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**7. NOTICE OF ITEMS TO BE DISCUSSED IN CAMERA**

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**8. CONFIRMATION OF MINUTES**

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**8.1 ORDINARY COUNCIL MEETING –19 December 2008**

BACKGROUND

Minutes of the Ordinary Meeting of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Council Meeting of 19 December 2008 be confirmed.

**8.2 Electors Meeting – 19 December 2008**

BACKGROUND

Minutes of the Electors Meeting have previously been circulated to all Councillors.  
There were no issues raised that required Council Decisions

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Electors Meeting of 19 December 2008 be received.

**8.3 SPECIAL COUNCIL MEETING –16 January 2009**

BACKGROUND

Minutes of the Special Meeting of Council have previously been circulated to all Councillors.

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That the Minutes of the Special Council Meeting of 16 January 2009 be confirmed.

**9. ANNOUNCEMENTS BY PRESIDING PERSON WITHOUT DISCUSSION**

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**10. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**

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**11. ANNOUNCEMENTS CONCERNING MEETINGS ATTENDED**

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**11.1 PRESIDENT**

**11.2 COUNCILLORS**

**12. DISCLOSURE OF INTERESTS**

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**13.       REPORTS OF COMMITTEES**

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**14.       REPORTS OF OFFICERS**

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**14.1       WORKS**

Will fax prior to Meeting

**14.1.1 Monthly Plant & Works Progress Report**

File:  
 Author: Tom Milo., Works Forman  
 Interest Declared: No interest to disclose  
 Date: 8 October 2008  
 Attachments:

**MATTER FOR CONSIDERATION**

To view the plant operation for the month of January-February 2009 and an update on works carried out

**BACKGROUND**

Monthly Plant usage and status Report

<b>HEAVY PLANT</b>			<b>Start</b>	<b>End</b>	<b>Total</b>	<b>MTD</b>	<b>Total</b>
<b>Plant Item</b>	<b>Year</b>	<b>Rego</b>	<b>Hours</b>	<b>Hours</b>		<b>Service</b>	<b>Ownership</b>
Cat Grader 12H	2005	MU 141	4456	4583	127	1764	27513
Cat Grader 12H	2003	MU 121	9259	9422	163	1881	81267
Cat Grader 12M	2008	MU 51	322	463	141	1361	1361
Volvo L110 Loader	2006	MU 65	1465	1477	12	3582	12047
Komatsu Dozer	1997		6290	6291	1	230	160788
Cat Vibrating Roller	2005	MU 177	2566	2594	28		14808
<b>TRUCKS</b>							
Iveco Prime Mover	2003	MU 000	148948	157091	8143	2400	43239
					0		
Iveco Tipper	2004	MU 00	86585	86672	87		48052
<b>GENERATORS</b>							
Generator 2-100KVA	2005		10963	12171	1208		
Generator 1-83KVA	2005		33845	35500	1655		
Generator 13KVA (Const)	2005			9226			
<b>LIGHT VEHICLES</b>							
Toyota Landcruiser	2005	01 MU	79073	80532	1459	1195	10651
Mitsubishi Canter	2004	MU 140	138343	141193	2850		9878
Toyota Prado	2005	MU 0	4829	18667	13838	169.27	169.27
Holden Rodeo	2008	MU 167	42412	51891	9479		
Mazda Bravo	2006	MU 300	49832	51215	1383		2698
Toyota PTV	1986	MU 1017	17802	17802	0		2478
<b>TRAILERS &amp; TANKERS</b>							
Side Tipper	2001	MU 2010	144876	145378	502	3169	15461
Side Tipper	1993	MU 2032					1980
Side Tipper	1989	MU 2033					1855
Tri Axle Low Loader	2008	ITJH801	874	1067	193		3880
Tri Axle Low Loader	2001	MU2004				17844	44518
30K Water Tank	2005	MU 2024	43416	44300	884	315	8576
Pig Fuel Trailer	1993	MU 658			0		
Dog Fuel Trailer	1972	MU2005		1150	1150	15561	
Dolly 1	2001	MU 2003			0		6240
Dolly 2	2000	MU 2009			0		5046
Dolly 3	1983	MU 2031			0		
<b>Tractors</b>							
New Holland	2006	MU 380	433	501	68	300	1518

**14.1.2 Works Supervisors Report**

STATUTORY ENVIRONMENT

Nil

STRATEGIC IMPLICATIONS

None at this stage

POLICY IMPLICATIONS

None at this stage

FINANCIAL IMPLICATIONS

CONSULTATION

COMMENT

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

That council:

Note the Status Report of the Shire owned Plant and receive the Works Foreman's status report.

## **16. FINANCE**

### **16.1.1 Financial Activity Statements December 2008**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 2 October 2008  
Attachments: Financial Activity Statements for December 2008  
Balance Sheet  
Income Statement Detail  
Income Statement by Nature & Type  
Income Statement Summary

#### **MATTER FOR CONSIDERATION**

Council to consider adopting the monthly financial statements for December 2008

#### **BACKGROUND**

Amendments to the Local Government (Financial Management) Regulations 1996 that were gazetted on 20 June 2008 and became effective from 1 July 2008 have resulted in regulations 34 and 35 relating to monthly financial reports and quarterly/triennial financial reports being repealed and substituted with a new regulation 34. The new regulation 34 requires that local government report on a monthly basis and prescribes what is required to be reported with the intention of establishing a minimum standard across the industry.

#### **STATUTORY ENVIRONMENT**

Local Government Act 1995

Section 6.4—Specifies that a local government is to prepare such other financial reports as is prescribed.

Local Government (Financial Management) Regulations 1996

Regulation 34 states:

(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 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);

(e) The net current assets at the end of the month to which the statement relates.

Sub regulations 2, 3, 4, 5 and 6 prescribe further details of information to be included in the monthly statement of financial activity.

#### **STRATEGIC IMPLICATIONS**

None

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

Reports showing year to date financial performance allow monitoring of actual expenditure, revenue and overall results against budget targets.

#### **CONSULTATION**

None



COMMENT

None

VOTING REQUIREMENTS

Simple majority

OFFICER RECOMMENDATION

1. That Council adopt the financial statements for the period ending December 2008, as attached.

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**16.1.2 Accounts Paid during the period December 2008 to January 2009**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 2 October 2008  
Attachments: EFT & Cheque Detail for December 2008-January 2009

**MATTER FOR CONSIDERATION**

Authorisation of accounts paid during the month of December 2008-January 2009, authorisation of account to be paid up to February 2009

**BACKGROUND**

Accounts paid are required to be submitted each month.

**STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulations 1996  
Reg 13(1)–Requires that where the Chief Executive Officer has delegated power to make payments from the Municipal or Trust funds a list of accounts paid is to be prepared each month.

**STRATEGIC IMPLICATIONS**

None

**POLICY IMPLICATIONS**

None

**FINANCIAL IMPLICATIONS**

Payment from Council's Municipal Account

**CONSULTATION**

None

**COMMENT**

Payments made during the month of December 2008-January 2009 as per attached schedule.

**VOTING REQUIREMENTS**

Simple majority

**OFFICER RECOMMENDATION**

That:

1. The Payment Detail of payments covering Electronic Funds Transfer EFT 1 to 9, EFT 12-26 and EFT 30-34 totalling \$78,765.17 paid during month of December 2008-January 2009 is received;
2. The Payment Detail of payments, Payroll Liabilities, covering Electronic Funds Transfer EFT 10-11 and EFT 27-29 totalling \$6015.67 paid during month of January 2009 is received;
3. The Payment Detail of payments, Payroll Liabilities, covering Cheques 8691-8696 and 8680-8885 totalling \$9598.68 paid during month of January 2009 is received;
4. The Payment Detail of payments covering Cheques 8674-8679, 8686-8688 and 8697 totalling \$29271.70 paid during month of January 2009 is received;
5. Wages and Salaries paid from 19 December 2008 to 29 January 2009 totalling \$ 20419.38 are received.

**16.1.3 Budget Review July 08 to December 08**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 9 February 2009  
 Attachments: 1. Budget review  
 2. Budget Adjustment  
 3. Original Budget  
 4. Statutory Budget

**MATTER FOR CONSIDERATION**

Review the 2008 – 09 Budgets.

**BACKGROUND**

As required by the Local Government Act 1995 Council adopted a budget for the 2008 – 09 financial years. See attachment 3 + 4

There were adjustments made to the Transport section of the budget, Refer to minute OC080906. These adjustments were necessary due to changes in funding program and arrangements. The impact of these changes resulted in Council having a surplus of around \$470,000. Refer to attachment 2

A summary of items that have been endorsed by council during the period under review included:

**Capital Purchases**

1. New high pressure washer value \$3500, refer to minute OC080904
2. Purchase of one new Side Tipper, refer to minute OC090908 and minute OC081012
3. A new ride on mower and slasher were purchased, refer minute OC081004
4. Purchased new Toyota Prado replacing Nissan Patrol, refer minute OC081009
5. The pad foot roller was not purchased, refer minute OC081013
6. Council resolved to transfer \$180,000 to a Reserve for the purpose of development CBD

**Operational Changes**

1. Oasis Roadhouse  
 Council endorsed the purchasing back of stock and continuing 'trading' operations until new lessees could be found. Refer minute OC081022 and minute OC081016
2. Fuel Supply
  - (a) Council endorsed to maintain ownership of fuel supplies at "Oasis Roadhouse" refer minute OC081023
  - (b) Council endorsed to purchase a new OPT (outside payment terminal) and fuel bowser refer minute OC 081209
3. Council endorsed to create a "freight service" delivery to Murchison Settlement refer minute OC081025 and minute OC081213
4. The Federal Government announced of \$100,000 grant towards Community Infrastructure. The State Government released its "Royalties for Regions" program. The amount of \$912,836 was given to the Shire.
5. Council Tendered for the sale of Surplus equipment. No tenders were accepted refer minute OC081214

## Summary of Budget Changes

### Governance

#### Administration

E42016	Salaries	Increase Budget from 115 000 to 176 156
E42020	Superannuation	Increase Budget from 1 725 to 19 228
E42080	Telephone & Fax	Increase Budget from 15 000 to 16 652
E42211	Remote Accounting	Increase Budget from 58 000 to 69 381
E42260	Insurance	Increase Budget from 15 000 to 18 176

### General Purpose Income

I30303	Royalties for Region Income	Increase Budget to 912 836
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### Law Order & Public Safety

E51060	Fire Control	Increase Budget from 1 000 to 4 832
E52060	Dog Control	Increase from 1 900 to 5 600
E77060	Donation RFDS	Decrease from 3 000 to nil

### Housing

NIL

### Community Amenities

NIL

### Economic Services

I131292	RCIP Income	Increase from 0 to 100 000
E136040	Water Supply	Decrease from 8 000 to 3 000
E136290	Generator Fuel	Decrease from 198 000 to 146 830
E136301	Freight Service to Murchison	Increase from 0 to 26 700
I137390	Oasis Fuel Sales	Increase from 0 to 40 000
I137391	Oasis Other Sales	Increase from 0 to 15 000
E137390	Oasis Fuel Expenses	Increase from 0 to 40 000
E137391	Oasis Other Expenses	Increase from 0 to 15 000
E137392	Oasis Wages & On Costs	Increase from 0 to 10 000
E137393	Oasis General Expenses	Increase from 0 to 3 000

### Transport

E122210	Driver Reviver	Increase from 0 to 1 000
E122011	Road Maintenance	Increase from 400 000 to 533 644
E122062	Traffic Signs	Decrease from 40 000 to 20 000

Recreation & Culture

E113030	Public parks & Gardens	Increase from 33 000 to 34 924
E113050	Sports Pavilion Maintenance	Increase from 18 500 to 19 158
E114040	TV & Radio Maintenance	Decrease from 2 000 to 1 000
E115010	Salaries Library	Decrease from 4 200 to 525
E115020	Superannuation Library	Decrease from 588 to 0
E116100	Museum Maintenance	Decrease from 7 500 to 4 000

Other Property & Services

E144010	Fuels & Oil	Decrease from 455000 to 355178
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Capital

Computer Network	Increase from 10 000 to 15 000
Royalties for Regions – Ballinyoo Bridge	Increase from 0 to 912 836
New Side Tipper	Increase from 0 to 99 900
High Pressure Washer	Increase from 0 to 3 200
Greenfield Ride on Mower	Increase from 0 to 6 000
5' New Holland Slasher	Increase from 0 to 1 800
Fuel Station Upgrade	Increase from 0 to 65 000
RCIP Grant	Increase from 0 to 100 000
MU0 Toyota Prado	Increase from 0 to 54 000

Reserve Transfers

Plant Reserve	Transfer OUT 99 900 (Side Tipper)
CBD Development	Transfer OUT 65 000 (Fuel Station)
CBD Development	Transfer IN 180 000

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

reg. 33A (1) between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.

(2) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to council.

(3) A council is to consider a review submitted to it and is to determine whether not to adopt the review, any parts of the review or any recommendation made in the review. or

(4) Within 30 days after a council has mad a determination, a copy of the review and determination is to be provided to the Department.

STRATEGIC IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

The changes set out in the budget review give a projected estimate to where the council may be at end of financial year.

## CONSULTATION

Mandy Wynne, UHYHN

## COMMENT

Nil

## VOTING REQUIREMENTS

Absolute Majority

## OFFICER RECOMMENDATION

That:

1. Accept the Budget Review as presented as the Budget until 30 June 2009
2. Make the necessary adjustments to Budget to include the changes made in the Budget Review

## **17 ADMINISTRATION**

### **17.1 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

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#### **17.1.1 The purpose of Committee's**

File:  
Author: Ron Adams, Chief Executive Officer  
Interest Declared: No interest to disclose  
Date: 17 February 2009  
Attachments: Nil

#### MATTER FOR CONSIDERATION

#### BACKGROUND

#### STATUTORY ENVIRONMENT

None

#### STRATEGIC IMPLICATIONS

None

#### POLICY IMPLICATIONS

None

#### FINANCIAL IMPLICATIONS

None

#### CONSULTATION

None

#### COMMENT

#### VOTING REQUIREMENTS

Simple majority

#### OFFICER RECOMMENDATION

That Council;

Defer item until March 2009 meeting.

**17.1.2 CEO Activity Report**

File:  
 Author: Ron Adams, Chief Executive Officer  
 Interest Declared: No interest to disclose  
 Date: 17 February 2008  
 Attachments: Nil

**MATTER FOR CONSIDERATION**

CEO's activity report

**BACKGROUND**

**CEO Report for Period 1 December 2008 to 15 February 2009**

**GOVERNANCE**

<b>Members</b>	Paid Bi annual claims
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**ADMINISTRATION**

<b>Tax</b>	Fuel Tax Audit	Audit on April 07 June 06, Sent to tax department Tax Dept require more information -Ford Louisville & Contractors used
<b>Tax</b>	GST Audit	Tax Dept currently auditing GST payments for June 08 to October 08
<b>Insurance</b>	Landcruiser	Vehicle at Proud love Smash Settlement with owner of 2 cows
	Holden Rodeo	Vehicle to go to Proud love when Landcruiser returns
	Sports Complex	Storm Damage to Shade Sails- Reported
	Ford Louisville	Storm Damage to Shade Sails Playground- Reported Repairs Completed, claim in progress
	12M Grader	Repairs completed, Claim in progress
<b>Tenders</b>	Surplus Plant	Completed tender process, advised all parties
<b>Computers</b>	Server	Is ready to be installed
	Desktops	Will arrive same time as server. Cabling to be done in house
<b>Policy Manual</b>		First Draft nearly completed
<b>Equal Opp</b>		Completed and sent Diversity and EO returns
<b>Audit</b>	Interim	Interim audit to be carried out on 20 February 2009
<b>Standing Orders</b>		At end of public submissions, due next stage March 2009
<b>Budget Review</b>		Required by March 31, started review for Jul 08 -Dec 08
<b>Grants Commission</b>		07/08 Return completed and sent

**LAW & ORDER**

<b>Dog Control</b>	Visit by Ranger in Dec 08. 5 dogs destroyed
<b>Fire</b>	Fire control at: Murgoo, Billabalong, Twin Peaks, Byro Training to be arranged in April Claims for staked tyres & fuel to be processed

**HOUSING**

Staff	Stoves	Replace Gas Stoves in 4B,8, 10A&B, 12A&B
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Ceilings & Roof 12B Ceiling leaking, 6 leaking Roof, Wiry on Big house damaged

**COMMUNITY AMMENITIES**

**REC & CULTURE** Sport Complex Fixed corner where air con leaking

**TRANSPORT**

**Plant** New Ordered new Mitsubishi Canter due in 2 weeks  
 Prime Mover- WALGA & AV Trucks ordered due 3 weeks  
 Side Tipper- construction started and due 6 weeks

**Road Inspections** Carried out southern route 15 -16 January 2008  
 Feb 11- Carry out inspection Beringarra-Cue bitumen (Crosslands)

**Air Strips** Settlement- signed acceptance, Greenfield's to report Feb 11  
 Nookawarra- Construction crew to complete works

**Surplus Equipment** WALGA to soon have "used site"

**Ballinyoo Bridge** Main Roads to arrange a meeting to discuss action plan

**Roads to Recovery** Final Claims due in April 08

**ECONOMIC SERVICES**

**Oasis Roadhouse** **Operational** New proprietors commenced 26 Jan 08  
 McLeod's preparing Lease Document  
 Sub lease of Lot 3001 to be approved by Minister  
 Stock take Completed and Invoice raised Stock \$1200

**CBD** **Fuel Station** OPT and Fuel Bowser Ordered  
 Telstra lines to be completed on Feb 11  
 Construction Crew completed trenching and OPT base  
 Installation due

**Freight Service** DJ & JO Grey appointed as councils contractors  
 Sent emails & faxes to community about the freight run  
 First pickups to be done on 29 Jan 2009  
 First Delivery Friday Jan 30 2009

**RCIP Grants** Federal \$100,000 Loaded 6 projects for consideration

**Electricity** Alternator failure on big generator, ordered new part

**Climate Change** LAPP progress reports done and sent  
 Various information sent to Coastal Zone Management

**TOURISM**

**PRIVATE WORKS**

**Meetings Attended**

- February 3 Meeting at Ballinyoo Bridge with Peter Cartwright MRWA, Peter Coglan BG&E, Michael Keene Greenfields and Cr Halleen. Discussions on progressing renewal of bridge to a point where council can make a decision to proceed or not.
- February 11 Attended road inspection Beringarra-Cue Road with Cr Walsh, Greenfield Technical Services and Ray Smith Crosslands. Engineering Report to be advised
- February 12 Road Inspection Flood Damage area with Ian Hamilton, Main Roads and Tom Milo
- February 13 Peter George, Crosslands, discussion on flood damage, Mitchell's work plan and JSA, reports by Ray Smith and opening of Beringarra Cue Road
- February 16 Road Inspection with Cr Squires and Bill & Mick, rock breaker –rotary hoe machines

**Road Damage**

Cyclone Dominic has caused extensive damage to the Shires road network, with extensive rain in the northern part of the shire. Summary of road Damage

**Carnarvon Mullewa Road**

- Wooramel Crossing road impassable and requires extensive earthworks
- North of Byro loss of sheeting and washouts in several areas

**Byro Beringarra Road**

- Extensive damage and loss of sheeting in several area
- Milly Milly crossing washed out

**Errong Road**

- Extensive washouts and loss of sheeting

**Innouendy Road**

- Extensive washouts and loss of sheeting

**Beringarra Cue Road**

- Loss of shoulders on eastern side
- Some damage to seal

**Beringarra Pindar road**

- Extensive sheeting loss and washouts through Nookawarra
- Damage north of Boolardy

**Boolardy Kalli Road**

- Extensive damage to sheeting and washouts

**Mileura Nookawarra Road**

- Extensive damage to sheeting and washouts

**Other Roads**

- Various Issues to attend to

**Flood Damage Repairs**

All roads will be opened up , basically with a two cut grade, which will be completed by end of February. Shire plant is assisting in filling bad wash outs to keep roads open. Contractors have been engaged to open up the roads.

Once all roads have been opened up, a submission for flood damage can be put together and a scope of works developed. This claim usually works on a 75% funding from Main Roads and 25% from shire sources.

### **Ballinyoo Bridge**

- BG&E have been contracted by Main Roads to supply a estimate to build a bridge on a new alignment.
- There is an alignment 70m down stream that has previously been surveyed
- An upstream alignment of 30m will be investigated
- In the next few weeks a surveyor will be surveying the area including depth of river etc
- The first week of April we will be in receipt of a "Quote", at this time we may require a special meeting to address the next stage.
- Current timeline puts construction commencing November 2009.

### **Fires**

There have been several fires reported including Muggon, Meeberie and Murgoo. The shire attended the fire at Murgoo

### **OFFICER RECOMMENDATION**

That Council;

Note the CEO Activity Report

**19. URGENT BUSINESS**

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**20. ITEMS TO BE DISCUSSED IN CAMERA**

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**21. MEETING CLOSURE**

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