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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS:

The President, Cr Girando, welcomed those present and opened the meeting at 3.00pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE/DECLARATION OF INTEREST:

Councillor M J Girando President
Councillor A K Williams Deputy President
Councillor M R Bothe
Councillor G George
Councillor B J McDonald
Councillor D B McTaggart
Councillor D R Rackemann entered the meeting at 3.02pm
Councillor J K Waite

Mr M J Hook Chief Executive Officer
Mr P D Gillis Manager Works and Services
Mr D R Hadden Manager Regulatory Services
Ms S Donohue Minutes Clerk

Visitors

Mrs Sandra Trenowden
Mr Ken Trenowden
Ms Victoria Syme
Ms Yvette Thompson
Mr Barry Humphrey Humfrey Land Development
Dr Ben Killigrew Landcorp

Declarations of Interest

Councillor/Officer	Item	Interest	Nature
Peter Gillis	13.1	Direct Financial	In that he is the Manager Works and Services

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE:

Nil.

4. PUBLIC QUESTION TIME:

Nil.

5. APPLICATIONS FOR LEAVE OF ABSENCE:

Cr Waite requested Leave of Absence from 27 August 2008 to 2 September 2008 and 16 September 2008.

Cr Girando requested Leave of Absence from 21 August 2008 to 1 October 2008.

Cr George requested Leave of Absence from 4 September 2008 to 1 October 2008.

RESOLUTION: **2008-129**

Moved: *Cr Williams* **Seconded:** *Cr McTaggart*

That Council grant:

1. *Cr Waite Leave of Absence from 27 August 2008 to 2 September 2008 and 16 September 2008;*
2. *Cr Girando Leave of Absence from 21 August 2008 to 1 October 2008; and*
3. *Cr George Leave of Absence from 4 September 2008 to 1 October 2008.*

CARRIED 7/0

Councillor Rackemann entered the meeting at 3.02pm.

6. PETITIONS/DEPUTATIONS/PRESENTATIONS:

6.1 MR BARRY HUMFREY – HUMFREY LAND DEVELOPMENT

Mr. Barry Humfrey of Humfrey Land Development will be attending the meeting to address Council and seek comments on the proposed plans to redevelop the Leeman Caravan Park to include a 4 Star Resort comprising 212 apartments and a new caravan park. The Resort will closely mirror a similar development currently occurring in Exmouth with an expected completion value of \$100 Million Dollars.

Mr Barry Humfrey addressed Council on the plans Humfrey Land Development has for the Leeman Caravan Park site and answered Council and community queries about the planning and construction phases of the Resort and Caravan Park.

Mr Barry Humfrey left the meeting at 3.26pm.

6.2 KYLIE COMAN REGIONAL MANAGER LANDCORP AND DR BEN KILLIGREW PROJECT MANAGER LANDCORP

Kylie Coman Regional Manager LandCorp and Dr Ben Killigrew Project Manager LandCorp will be in attendance to discuss Landcorp's Cash-in-Lieu offer for Public Open Space for the Thomas Street, Leeman development.

This issues was discussed behind closed doors at item 10.1.4 at the request of Landcorp as it was felt that there was commercial in confidence involved.

7. CONFIRMATION OF MINUTES:

7.1 ORDINARY MEETING HELD WEDNESDAY 16 JULY 2008 AT THE COOROW DISTRICT HALL, COOROW

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	4 August 2008

COMMENT:

Nil

OFFICER RECOMMENDATION:

That the Minutes of the Ordinary Meeting held on Wednesday 16 July 2008, at the Coorow District Hall, Coorow, be confirmed as a true and correct record with the amendment that Resolution 2008-106 'CARRIED 6/0'.

RESOLUTION: 2008-130

Moved: Cr Waite ***Seconded:*** Cr Williams

That the Minutes of the Ordinary Meeting held on Wednesday 16 July 2008, at the Coorow District Hall, Coorow, be confirmed as a true and correct record with the amendment that Resolution 2008-106 read 'CARRIED 6/0'.

CARRIED 8/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION:

At any meeting Council the person presiding may announce or raise any matter of interest or relevance to the business of Council or propose a change to the order of business.

Members may move that a change in order of business proposed by the person presiding not be accepted and if carried the change does not take place.

The President changed the order of business to address matters behind closed doors first. Item 10.1.1, 10.1.4 and 13.1 were moved to be dealt with behind closed doors.

The President reminded Councillors that only one Councillor is to speak at a time to allow for a fair and easy flowing discussion, all comments are to be addressed through the Chair.

9. MATTERS FOR WHICH MEETING MAY BE CLOSED:

For the convenience of members of the public Council may identify, by decision, early in the meeting any matter on the agenda to be discussed behind closed doors and that matter is to be deferred for consideration as the last item of the meeting.

Items for which the meeting will be closed include:

- 10.1.1 Australian of the Year Awards 2009
- 10.1.4 POS Cash in Lieu – Thomas Street Subdivision, Leeman
- 13.1 Manager Works and Services – Contract Of Employment

10. REPORTS:

10.1 CHIEF EXECUTIVE OFFICER:

13. MATTERS BEHIND CLOSED DOORS:

Mrs Sandra Trenowden, Mr Ken Trenowden, Ms Victoria Syme, Ms Yvette Thompson, Mr Barry Humfreys, Dr Ben Killigrew, Mr Peter Gillis, Mr Dave Hadden and Ms Stacey Donohue left the meeting at 3.30pm.

Council met behind closed doors.

10.1.1 AUSTRALIAN OF THE YEAR AWARDS 2009

OFFICER RECOMMENDATION:

That Council:

1. nominate _____ as Australian of the Year;
2. nominate _____ as Senior Australian of the Year (60 years and over);
3. nominate _____ as Young Australian of the Year (16 to 30 years);
and
4. nominate _____ as Local Hero (Metropolitan & Regional).

10.1.4 POS CASH IN LIEU THOMAS ST SUBDIVISION-LEEMAN

OFFICER RECOMMENDATION:

That the Shire of Coorow advises Landcorp that it is willing to accept the formal offer of \$300,000 for the Public Open Space contribution for the Leeman Thomas Street Subdivision.

RESOLUTION: 2008-131

Moved: Cr George

Seconded: Cr McDonald

That Council

1. *does not accept the formal offer of \$300,000 for the Public Open Space contribution for the Leeman Thomas Street Subdivision; and*
2. *accept the initial offer of \$450,000 for Public Open Space contribution for the Leeman Thomas Street Subdivision; and*

CARRIED 8/0

13.1. MANAGER WORKS AND SERVICES – CONTRACT OF EMPLOYMENT

OFFICER RECOMMENDATION:

That Council:

1. increase the Manager Works & Services' base salary from \$70,000 per annum to \$75,000 from 1 July 2008; and
2. increase the Manager Works & Services' salary package from \$99,100 per annum to \$104,939 from 1 July 2008.

RESOLUTION: 2008-132

Moved: Cr Waite

Seconded: Cr Bothe

That Council:

1. *increase the Manager Works & Services' base salary from \$70,000 per annum to \$75,000 from 1 July 2008; and*
2. *increase the Manager Works & Services' salary package from \$99,100 per annum to \$104,939 from 1 July 2008.*

CARRIED 8/0

Council came out from meeting behind closed doors.

Mrs Sandra Trenowden, Mr Ken Trenowden, Ms Victoria Syme, Ms Yvette Thompson, Mr Barry Humfrey, Dr Ben Killigrew, Mr Peter Gillis, Mr Dave Hadden and Ms Stacey Donohue returned to the meeting at 4.06pm.

The meeting adjourned at 4.07pm

The meeting resumed at 4.19pm.

**10.1.2 RETURNED SERVICES LEAGUE OF AUSTRALIA – COOROW
RSL HALL**

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	12 August 2008
ATTACHMENT	Lease RSL Hall
FILE	R20 Review of Rents/Leases/Fees/Policy/Delegations

SUMMARY:

The Lease with the Returned Services League of Australia for portion of Victoria Location 2023 and being lot 6 and 7 on plan 3396 being the whole of the land comprised in Certificate of Title Volume 993 Folio 94 expired on 1 January 2007. Council is being requested to either renew the lease or to advise the Returned Services League of Australia that as the lease expired Council no longer requires the lease of the building.

BACKGROUND:

The Chief Executive Officer has been requested to bring the renewal of the Lease for the RSL Hall to Council for a decision as to whether Council renews the lease or for the lease to be formally extinguished. The Lease has expired as of 1 January 2007 and has not been renewed. Council has been maintaining the property and sub leased the premises to the Department of Environment and Conservation.

COMMENT:

Council has no requirement for the building and it may be better for the Department of Environment and Conservation to lease the building direct from the RSL Australia. The building is also used by the Coorow Heritage Group to store and show item of heritage significance to Coorow.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

PUBLIC CONSULTATION:

No public Consultation has taken place on this issue.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION:

That Council:

1. advise the Returned Services League of Australia that the lease on portion of Victoria Location 2023 and being lot 6 and 7 on plan 3396 being the whole of the land comprised in Certificate of Title Volume 993 Folio 94 expired on the 01st January 2007 and Council does not wish to enter into another lease; and
2. advise the Department of Environment and Conservation and the Coorow Heritage Group that its lease with Returned Services League of Australia expired on the 01st January 2007 and that they will be required to enter into a new lease with the Returned Services League of Australia direct if they still wish to lease the Coorow RSL Memorial Hall.

RESOLUTION: 2008-133

Moved: Cr Williams

Seconded: Cr George

That Council:

1. *advise the Returned Services League of Australia that the lease on portion of Victoria Location 2023 and being lot 6 and 7 on plan 3396 being the whole of the land comprised in Certificate of Title Volume 993 Folio 94 expired on the 1st January 2007 and Council does not wish to enter into another lease; and*
2. *advise the Department of Environment and Conservation and the Coorow Heritage Group that Council's lease with Returned Services League of Australia expired on the 1st January 2007.*

CARRIED 8/0

10.1.3 CSRFF GRANT FUNDING - COOROW TENNIS CLUB

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	11 August 2008
FILE	S7.1 CSRFF Applications

SUMMARY:

Council is to consider its role in funding applications of community groups to renovate existing sporting facilities. Council has received an application from the Coorow Tennis Club for the replacement of 6 synthetic grass tennis courts.

BACKGROUND:

The Department of Sport & Recreations are the main community funding vehicle for sport and recreation facilities and grants are made to local sporting groups for the upgrade and renovation of its sporting facilities.

Community Sport and Recreation Facilities Fund allow for equal contribution from Department of Sport & Recreation, the community and the local government. While Department of Sport & Recreation contributions are limited to one third, the third allocated to the community and the local government may be subsidised by the other party.

The Community Sport and Recreation Facilities Fund, funds 1/3 of any project, including Council in-kind works and community volunteers, although the level of these contributions is limited to \$50,000.

Recent successful CSRFF grants in the Shire of Coorow include:

Year	Applicant	Project	Cost	Grant \$
2007	Coorow Netball Club	Net Ball Courts	82,795	27,598
2006	Maley Park Committee	Maley Park Change Rooms	440,900	146,967
2004	Leeman Bowling Club	Bowling Green	148,540	49,513
1999	Green Tennis Club	Head Court Lighting	27,000	9,000
1999	Coorow Golf Club	Tee Boxes	17,000	5,667

COMMENT:

Council has received a grant application from the Coorow District Tennis Club seeking Council's financial and in-kind assistance.

Coorow District Tennis Club – Court Resurfacing

This resurfacing is a priority as the three southern courts have been damaged by birds over the last summer, to the point where they are not in a condition for tournament play. The club is able to play on the damaged courts, but would like to be in a position to have newly surfaced courts for the club's 2009/10 season. The resurfacing will be a relatively high contract, low volunteer job. Assessment of the cost of the project is currently at \$140,283.

The Coorow District Tennis Club is seeking a contribution from Council of \$46,761, being \$6,761 in kind and \$40,000 cash being one third of the total cost of the project.

The Coorow District Tennis Club has been planning for this replacement for a considerable time and through a constant placement of funds to their court replacement reserve they are in a position to contribute a similar amount to the project.

Funding Sources	Cost exclusive of GST	GST applicable	Cost inclusive of GST	Notes
Local Government (LGA) contribution	42,723.33	4037.67	46,761	LGA cash and in kind contribution (if applicable)
Applicant cash	36323.33	4037.67	40,361	Community Sporting Group cash
Voluntary labour	6400	0	6400	Maximum of 1/3 total project cost up to \$50,000. No GST is applicable to voluntary labour.
Donated materials	0	0	0	No limit but cannot exceed the sum of applicant cash and LGA contribution. No GST is applicable to donated materials.
Other State or Federal Govt contributions	0	0	0	e.g. Lotterywest, Development Commissions, Area Consultative Committee (Comm.) etc. (*see below)
Other	0	0	0	Eg. Loans, Sponsorship (* see below)
CSRFF Grant Requested	42,723.33	4037.66	46,578	Cannot exceed 1/3 of the Total Project Cost <u>exclusive</u> of GST (excluding Special Assistance Areas). Refer to Guidelines.
TOTAL PROJECT COST	128,170.01	12,112.99	140,283	THIS SHOULD BE THE CURRENT ESTIMATED COST OF THE PROJECT PLUS EXPECTED COST ESCALATION

CSRFF APPLICATION PROCESS

July

- Advertisements in newspaper
- Application forms available from local government authorities (metropolitan area only) and the Department's regional offices

September

- Mid to end September closing date (check with your local government authority (LGA) for local closing date which may be prior to September)

- Applications lodged at LGA by the last working day in September, or sooner if required by your LGA.

October

- Applications are assessed by LGA staff and recommendations prepared
- Applications presented at LGA Council Meeting
- Applications lodged at the Department's offices by 4pm on the last working day in October

November

- Applications assessed by Regional Managers and forwarded to Facilities Consultant - CSRFF by the last working day in November
- December
- Applications assessed by State Sporting Associations and Facilities Consultant - CSRFF

February/March

- CSRFF Advisory Committee considers applications and makes recommendations
- Hon Minister considers recommendations and gives approvals
- Successful/unsuccessful applicants notified

The Shire of Coorow normally assesses and prioritises all the applications received at its October Meeting before submitting them to DSR by the closing date of 4pm on the last Working Day in October.

STATUTORY ENVIRONMENT:

Nil.

STRATEGIC IMPLICATIONS:

The upgrade of sporting facilities is a must for the Local Sporting Clubs to continue into the future.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Council has listed the Resurfacing of the Maley Park Tennis Courts in its Plan for the Future 2008/13 in the 2009/10 financial year.

The cost of resurfacing the Maley Park Tennis Courts will be funded from CSRFF grant funding, tennis club contribution and \$40,000 from general purpose income.

PUBLIC CONSULTATION:

The availability of the CSRFF grants has been advertised and no additional consultation has been completed.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council:

1. accepts the Coorow Tennis Club's Maley Park Tennis Court Resurfacing Project with a cash contribution of \$40,000 and a total contribution, including in kind works up to \$46,761; and
2. list this as an Agenda item for the 15th October 2008 Meeting of Council where Council will prioritise all grant applications received under the Community Sport and Recreation Facilities.

RESOLUTION: 2008-134

Moved: Cr McDonald **Seconded:** Cr Waite

That Council:

1. *accepts the Coorow Tennis Club's Maley Park Tennis Court Resurfacing Project with a cash contribution of \$40,000 and a total contribution, including in kind works up to \$46,761; and*
2. *list this as an Agenda item for the 15th October 2008 Meeting of Council where Council will prioritise all grant applications received under the Community Sport and Recreation Facilities.*

CARRIED 8/0

Ms Vicki Syme left the meeting at 4.38pm.

10.1.5 SCOUT HALL – LOT 8 SPAIN ST

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	11 June 2008
FILE	S4 Scout and Guide Groups

SUMMARY:

Council is being requested to sell Lot 8 Spain Street old Scout Hall.

BACKGROUND:

Council passed the following resolution at the September 2004 Ordinary Meeting:

RESOLUTION:2004-141

Moved: McTaggart Seconded: O'Callaghan

That Council negotiate purchase of Lot 8 Spain Street Coorow owned by the Scouts Association and currently used as the Coorow Scout Hall.

Council passed the following resolution at the December 2004 Ordinary Meeting:

RESOLUTION: 2004-196

Moved: Stacy Seconded: O'Callaghan

That Council:

1. proceed with the transfer of ownership to Council of Lot 8 Spain Street from Scouts Australia;
2. authorize out of budget expenditure for the payment of the costs of land transfer;
3. authorize the President and Chief Executive Officer to sign and seal documents to enable the land transfer;
4. investigate the disposal and demolition of the building on Lot 8 Spain Street; and
5. investigate the change of zoning from Private Clubs & Institutions to Residential zoning under Council's Town Planning Scheme No 2.

COMMENT:

The building is currently in a total state of disrepair and is unusable in its current state.

The land is currently Zoned Private Clubs and Institutions. Home Occupation is a X (not permitted use) in the scheme Zoning Table and therefore Council will be required to rezone this lot to Residential prior to selling the land.

STATUTORY ENVIRONMENT:

Local Government Act 2005
Planning and Development Act 1995
Land Administration Act 2007

STRATEGIC IMPLICATIONS:

Development of additional residential property in Coorow.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Should Council sell the property, Council would collect rates income from this property. Council's minimum rate is currently \$550 per annum. Minor charges for rezoning.

PUBLIC CONSULTATION:

Nil - undertaken at this moment.

VOTING REQUIREMENT:

Absolute Majority

OFFICER RECOMMENDATION:

That Council:

1. rezone the property from Private Clubs & Institutions to Residential zoning under Council's Town Planning Scheme No 2; and
2. dispose of the property Lot 8 Spain Street.

RESOLUTION: 2008-135

***Moved:* Cr Williams *Seconded:* Cr Waite**

That Council:

1. *rezone the property from Private Clubs & Institutions to Residential zoning under Council's Town Planning Scheme No 2; and*
2. *dispose of the property Lot 8 Spain Street, Coorow.*

CARRIED 8/0 BY ABSOLUTE MAJORITY

10.1.6 SOUTH AND NORTH BAY GREEN HEAD AND LEEMAN FORESHORE PLANNING

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	12 August 2008
FILE	T9.2 Town Planning General

SUMMARY:

Council needs to commence a process of planning for the South and North Bay for Green Head and also the foreshore for Leeman.

BACKGROUND:

Councillor Williams some time ago requested the Chief Executive Officer to look at the planning requirements for the North and South Bay's in Green Head and the Leeman Foreshore.

COMMENT:

Council has appointed the Shire of Chapman Valley to undertake Council's planning services. An amount of \$50,000 has been placed in the 2008/09 Budget for services with the Shire of Chapman Valley planning Department.

This type of service does come under the contract arrangements with the Shire of Chapman Valley and Council should request the Shire of Chapman Valley Planning to look at the needs for the planning of the north and south bays in Green Head along with the Leeman foreshore.

STATUTORY ENVIRONMENT:

Local Government Act 1995,

Planning and Development Act 2005

Land Administration Act 2007

STRATEGIC IMPLICATIONS:

This will allow Council to provide better Planning for the Greenhead and Leeman foreshores.

POLICY IMPLICATIONS:

Nil

FINANCIAL IMPLICATIONS:

Council has an amount of \$50,000 in the budget for the 2008/09 financial year for planning services.

PUBLIC CONSULTATION:

Nil - undertaken at this moment.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

That:

1. Council request the Chapman Valley Planning Department to put together a process for the planning of the North and South Bay's in Greenhead and the Leeman Foreshore with full costs for the two projects; and
2. the Chief Executive Officer brings this report back to Council when received.

RESOLUTION: 2008-136

Moved: Cr Waite

Seconded: Cr McTaggart

That:

1. *Council request the Chapman Valley Planning Department to put together a process for the planning of the North and South Bays in Greenhead and the Leeman Foreshore with full costs for the two projects; and*
2. *the Chief Executive brings this report back to Council when received.*

CARRIED 8/0

10.1.7 GREENHEAD COMMUNITY ASSOCIATION

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	12 August 2008
FILE	G3 Green Head Community Association

SUMMARY:

The Green Head Community Association is requesting a donation of \$625 towards the Memorial Wall to be erected at Cliff Park Green Head.

BACKGROUND:

The Green Head Community requested Council to approve the design of a wall of remembrance for Cliff Park in Green Head Council resolved the following at its July Meeting.

RESOLUTION: 2008-122
Moved: Girando Seconded: Waite

That Council:

1. approve the structural plans for the Wall of Remembrance as included at Attachment 10.3.2;
2. advise staff to prepare a Building Licence for the construction of the Wall of Remembrance on Reserve 46507, Cliff Park, Green Head; and
3. develop a policy with guidelines, with community consultation.

CARRIED 7/0

The Green Head Community Association has advised Council that it has received a quote from a person from Perth who is willing to construct the wall at a cost of \$1,250 excluding the cost of the foundations. The cost of \$1,250 however does include the blocks and delivery and accommodation. It is anticipated that the cost of the foundations would be approximately \$1,200 and the Green Head Association is trying to have this cost donated.

The Green Head Community Association is requesting whether Council would be able to provide 50% of the cost of the construction of the wall which equates to \$625.

COMMENT:

The memorial wall is a way of allowing people to place a plaque to commemorate relatives.

STATUTORY ENVIRONMENT:

Nil.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

The CEO is still writing the Policy for the placement of the plaques on the wall.

FINANCIAL IMPLICATIONS:

\$625 from donations in budget allocation.

PUBLIC CONSULTATION:

Nil.

VOTING REQUIREMENTS:

Simple Majority.

OFFICER RECOMMENDATION:

That the Shire of Coorow donate \$625 to the Green Head Community Association Inc towards the cost of the Memorial wall at Cliff Park Green Head.

RESOLUTION: 2008-137

Moved: Cr Waite

Seconded: Cr Bothe

That the Shire of Coorow donate \$625 to the Green Head Community Association Inc towards the cost of the Memorial wall at Cliff Park Green Head.

CARRIED 8/0

10.1.9 WALGA – SSS 10 YEAR PLAN

AUTHOR	Carnamah Coorow Coastal Planning Committee
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	12 August 2008
FILE	W8 WALGA

SUMMARY:

WALGA is requesting delegates to attend a special forum at the City of Stirling on Monday 15 September commencing at 10.00am to enable the sector to review and respond to the amended report.

BACKGROUND:

At the 2008 AGM held in Perth recently resolved that a special forum be held to enable all Local Governments to debate the amended report and the state Council directed that the amended report be drafted based on the revised recommendations.

Arrangements have been made by WALGA to hold the special forum at the City of Stirling, 25 Cedric Street, Stirling, on Monday, 15 September commencing at 10am to enable the sector to review and respond to the amended report. Morning tea will be available on arrival from 9.30am and a light lunch will be provided.

COMMENT:

The forum will be run by a professional facilitator and all delegates will be encouraged to contribute to the discussion and only in the event of the need to move a formal vote on any issue will participation be restricted to voting delegates. Stat Council of WALGA has resolved that Local Governments be requested to advise of the recommendations and/or issues that they specifically wish to discuss at the special forum.

Local Government are being requested to:

- Determine their representation for the special forum (only two delegates from each Local Government will have voting rights).
- Advise the secretariat of the delegates details by the 8th September.
- Advise the secretariat of the specific issues they wish to have discussed by the 8th September.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

PUBLIC CONSULTATION:

Nil.

VOTING REQUIREMENT

Simple Majority

OFFICER RECOMMENDATION:

That the Shire of Coorow send two Council delegates and the CEO to the Special Forum at the City of Stirling on Monday 15 September commencing at 10am to enable the sector to review and respond to the amended report.

RESOLUTION: 2008-138

Moved: Cr Girando ***Seconded:*** Cr McTaggart

That the Shire of Coorow send Cr McDonald and Cr Williams as Council delegates and the CEO to the Special Forum at the City of Stirling on Monday 15 September commencing at 10am to enable the sector to review and respond to the amended report.

CARRIED 8/0

10.1.10 CR ALLAN WILLIAMS - TOURISM

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	12 August 2008
FILE	T8 Tourism

SUMMARY:

Councillor Williams wishes to discuss the idea he raised at the Budget Meeting to pay for tourist agents in a well located business which has signage to it and the supply of well designed tourist brochures/hand outs for the agents to hand out for each town in the Shire.

BACKGROUND:

During the budget process Councillor Williams raised the idea to put a sum of money aside in this years budget to pay for tourist agents in a well located business which has signage to it with well designed tourist brochures/hand outs for the agents to hand out for each town in the Shire.

To undertake this proposal Council needs to set aside monies for: - The agent, the designer / consultant, brochures, tourist signage and some training (for the agent) in the three towns. All this would have to be done in conjunction with Tourism WA who may help with some of the finance.

Break down of finance: - 3 x Agents \$3000, 3 x Brochure designs, \$3000, 3 x Signage \$3000.

COMMENT:

Council during the Budget process did set a side a small amount for the tourism brochures.

STATUTORY ENVIRONMENT:

Local Government Act 1995.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Council has set aside an amount of \$10,500 under Area Promotion in the 2008/09 Budget based on:

- Wildflower Brochure etc \$4,000
- Advertising Coral Coast \$1,500
- Other \$5,000

PUBLIC CONSULTATION:

Nil.

VOTING REQUIREMENT

Simple Majority.

OFFICER RECOMMENDATION:

That the Chief Executive Officer work with Cr Williams to prepare a business plan outlining all the costs with an outline of the proposal with comment from Tourism WA and to bring the business case to Council for discussion at its Ordinary Meeting to be held in September.

RESOLUTION: 2008-139

Moved: Cr Bothe **Seconded:** Cr McDonald

That the Chief Executive Officer work with Cr Williams, Cr McDonald and Cr Waite to prepare a business plan outlining all the costs with an outline of the proposal with comment from Tourism WA and to bring the business case to Council for discussion at its ordinary meeting to be held in September.

CARRIED 8/0

10.2 MANAGER REGULATORY SERVICES:

10.2.1 ST JOHN AMBULANCE

AUTHOR	Dave Hadden
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	1 August 2008
ATTACHMENT	10.2.1 Correspondence from Leeman/Green Head St John Ambulance
FILE	A12.2 Ambulance Service - Coast

SUMMARY:

Council to consider a request from the Leeman/Green Head St John Ambulance Sub-Centre to house a second Ambulance beside, or in the vicinity of, the existing Bush Fire Brigade building in Green Head (Reserve 41662, Lot 709 Greenhead Road).

COMMENT:

The Green Head Bush Fire Brigade have no objections to locating an Ambulance alongside the existing Brigade building but would like involvement in planning for the extensions of the existing building.

Council staff has no objections regarding the location of a second Ambulance alongside the existing Brigade building located on Lot 709 Greenhead Road, Reserve 41662. This Reserve is currently zoned "Public purposes – Utility" and, as such, supports the added use of an Ambulance Centre.

STATUTORY ENVIRONMENT:

State Land Services have advised that they have no concerns regarding the land use.

STRATEGIC IMPLICATIONS:

Services – ensure the Community has access to quality services.

INFRASTRUCTURE:

Introduce, maintain and upgrade assets and infrastructure which meet Community needs through a timely and cost effective process.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Assistance may be required with grant funding application.

PUBLIC CONSULTATION:

Nil undertaken at this time.

VOTING REQUIREMENTS:

Simple majority.

OFFICER RECOMMENDATIONS:

That Council:

1. advise the Leeman/Green Head St John Ambulance Sub Centre that Council supports the proposed location of a second Ambulance alongside the existing Bush Fire Shed on Reserve 41662 Green Head Road, Green Head; and
2. request the Leeman/ Green Head St John Ambulance Sub Centre to liaise with Council regarding construction of an addition to the existing Green Head Bush Fire Brigade shed.

RESOLUTION: 2008-140

***Moved:* Cr Williams *Seconded:* Cr George**

That Council:

1. *advise the Leeman/Green Head St John Ambulance Sub Centre that Council supports the proposed location of a second Ambulance alongside the existing Bush Fire Shed on Reserve 41662 Green Head Road, Green Head; and*
2. *request the Leeman/ Green Head St John Ambulance Sub Centre to liaise with Council regarding construction of an addition to the existing Green Head Bush Fire Brigade shed.*

CARRIED 8/0

First in First Aid



PO Box 27
LEEMAN WA 6514

July 12, 2008

The Chief Executive Officer
Mr Mark Hook
Shire of Coorow,
PO Box 42
COOROW WA 6515

Dar Mr Hook,

We wish to inform the Shire of Coorow that the St John Ambulance Sub Centre in Dee Street is predicting that in approximately 17 months we will be in possession of two Mercedes vehicles. Our current vehicle is to be upgraded in six months and we have the opportunity to receive a second vehicle from St John which we have accepted.

With this in mind we wish to inquire re the possibility of the second vehicle being housed in Green Head beside or in the vicinity of the existing Bush Fire Brigade building. We are alerting you to this situation to gauge the Shire's opinion and possibility.

We see that an ambulance permanently housed in Green Head would greatly increase response time.

At the moment our Sub Centre is focusing on recruitment as we expect that in the next few years the population will substantially increase. We are having a positive response from the local community and we are training volunteers.

Please indicate your councilors thoughts on this matter.

Yours faithfully

Janine Wann
Secretary
Leeman Green Head Sub Centre

SHIRE OF COOROW	
RECEIVED	
16 JUL 2008	
FILE	FILED
CEO	20/7/08
MFA	
MWS	
MAS	
CEO	
FINANCE	

No. 5117 602

10.3 MANAGER WORKS AND SERVICES:

10.3.1 DEE STREET BOAT RAMP

AUTHOR	Peter Gillis
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	7 August 2008
FILE	B8 Boat/marine Facilities

SUMMARY:

Council is to decide on the location of the Dee Street, Leeman Boat Ramp.

BACKGROUND:

Council will recall from the April 2008 meeting it was resolved that Council seek public comment on the possible location of the new Dee Street, Leeman boat ramp to approximately 50 meters north of the existing boat ramp and that Council seek the vesting of the UCL and clearance of native title on the site at the same time.

COMMENT:

Public consultation was sought which resulted in six positive responses from the public and no negative.

Since that time I have been trying to action this recommendation through the Department for Planning and Infrastructure (DPI).

The person that I had been dealing with has since moved on and is no longer working with the DPI, and on further information from the DPI, I have found that the information that she had conveyed to me with regards to time frames of 12 to 18 months for achieving the vesting of the UCL and gaining clearance of Native Title were in fact incorrect.

DPI have since informed me that the information that Council's previous MCD had given Council was in fact correct, and that it will take between 4 to 5 years to obtain these objectives.

I believe that given the time that has already elapsed for very little result, plus the condition of the existing boat ramp, Council's best option would be to remove and construct a new boat ramp on the site of the existing ramp.

If Council were to agree with the above, staff could submit a grant application for the next round of the Recreational Boating Facilities Scheme and if successful works could begin in the 2009/10 financial year

STATUTORY ENVIRONMENT:

Nil.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

No Financial implications in this current financial year.

PUBLIC CONSULTATION:

Although public consultation has already been sought and received I believe it would be prudent to write to the people that took the time to make submissions as well as place this information in the local newsletters.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council progress a grant application for the construction of a new boat ramp to be constructed on the site of the existing boat ramp at Dee Street Leeman.

RESOLUTION: 2008-141

Moved: Cr George ***Seconded:*** Cr Waite

That the Dee Street Boat Ramp be included in the Foreshore Plan for Leeman and Green Head and staff investigate Native Title issues surrounding the proposed location for the new boat ramp..

CARRIED 8/0

10.4 MANAGER FINANCE AND ADMINISTRATION:

10.4.1 ACCOUNTS FOR PAYMENT

AUTHOR	Erika Clement
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	13 August 2008
ATTACHMENT	10.4.1 Accounts Due and Submitted To Council Meeting 20 August 2008

SUMMARY:

Council approval is required for payment of accounts made within the months of July 2008 & August 2008 and to approve payments of accounts due in August 2008

COMMENT:

Approval is sought for the following list of payments of accounts made since Council's last meeting on 16 July 2008 and of accounts that are now due.

A list of all payments submitted for approval is contained at Attachment 10.4.1 Accounts Due and Submitted to Council Meeting on 20 August 2008.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996

13 Lists of Accounts

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared:
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing:
 - (a) for each account which requires council authorization in that month:
 - (i) the payee's name;
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under subregulation (1) or (2) is to be:
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting;

STRATEGIC, POLICY & FINANCIAL IMPLICATIONS:

There are no financial, policy or strategic implications regarding this matter.

VOTING REQUIREMENT:

Simple Majority

OFFICER RECOMMENDATION:

That payments listed at Attachment 10.4.1 Accounts Due and Submitted to Council Meeting on 20 August 2008 including Vouchers 17786-17790, 17793-17808, PR71110708 to PR72310708, DD230708 to DD060808, EFT1284 to EFT1338, PRES, MFA, CEO, MCD, MWS VISA CARDS totalling \$374,298.98 from Council's Municipal Fund.

RESOLUTION: 2008-142

Moved: Cr George

Seconded: Cr Bothe

That payments listed at Attachment 10.4.1 Accounts Due and Submitted to Council Meeting on 20 August 2008 including Vouchers 17786-17790, 17793-17808, PR71110708 to PR72310708, DD230708 to DD060808, EFT1284 to EFT1338, PRES, MFA, CEO, MCD, MWS VISA CARDS totalling \$374,298.98 from Council's Municipal Fund.

CARRIED 8/0

Councillors requested that Staff highlight any accounts that are to be reimbursed from community groups/members etc. in future Accounts for Payments lists.

List of Accounts Due and Submitted to Council			
20 August 2008			
Chq/EFT	Name	Description	
EFT1284	IT VISION	SYNERGY SOFT LICENSE FEE 2008/2009	\$ 12,875.50
EFT1285	W A TREASURY CORPORATION	LOAN REPAYMENT #77	\$ 14,425.16
EFT1286	BOB WADDELL CONSULTANT	CONSULTING SERVICES	\$ 3,984.48
EFT1287	ARROWSMITH COMPUTER COMPANY	PHONE SUPPORT - SERVER PROBLEMS	\$ 90.00
EFT1288	AUSTRALIA POST	POSTAGE	\$ 749.29
EFT1289	AVON WASTE	RUBBISH REMOVAL COST	\$ 11,569.31
EFT1290	BUNNINGS BUILDING SUPPLIES PTY LTD	DOOR HANDLES-TOILETS COAST	\$ 128.56
EFT1291	BOC GASES	GAS	\$ 168.55
EFT1292	BROADBANDNET PTY LTD	BBNET	\$ 305.75
EFT1293	COOROW ROADHOUSE	REFRESHMENTS	\$ 108.00
EFT1294	COOROW TELECENTRE	COUNCIL MEETING DINNER- 10TH & 16TH	\$ 444.00
EFT1295	COURIER AUSTRALIA	FREIGHT - LISWA,RBC RURAL,BACKSAFE,STEWART & HEATON	\$ 183.11
EFT1296	COVENTRY GROUP LTD	WIRING,MANIFOLD NUT,BOLT,D COVER ASSEMBLY	\$ 675.69
EFT1297	CARNAMAH HOTEL MOTEL	ACCOMODATION DIANE GRAMMER - RATES CONSULTANT	\$ 270.00
EFT1298	DERRICK'S AUTO-AG	AEROQUIP CRIMP FITTINGS	\$ 45.32
EFT1299	DRUMMOND JOE ELECTRICS	PLUMBING REPAIRS TO 50 NAIRN ST LEEMAN	\$ 204.60
EFT1300	DOWN TO EARTH TRAINING & ASSESSING	TRAINING FOR BLUE CARD/CHAINSAW	\$ 2,423.30
EFT1301	FARMWORKS	HOSE FITTING	\$ 2.97
EFT1302	FIESTA CANVAS - PILOT SEATING W.A.	DRIVERS SEAT & BRACKET	\$ 1,790.00
EFT1303	GERALDTON EXTINGUISHER SERVICE & SALES	SERVICE & REFILL FIRE EXTINGUISHERS	\$ 62.92
EFT1304	GH COUNTRY COURIERS	FREIGHT PURCHER INTERNATIONAL	\$ 48.05
EFT1305	GERALDTON LOCK & KEY SPECIALISTS	10 PADLOCKS	\$ 794.42
EFT1306	GERALDTON MOWER & REPAIRS	REPAIRS TO HUSQVARNA CHAIN SAW	\$ 494.90
EFT1307	GREEN HEAD COMMUNITY CENTRE	CLEANING GREEN HEAD COMMUNITY CENTRE	\$ 200.00

Note: These minutes have yet to be confirmed

**List of Accounts Due and Submitted to Council
20 August 2008**

Chq/EFT	Name	Description	
EFT1308	GIRANDO SJ& MJ	MAINTENANCE RESIDUAL PAYMENT	\$ 2,732.40
EFT1309	HOIST HYDRAULICS WA PTY LTD	SPOOL VALVES, C CYLINDERS	\$ 1,122.00
EFT1310	HERSEY JR & A PTY LTD	M00 GUIDE POSTS	\$ 6,375.75
EFT1311	HALF WAY MILL ROADHOUSE	FUEL CW0042 & CW0044	\$ 705.80
EFT1312	IT VISION	RATE NOTICE MODIFCATIONS	\$ 247.50
EFT1313	IT VISION USER GROUP (INC)	ANNUAL SUBSCRIPTION	\$ 462.00
EFT1314	LGIS INSURANCE BROKING	COUNCILLORS AND OFFICIERS LIABILITY INSURANCE	\$ 7,659.42
EFT1315	ML COMMUNICATIONS	PHONE SYSTEM MAINTENANCE	\$ 3,730.32
EFT1316	LGIS LIABILITY	CEO INSURANCE	\$ 550.00
EFT1317	METALAND	METAL FOR SIGNS COAST	\$ 2,684.65
EFT1318	NORTH MIDLANDS MOTORS	TYRE	\$ 393.40
EFT1319	NIGEL'S SERVICE CENTRE	SANITARY BINS MALEY PARK	\$ 66.00
EFT1320	PEERLESS JAL PTY LTD	CLEANING EQUIPMENT FOR MALEY PARK	\$ 241.24
EFT1321	POVERS RURAL TRADERS	RULER,LUMPENDS,BOLT	\$ 56.35
EFT1322	PLANWEST (WA) PTY LTD	CARNAMAH - COASTAL COASTAL STRATEGY	\$ 19,382.00
EFT1323	PURCHER-INTERNATIONAL PTY LTD	AIR FILTERS IVECO	\$ 250.05
EFT1324	TIVELLA PTY LTD	BINDING OF COUNCIL MINUTES	\$ 177.20
EFT1325	QUANTOCK S & L ELECTRICS	REPAIRS TO CEO RESIDENCE - RETIC & LIGHTS	\$ 1,372.80
EFT1326	RBC-RURAL	PHOTOCOPIER CHARGES- CW & LE	\$ 1,482.60
EFT1327	RUDD	DRILL,EX CORD,FLAPWHEEL	\$ 118.38
EFT1328	RICOH FINANCE	LEASE CHARGES PHOTOCOPIER	\$ 663.49
EFT1329	SHIRE OF DANDARAGAN	DOCTOR SERVICES JULY-SEP 08	\$ 3,912.15
EFT1330	SNAG ISLAND ROADHOUSE	POSTAGE LEEMAN	\$ 57.05
EFT1331	RELIANCE PETROLEUM	DIESEL & UNLEADED COAST	\$ 14,399.08

Note: These minutes have yet to be confirmed

List of Accounts Due and Submitted to Council 20 August 2008			
Chq/EFT	Name	Description	
EFT1332	SNAP PRINT	ENVELOPES	\$ 609.00
EFT1333	TRUCKLINE	SLACK ADJUSTER SPLINE	\$ 88.54
EFT1334	THREE SPRINGS SHIRE COUNCIL	SOLICITOR FEES- MEDICAL SERVICES AGREEMENT	\$ 561.53
EFT1335	WA LOCAL GOVERNMENT ASSOCIATION	ADVERTISING MFA	\$ 25,176.80
EFT1336	WALTONS STORES	MANUFACTURE HYDRAULIC HOSE	\$ 141.03
EFT1337	WESTRAC EQUIPMENT	STARTER MOTOR & GASKET	\$ 3,029.19
EFT1338	MIDWEST REGIONAL COUNCIL	FIRST PAYMENT MIDWEST REGIONAL COUNCIL CONTRIBUTION	\$ 22,000.00
17786	PAYROLL DEDUCTION - SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	\$ 19,333.75
17787	PAYROLL DEDUCTION - CSA	PAYROLL DEDUCTIONS	\$ 608.06
17788	SHIRE OF COOROW - LOTTO	PAYROLL DEDUCTIONS	\$ 190.00
17789	SHIRE OF COOROW	PETTY CASH LEEMAN	\$ 272.70
17790	SHIRE OF COOROW	PETTY CASH COOROW	\$ 197.95
17793	AUSTRALIAN COMMUNICATIONS AUTHORITY	APPARATUS LICENCE RENEWAL FEES	\$ 70.00
17794	FITZGERALD STRATEGIES	IR SERVICES 2008/2009	\$ 1,885.50
17795	GIRANDO MJ	FUEL	\$ 91.81
17796	KLEENHEAT GAS	BULK GAS MALEY PARK	\$ 33.09
17797	KOORIAN ESTATE	GRAVEL	\$ 3,183.40
17798	LANDGATE	VALAUTION CHARGES	\$ 465.68
17799	MADDINGTON RADIATOR SERVICE	RADIATOR- IVECO	\$ 2,530.00
17800	MIDLAND BRICK	PAVERS MALEY PARK & CWA	\$ 9,041.19
17801	MINGANOOKA PASTORAL CO	BOBCAT HIRE- WALK TRAIL	\$ 1,072.00
17802	SHIRE OF COOROW	RATES 2008/09	\$ 12,025.00
17803	SHIRE OF MORAWA	CONTRIBUTION TO COMMUNITY CRIME PREVENTATION PLAN	\$ 5,500.00
17804	SYNERGY	ELECTRICITY ACCOUNT	\$ 8,135.95

Note: These minutes have yet to be confirmed

**List of Accounts Due and Submitted to Council
20 August 2008**

Chq/EFT	Name	Description	
17805	TELSTRA	PHONE ACCOUNTS	\$ 1,991.43
17806	WILLIAMS AK & P	TRAVEL COURSE TS- FINANCE	\$ 196.24
17807	WATER CORPORATION	ANNUAL RATES	\$ 15,457.50
17808	WESDOC CARTAGE CONTRACTORS	WINDWREAKS & TIP FENCES	\$ 2,860.00
71110708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 549.00
71140708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 802.95
71150708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 205.00
71160708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 482.10
71170708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 2,467.60
71180708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 2,423.75
71210708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 4,443.90
71220708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 300.50
71230708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 323.00
71240708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 2,084.45
71250708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 769.95
71290708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,598.75
71300708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 53.70
71310708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,031.70
72110708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 775.65
72140708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,335.25
72150708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 109.95
72160708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 2,579.60
72170708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 387.05
72180708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 770.05

Note: These minutes have yet to be confirmed

List of Accounts Due and Submitted to Council			
20 August 2008			
Chq/EFT	Name	Description	
72210708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 41.00
72220708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,378.80
72230708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,151.00
72240708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,590.30
72250708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 131.85
72280708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 889.65
72290708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 238.75
72300708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 1,044.55
72310708	TRANSPORT DEPT OF	TRANS LICENSING	\$ 991.85
91230708	BANKWEST	PRES VISA CARD	\$ 92.91
92230708	BANKWEST	CEO VISA CARD	\$ 250.10
95230708	BANKWEST	MWS VISA CARD	\$ 848.47
DD230708	PAYROLL		\$ 35,420.00
DD160708	PAYROLL- JOHN RANDALL		\$ 12,203.00
DD060808	PAYROLL		\$ 36,900.00
			\$ 374,298.98

Note: These minutes have yet to be confirmed

10.4.2 MONTHLY STATEMENT OF FINANCIAL ACTIVITY – JULY 2008

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	13 August 2008
ATTACHMENT	10.4.2 Statement of Financial Activity to 31 July 2008
FILE	F8.07 – Finance – 2008/09

SUMMARY:

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month.

BACKGROUND:

The form of the Monthly Financial Statements presented to Council is a Statement of Financial Activity, which also includes supplementary information including an Operating Statement Function and Activity, Balance Sheet, Cash Flow Graph and Plant Cost Recovery Report. A copy of the Statement of Financial Activity for the month ended 31 July 2008 is included at Attachment 10.4.2 for Councillor's information.

COMMENT:

Council is required to prepare the Statement of Financial Activity as per Local Government (FM) Reg 36, but can resolve to have supplementary information included as required.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared — s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail -
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);
 - (b) budget estimates to the end of the month to which the statement relates;
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
 - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing -
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;

- (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity may be shown -
- (a) according to nature and type classification;
 - (b) by program; or
 - (c) by business unit.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be -
- (a) presented to the council -
 - (i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or
 - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting; and
 - (b) recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

PUBLIC CONSULTATION:

Not required.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council accepts the Monthly Statement of Financial Activity as included at Attachment 10.4.2 for the period ended 31 July 2008.

RESOLUTION: **2008-143**

Moved: Cr George

Seconded: Cr Williams

That Council accepts the Monthly Statement of Financial Activity as included at Attachment 10.4.2 for the period ended 31 July 2008.

CARRIED 8/0

10.4.3 REPORTING MATERIAL VARIANCES

AUTHOR	Mark Hook
DISCLOSURE OF INTEREST	Nil
DATE OF REPORT	12 August 2008
FILE	F8.08 – Finance – 2008/09

SUMMARY:

Council needs to adopt a percentage or value to be used in statements of financial activity for reporting material variances.

COMMENT:

Section 34 (5) of the Local Government (Financial Management) Regulations 1996 requires each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

The percentage or value that is adopted will require any variances under or over this figure to be reported in the Monthly Statement of Financial Activity.

It is proposed that Council uses the value of \$2,000 and percentage of 10% for reporting material variances.

STATUTORY ENVIRONMENT:

Local Government (Financial Management) Regulations 1996.

34. Financial reports to be prepared — s. 6.4

(5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.

STRATEGIC IMPLICATIONS:

Nil.

POLICY IMPLICATIONS:

Nil.

FINANCIAL IMPLICATIONS:

Nil.

PUBLIC CONSULTATION:

Not required.

VOTING REQUIREMENTS:

Simple Majority

OFFICER RECOMMENDATION:

That Council adopts a value of \$2,000 and a percentage of 10% for reporting material variances as per the Local Government (Financial Management) Regulations 34 (5).

RESOLUTION: **2008-144**

Moved: Cr Waite

Seconded: Cr Rackemann

That Council adopts a value of \$2,000 and a percentage of 10% for reporting material variances as per the Local Government (Financial Management) Regulations 34 (5).

CARRIED 8/0

11. QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN:

Nil.

12. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION:

Nil at this time.

14. DATE OF NEXT MEETING:

14.1 ORDINARY MEETING OF COUNCIL

3.00pm Wednesday 17 September 2008 at Coorow District Hall, Coorow.

15. CLOSURE:

There being no further business the President, Cr Girando closed the meeting at 5.13pm.