244.20
	62,871				
<b>Australian Comm &amp; Media Author - EFT</b>		Bill Pmt - Cheque	25/05/2012		-472.00
	63,461				
<b>Australian Library &amp; Info Ass - EFT</b>		Bill Pmt - Cheque	25/05/2012		-53.00
	63,462				
<b>Australian Super</b>		Liability Cheque	31/05/2012	11865	-1,895.13
	63,634				
<b>Australian Taxation Office - EFT</b>		Bill Pmt - Cheque	01/05/2012		-28,174.00
	62,651				
	63,185	Bill Pmt - Cheque	18/05/2012		-11,484.00
<b>Boc Limited - EFT</b>		Bill Pmt - Cheque	18/05/2012		-138.03
	63,186				
<b>Boldjet Pty Ltd</b>		Bill Pmt - Cheque	25/05/2012	11852	-835.44
	63,492				
<b>Brand Success - EFT</b>		Bill Pmt - Cheque	15/05/2012		-1,174.25
	62,872				
	63,187	Bill Pmt - Cheque	18/05/2012		-4,455.00
<b>Breakaway Earthmoving - EFT</b>		Bill Pmt - Cheque	15/05/2012		-90,421.79
	62,873				
	63,188	Bill Pmt - Cheque	18/05/2012		-55,071.50
	63,463	Bill Pmt - Cheque	25/05/2012		-197,183.80
<b>Brendon Chevely Deshon</b>		Bill Pmt - Cheque	15/05/2012	11832	-86.12
	62,957				
<b>Bunnings Group Limited - EFT</b>		Bill Pmt - Cheque	15/05/2012		-634.61
	62,874				
	63,464	Bill Pmt - Cheque	25/05/2012		-39.80
<b>Byrne International Group - EFT</b>		Bill Pmt - Cheque	18/05/2012		-470.50
	63,189				
<b>Canning Bridge Auto Lodge</b>		Bill Pmt - Cheque	21/05/2012	11839	-360.00
	63,223				
<b>Cardno (WA) Pty Ltd - EFT</b>		Bill Pmt - Cheque	15/05/2012		-76,603.00
	62,875				
<b>CBC Australia Pty Ltd</b>		Bill Pmt - Cheque	21/05/2012	11840	-554.40
	63,224				
<b>Chorus Call - EFT</b>		Bill Pmt - Cheque	18/05/2012		-192.83
	63,190				
<b>Chris Dryburgh - EFT</b>		Bill Pmt - Cheque	25/05/2012		-2,000.00
	63,465				
<b>Civic Legal - EFT</b>		Bill Pmt - Cheque	15/05/2012		-5,092.76
	62,876				
<b>Clever Patch - EFT</b>		Bill Pmt - Cheque	15/05/2012		-544.61
	62,877				
<b>Coastal Midwest Transport - EFT</b>		Bill Pmt - Cheque	18/05/2012		-227.76
	63,191				

<b>Coca-Cola Amatil (Aust) Pty Ltd - EFT</b>		Bill Pmt - Cheque			
	62,878		15/05/2012		-387.42
<b>Coffee &amp; Tea Supplies - EFT</b>		Bill Pmt - Cheque			
	62,879		15/05/2012		-394.91
	63,192	Bill Pmt - Cheque		18/05/2012	-565.60
<b>Cometti Tyre Wholesales - EFT</b>		Bill Pmt - Cheque			
	63,193		18/05/2012		-34,342.00
<b>Construction Industry Training Fund</b>		Bill Pmt - Cheque			
	62,726		02/05/2012	11830	-10,279.90
<b>Cooper Engineering Service Pty Ltd - EFT</b>		Bill Pmt - Cheque			
	63,466		25/05/2012		-7,933.20
<b>CORPORATE EXPRESS - EFT</b>		Bill Pmt - Cheque			
	63,194		18/05/2012		-43.63
	63,467	Bill Pmt - Cheque		25/05/2012	-1,024.65
<b>Courier Australia - EFT</b>		Bill Pmt - Cheque			
	62,880		15/05/2012		-195.12
	63,195	Bill Pmt - Cheque		18/05/2012	-1,772.76
<b>Custom Service Leasing Pty Ltd - EFT</b>		Bill Pmt - Cheque			
	63,468		25/05/2012		-451.75
<b>DAPHNE FLORIST KALGOORLIE - EFT</b>		Bill Pmt - Cheque			
	62,881		15/05/2012		-724.00
<b>Deckert, Steven - EFT</b>		Bill Pmt - Cheque			
	63,196		18/05/2012		-239.80
<b>Dept of Transport</b>		Bill Pmt - Cheque			
	63,493		25/05/2012	11853	-24.05
<b>Desert Inn Hotel - EFT</b>		Bill Pmt - Cheque			
	62,882		15/05/2012		-376.00
	63,197	Bill Pmt - Cheque		18/05/2012	-24.00
<b>Desert Sands Cartage - EFT</b>		Bill Pmt - Cheque			
	62,883		15/05/2012		-554.40
<b>Dr Ramendra Mitra - EFT</b>		Bill Pmt - Cheque			
	63,198		18/05/2012		-15,000.00
<b>Duketon Resources Pty Ltd</b>		Bill Pmt - Cheque			
	63,225		21/05/2012	11841	-49.18
<b>Eagle Petroleum (WA) - EFT</b>		Bill Pmt - Cheque			
	63,199		18/05/2012		-60,246.52
<b>Eastgold Dairy Distributors - EFT</b>		Bill Pmt - Cheque			
	62,884		15/05/2012		-571.25
	63,200	Bill Pmt - Cheque		18/05/2012	-180.60
	63,469	Bill Pmt - Cheque		25/05/2012	-379.55
<b>Elite Gym Hire - EFT</b>		Bill Pmt - Cheque			
	62,885		15/05/2012		-440.00
<b>Express Yourself Printing - Eft</b>		Bill Pmt - Cheque			
	62,886		15/05/2012		-100.12
<b>Falcon Minerals Ltd</b>					

	63,494	Bill Pmt - Cheque	25/05/2012	11854	-6,645.69
<b>FESA - EFT</b>					
	62,887	Bill Pmt - Cheque	15/05/2012		-2,966.77
<b>First National Real Estate - EFT</b>					
	63,470	Bill Pmt - Cheque	25/05/2012		-2,388.82
<b>Friends of Great Victoria Desert Parks</b>					
	63,495	Bill Pmt - Cheque	25/05/2012	11855	-131.40
<b>Goldfields Commercial Security - EFT</b>					
	62,888	Bill Pmt - Cheque	15/05/2012		-3,851.77
	63,201	Bill Pmt - Cheque	18/05/2012		-39.80
<b>Goldfields Toyota - EFT</b>					
	62,889	Bill Pmt - Cheque	15/05/2012		-63,045.74
<b>Goldline Distributors - EFT</b>					
	62,890	Bill Pmt - Cheque	15/05/2012		-2,004.41
	63,202	Bill Pmt - Cheque	18/05/2012		-327.86
<b>Goldrush Tours - EFT</b>					
	62,891	Bill Pmt - Cheque	15/05/2012		-1,791.80
<b>Gray &amp; Lewis Land Use Planners - EFT</b>					
	63,471	Bill Pmt - Cheque	25/05/2012		-55.00
<b>Gregory Froomes Wyllie - EFT</b>					
	63,203	Bill Pmt - Cheque	18/05/2012		-3,245.00
<b>Haines Norton - EFT</b>					
	62,892	Bill Pmt - Cheque	15/05/2012		-1,595.00
	63,472	Bill Pmt - Cheque	25/05/2012		-7,260.00
<b>Healthscope Pathology</b>					
	63,226	Bill Pmt - Cheque	21/05/2012	11842	-20.65
<b>HESTA Super Fund</b>					
	63,633	Liability Cheque	31/05/2012	11864	-87.18
<b>Higgs Haulage WA Pty Ltd - EFT</b>					
	62,893	Bill Pmt - Cheque	15/05/2012		-2,200.00
<b>Hitachi Construction Machinery - Eft</b>					
	63,473	Bill Pmt - Cheque	25/05/2012		-5,008.09
<b>Horizon Power</b>					
	63,227	Bill Pmt - Cheque	21/05/2012	11843	-3,474.27
	63,496	Bill Pmt - Cheque	25/05/2012	11856	-11.55
<b>HostPlus Super</b>					
	63,632	Liability Cheque	31/05/2012	11863	-186.92
<b>Image Resources NL</b>					
	63,228	Bill Pmt - Cheque	21/05/2012	11844	-664.57
<b>Keys Bros Moving Solutions - EFT</b>					
	62,894	Bill Pmt - Cheque	15/05/2012		-540.00
<b>Kirby Swim Equip Pty Ltd - EFT</b>					
	62,895	Bill Pmt - Cheque	15/05/2012		-244.20
<b>Landgate - EFT</b>					
	63,204	Bill Pmt - Cheque	18/05/2012		-24.00

<b>Laurinda Hill - EFT</b>		Bill Pmt - Cheque	25/05/2012		-25.87
	63,474				
<b>Laverton Motors - Eft</b>		Bill Pmt - Cheque	25/05/2012		-402.21
	63,475				
<b>Lewis Partnership - EFT</b>		Bill Pmt - Cheque	25/05/2012		-3,340.30
	63,476				
<b>Lynas Corporation - EFT</b>		Bill Pmt - Cheque	15/05/2012		-100.00
	62,896				
<b>Lynda Barnes - EFT</b>		Bill Pmt - Cheque	25/05/2012		-31.33
	63,477				
<b>McIntosh &amp; Son - Eft</b>		Bill Pmt - Cheque	18/05/2012		-1,086.47
	63,205				
<b>MCAHON BURNETT TRANSPORT - EFT</b>		Bill Pmt - Cheque	18/05/2012		-485.02
	63,206	Bill Pmt - Cheque	25/05/2012		-5,697.36
	63,478				
<b>Medical Sales and Service Pty Ltd - EFT</b>		Bill Pmt - Cheque	18/05/2012		-84.55
	63,207				
<b>Melbourne IT</b>		Bill Pmt - Cheque	15/05/2012	11833	-44.00
	62,958				
<b>MLC Masterkey Superannuation</b>		Liability Cheque	31/05/2012	11862	-441.60
	63,631				
<b>Mt Margaret Remote Comm School</b>		Liability Cheque	05/17/2012	11837	-200.00
	63,067				
<b>Murrin Murrin Holdings Pty Ltd</b>		Bill Pmt - Cheque	21/05/2012	11845	-524.47
	63,229				
<b>National Tyres - EFT</b>		Bill Pmt - Cheque	15/05/2012		-330.00
	62,897				
<b>National Australia Bank</b>		Bill Pmt - Cheque	16/05/2012		-75,223.44
	62,688- 62,722	Bill Pmt - Cheque	16/05/2012		-63,724.91
	62,993- 63,029	Bill Pmt - Cheque	16/05/2012		-74,861.88
	63,530- 63,565	Bill Pmt - Cheque	16/05/2012		
<b>NATS - EFT</b>		Bill Pmt - Cheque	15/05/2012		-8,860.50
	62,898	Bill Pmt - Cheque	25/05/2012		-35,523.18
	63,479				
<b>Neat 'n Trim Uniforms Pty Ltd - EFT</b>		Bill Pmt - Cheque	25/05/2012		-1,120.00
	63,480				
<b>Neville Maguire - EFT</b>		Bill Pmt - Cheque	25/05/2012		-316.27
	63,481				
<b>NGAANYATJARRA Council - EFT</b>		Bill Pmt - Cheque	15/05/2012		-21,361.50
	62,899				
<b>Nicole Barker - EFT</b>		Bill Pmt - Cheque	25/05/2012		-86.00
	63,482				
<b>Novimex Wholesale Giftware - EFT</b>		Bill Pmt - Cheque	15/05/2012		-1,103.35
	62,900				
<b>On-Line Business Equipment - Eft</b>					

	62,901	Bill Pmt - Cheque	15/05/2012		-4,337.55
<b>Optus Billing Services</b>					
	63,230	Bill Pmt - Cheque	21/05/2012	11846	-1,264.93
<b>Orica Australia Pty Ltd - Eft</b>					
	62,902	Bill Pmt - Cheque	15/05/2012		-82.76
<b>Outback Parks &amp; Lodges - EFT</b>					
	62,903	Bill Pmt - Cheque	15/05/2012		-1,010.00
	63,483	Bill Pmt - Cheque	25/05/2012		-390.00
<b>Peerless Jal Pty Ltd - EFT</b>					
	62,904	Bill Pmt - Cheque	15/05/2012		-455.50
<b>Petroleum Technologies Aust Pty Ltd- EFT</b>					
	62,905	Bill Pmt - Cheque	15/05/2012		-8,459.00
<b>PETTY CASH TIN - SHIRE OF LAVERTON</b>					
	62,735	Bill Pmt - Cheque	08/05/2012	11831	-418.90
	63,111	Bill Pmt - Cheque	17/05/2012	11838	-345.00
	63,658	Bill Pmt - Cheque	31/05/2012	11867	-196.60
<b>Pivotel Satellite Pty Limited</b>					
	63,231	Bill Pmt - Cheque	21/05/2012	11847	-200.00
	63,497	Bill Pmt - Cheque	25/05/2012	11857	-84.00
<b>Powerchill - EFT</b>					
	62,906	Bill Pmt - Cheque	15/05/2012		-3,494.70
	63,484	Bill Pmt - Cheque	25/05/2012		-132.00
<b>Pumps Australia Pty Ltd - EFT</b>					
	63,208	Bill Pmt - Cheque	18/05/2012		-80.59
<b>Redback Productions - EFT</b>					
	63,209	Bill Pmt - Cheque	18/05/2012		-99.00
<b>Regis Resources</b>					
	63,232	Bill Pmt - Cheque	21/05/2012	11848	-297.07
<b>REST Superannuation</b>					
	63,630	Liability Cheque	31/05/2012	11861	-475.41
<b>Rifle Point Contractors - EFT</b>					
	62,907	Bill Pmt - Cheque	15/05/2012		-24,065.80
<b>Roberts BT &amp; PG - Eft</b>					
	62,908	Bill Pmt - Cheque	15/05/2012		-25,416.00
<b>Royal Flying Doctor Service - EFT</b>					
	62,909	Bill Pmt - Cheque	15/05/2012		-2,500.00
<b>Sean Wells - EFT</b>					
	63,210	Bill Pmt - Cheque	18/05/2012		-55.50
<b>Sensis Pty Ltd</b>					
	63,233	Bill Pmt - Cheque	21/05/2012	11849	-31.03
<b>Shire of Laverton - Trust Ac - Eft</b>					
	63,211	Bill Pmt - Cheque	18/05/2012		-659.50
<b>Shire of Laverton Social Club - EFT</b>					
	63,212	Bill Pmt - Cheque	18/05/2012		-428.86
	63,629	Liability Cheque	31/05/2012		-740.00

<b>Shire of Leonora - Eft</b>		Bill Pmt - Cheque	15/05/2012		-11,000.00
	62,910				
<b>SKIPPER TRUCK PARTS - EFT</b>		Bill Pmt - Cheque	15/05/2012		-230.00
	62,911				
<b>South Boulder Mines Ltd - EFT</b>		Bill Pmt - Cheque	15/05/2012		-106.15
	62,912				
<b>Sportime - EFT</b>		Bill Pmt - Cheque	15/05/2012		-316.19
	62,913				
<b>Star Track Express - EFT</b>		Bill Pmt - Cheque	18/05/2012		-45.57
	63,213	Bill Pmt - Cheque	25/05/2012		-38.73
	63,485				
<b>State Law Publisher</b>		Bill Pmt - Cheque	25/05/2012	11858	-156.00
	63,498				
<b>Sunny Industrial Brushware - EFT</b>		Bill Pmt - Cheque	15/05/2012		-968.00
	62,914				
<b>Sunny Sign Company Pty - EFT</b>		Bill Pmt - Cheque	18/05/2012		-66.18
	63,214				
<b>Telstra</b>		Bill Pmt - Cheque	15/05/2012	11834	-168.61
	62,959	Bill Pmt - Cheque	21/05/2012	11850	-2,999.19
	63,234	Bill Pmt - Cheque	25/05/2012	11859	-185.29
	63,499				
<b>The Eskoolup Trust - EFT</b>		Bill Pmt - Cheque	15/05/2012		-18,600.00
	62,915	Bill Pmt - Cheque	25/05/2012		-22,000.00
	63,486				
<b>The Lister Specialists Pty Ltd - EFT</b>		Bill Pmt - Cheque	25/05/2012		-2,053.40
	63,487				
<b>Toll Ipec Pty Ltd - Eft</b>		Bill Pmt - Cheque	15/05/2012		-180.39
	62,916	Bill Pmt - Cheque	18/05/2012		-554.66
	63,215	Bill Pmt - Cheque	25/05/2012		-23.02
	63,488				
<b>Toll Priority - EFT</b>		Bill Pmt - Cheque	25/05/2012		-169.57
	63,489				
<b>Total Eden - EFT</b>		Bill Pmt - Cheque	15/05/2012		-279.31
	62,917				
<b>Tower Hotel</b>		Bill Pmt - Cheque	15/05/2012	11835	-182.00
	62,960				
<b>Truck Centre (WA) Pty Ltd - EFT</b>		Bill Pmt - Cheque	18/05/2012		-288.45
	63,216				
<b>Truckline - EFT</b>		Bill Pmt - Cheque	15/05/2012		-261.37
	62,918	Bill Pmt - Cheque	18/05/2012		-1,008.50
	63,217				
<b>Visit Merchandise Pty Ltd - Eft</b>		Bill Pmt - Cheque	15/05/2012		-169.62
	62,919	Bill Pmt - Cheque	18/05/2012		-2,665.31
	63,218				
<b>Visitor Centre Association of WA - Eft</b>					

	63,219	Bill Pmt - Cheque	18/05/2012		-111.00
<b>WA Library Supplies - Eft</b>					
	62,920	Bill Pmt - Cheque	15/05/2012		-336.00
<b>WA Local Government Association - EFT</b>					
	62,921	Bill Pmt - Cheque	15/05/2012		-1,474.02
	63,220	Bill Pmt - Cheque	18/05/2012		-3,238.77
	63,490	Bill Pmt - Cheque	25/05/2012		-2,844.18
<b>WA Local Government Super Plan - EFT</b>					
	63,628	Liability Cheque	31/05/2012		-38,147.90
<b>Water Corporation</b>					
	62,961	Bill Pmt - Cheque	15/05/2012	11836	-6,672.05
	63,235	Bill Pmt - Cheque	21/05/2012	11851	-8,540.70
	63,500	Bill Pmt - Cheque	25/05/2012	11860	-1,444.45
<b>Westland Autos Pty Ltd - Eft</b>					
	63,221	Bill Pmt - Cheque	18/05/2012		-517.81
<b>Westrac Pty Ltd - EFT</b>					
	63,222	Bill Pmt - Cheque	18/05/2012		-68.06
	63,491	Bill Pmt - Cheque	25/05/2012		-584.34
				<b>Total</b>	<b>-1,235,294.92</b>

#### **STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulations 1996.

Reg. 34(2) – Provides a local government may require such other supporting information as is considered relevant by the local government.

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

**COMMENT:** Nil

#### **VOTING REQUIREMENTS:**

Simple majority decision required

#### **OC0604 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Ryles**

**That Council acknowledges receipt of the list of payments made under Delegation 21 as per the submitted list and summarised as following:**

**Municipal Fund payments including cheque numbers 11830 to 11867, electronic funds transfers and lease payments totalling \$1,235,294.92.**

**CARRIED 4/0**



**OC0605 11.2.2 OUTSTANDING DEBTORS REPORT AS AT 31 MAY 2012**

**File ref: 33**

**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Shire of Laverton

**AUTHOR:** Tamara Hill, Administration Assistant

**SENIOR OFFICER:** Deanne Prior, Executive Manager Corporate & Community Services

**PREVIOUS MEETING REF:** Not applicable

**MATTER FOR CONSIDERATION:**

The presentation of a report indicating the outstanding Debtor Balances as at the end of March 2012.

**ATTACHMENTS:** Nil

**APPLICANT'S SUBMISSION:** Nil

**BACKGROUND:**

Council has requested a report of the Outstanding Debtors of the Shire of Laverton as at the preceding month end.

**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulations 1996

Reg. 5(1) (a) – The Chief Executive Officer is to establish efficient systems and procedures for the proper collection of all money owing to the local government.

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

**COMMENT:**

The balance of Outstanding Debtors at 31 May 2012 is \$310,682.68.

The total debtor balance includes:

Debtors	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
General Debtors	0.00	285,006.79	3,245.89	125.75	87,330.11	375,708.54
Doubtful Debt	0.00	0.00	0.00	0.00	120,000.00	120,000.00
Rates	<u>9,127.77</u>	<u>0.00</u>	<u>-731.12</u>	<u>0.00</u>	<u>46,577.49</u>	<u>54,974.14</u>
<b>TOTAL</b>	<b><u>9,127.77</u></b>	<b><u>285,006.79</u></b>	<b><u>2,514.77</u></b>	<b><u>125.75</u></b>	<b><u>13,907.60</u></b>	<b><u>310,682.68</u></b>

A detailed list of Debtor balances is provided in the Information Bulletin.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0605 COUNCIL'S DECISION/STAFF RECOMMENDATION:**

**Moved Cr Weldon, Seconded Cr Hill**

**That the report of Outstanding Debtors as at 31 May 2012 be received.**

**CARRIED 4/0**

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<b>OC0606 11.2.3 REIMBURSEMENT OF EXPENSES</b>	<b>File Ref: 39</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Shire of Laverton

**AUTHOR:** Tamara Hill, Administration Assistant

**SENIOR OFFICER:** Deanne Prior, Executive Manager Corporate & Community Services

**PREVIOUS MEETING REF:** Not applicable

**MATTER FOR CONSIDERATION:**  
 Presentation of an information report to Council on expenses that have been reimbursed to Staff who have incurred expenditure during the course of business on behalf of Council.

**ATTACHMENTS:** Nil

**APPLICANT'S SUBMISSION:** Nil

**BACKGROUND:**  
 Pursuant to Policy No. 3.11, expenses have been incurred on behalf of Council:

<b>Laurinda Hill</b> Great Beyond Co-ordinator	Reimbursement For Dishwashing Tablets For The Great Beyond	\$ 25.87
<b>Lynda Barnes</b> Executive Assistant	Reimbursement For Cost Of Anzac Biscuits For Dawn Service	\$ 31.33
<b>Neville Maguire</b> Mt Morgans Caretaker	Reimbursement For Garden Maintenance Items	\$ 111.96
<b>Neville Maguire</b> Mt Morgans Caretaker	Reimbursement For Vacuum Cleaner & Pest Control Bombs	\$ 204.31
<b>Nicole Barker</b> Community Resource Centre Co-Ordinator	Reimbursement For Purchase Of Additional Promotional Items For The Eldag Grant Year Of Reading	\$ 86.00
<b>Sean Wells</b> Administration Officer	Reimbursement For Police Clearance	\$ 55.50
<b>Steven Deckert</b> Chief Executive Officer	Reimbursement For Internet Service To 8 Leahy Close In Accordance With Contract Of Employment. February To May 2012	\$ 239.80
	<b>TOTAL</b>	<b>\$ 754.77</b>

**STATUTORY ENVIRONMENT:**  
 As per adopted Council Policy 3.11 – Reimbursement of Expenses

**POLICY IMPLICATIONS:** Nil

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

**COMMENT:** Nil

**VOTING REQUIREMENTS:**  
Simple majority decision required

**OC0606 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Weldon**

**That Council acknowledge the reimbursement of expenses already paid in accordance with Policy No 3.11 amounting to \$754.77.**

**CARRIED 4/0**

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**OC0607 11.2.4 BANK RECONCILIATION AND INVESTMENTS REPORT  
AS AT 31 MAY 2012**

**File Ref: 43**

**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Shire of Laverton

**AUTHOR:** Deanne Prior, Executive Manager Corporate & Community Services

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REF:** Not applicable

**MATTER FOR CONSIDERATION:**

The report presented reflects the reconciliation of the Council's bank accounts, including invested funds, as at 31 May 2012.

**ATTACHMENTS:**

Attachment 11.2.4 "A" - Bank Reconciliation and Investment Report as at 31 May 2012

**APPLICANT'S SUBMISSION:** Nil

**BACKGROUND:**

Reconciliation is undertaken between Council's financial accounting system and the various bank accounts operated by Council as a means of determining the completeness and integrity of transaction processing. As per Finance Policy 3.2, a report on Investments of Council funds is also provided.

**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulations 1996 Reg. 34(2) – Provides a local government may require such other supporting information as is considered relevant by the local government.

**POLICY IMPLICATIONS:** Policy 3.2

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0607 COUNCIL'S DECISION/OFFICER'S RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Ryles**

**That:**

- 1. The Bank Reconciliation as at 31 May 2012, as appended (Attachment 11.2.4 "A"), be received.**
- 2. The report on investments as at 31 May 2012, as appended (Attachment 11.2.4 "A"), be received.**

**CARRIED 4/0**

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<b>OC0608 11.2.5 FINANCIAL STATEMENTS FOR THE PERIOD TO 30 APRIL 2012</b> <b>File Ref: 42</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Deanne Prior, Executive Manager Corporate & Community Services

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REF:** Nil

**MATTER FOR CONSIDERATION:**

To receive the Financial Activity Statements for the period to 30 April 2012

**ATTACHMENTS:**

Appendix 11.2.5 "A" – Financial Report for Period to 30 April 2012

**BACKGROUND:**

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires the preparation of a statement of financial activity each month, reporting on revenue and expenditure. Material variances (as determined by the Council annually) between actual and budgeted figures must be commented on.

Variances between budgeted and actual expenditure including the required Material Variances of plus or minus 10% and \$10,000, which is the limit set as per Council Resolution, are noted below. All material variances will be commented on to provide an overall position compared to budget as at 30 April 2012. The material variances are still being compared to the adopted budget figures rather than the budget review figures adopted by Council at the April 2012 Ordinary Meeting of Council.

**STATUTORY ENVIRONMENT:**

Local Government (Financial Management) Regulation 1996

- Regulation 34

**POLICY IMPLICATIONS:** Council has no Policy in respect to this matter

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

**COMMENT:**

The Financial Reports are presented monthly, generated by our off-site Accountants, UHY Haines Norton and printed in our office.

Net assets as at 30 April 2012 were \$40,922,215. This is an increase of \$2,202,869 since 30 June 2011. Net Current Assets as at 30 April 2012, after deducting restricted cash and cash backed leave provisions, were \$2,818,141. This is a difference of \$223,346 from the balance brought forward at 1 July 2011.

The amount held in Reserves is \$3,687,290. There were no transfers made from the Reserve accounts during April. The term deposits matured which resulted in interest being apportioned to each of the reserve accounts at the maturity date.

Capital expenditure for the month of April, excluding depreciation amounted to \$325,600. The major areas of expenditure were:

- Toyota Landcruiser for EMTS - \$77,141 (excluding trade in)
- A progress payment to Cardno for the Main Street Project Design - \$69,639
- Road construction works on Old Laverton Road - \$55,274
- Road construction works on Great Central Road - \$44,571
- Road construction works on Mt Margaret Road - \$29,517
- Road construction works on Bandy Road - \$23,396
- Telephone system for Administration Building - \$11,541

Brief descriptions of all material variances for Operating Revenue and Expenditure for the period to 30 April, compared to year to date budget figures, are provided below:

#### **REVENUE:**

Total operating income, for the period to 30 April 2012, was 84.33% of the year to date budget figure and 55.59% of the annual budget figure.

#### **General Purpose Funding**

I031030 - Non-payment Penalty revenue of \$5,451 is less than the budgeted figure of \$40,000. Interest is calculated at the time of receiving payments and at the end of the financial year. Once the end of year interest is calculated there may not be as much of a variance to the budget figure.

I031045 - As previously advised, the discount allowed for Rates is less than the budgeted figure by \$21,994.70 as less rate payers took up the option of paying in full by the due date for receiving a 5% discount.

I031050 – Rates Written Off are below the year to date budget figure by \$15,384. It is expected that there will be some rates written off for surrendered tenements from previous years, subject to Council approval. This account will then be closer to the budget figure.

I032030 - Interest earned on the Municipal Account is higher than the year to date budget figure by \$81,993, due to the balance of funds held in the cheque account and the term deposit for Municipal Funds throughout the year. The term deposit matured in April so additional interest was credited to the term deposit balance. Interest earned to 30 April 2012 has now exceeded the annual budget figure of \$50,000 by \$73,659.

I032060, I032070 and I032081 – Interest earned on the Road Reserve, Council Building Reserve and Town site Revitalisation Reserve accounts are now appearing as material variances. No funds were transferred, from the reserve accounts, so far this year; therefore, interest earnings are higher than budgeted. The interest rate received on the term deposits has also remained high and is higher than the rate used for budget calculations.

I041050 – As previously advised, invoices to the member councils for the Outback Highway Development Council Secretariat were issued in February. Invoices were raised earlier in the year for the reimbursement of costs for the Outback Way AGM held at Yulara. The Shire paid for the costs and then invoiced the attendees for their share of costs. As a result, this



account is over budget by \$18,990 for both the year to date & annual budget figure. The sale of some Outback Way Guide Books and the refund of the deposit, paid for the stand at the Caravan and Camping Show, increased the revenue for the OHDC Secretariat in April.

### **Law Order & Public Safety**

I053005 – The amount included in this account was for grant funding to update the Community Safety & Crime Prevention Plan. The Plan has not yet been updated and as a result, no claim has been submitted for the funding. There was also the possibility of receiving funding from the Local Government Partnership Fund. No applications have been made for funding from this fund to date.

I053011 – An invoice has not been raised for the contribution from the Dept of the Attorney General towards the salary for the Community Capacity Building Officer (CCBO). A report needs must be submitted before the invoice can be raised. The submission of the report has been delayed due to the CCBO being on extended sick leave. The report should be submitted in June, when the CCBO returns to work and the invoice should be raised before the end of the financial year.

I054010 – The Local Emergency Management Arrangements & Recovery Plan has been re-written. The acquittal still needs to be submitted together with an invoice for the contribution from FESA. This will be done before the end of the financial year.

### **Health**

I074011 - Revenue for the Doctor's Surgery to the end of April was \$81,805. As mentioned in previous reports, nothing was included in the budget for Medical Practice Receipts as it was not known at the time of preparing the budget that the Shire would be administering the Medical Practice.

I074020 - A profit of \$16,750 was realised as a result of selling the doctor's vehicle. This is merely a book entry to remove the vehicle from our assets. The actual sale amount, excluding GST, was \$31,364.

### **Education & Welfare**

I085005 and I085015 - No revenue has been received for the Youth Worker or Youth Miscellaneous Grants as the Youth & Recreation position is still vacant.

I087010 - No income has been received for the Laverton Crisis Intervention Centre, as the final reports for the 2010/11 financial year have not been submitted. The documents have been prepared and will be submitted to the Department for Child Protection after they have been audited.

### **Recreation & Culture**

I113015 - The Department of Education has not been invoiced for their contribution towards the Shire Oval operating Costs. Invoices need to be raised for their contribution for the period 1 April 2011 to 31 March 2012. The invoices have not been raised as we are still trying to sort out payment of the invoices raised in the previous financial year.

### **Transport**

I121020 - Project Based Grant revenue is under the year to date budget figure by \$216,000. This is mainly a timing issue.

I121048 – No further funding will be received for flood damage this financial year.

I123005 - Gain on Disposal of Assets is an indicative figure for any gain made on the trade in or sale of plant items. Nothing has been posted to this account for the period ended 30 April.

I126005 - Revenue from aerodrome landing fees is over the year to date budget figure by 170.5% and is 142% of the annual budgeted figure. Flights into Laverton have increased,

mainly due to charter flights for the various mining companies, and as a result, revenue from landing fees is higher.

I126011 and I126025 - Invoices will not be raised for the financial contribution, expected from various stakeholders, for the refuelling facility, until the facility is operational. Similarly, the funding for the aircraft refuelling facility will not be received until the facility installation has been commissioned and is operational.

I126012 - The aircraft refuelling facility was still not operational at the end of April and consequently no revenue has been received.

### **Economic Services**

I134005 - No funding is expected this financial year in relation to trainees for the Community resource Centre.

I134045- CRC Support Funding is above the year to date figure by \$12,000. This is due to an additional amount received from the Department of Regional Development and Lands due to being in a remote locality. No further funds will be received before the end of the financial year.

I135005 - This account is currently showing a negative balance due to writing off the debt for Complete Portables as per previous Council resolution. If the account remains a negative balance at the end of the financial year, a journal will be processed to transfer the balance to an expense account. This will be discussed with Haines Norton.

I136010 – The CEO has been speaking to the Department of Regional Development and Lands in relation to this funding. It is uncertain whether any of the funds will be received this financial year.

### **Other Property and Services**

I143010 – The reimbursement for a workers compensation claim has been receipted to this account. There is no allowance in the budget for reimbursement of workers compensation claims. This account is over budget by \$14,965.

I144035 – The proceeds from the sale of the Mack Fleet liner were posted to this account. It should have been posted to account I123005. The proceeds from the sale of the prime mover was \$16,000 more than expected, even after the sale costs were deducted. A journal will be done in May to move the funds to the correct account.

I145010 – This account is showing a material variance. The reason for this is due to a refund from the ATO for \$10,105, being excess contributions paid for the 2010/11 Fringe Benefits Tax year.

I145050 – The profit on the sale of the vehicle traded in on the new vehicle for the EMTS was higher than budgeted. It appears that when the budget was prepared the incorrect vehicle was identified as the trade in vehicle. As a result, a profit was made rather than a loss as shown in the Adopted Budget (Note 4).

### **EXPENDITURE:**

Total operating expenditure, to 30 April 2012, was 79.23% of the year to date budget figure and 62.44% of the annual budget figure.

### **General Purpose Funding**

E031200 – the allocation of administration overheads is less than budgeted by \$20,514 due to administration expenses being less than the year to date budget figure.

### **Governance**

E041030 - Expenses for the Outback Highway Development Council Secretariat are less than the year to date budget by \$70,393 for the period to the end of April.

E041200 - The allocation for administration expenses for the period to 30 April 2012 is less than budgeted by \$66,614. This is a result of Administration Overheads being below budget and therefore the amount allocated to Governance is below budget.

### **Law Order & Public Safety**

E051010 – Fire Control Expenses are higher than the year to date budget figure by \$13,407. This is due to the work done by the Shire employees for firebreaks around town.

E052020 - Dog Control expenses are below the year to date budget figure by \$33,356.

E054010 - Project Officer Glenn Bone has reviewed the Local Emergency Management and Recovery Plan. A journal will be done to allocate the cost's relating to the review to this account so that a claim can be submitted. This will be done before the end of the financial year.

### **Health**

E074015 – Maintenance costs for the Doctor's house is currently below the year to date budget by \$16,876. It is anticipated that some maintenance work will be carried out on the house prior to a permanent doctor moving in to the house. It is unlikely that the work will be carried out this financial year.

E074025 & E074030 – These accounts are both below budget as these accounts are used to make the payments to the permanent doctor. As Dr Winlo's contract was finalised in September 2011, no payments have been made since then. The amounts included in the budget, for these accounts, will offset the expenditure being incurred for the medical practice expenses as per account E074031.

E074031 - A new account was created to monitor the expenditure for the provision of a Locum Doctor. Expenditure to the end of April, relating to this service, was \$182,655. There was no amount included in the adopted budget for this account.

### **Education & Welfare**

Youth & Recreation Services expenditure is below budget by \$86,945 due to the Youth & Recreation Development Co-ordinator position still being vacant at the end of April. Expenses have been incurred in relation to the Youth Centre and advertising for the position.

### **Housing**

Expenditure on Shire housing is below the year to date budget by \$114,753. Very little maintenance work has been done on the Shire houses this year.

E091055 - As previously advised, the interest charge for Loan 79 was accrued to 30 June 2011 for the 2010/11 financial statements. As a result when the loan repayment was made in August, only a portion of the interest was allocated to the expenditure account. This account is below the year to date budget figure by \$22,390. This will remain below budget until the end of year adjustments are done for the June 2012 Financial Statements.

### **Community Amenities**

Community Amenities is below the year to date budget figure by \$84,291. There are a few material variances on accounts as outlined below:

E101005 - Litter control expenses, for the period to 30 April 2012, is 122.39% of the year to date budget figure and 102% of the annual budget figure. Litter control costs have been high but have been reined in as work practices are continually reviewed.

E101030 – The household verge collection will be conducted in June 2012. Other expenditure allocated to this account has been minimal.

E107005 - Expenditure on Cemetery Operations is below the year to date budget figure by \$17,202.

E107015 – Expenditure on public conveniences is below the year to date budget figure by \$10,762. Only small amounts of labour and overheads costs have been allocated to this account up to the end of April.

E107298 – Depreciation expenditure is much less than the year to date budget figure.

### **Recreation and Culture**

E112010 - Swimming Pool salaries are below budget by \$44,254. The budget included salaries for the Pool Manager and Acting Pool Manager. There has only been one employee working at the Pool since the resignation of the Pool Manager in November 2011. It also appears that leave and subsidies for the Pool Manager has been allocated to various public works overheads accounts. A journal will be done to correct these entries before the end of the financial year.

E112020 - Swimming Pool maintenance expenditure is below the year to date budget figure by \$35,077. Some maintenance work has been carried out since the pool closed for the season.

E113010 - The year to date expenditure on Parks, Gardens & Reserves is \$36,231 less than the year to date budget figure.

E113015 - Expenditure on the Oval is below the year to date budget figure by \$44,452. The perimeter fencing is still to be completed.

E113060 – Some expenditure may be incurred for Recreation and Sport Planning, prior to the end of financial year, but the majority of expenditure will be included for consideration in the 2012/13 budget process.

E115005 – For some reason one of the Library employees has had public works overheads allocated, when the allocations are processed each pay period. A journal will be done in May to correct this. Once the journal has been processed, the Library Officer salaries will be less than the budget figure.

### **Transport**

#### **Roads**

E122010 – Maintenance for Rural Roads is below the year to date budget figure by \$227,409. This area has suffered due to the lack of a second maintenance grader operator at times and the need to second one of the operators into the construction crew for short periods.

E122016 – Gravel Pits restoration will be carried out towards the end of the financial year. No expenditure has been incurred to the end of April and is below the budget by \$50,000.

E122017 – No expenditure for Flood Damage works has been incurred. No flood damage work will be carried this financial year.

E122020 – Footpath maintenance is below the year to date budget by \$20,829.

E122045 - Street Trees and Tree Watering is below the year to date budget figure by \$31,347.

E122050 - Traffic & Street Signs is below the year to date budget figure by \$26,195. It is expected that expenditure will increase over the next few months and will meet the annual budget figure.

E122055 - Maintenance Town Streets is \$20,969 less than the budgeted year to date figure and may not reach the annual budget figure.

E122075 – Mt Weld Rd maintenance is currently below budget by \$16,529.

E122200 – Administration allocation is below budget by \$11,704 as overall expenditure for Road Maintenance is below budget.

E122298 - Depreciation – Transport Other is higher than budgeted by \$203,784. This figure includes depreciation of some plant items and depreciation of Road Infrastructure.

**Aerodrome:**

E126005 & E126010 – Airport Terminal Maintenance and Aerodrome Operations are both below the year to date budget figures. There hasn't been any maintenance work carried out on the terminal building this year.

E126020 - There has not been any expenditure relating for the refuelling facility to the end of April, as it had not been commissioned. As a result, there is a variance of \$86,730 against the year to date budget figure.

E126298 - Depreciation for the Aerodrome is higher than the year to date budget figure by \$28,506.

**Economic Services**

E131025 - Economic Development is currently showing it is below budget by \$30,309. The costs for the Feasibility Study for the Town site accommodation village was incorrectly coded to the Capital Expenditure account for the Main Street Project. A journal was processed in May to correct this. No expenditure has been incurred in relation to the Investigation and Planning for a Rural Subdivision.

E132 – Tourism Area Promotion expenditure in general is below budget by \$16,196 but no individual account is showing a material variance.

E133030 – Salaries for the Great Beyond are below budget by \$16,269.

E133065 - The purchase of souvenirs so far this year is \$30,020. Against the year to date budget figure it appears as a material variance as the amount was not allocated throughout the year. Expenditure should not exceed the annual budget figure.

E134065 - CRC Project Fund expenditure is below the year to date budget amount by \$24,100. As previously reported, several phone calls and emails have been made we still have not received an invoice from PsiTech for maintenance works carried out on the CRC computer network. Although this will not bring the expenditure up to the budgeted figure, it will increase the operating expenditure for the Community Resource Centre.

E134090 – Expenditure for the LotteryWest Agency is below the year to date budget figure by \$68,817. Some building work carried out in the Coach house has been coded to this account.

**Other Property & Services**

**Private Works**

**E141101** - Depreciation for the Community Bus has been set at 20% and needs to be adjusted. At present, the depreciation amount is over budget by \$14,501.

**Works Overheads:**

Some errors have been identified in the Public Works Overhead (PWOH) accounts. Corrections to the accounts will be processed in May.

E143021 – There has been no expenditure in this account, as the position of Works Technical Officer is still vacant. This account will not be filled in the current financial year.

E143030 - Superannuation expenses are currently less than the year to date budget figure by \$23,922.

E143035 - Holiday pay is higher than the year to date budget figure by \$50,990.

E143065 – Sick leave is over budget by \$17,950.

E143080 – Training and conference expenses are below the year to date budget figure by \$11,350. Some training for works staff has been organised and will be done before the end of the financial year.

E143085 – Subsidies are higher than budgeted by \$12,645.

E143100 – Training/Meetings Town Crew is under budget by \$13,711.



E143199, E143200 and E143290 – These accounts are showing material variances, which are due to the expenditure in other areas being under or over budget. As a result, less expenditure is allocated to these accounts.

**Plant Cost Overheads:**

In general, Plant Cost overheads are less than the year to date budget figure by \$226,731. As a result, POC allocated is also less than budgeted. It has been identified that one of the allocation journals for plant operation costs was processed 3 times in Quick Books. There was also another journal for a pay period in March 2012 for the plant operation costs not posted in Quick Books. These corrections will be processed in May, which will allow for a true picture of the plant operation costs to be seen in the May financial statements.

E144005 – Fuel and oil expenditure is less than the year to date budget figure by \$86,982. It is anticipated to stay below the annual budget amount.

E144010 – Tyres and tubes are below the year to date budget figure by \$37,061. The invoice for tyres purchased in March was not entered into Quickbooks until 1<sup>st</sup> May. The May financial statements should show expenditure closer to the annual budget figure.

E144018 – Plant Lease expenses are less than the year to date budget figure by \$12,632 as the lease payment for the Amman Roller was budgeted for the entire year. The last payment for this was made in January 2012. The only item of plant currently on lease and being coded to this account is P237 Caterpillar 140H Grader.

E144020 – Repair wages is below budget by \$37,061. Some of this under expenditure can be explained by the second mechanic's position being vacant for some time during the year.

E144025 – Workshop operations is below budget by \$11,663.

E144046 – This account is showing a year to date variance of \$24,347 under budget. At the time the budget was prepared it was expected that there would be a loss when the EMTS' vehicle was sold. It is believed that this is due to the calculation being based on the wrong vehicle at the time the budget was prepared. Instead, a profit was made when the vehicle was sold. Nothing else will be posted to this account for the remainder of the year.

**Administration Overheads:**

E145005 – Administration Salaries are below the year to date budget figure by \$22,830. This is mainly due to the Receptionist position being vacant for lengthy periods throughout the year. A budget allocation was made for another administration officer. Rose Jones has been employed on a casual basis to assist with the workload. This will reduce the under expenditure of this account.

E145025 – The Fringe Benefits Tax Instalments are higher than the budgeted figure by \$10,517. Only an estimate can be made as to the Fringe Benefits Tax instalments as the instalment amount is determined by the ATO after the Fringe benefits Tax Return for the previous year has been lodged.

E145045 - Maintenance expenditure is currently at 41.58% of the year to date budget figure. Painting and some other high cost maintenance works were included in the budget. These works will not be carried out during this financial year.

E145095 – Consultancy Fees are currently below the year to date budget figure by \$33,214.

E145200 – Staff Housing Allocation is below the year to date budget by \$42,827, as there has not been a lot of maintenance carried out on houses occupied by Administration personnel.

E145300 – This account is below budget because Administration Expenses are below the year to date budget figure.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0608 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Ryles**

**That the Financial Activity Statements for the month ending 30 April 2012, as presented and appended (Appendix 11.2.5 "A"), be received.**

**CARRIED 4/0**

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**OC0609 11.2.6 WALGA MEMBERSHIP AND SERVICE SUBSCRIPTIONS File Ref: 651**

**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**AUTHOR:** Deanne Prior, Executive Manager Corporate & Community Services

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REFERENCE:** Nil

**MATTER FOR CONSIDERATION:**

Council is to consider the renewal of the Shire of Laverton's membership with WALGA for 2012/13 and determine the level of membership required. Consideration is also required for the subscription to Fitzgerald Strategies for Industrial Relations and Awards on Disk Services for 2012/13.

**ATTACHMENTS:**

Attachment 11.2.6 "A" - Letter from WALGA including forecast of subscriptions costs for 2012/13.

Attachment 11.2.6 "B" - Letter from Fitzgerald Strategies including subscriptions costs for 2012/13.

**APPLICANT'S SUBMISSION:** Not Applicable

**BACKGROUND:**

The Shire of Laverton has been a member of the Western Australia Local Government Association (WALGA) since its formation a number of years ago with the amalgamation of the LGA, CUCA and CSCA associations.

In the past, the Shire has taken up general membership, ROMAN support, Procurement Consultancy Services and the Local Law Service. It is anticipated that there will be a need for contracts to be prepared in relation to various projects to be carried out by Council, including the Town Site Revitalisation Project and as a result it is seen as beneficial to continue the subscription of Procurement Consultancy Services.

WALGA also offers other services such as Workplace Solutions (Industrial Relations) and Tax Support & Advisory Services, however the Shire has either elected not to take up these additional services or made alternative arrangements.

Over the past 12 months there have been occasions when it has been necessary to get tax advice relating to fringe benefits tax, payments in relation to the Nurses Incentive Scheme and payments to Councillors for meeting attendance fees. As we were not subscribed to the Tax Service, we were not able to get detailed information through them. As taxation law is very complex it is now seen that subscribing to this service will be beneficial so that we have



resources available to answer any queries we have relating to the tax treatment for any arrangements the Shire enters into.

WALGA has now distributed correspondence (copy appended) outlining the benefits of being a member and providing indicative membership fees for 2012/13.

Council is now required to consider renewing the Shire's membership of WALGA.

Fitzgerald Strategies have been providing a consultancy service for Industrial Relations matters to the Shire for several years now. The fees charged by Fitzgerald Strategies have been comparable to WALGA's fees. The level of service received from Mike Fitzgerald has been of a high standard. Fitzgerald Strategies have been heavily involved with the development of the Enterprise Bargaining Agreement for the Shire's employees throughout the year. It is considered to be beneficial to continue the arrangement with Fitzgerald Strategies, due to the work he has already carried out for the Shire and the knowledge he has about the Shire's operations.

#### **STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:** Nil

#### **FINANCIAL IMPLICATIONS:**

The total cost, of approximately \$20,263 excluding GST, will be included in the 2012/13 Budget for the WALGA subscriptions and the Industrial Relations services provided by Fitzgerald Strategies.

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

#### **COMMENT:**

It is recommended that Council once again renew its membership with WALGA with general association membership (\$7,035 ex GST), Local Laws Service (\$520 ex GST), Procurement Consultancy Service (\$1,840 ex GST) and ROMAN (\$6,288 ex GST) and also subscribe to the Tax Service for \$1,480 ex GST. The total cost of \$17,163 (ex GST). The Subscription costs have increased by no more than 4% from the current financial year.

It is also recommended that Council continue using Fitzgerald Strategies to provide the Industrial Relations Service to the Shire for 2012/13. The cost for this service is determined by the annual payroll figure. Based on the estimated wages for the current financial year the cost will be approximately \$3,100 ex GST.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0609 COUNCIL'S DECISION/OFFICER RECOMMENDATION**

**Moved Cr Hill, Seconded Cr Weldon**

**That Council:**

- 1. Endorses the renewal of WALGA Membership and Service Subscriptions, for 2012/13, including Association Membership, Local Law Service, Procurement Consultancy Service, and Roman II.**
- 2. Endorses the subscription to the Tax Service that has not previously been subscribed to through WALGA.**
- 3. Endorses the appointment of Mr Mike Fitzgerald, of Fitzgerald Strategies, to provide Industrial Relation Services to the Shire in 2012/13.**

**CARRIED 4/0**

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<b>OC0610 11.2.7 FINANCIAL STATEMENTS FOR THE PERIOD TO 31 MAY 2012</b> <b>File Ref: 42</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Deanne Prior, Executive Manager Corporate & Community Services

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REF:** Nil

**MATTER FOR CONSIDERATION:**  
To receive the Financial Activity Statements for the period to 31 May 2012

**ATTACHMENTS:**  
Appendix 11.2.7 "A" – Financial Report for Period to 31 May 2012

**BACKGROUND:**  
Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires the preparation of a statement of financial activity each month, reporting on revenue and expenditure. Material variances (as determined by the Council annually) between actual and budgeted figures must be commented on.

Variances between budgeted and actual expenditure including the required Material Variances of plus or minus 10% and \$10,000, which is the limit set as per Council Resolution, are noted below. Comments are given for all material variances to provide an overall position compared to budget as at 31 May 2012. The material variances are compared to the adopted budget figures rather than the budget review figures adopted by Council at the April 2012 Ordinary Meeting of Council.

**STATUTORY ENVIRONMENT:**  
Local Government (Financial Management) Regulation 1996

- Regulation 34

**POLICY IMPLICATIONS:** Council has no Policy in respect to this matter

**FINANCIAL IMPLICATIONS:** Nil

**STRATEGIC IMPLICATIONS:** Nil

**CONSULTATION:** Nil

**COMMENT:**  
The Financial Reports are presented monthly, generated by our off-site Accountants, UHY Haines Norton and printed in our office.

Net assets as at 31 May 2012 were \$40,904,417. This is an increase of \$1,795,767 since 30 June 2011. Net Current Assets as at 31 May 2012, after deducting restricted cash and cash backed leave provisions, were \$2,354,070. This is \$240,725 less than the balance brought forward at 1 July 2011.

The amount held in Reserves is \$3,687,290. There were no transfers made from the Reserve accounts during May. The term deposits were reinvested in April, for a term of 6 months, maturing in October 2012.

Capital expenditure for the month of May, excluding depreciation and corrections to previous postings, amounted to \$724,397. Some correction journals were processed in May, as some errors in previous postings were identified. Because of these corrections, and the depreciation expenses, the capital expenditure for May, as shown in the financial statements is \$446,272 compared to the amount of \$724,397, indicated above.

The major areas of expenditure were:

- Road construction works on Old Laverton Road (RRG) - \$247,600
- Road construction works on Bandya Road - \$179,528
- Airport Refuelling Facility - \$144,806
- Road construction works on Great Central Road - \$65,420
- Toyota Landcruiser Prado for EMCCS - \$56,551
- Install new grid on Old Laverton Road - \$21,878

Brief descriptions of all material variances for Operating Revenue and Expenditure for the period to 31 May, compared to year to date budget figures, are provided below:

#### **REVENUE:**

Total operating income, for the period to 31 May 2012, was 84.26% of the year to date budget figure and 60.98% of the annual budget figure.

#### **General Purpose Funding**

I031030 - Non-payment Penalty revenue of \$2,597 is less than the budgeted figure of \$40,000. Interest is calculated at the time of receiving payments and at the end of the financial year. Once the end of year interest is calculated there may not be as much of a variance to the budget figure. There has also been approx. \$9,000 of non-payment penalty interest written off this financial year, which reduces the amount shown in this account.

I031045 - As previously advised, the discount allowed for Rates is less than the budgeted figure by \$21,994.70 as less rate payers took up the option of paying in full by the due date for receiving a 5% discount.

I031050 – Rates Written Off is below the year to date budget figure by \$14,542. I032030 - Interest earned on the Municipal Account is higher than the year to date budget figure by \$81,747, due to the balance of funds held in the cheque account and the term deposit for Municipal Funds throughout the year. Interest earned to 31 May 2012 has now exceeded the annual budget figure of \$50,000 by \$77,581.

I032060, I032070 and I032081 – Interest earned on the Road Reserve, Council Building Reserve and Town site Revitalisation Reserve accounts are much higher than the budget figures. There have not been any transfers from these reserve accounts up to the end of May; therefore, interest earnings are higher than budgeted. The interest rate received on the term deposits has also remained high and is higher than the rate used for budget calculations.

I041050 – As previously advised, invoices to the member councils for the Outback Highway Development Council Secretariat were issued in February. Invoices were raised earlier in the year for the reimbursement of costs for the Outback Way AGM held at Yulara. The Shire paid for the costs and then invoiced the attendees for their share of costs. As a result, this account is over budget by \$19,626 for both the year to date & annual budget figure. The sale of some Outback Way Guide Books and the refund of the deposit, paid for the stand at the Caravan and Camping Show, increased the revenue for the OHDC Secretariat in April.

### **Law Order & Public Safety**

I053005 – The amount included in this account was for grant funding to update the Community Safety & Crime Prevention Plan. The Plan has not yet been updated and as a result, no claim has been submitted for the funding. There was also the possibility of receiving funding from the Local Government Partnership Fund. No applications have been made for funding this financial year.

I053011 – An invoice has not been raised for the half-yearly contribution, from the Dept of the Attorney General, towards the salary for the Community Capacity Building Officer (CCBO). A report must be submitted before the invoice can be raised. The submission of the report has been delayed due to the CCBO being on extended sick leave. The report should be submitted in June, when the CCBO returns to work and the invoice should be raised before the end of the financial year.

I054010 – The Local Emergency Management Arrangements & Recovery Plan has been re-written. The acquittal still needs to be submitted together with an invoice for the contribution from FESA. This will be done before the end of the financial year.

### **Health**

I074011 - Revenue for the Doctor's Surgery to the end of May was \$100,776. As mentioned in previous reports, nothing was included in the budget for Medical Practice Receipts as it was not known at the time of preparing the budget that the Shire would be administering the Medical Practice.

I074020 - A profit of \$16,750 was realised as a result of selling the doctor's vehicle. This is merely a book entry to remove the vehicle from our assets. The actual sale amount, excluding GST, was \$31,364.

### **Education & Welfare**

I085005 and I085015 - No revenue has been received for the Youth Worker or Youth Miscellaneous Grants as the Youth & Recreation position is still vacant.

I087010 - No income has been received for the Laverton Crisis Intervention Centre, as the final reports for the 2010/11 financial year have not been submitted. The Shire has raised a question with the Department Child Protection (DCP) about the carried forward figures shown in prior year's financial statements for this service and it is now possible that the Shire will have to repay some money. The Chief Executive Officer is liaising with DCP to try to resolve this issue before the end of the financial year.

### **Recreation & Culture**

I113015 - The Department of Education has not been invoiced for their contribution towards the Shire Oval operating Costs. Invoices will be raised for their contribution for the period 1 April 2011 to 31 March 2012, before the end of June. The invoices have not been raised, up until now, as we have been trying to sort out payment of the invoices raised in the previous financial year. After numerous discussions with the Department of Education, they have advised us that the payment will be made.

## **Transport**

I121020 - Project Based Grant revenue is under the year to date budget figure by \$29,200.

I121035 – An invoice was raised, for \$36,547, in May for the contribution to road maintenance of Bandy Road. No allowance was included in the adopted budget for this contribution.

I121045 – No invoices have been raised or funds received year to date. The acquittals were submitted in April for 2010/11 Roads to Recovery. Payment should be received before the end of the financial year.

I121048 – No further funding will be received for flood damage this financial year.

I123005 - Gain on Disposal of Assets is an indicative figure for any gain made on the trade in or sale of plant items. The gain on the sale of the Prime Mover was much higher than expected. The original journal entries were posted to another account, in error, and were corrected in May.

I126005 - Revenue from aerodrome landing fees is over the year to date budget figure by 176.7% and is 162% of the annual budgeted figure. Flights into Laverton have increased, mainly due to charter flights for the various mining companies, and as a result, revenue from landing fees is higher.

I126011 and I126025 - Invoices will not be raised for the financial contribution, expected from various stakeholders, for the refuelling facility, until the facility is operational. Similarly, the funding for the aircraft refuelling facility will not be received until the facility installation has been commissioned and is operational. It is anticipated that this will occur in June.

I126012 - The aircraft refuelling facility was still not operational at the end of May and consequently no revenue has been received.

## **Economic Services**

I134005 - No funding is expected this financial year in relation to trainees for the Community resource Centre.

I134045- CRC Support Funding is above the year to date figure by \$12,000. This is due to an additional amount received from the Department of Regional Development and Lands due to being in a remote locality. No further funds will be received before the end of the financial year.

I135005 - This account is currently showing a negative balance of \$12,926 due to writing off the debt for Complete Portables, as per previous Council resolution, and reconciling the BCITF and BRB levies from previous years. Funds that should have been paid to other organisations were incorrectly recorded as Building Licence Income. The result of this was overstated income in previous years and now a correction in the current year. An adjustment will be done before the end of financial year statements are prepared, so that this account is not showing a negative balance.

I136010 – As there has been a change in the purpose of funding we don't expect to receive any funds will be received this financial year.

## **Other Property and Services**

I143010 – The reimbursement for a workers compensation claim was receipted to this account. There is no allowance in the budget for reimbursement of workers compensation claims. This account is over budget by \$15,138.

I145010 – This account is showing a material variance. The reason for this is due to a refund from the ATO for \$10,105, being excess contributions paid for the 2010/11 Fringe Benefits Tax year.

I145050 – The profit on the sale of the vehicle traded in on the new vehicle for the EMTS was higher than budgeted. It appears that when the budget was prepared the incorrect vehicle was identified as the trade in vehicle. As a result, a profit was made rather than a loss as shown in the Adopted Budget (Note 4).

## **EXPENDITURE:**

Total operating expenditure, to 31 May 2012, was 81.99% of the year to date budget figure and 70.71% of the annual budget figure.

### **General Purpose Funding**

E031200 – the allocation of administration overheads is less than budgeted by \$20,624 due to administration expenses being less than the year to date budget figure.

### **Governance**

E041030 - Expenses for the Outback Highway Development Council Secretariat are less than the year to date budget by \$82,311 for the period to the end of May.

E041065 – Meeting attendance fees are below the year to date budget figure by \$10,084. An adjustment will be made when the April to June quarter payments are made to account for there being only 11 Ordinary Meetings of Council this financial year.

E041090 – this account is over budget by \$10,000 as the contribution, as per Council Resolution in April 2012, to the Shire of Leonora, for the investigation of a Regional Toll Mill was allocated to this account

E041200 - The allocation for administration expenses for the period to 31 May 2012 is less than budgeted by \$66,972. This is a result of Administration Overheads being below budget and therefore the amount allocated to Governance is below budget.

### **Law Order & Public Safety**

E051010 – Fire Control Expenses are higher than the year to date budget figure by \$14,247. This is mainly due to the work done by the Shire employees for firebreaks around town.

E052020 - Dog Control expenses are below the year to date budget figure by \$30,020.

E054010 - Project Officer Glenn Bone has reviewed the Local Emergency Management and Recovery Plan. A journal will be done to allocate the cost's relating to the review to this account so that a claim can be submitted. This will be done before the end of the financial year.

### **Health**

E074015 – Maintenance costs for the Doctor's house is currently below the year to date budget by \$19,017. Only necessary maintenance will be carried out at the Doctor's residence between now and the end of the financial year.

E074025 & E074030 – These accounts are both below budget as these accounts are used to make the payments to the permanent doctor. As Dr Winlo's contract was finalised in September 2011, no payments have been made since then. The amounts included in the budget, for these accounts, will offset the expenditure being incurred for the medical practice expenses as per account E074031.

E074031 - A new account was created to monitor the expenditure for the provision of a Locum Doctor. Expenditure to the end of May, relating to this service, was \$240,377. There was no amount included in the adopted budget for this account.

### **Education & Welfare**

Youth & Recreation Services expenditure is below budget by \$96,311 due to the Youth & Recreation Development Co-ordinator position still being vacant at the end of May. Expenses have been incurred in relation to the Youth Centre, advertising for the position and the motor vehicle.

### **Housing**

Expenditure on Shire housing is below the year to date budget by \$127,007. Very little maintenance work has been done on the Shire houses this year.



E091055 - As previously advised, the interest charge for Loan 79 was accrued to 30 June 2011 for the 2010/11 financial statements. As a result when the loan repayment was made in August, only a portion of the interest was allocated to the expenditure account. This account is below the year to date budget figure by \$22,390. This will remain below budget until the end of year adjustments are done for the June 2012 Financial Statements.

E092001 – Expenditure on 14 Erlistoun Street (Old Police Complex) is below the year to date budget figure by \$11,445. Very little maintenance work has been carried out at this property during the year.

### **Community Amenities**

Community Amenities is below the year to date budget figure by \$112,038. There are a few material variances on accounts as outlined below:

E101005 - Litter control expenses, for the period to 31 May 2012, is 116.5% of the year to date budget figure and 106.8% of the annual budget figure. Litter control costs have been high but have been reined in throughout the year as work practices are continually reviewed.

E101030 – The household verge collection will be conducted in June 2012. Other expenditure allocated to this account has been minimal.

E107005 - Expenditure on Cemetery Operations is below the year to date budget figure by \$15,684.

E107015 – Expenditure on public conveniences is below the year to date budget figure by \$12,222. Only small amounts of labour and overheads costs have been allocated to this account up to the end of May.

E107298 – Depreciation expenditure is much less than the year to date budget figure.

### **Recreation and Culture**

E112010 - Swimming Pool salaries are below budget by \$44,959. The budget included salaries for the Pool Manager and Acting Pool Manager. There has only been one employee working at the Pool since the resignation of the Pool Manager in November 2011. Leave and subsidies for the Pool Manager have been incorrectly allocated to various public works overheads accounts. Journals will be done to correct these entries before the end of the financial year.

E112020 - Swimming Pool maintenance expenditure is below the year to date budget figure by \$34,889. Some maintenance work was done after the pool closed for the season. It is not expected that all budgeted maintenance works will be carried out this financial year, therefore expenditure will remain below budget.

E112021 – This account is below budget due to the house being unoccupied since November 2011. As a result, very little expenditure has been incurred.

E113010 - The year to date expenditure on Parks, Gardens & Reserves is \$37,823 less than the year to date budget figure.

E113015 - Expenditure on the Oval is below the year to date budget figure by \$37,381. The perimeter fencing will not be completed this financial year.

E113060 – No expenditure has been incurred this financial year. Expenditure, for Recreation and Sport Planning, will be included for consideration in the 2012/13 budget process.

E115 – Library expenditure overall is below budget by \$15,914.

### **Transport**

#### **Roads**

E122010 – Maintenance for Rural Roads is below the year to date budget figure by \$110,064. This area has suffered due to the lack of a second maintenance grader operator at times and the need to second one of the operators into the construction crew for short periods.

E122016 – No expenditure has been incurred to the end of May and is below the budget by \$50,000.



E122017 – No expenditure for Flood Damage works has been incurred. No flood damage work will be carried this financial year.

E122020 – Footpath maintenance is below the year to date budget by \$22,865.

E122045 - Street Trees and Tree Watering is below the year to date budget figure by \$34,102.

E122050 - Traffic & Street Signs is below the year to date budget figure by \$31,919. It is expected that expenditure will increase over the next few months and will meet the annual budget figure.

E122055 - Maintenance Town Streets is \$19,889 less than the budgeted year to date figure and may not reach the annual budget figure.

E122075 – Mt Weld Rd maintenance is currently below budget by \$18,612.

E122200 – Administration allocation is below budget by \$11,729 as overall expenditure for Road Maintenance is below budget.

E122298 - Depreciation – Transport Other is higher than budgeted by \$227,804. This figure includes depreciation of some plant items and depreciation of Road Infrastructure.

**Aerodrome:**

Expenditure in relation to the Aerodrome operations are below the year to date budget figure by \$57,426. The main reason for this is less than budgeted fuel purchases for the refuelling facility.

E126005 & E126010 – Airport Terminal Maintenance and Aerodrome Operations are both below the year to date budget figures. There hasn't been any maintenance work carried out on the terminal building this year.

E126020 – Fuel has been purchased for the refuelling facility. Expenditure is less than budgeted, as the facility was not ready for use, as soon as anticipated.

E126298 - Depreciation for the Aerodrome is higher than the year to date budget figure by \$31,361.

**Economic Services**

E131 Community Development is \$26,149 below the year to date budget figure as most accounts are below budget but not by a material variance.

E132 – Tourism Area Promotion expenditure in general is below budget by \$14,963 but no individual account is showing a material variance.

E133030 – Salaries for the Great Beyond are below budget by \$12,753.

E133065 - The purchase of souvenirs so far this year is \$39,750. Against the year to date budget figure it appears as a material variance as the amount was not allocated throughout the year.

E134065 - CRC Project Fund expenditure is below the year to date budget amount by \$25,308.

E134090 – Expenditure for the LotteryWest Agency is below the year to date budget figure by \$78,007. Some building work carried out in the Coach house has been coded to this account.

**Other Property & Services**

**Private Works**

E141101 - Depreciation for the Community Bus has been set at 20% and needs to be adjusted. At present, the depreciation amount is over budget by \$15,995.

**Works Overheads:**

E143005 – This account is over the year to date budget amount by \$16,471. Part of the explanation for this is that some annual leave was cashed in by the EMTS due to the amount of leave accrued.

E143021 – There has been no expenditure in this account, as the position of Works Technical Officer is still vacant. This account will not be filled in the current financial year.

E143030 - Superannuation expenses are currently less than the year to date budget figure by \$21,619.

E143060 – Public holiday expenditure is currently below budget by \$15,786.

E143080 – Training and conference expenses are below the year to date budget figure by \$13,350. Some training for works staff has been organised and will be done before the end of the financial year.

E143100 – Training/Meetings Town Crew is under budget by \$15,050.

E143199, E143200 and E143290 – These accounts are showing material variances, which are due to the expenditure in other areas being under or over budget. As a result, less expenditure is allocated to these accounts.

***Plant Cost Overheads:***

In general, Plant Cost overheads are less than the year to date budget figure by \$177,432. As a result, POC allocated is also less than budgeted.

E144005 – Fuel and oil expenditure is less than the year to date budget figure by \$79,643. It is anticipated to stay below the annual budget amount.

E144010 – Tyres and tubes are below the year to date budget figure by \$12,508.

E144018 – Plant Lease expenses are less than the year to date budget figure by \$14,753 as the lease payment for the Amman Roller was budgeted for the entire year. The last payment for this was made in January 2012. The only item of plant currently on lease and being coded to this account is P237 Caterpillar 140H Grader.

E144020 – Repair wages are below budget by \$39,330. Some of this under expenditure can be explained by the second mechanic's position being vacant for some time during the year.

E144025 – Workshop operations is below budget by \$12,838.

E144046 – This account is showing a year to date variance of \$24,347 under budget. At the time the budget was prepared it was expected that there would be a loss when the EMTS' vehicle was sold. It is believed that this is due to the calculation being based on the wrong vehicle at the time the budget was prepared. Instead, a profit was made when the vehicle was sold. Nothing else will be posted to this account for the remainder of the year.

***Administration Overheads:***

E145030 – Training costs, for administrative staff, are below budget by \$11,366.

E145045 - Maintenance expenditure is \$39,930 below the year to date budget figure. Painting and some other high cost maintenance works were included in the budget. These works will not be carried out during this financial year.

E145095 – Consultancy Fees are currently below the year to date budget figure by \$34,214.

E145200 – Staff Housing Allocation is below the year to date budget by \$49,233, as there has not been a lot of maintenance carried out on houses occupied by Administration personnel.

E145300 – This account is below budget because Administration Expenses are below the year to date budget figure.

**VOTING REQUIREMENTS:**

Simple majority decision required.

**OC0610 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Weldon, Seconded Cr Ryles**

**That the Financial Activity Statements for the month ending 31 May 2012, as presented and appended (Appendix 11.2.7 "A"), be received.**

**CARRIED 4/0**

### 11.3 WORKS AND SERVICES BUSINESS

Nil

### 11.4 COMMUNITY DEVELOPMENT BUSINESS

Nil

### 11.5 MANAGEMENT AND POLICY BUSINESS

OC0611	11.5.1	COUNCILLORS' INFORMATION BULLETIN 5/12	File Ref: 85
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Steven J Deckert, Chief Executive Officer

**SENIOR OFFICER:** N/A

**PREVIOUS MEETING REF:** N/A

**MATTER FOR CONSIDERATION:**

Receiving of the Information Bulletins for the period ended 31 May 2012 by Council.

**CONFIDENTIAL ATTACHMENTS:**

Shire of Laverton Councillors' Information Bulletin 5/12 circulated under separate cover and is deemed to be a "Confidential" document for Councillors information only.

**APPLICANT'S SUBMISSION:** Not applicable

**BACKGROUND:**

Councillors' Information Bulletins 5/12 for period ending 31 May 2012 was completed and circulated to Councillors.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and

Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no policies in respect to this matter.

**FINANCIAL IMPLICATIONS:**

There are no financial implications in respect to this matter.

**STRATEGIC IMPLICATIONS:**

Keeping Councillors updated and informed in respect to matters impacting on their role as Councillor.

**CONSULTATION:** Nil

**COMMENT:**

The Councillors' Information Bulletin is produced to provide Councillors with information that is relevant to their role as a Councillor for the Shire of Laverton, but not requiring a decision of Council.

The Councillors' Information Bulletin was never intended to be a public document. Now with the inclusion of confidential information it is important that the Information Bulletin be circulated to Councillors and Senior Staff only and not released to the general public.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0611 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Ryles, Seconded Cr Hill**

**That the Councillors' Information Bulletin 5/12 for the period ended 31 May 2012, as previously circulated to Councillors, be received.**

**CARRIED 4/0**

*The rest of this page has been left blank intentionally.*

<b>OC0612 11.5.2 WALGA 2012 LOCAL GOVERNMENT CONVENTION AND AGM</b> <b>File Ref: 17</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter however the senior officer declares an impartial interest as he a likely attendee at the Convention.

**OWNER/APPLICANT:** Western Australian Local Government Association (WALGA)

**AUTHOR:** Lynda Barnes, Executive Assistant

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REFERENCE:** Nil

**MATTER FOR CONSIDERATION:**

WALGA has forwarded Registration forms for the 2012 Local Government Convention and notice of the 2012 WALGA AGM held during the convention. Council needs to determine who will be attending the convention as voting delegates and observers.

**ATTACHMENTS:**

Appendix Attachment 11.5.2 "A" - Convention Information and Registration brochure.  
Attachment 11.5.2 "B" - Notice of Annual General Meeting 2012  
Attachment 11.5.2 "C" - Elected Members Training Courses Overview

**APPLICANT'S SUBMISSION:**

As detailed within the attachments.

**BACKGROUND:**

The 2012 Convention is an annual opportunity for all local governments in Western Australia to come together to discuss common issues of importance which culminates in the Annual General Meeting of WALGA.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Attendance will be in accordance with Council Policies 3.10 and 3.11.

**FINANCIAL IMPLICATIONS:**

The Adopted Budget usually contains provision for 3 councillors and the CEO to attend the Convention. However, more Councillors can be accommodated as much of the expenditure is incurred in the next financial year and can therefore be budgeted for at that time.

**STRATEGIC IMPLCATIONS:**

The representation of the Shire of Laverton is important in ensuring that this Shire and region have a voice at the State level. Further, this is a good forum to enhance the professional development of Councillors and CEO.

**CONSULTATION:** Nil

**COMMENT:**

The Shire of Laverton is an active member and supporter of the Western Australian Local Government Association and participates regularly in WALGA State and Zone activities.

At a minimum, Council endorses the attendance of its WALGA Zone delegates and CEO to this event. The attendance of other councillors as observers should also be encouraged within budget parameters.

Councillors also have the option to attend training for Elected Members in the days prior to the convention, refer to attachment "C" for the outline of the one day courses, which creates a great opportunity for further professional development. Money is allocated every year in the budget to cover the training.

Council has booked 4 rooms at the Pan Pacific Hotel, Adelaide Terrace for the duration of the 2012 Local Government Convention and AGM.

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0612 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Weldon**

**That Council:**

- 1. Endorses the attendance of Councillors Wedge and Ryles as voting delegates to the 2012 Local Government Convention and AGM;**
- 2. Endorses the attendance of the CEO and Councillor Fuamatu as an observer to the 2012 Local Government Convention and AGM;**
- 3. Approves that the costs associated with the attendance of the voting delegates, observers and their partners at the Convention be met in accordance with Council Policies 3.10 and 3.11.**

**CARRIED 4/0**

<b>OC0613</b>	<b>11.5.3</b>	<b>WATER EFFICIENCY MANAGEMENT PLAN PROGRAM - AWARDING OF 2010/11 WATERWISE BUSINESS GOLD AWARD CERTIFICATE</b>	<b>File Ref: 653</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Steven Deckert, Chief Executive Officer

**SENIOR OFFICER:** Not Applicable

**PREVIOUS MEETING REF:** Not Applicable

**MATTER FOR CONSIDERATION:**

To advise Council of the Shire receiving the 2010/11 Waterwise Business Gold Award Certificate and to acknowledge the efforts of staff in reducing water consumption.

**ATTACHMENTS:**

Attachment 11.5.3 "A" – Water Corporation notes on Award

Attachment 11.5.3 "B" – Kalgoorlie Miner article on presentation of Award

**APPLICANT'S SUBMISSION:** Not applicable

**BACKGROUND:**

About 4 years ago, the Shire was required to develop a Water Efficiency Management Plan (WEMP) due to the volume of water the Shire used. Since the Shire's WEMP has been in place, the Shire's water consumption has reduced. This reduction has now been recognised and the President, on behalf of the Shire accepted a Gold Certificate presented by the Water corporations new Regional Manager Mr Hugh Lavery on 5 June 2012.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no policies in respect to this matter.

**FINANCIAL IMPLICATIONS:**

The recommendation of this report has no financial implications for Council.

**STRATEGIC IMPLICATIONS:**

The reduction of water consumption over an extended period shows the Shire is leading by example in managing this valuable resource.

**CONSULTATION:** Nil

**COMMENT:**

The new Regional Manager for the Water Corporation, My Hugh Lavery, visited Laverton on Tuesday 5 June 2012 to present the Shire with a Gold Certificate under the WEMP program for reducing water consumption by 46% over the past 3 years.

President Cr Rob Wedge was on hand to receive the Award on behalf of the Shire.

Attachment 11.5.3 "A" provides some information about the Award as covered by Mr Lavery during the presentation. The presentation of the Award was also reported on by the Kalgoorlie Miner on 11 June 2012. A copy of the article is provided with this Agenda – Attachment 11.5.3 "B". The photo shows that either the President has been demoted or the job is taking it out of the CEO!

**VOTING REQUIREMENTS:**

Simple majority decision required

**OC0613 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Weldon**

**That Council:**

- 1. Acknowledges the receipt of the 2010/11 Waterwise Business Gold Award Certificate, presented to the Shire by Water Corporation Regional Manager, Mr Hugh Lavery on 5 June 2012.**
- 2. Commends staff for their efforts in reducing water consumption over the past 3 years by 46%.**
- 3. Provides a letter of congratulations, signed by the President to all the staff involved.**

**CARRIED 4/0**

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<b>OC0614</b>	<b>11.5.4</b>	<b>REGIONAL CLGF- 2010/11 APPLICATION UPDATE AND 2011/12 APPLICATION ENDORSEMENT</b>	<b>File Ref: 16</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Steven Deckert, Chief Executive Officer

**SENIOR OFFICER:** Not Applicable

**PREVIOUS MEETING REF:** Minute OC0521, Item 11.5.5 Ordinary Meeting of Council  
24 May 2012

**MATTER FOR CONSIDERATION:**

Provide Council with an update on the application process for the 2011/12 Regional CLGF Project and to seek endorsement of the Application for the 2011/12 Regional CLGF Project.

**ATTACHMENTS:**

Attachment 11.5.4 "A" – Final 2010/11 Regional CLGF Application  
Attachment 11.5.4 "B" – Final 2011/12 Regional CLGF Application

**APPLICANT'S SUBMISSION:** Not applicable

**BACKGROUND:**

At the May 2012 Ordinary Meeting, Council approved the alternative project for the 2010/11 Regional CLGF Project from the Short-stay facility to sealing around 6.5 klms of the Outback Way in the vicinity of the Tjukayirla Roadhouse. This report is providing Council with an update of the submission of the Application and Business Case for this project.

Further, since the May Ordinary Meeting, advice was received from the Department of Regional Development and Lands (RDL), clarifying that Laverton and Ngaanyatjarraku, the two Shires forming this regional grouping had to submit an Application and Business Case for a regional project for the 2011/12 Regional CLGF funding by 30 May 2012 or lose the funding. RDL further advised that the Short-stay Facility project could be resubmitted however AACC endorsement was necessary. Knowing that the AACC endorsement would not be possible in the short time frame, the CEO's and Presidents of the two Shires agreed that the easiest project would be to seal more of the Outback Way and a 10 kilometre section just west of Warburton was agreed to.

Council endorsement of the 2011/12 Regional CLGF Application is sought.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no policies in respect to this matter.

**FINANCIAL IMPLICATIONS:**

The Shire will need to ensure that funding contributions from the Shire towards the respective projects are budgeted for..

**STRATEGIC IMPLICATIONS:**

Will enable Regional CLGF Funding to be utilised on projects benefitting Laverton and Ngaanyatjarraku residents.

**CONSULTATION:**

President and CEO, Shire of Ngaanyatjarraku  
Department of Regional Development and Lands  
GEDC  
GVROC

**COMMENT:**

2010/11 Regional CLGF Funding

It is pleasing to report that the Application and Business Case as approved at the last Council Meeting has been submitted before the deadline and acceptance acknowledged by RDL.

There is still a waiting period to find out if the project is approved and funding becomes available. However, the Outback Way is recognised as a regionally significant project, so it should be just a formality.

Council will be advised of the progress of this project in due course.

2011/12 Regional CLGF Funding

During discussions with RDL regarding the submission of the 2010/12 Regional Project application, advice was received that applications for the 2011/12 Regional CLGF Funding was also required by 30 May 2012 or this funding would be lost.

This had never been made clear previously, however it seems the funding guidelines had changed from the first year which we were unaware of. This created some urgency as there was only a week left before the deadline in which to prepare the Application and Business Case. RDL advised that the application for the Sort-stay Facility could be resubmitted providing the AACC endorsed the project and that the project would be completed by 30 June 2013. It was made clear from the AACC that they would not endorse the project in the timeframe required. Therefore there had to be some quick decisions made and action taken in order not to lose the funding of just over \$1M.

In discussion with the Shire of Ngaanyatjarraku it became clear that the only project we could get up in such a short time was more sealing of the Outback Way, as the application and business case of 2010/11 could be used and amended accordingly. It was determined that a section of approximately 10kms just west of Warburton would be the preferred section for this application.

The consultant engaged for the 2010/11 application (and funded by GEDC) was engaged to complete the 2011/12 application. The cost in the vicinity of \$4,000 will be shared by the two Shires.

It is also pleasing to report that the 2011/12 application and business case was submitted on time and we now await the consideration by the State Government and feedback on whether it has been approved.

As this application needed to be in by 30 May 2012 it was not possible to get council approval, so Council's endorsement of the actions of the CEO and President in progressing this application is now sought.

#### 2012/13 Regional CLGF Funding

As a footnote to this report, the Guidelines for the 2012/13 Regional CLGF funding have recently been released. We will now need to start considering what projects are to be pursued in discussions with the Shire of Ngaanyatjarraku and GVROC. It is likely that we will remain with Ngaanyatjarraku as a region, however projects with a broader regional application through the GVROC should not be discounted at this stage. It is very clear that now the Short-stay facility cannot be progressed any further by the two Shires as there is not sufficient funding.

#### **VOTING REQUIREMENTS:**

Simple majority decision required

#### **OC0614 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Ryles**

**That Council:**

- 1. Acknowledges that the Application and Business Case for the 2010/11 Regional CLGF funding was submitted by the deadline and now awaiting final approval by the State Government.**
- 2. Receives the Application and Business Case that has been submitted for the 2011/12 Regional CLGF Funding;**
- 3. Endorses the 2011/12 Application and Business Case and the actions taken by the President and CEO in conjunction with the President and CEO of the Shire of Ngaanyatjarraku in engaging a consultant to prepare the application in order to meet the 30 May 2012 deadline.**
- 4. Authorises the President and CEO to sign and seal, if necessary, the Application, Business Case and subsequent Financial Assistance Agreement for the 2011/12 Regional CLGF project on behalf of the Shire of Laverton.**

**CARRIED 4/0**

<b>OC0615</b>	<b>11.5.5</b>	<b>DIFFERENTIAL RATES 2012/13</b>	<b>File Ref: 197</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not applicable

**AUTHOR:** Deanne Prior, Executive Manager Corporate & Community Services

**SENIOR OFFICER:** Steven Deckert, Chief Executive Officer

**PREVIOUS MEETING REFERENCE:** Minute OC0510, 24 May 2012

**MATTER FOR CONSIDERATION:**  
Council's approval of the "Objects and Reasons" of the differential rating strategy.

**ATTACHMENTS:**  
Attachment 11.5.7 "A" – 2012/13 Rates – Objects and Reasons.

**APPLICANT'S SUBMISSION:** Not applicable

**BACKGROUND:**

Council at its meeting on 24 May 2012 (Minute OC0510) made the following resolution:

That Council resolve that public notice seeking submissions be given, in accordance with Section 6.36 of the Local Government Act 1995, advising that Council intends to impose the following differential rates and minimums for the 2012/13 financial year:

Pastoral Leases UV	Mining Leases UV	Townsite GRV	Mining GRV	UV Minimum	GRV Minimum
Rate in \$	Rate in \$	Rate in \$	Rate in \$	\$	\$
3.7099c	12.8627c	8.8482c	6.1404c	250	250

Unfortunately Council was not presented with an "Objects and Reasons" statement relative to the differential rating proposal. Whilst late, but not critically late, this is now submitted for Council's consideration.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

Section 6.36(1) – Sets out a requirement for a local government to give local public notice of the intention to levy differential rates.

Section 6.36(3)(c) – A notice referred to in subsection (1), is to advise electors and ratepayers where they may obtain the document describing the objects and reasons for each proposed rate and minimum payment.

Local Government (Financial Management) Regulations 1996

Regulation 56(4) – Requires a brief statement of the objects and reasons for any differential rates imposed under section 6.33 to accompany the rate notice.

**POLICY IMPLICATIONS:** None

**FINANCIAL IMPLICATIONS:**

The levying of differential rates is the process by which Council balances its budget and spreads the rate burden equitably between ratepayers.

**STRATEGIC IMPLICATIONS:** None.

**CONSULTATION:**

Via local public notice of the differential rating intentions.

**COMMENT:**

The objective for all Council's rates is to meet the shortfall between planned expenditures and expected revenues in order to achieve a balanced budget.

Differential rating is an approach open to local government as a means of spreading the rating imposition more equitably to the ratepayers of the district.

Council has of course utilized the differential rating approach for a number of years and so the concept is a well and truly tried and tested practice. However, in embarking on this process there is also the requirement for the local government to set down a statement of its "Objects and Reasons" and for these to be available for inspection by any elector or ratepayer following advertising.

A consequential requirement after the budget has been adopted, is for a brief statement of the Objects and Reasons of any differential rates to accompany the rate notice (FM Reg. 56(4)).

Unfortunately the "Objects and Reasons" statement as intended by the legislation, was not updated or submitted to Council at the May 2012 Ordinary Meeting of Council. The Objects and Reasons for 2012/13 are now presented to council, in Attachment 11.5.9 "A", to adopt.

**VOTING REQUIREMENTS:**

Simple majority decision required.

**OC0615 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Ryles**

**That Council adopt the "2012/13 Rates – Objects and Reasons" statement as set out in Attachment 11.5.5 "A".**

**CARRIED 4/0**

**12. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

There are no motions from Elected Members of which previous notice has been given.

**13. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

**PROCEDURAL MOTION - COUNCIL DECISION**

**Moved Cr Weldon, Seconded Cr Hill**

**That Council considers the following items of new business of an urgent nature introduced by decision of the meeting:**

**13.1 Poseidon Nickel – Proposal to vary Windarra Heritage Trail Reserve**

**14.4 CONFIDENTIAL ITEM - CEO's Annual Performance Review for year ended 7 April 2012**

**CARRIED 4/0**

**Declaration of Interest**

**Cr Ryles declared a Financial Interest in the following Item 13.1 pursuant to the Local Government Act 1995, as a shareholder in Poseidon Nickel. Due to the declaration made by Cr Ryles, a quorum would not be present and therefore the following matter could not be dealt with. The matter will be submitted to a future meeting of Council.**

<b>13.1 POSEIDON NICKEL – PROPOSAL TO VARY WINDARRA HERITAGE TRAIL RESERVE</b>	<b>FILE REF: 656</b>
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**SUBMISSION TO:** Ordinary Meeting of Council, 21 June 2012

**DISCLOSURE OF INTEREST:** The author has no financial interest in this matter

**OWNER/APPLICANT:** Not Applicable

**AUTHOR:** Steven Deckert, Chief Executive Officer

**SIGNATURE OF AUTHOR:**

**SENIOR OFFICER:** Not applicable

**PREVIOUS MEETING REF:** Not applicable

**MATTER FOR CONSIDERATION:**

Poseidon Nickel is seeking Council's agreement to vary the existing Windarra Heritage Trail Reserve to enable them to commence mining operations at the historic Windarra Minesite.

**ATTACHMENTS:**

- Attachment 13.1 “A” – Submission to Department of State Development and Poseidon detailing issues to be addressed in respect to Poseidon’s mining proposal.
- Attachment 13.1 “B” – Site plan indicating existing Windarra Heritage Trail Reserve
- Attachment 13.1 “C” – Proposed Agreement to revoke existing Reserve and establish an alternative reserve.

**APPLICANT’S SUBMISSION:** Not applicable

**BACKGROUND:**

Council has in the past indicated support of Poseidon Nickel’s desire to re-establish mining operations at the historic Windarra Mine site. In more recent times, Poseidon has commenced limited operations at the site as part of their preliminary work to determine whether the re-opening of the mine was feasible.

More recently, Council has been briefed by Poseidon on their mining proposal submitted to the Department of State Development seeking formal approval to commence operations at Windarra and nearby Cerberus. As part of this process the Shire has provided a submission, listing a number of matters for resolution with the Department of State Development (DSD) and Poseidon. Please refer to Attachment 13.1 “A”. The Windarra Heritage Trail was raised in the submission to DSD as the current purpose of the Reserve precludes any mining activity occurring on it thereby impacting on Poseidon’s ability to carry out a mining operation. Based on the submission to DSD and previous discussions with Poseidon, Poseidon’s lawyers have written to Council providing a draft Agreement for council’s consideration. The intent of the agreement is to revoke the current Reserve and establish an alternative reserve while mining is occurring, then re-establishing the old reserve when mining ceases in the future.

**STATUTORY ENVIRONMENT:**

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

**POLICY IMPLICATIONS:**

Council has no policies in respect to this matter.

**FINANCIAL IMPLICATIONS:**

The recommendation of this report has no financial implications for Council.

**STRATEGIC IMPLICATIONS:**

It is important that visitors to Laverton can visit Windarra to gain an appreciation and understanding of the historical significance of the site in Laverton’s and the State’s development.

**CONSULTATION:**

Department of State Development  
Rob Dennis, Poseidon Nickel Project

**COMMENT:**

With Council's indicative support in the past for the re-establishment of the Windarra Mine site, Council now needs to determine how to deal with the existing Windarra Heritage Trail Reserve (refer to Attachment 13.1 "B") as this limits Poseidon's ability to carry out mining operations.

Poseidon has indicated their desire to work with Council to achieve the best outcome for the Shire. This includes an in-principle agreement to establish an alternative heritage trail at their cost while mining is occurring at Windarra and Cerberus, then when mining ceases, to re-establish the original Heritage Trail, once again at their expense.

Lawton Lawyers on behalf of Poseidon have commenced the process by submitting a proposed Agreement generally covering Poseidon's commitment for Council's consideration. Please refer to Attachment 13.1 "C".

While the Agreement gives certain undertakings, it is not clearly spelling out any detail such as Poseidon meeting all costs of re-establishing the old reserve at the end of mining, the proposed area of the alternative heritage trail, access limitations and uses terms such as "best efforts" which is open to interpretation.

There is no doubt that Poseidon are sincere in their discussions with the Shire, so the proposed Agreement can certainly be used as a good base for further discussions to develop a final Agreement for signing.

It is being recommended that Council agree in-principle to the intent of Poseidon's proposal, and to delegate authority to the CEO to progress the preparation of an Agreement acceptable for Council to sign.

**VOTING REQUIREMENTS:**

Absolute majority decision required

**STAFF RECOMMENDATION:**

That Council:

1. To enable mining to re-commence at Windarra, agrees in-principle to relinquishing Reserve 45177, being the Windarra Heritage Trail subject to reaching a suitable agreement with Poseidon Nickel on the establishment of an alternative heritage trail during mining and the re-establishment of the original heritage trail on cessation of mining at Windarra;
2. Delegates authority to the CEO to progress the preparation of an Agreement including seeking legal advice, acceptable to Council;
3. Requires the final Agreement to be presented to Council for signing in due course.

**Note: This Agenda item was not dealt with as there was not a quorum. This item will be presented for consideration at a future meeting of Council.**



**14. ITEMS FOR CONSIDERATION BEHIND CLOSED DOORS**

**PROCEDURAL MOTION – COUNCIL DECISION**

**Moved Cr Ryles, Seconded Cr Weldon**

**That this meeting be closed to members of the public and move behind closed doors to discuss:**

- 14.1 Proposed Aboriginal Short-Stay Facility in Laverton – Consideration of the future of the project (File Ref: 16)**
- 14.2 Continued Closure of Laverton Supermarket – update and consideration of options (File Ref: 321)**
- 14.3 Enterprise Bargaining Agreement – Endorsement of EBA for Submission to Representative Unions (File Ref: 350)**

**And Late Item**

- 14.4 CEO's Annual Performance Review for year ended 7 April 2012 (Personnel File)**

**As these items refers to a matters affecting employees and a matter that if disclosed, would reveal information about the business, professional, commercial or financial affairs of a person, pursuant to Section 5.23 (2)(a) and (e)(iii) of the Local Government Act 1995.**

**CARRIED 4/0**

*The Meeting went behind closed doors at 6.10pm*

<b>OC0616</b>	<b>14.1 PROPOSED ABORIGINAL SHORT-STAY ACCOMMODATION FACILITY IN LAVERTON – CONSIDERATION OF THE FUTURE OF THIS PROJECT</b>	<b>File Ref: 16</b>
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**OC0616 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Hill, Seconded Cr Ryles**

**That Council:**

- 1. Places on public record its dissatisfaction in the lack of support afforded by the Aboriginal Affairs Coordinating Committee to the Shires of Laverton and Ngaanyatjarraku for the Aboriginal Short-stay Accommodation Facility in Laverton.**
- 2. Places on record its disappointment in every member of LIAF and their inaction in pro-actively supporting the project.**

- 3. Writes to the Premier of Western Australia with Cc's to the various Director Generals making up the AACC, voicing Council's disappointment in the lack of foresight and inaction of the AACC and their lack of empathy in supporting a solution to a long-term problem.**
- 4. Determines that it can no longer be the lead agency driving the short-stay project and advise the Premier, Director Generals and other key stakeholders accordingly.**
- 5. Seek advice from the Premier as to who will take on the lead role dealing with itinerant camping around Laverton.**
- 6. Requests a further report from the CEO on how to manage the itinerant camping around Laverton in light of the fact that the short-stay accommodation facility is not going ahead.**
- 7. Monitors the performance and outcomes of LIAF over the next 3 months and reviews Council's ongoing participation in LIAF at the conclusion of that period.**
- 8. Release a media statement expressing disappointment in outcome and lack of support from AACC, State and Federal Government Agencies.**
- 9. Contact Member John Bowler and opposition leader Mark McGowan.**

**CARRIED 4/0**

*The rest of this page has been left blank intentionally.*

**Declaration of Interest**

**Cr Wedge declared a Financial Interest in the following Item 14.2 pursuant to the Local Government Act 1995. Due to the declaration made by Cr Wedge, a quorum would not be present and therefore the following matter could not be dealt with. The matter will be submitted to a future meeting of Council.**

<b>14.2</b>	<b>CONTINUED CLOSURE OF LAVERTON SUPERMARKET – UPDATE AND CONSIDERATION OF OPTIONS</b>	<b>File Ref: 321</b>
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**Note: This Agenda item was not dealt with as there was not a quorum. This item will be presented for consideration at a future meeting of Council.**

*The rest of this page has been left blank intentionally.*

**Declaration of Interest**

**Cr Hill declared an Impartial Interest pursuant to Council's Code of Conduct, in the following Item 14.3 as one of his daughters is an employee of the Shire of Laverton.**

<b>OC0617</b>	<b>14.3 ENTERPRISE BARGAINING AGREEMENT – ENDORSEMENT OF EBA FOR SUBMISSION TO REPRESENTATIVE UNIONS</b>	<b>File Ref: 350</b>
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**OC0617 COUNCIL'S DECISION/OFFICER RECOMMENDATION:**

**Moved Cr Weldon, Seconded Cr Ryles**

**That Council:**

- 1. Receives and endorses the revised Draft Enterprise Bargaining Agreement, dated 18 June 2012, as tabled at this meeting;**
- 2. Requests Council's Industrial Relations Service, FitzGerald Strategies, to commence the required process with the responsible Unions and Western Australia Industrial Relations Commission (WAIRC) to enable the Enterprise Bargaining Agreement to be registered;**
- 3. Subject to no further significant changes to the Draft Enterprise Bargaining Agreement, Council agrees that on the signing and coming into effect of the final Enterprise Bargaining Agreement, all employees under the Enterprise Bargaining Agreement are to receive:
  - a. A pay increase of 1.9% (equivalent to the March 2012 CPI increase) back paid to 1 April 2012; and**
  - b. The recent Western Australian Industrial Relations Commission State Wage Case decision, increasing pay rates by 3.4% to be back paid to 1 July 2012.****
- 4. Delegates authority to the CEO to negotiate any minor amendments to the Enterprise Bargaining Agreement with the responsible unions and the WAIRC on behalf of Council, in order to finalise the Enterprise Bargaining Agreement;**
- 5. Authorises the President and CEO to sign and seal if necessary the final Enterprise Bargaining Agreement on behalf of the Shire.**

**CARRIED BY ABSOLUTE MAJORITY 4/0**

*The rest of this page has been left blank intentionally.*

***Mr S Deckert and Mrs D Prior left the meeting at 6.25pm.***

<b>OC0618</b>	<b>14.4</b>	<b>CEO'S ANNUAL PERFORMANCE REVIEW FOR YEAR ENDED 7 APRIL 2012</b>	<b>(File Ref: 250)</b>
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**OC0618 COUNCIL'S DECISION:**

**Moved Cr Hill, Seconded Cr Weldon**

**That Council:**

- 1. Receives the report titled "Chief Executive Officer's Performance Assessment – CEO's Performance Review Committee's Assessment for the Year Ended 7 April 2012" and dated 20 June 2012 (the Report) as tabled at this meeting;**
- 2. Endorses the outcomes as detailed in the Report and commends the CEO on the more than satisfactory performance review.**

**CARRIED 4/0**

**PROCEDURAL MOTION – COUNCIL DECISION**

**Moved Cr Ryles, Seconded Cr Weldon**

**That Council agrees to reopen the meeting to the public and come from behind closed doors at 6.35pm**

**CARRIED 4/0**

**On reopening the meeting, the President noted that there were no public present and therefore did not read aloud the decisions made behind closed doors.**

***Mr S Deckert and Mrs D Prior entered the meeting at 6.35pm.***

**15. NEXT MEETING**

The next Ordinary Meeting of Council will be held on Thursday 19 July 2012 at the Shire of Laverton Council Chambers, commencing at 5:00pm.


**16. CLOSURE OF MEETING**

There being no further business, the President Cr R Wedge declared the meeting closed at 6.41pm.

17. **CERTIFICATION BY CHAIRMAN**

I, Robert M. Wedge hereby certify that the Minutes of the Ordinary Meeting of Council held 21 June 2012 are confirmed as a true and correct record, as per the Council resolution of the Ordinary Meeting of Council held on 19 July 2012.

Signed

  
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Dated:

26/7. 2012