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MINUTES OF THE ORDINARY MEETING OF THE SHIRE OF MULLEWA HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 19 NOVEMBER 2008.**1008.01 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

12:58pm The President declared the meeting open.

1008.02 RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**PRESENT:**

Councillor A J (Nino) Messina – President	(West Ward)
Councillor M (Mike) Kerkmans	(East Ward)
Councillor J L (Julie) Freeman	(Central Ward)
Councillor A J (Tony) Crudeli	(Central Ward)
Councillor M D (Mick) Tierney	(Central Ward)
Councillor K P (Kim) Keeffe	(South Ward)
Councillor A J (Andrew) Messina	(South Ward)

OFFICERS:

Mr TA (Tom) Hartman - Chief Executive Officer
Ms NJ (Noelene) Holmes – Deputy Chief Executive Officer
Ms M (Meagan) George

APOLOGIES:

Councillor B I N (Barbara) Thomas – Deputy President (East Ward)

LEAVE OF ABSENCE:

Councillor L J (Linda) Wainwright (Central Ward)

VISITORS

Mullewa District High School
Teacher – Rob Martin
Students – Nathan Simpson
Luke Young

1008.03 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

1008.04 PUBLIC QUESTION TIME

Nathan Simpson and Luke Young from Mullewa District High School asked the following questions:

The visitors enquired about:**1. *The opening of the youth centre***

The CEO advised that there had been staffing issues recently. A new coordinator will be commencing in the near future and most summer activities would be undertaken at the Pool.

2. *Disco activities*

The CEO advised that the new coordinator may look at this activity.

3. *Derelict houses*

The CEO advised that these were in a legal process and the owners had been contacted to work towards a resolution.

1:03pm The visitors left the meeting

1008.05 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

1008.06 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved: *J L Freeman* **Seconded:** *A J Crudeli*

COUNCIL DECISION: **THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 15th OCTOBER 2008, AS PRINTED BE CONFIRMED.**

CARRIED 7/0

1008.07 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

1008.08 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

1008.09 REPORTS OF COMMITTEES/MEMBERS**AUDIT COMMITTEE REPORT**

MINUTES OF THE ORDINARY MEETING OF THE AUDIT COMMITTEE HELD IN THE COUNCIL CHAMBERS ON WEDNESDAY, 19TH NOVEMBER 2008.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

12:00pm The President declared the meeting open

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**PRESENT:**

Councillor A J Messina – Audit Committee Member
Councillor J L Freeman – Audit Committee Member
Mr TA Hartman – Chief Executive Officer
Ms N J Holmes – Deputy Chief Executive Officer

APOLOGIES:

Councillor B I N Thomas – Audit Committee Member
Councillor L J Wainwright – Audit Committee Member

3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4. PUBLIC QUESTION TIME

Nil

5. APPLICATIONS FOR LEAVE OF ABSENCE

Nil

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

Moved: A J Messina **Seconded:** J L Freeman

COUNCIL DECISION: **THAT THE MINUTES OF THE ORDINARY MEETING OF THE AUDIT COMMITTEE MEETING HELD ON 21ST NOVEMBER 2007, AS PRINTED BE CONFIRMED.**

CARRIED 2/0

7. ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

Nil

8. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

9. REPORTS OF COMMITTEES/MEMBERS

Nil

10. REPORTS OF OFFICERS

10.1.1. AUDIT REPORT – RECEIPT OF
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DATE OF MEETING: 19th November 2008

FILE REFERENCE: 204

PREVIOUS MINUTE/S &
REFERENCE:

DATE AND AUTHOR: 17th November 2008 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

BACKGROUND: UHY Haines Norton, Chartered Accountants, has completed its annual audit of the accounts of the Shire of Mullewa for the year ended 30 June 2008. Attached is a copy of the Audit Report and a copy of the Management Report.

A copy of the Municipality's Audit and Management reports has been sent to the Shire President as required by the Act.

Following receipt of the reports it is necessary to receive the Annual Report of the Municipality and to set a date for the General Meeting of Electors.

COMMENT: The Audit Report for the Shire of Mullewa contains no adverse comments on the financial management of the organisation and thus indicates that all functions complied with the requirements of the Local Government Act 1995 (as amended) and the Local Government Financial Management Regulations 1996 (as amended).

The Management Report raises no items of 'corrected misstatements'

The Council is required to accept the Annual Report of the municipality for the financial year no later than 31 December after that financial year. Upon receipt of the Annual Report, the General Meeting of Electors must be held within 56 days. Effectively, if the Annual Report is received on 19 November 2008, the last date for holding of the General Meeting of Electors would be 18th January 2009.

Council has a break in January so it is therefore recommended that the General Meeting of Electors be set for some time in early December.

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

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

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

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

OFFICER RECOMMENDATION: THAT:

- THE AUDIT REPORT FOR THE MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2008 BE RECEIVED;
- THE ANNUAL REPORT OF THE MUNICIPALITY BE RECEIVED ON 19 NOVEMBER 2008, AND
- THE GENERAL MEETING OF ELECTORS BE HELD ON A DATE IN DECEMBER AS DETERMINED BY COUNCIL.

Moved: J L Freeman

Seconded: A J Messina

COMMITTEE RECOMMENDATION: THAT:

- THE AUDIT REPORT FOR THE MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2008 BE RECEIVED;
- THE ANNUAL REPORT OF THE MUNICIPALITY BE RECEIVED ON 19 NOVEMBER 2008, AND
- THE GENERAL MEETING OF ELECTORS BE HELD ON A DATE IN DECEMBER AS DETERMINED BY COUNCIL.

CARRIED 2/0

11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

Nil

12. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

13. DELEGATED AUTHORITY

Nil

14. CLOSURE OF MEETING: The President closed the meeting at 12:03pm**Moved:** J L Freeman **Seconded:** M Kerkmans**COUNCIL DECISION: THAT THE AUDIT COMMITTEE REPORT FOR THE MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2008 BE RECEIVED.****CARRIED 7/0****NOTE**

See Item 10.4.5 for Council Resolution.

1008.10 REPORTS OF OFFICERS**10.2 HEALTH, BUILDING AND TOWN PLANNING****10.2.1 FAMILY DAY CARE BUSINESS – APPLICATION FOR PLANNING CONSENT**DATE OF MEETING: 19th November 2008

LOCATION/ADDRESS: Dongorie Farm Mingenew-Mullewa Road, Mullewa

NAME OF APPLICANT: Stephany Keeffe

FILE REFERENCE: 513.06

DATE AND AUTHOR: 19 January 2009. Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

BACKGROUND: Correspondence has been received from Stephany Keeffe of Mullewa who seeks to operate a Family Day Care Business from Dongorie Farm at Lot 400 Mingenew-Mullewa Road, Mullewa. A copy of the application is attached at **APPENDIX A.**COMMENT: Councillors recently discussed this proposal at its October Discussion Session and the CEO advised the applicant of need to give special notice under the planning scheme, prior to the matter being considered by Council. A copy of the letter is attached at **APPENDIX B.**

Under the provisions of Councils zoning table, a Family Day Care use of this nature within a rural zone is not permitted unless the local government has exercised its discretion by granting planning approval after giving special notice in accordance with the scheme.

The advertising requirements of Clause 9.4 of the Shire of the Mullewa draft Town Planning Scheme No 2 has been carried out. A copy of the advert that appeared in the West Australian has been obtained and is on file. Further contact has been made with surrounding neighbours. No submissions or comments have been received.

This application is required to satisfy the conditions of the Childcare Licensing Regulations which is administered by the Department of Communities Child Care licensing and Standards Unit.

Given the nature of the proposed business, lack of demonstrated impact upon the general surrounding area, compliance with the conditions under which Family Day Care is governed and that presently there is no approved child care facility operating in Mullewa, the application is recommended for approval.

CONSULTATION

Councillors
Applicant

STATUTORY ENVIRONMENT:

Town Planning and Development Act 1928
Shire of Mullewa Inter Development Order No. 11
Existing Draft Shire of Mullewa Town Planning Scheme No. 2 District Zoning Scheme, Scheme text.

POLICY IMPLICATIONS:

There are no known policy implications at this time.

FINANCIAL IMPLICATIONS:

There are no known financial implications at this time.

STRATEGIC IMPLICATIONS:

There are no known strategic implications at this time.

OFFICER RECOMMENDATION

THAT THE APPLICATION FOR PLANNING APPROVAL FOR STEPHANY KEEFFE TO OPERATE A FAMILY DAY CARE BUSINESS AT DONGORIE FARM LOT 400 MINGENEW-MULLEWA ROAD BE GRANTED, SUBJECT TO COMPLIANCE WITH THE RELEVANT LEGISLATION.

Moved:

J L Freeman

Seconded:

Andrew J Messina

COUNCIL DECISION:

THAT THE APPLICATION FOR PLANNING APPROVAL FOR STEPHANY KEEFFE TO OPERATE A FAMILY DAY CARE BUSINESS AT DONGORIE FARM LOT 400 MINGENEW-MULLEWA ROAD BE GRANTED, SUBJECT TO COMPLIANCE WITH THE RELEVANT LEGISLATION.

CARRIED 7/0

10.2.2 DPI MID WEST INFRASTRUCTURE ANALYSIS
--

DATE OF MEETING: 19th November 2008

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: 513.05

PREVIOUS MINUTE/S & REFERENCE: 20 February 2008

DATE AND AUTHOR: 12 November 2008 Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.

SUMMARY

The following email has been received from Gavin treasure, CEO, Shire of Morawa -

The DPI & WAPC have finally released the much awaited Mid-West Infrastructure Analysis. Please refer to the web link address below (many thanks Steve).

The report is an improvement on the original draft/s, but sadly falls a long way short of delivering on a true Regional Development Response / Plan that covers the entire Mid West.

Please also find attached an Agenda item that I have prepared for Morawa Shire Council's Meeting (next week). Please feel free to use the same as a basis of preparing something familiar for your Councils (if you require).

With the recent change in State Government, an opportunity has also presented itself for the region to present its position to the new Minister for Regional Development, Hon Brendon Grylls. I was present at a Nationals Celebration Dinner in Perth on Saturday night and the Nationals Leader emphasised that his Party would not commence with any development in any regional area without first gaining feedback and support from Local Government. The time is right.

Steve Douglas is also following through with our contact with Eric Lumsden's office to further Eric's earlier commitment to support the group.

Best Regards,

**Gavin
Chief Executive Officer**

Treasure

BACKGROUND: The Western Australian Planning Commission (WAPC) and the Department for Planning and Infrastructure (DPI) have jointly recently released the November 2008 Mid-West Infrastructure Analysis. A hard copy will be available at the meeting.

The purpose of the study leading to the report was to provide government with recommendations to address the critical infrastructure issues facing the Mid West, and issues that are anticipated by industry and local communities. The report also examines and provides broad estimates for factors such as employment, population and social infrastructure, which may arise as a result of direct and indirect impacts of resource industry growth in the region.

Council originally considered a then draft copy of the Mid-West Infrastructure Analysis at its February 2008 Ordinary Meeting (copy attached at **APPENDIX C**). Correspondence was then distributed to DPI seeking support to the matters raised and endorsed by Council at this meeting. Further follow up meetings and discussions were then held with DPI representatives and others to consider both our concerns and those raised by others throughout the region. This culminated in a meeting, during Local Government Week, coordinated by the Mid West Development Commission with the Director General of the DPI to consider the region's position. The Director General provided a commitment that resources would be made available to assist the rural hinterland communities of the Mid West to further their positioning efforts. We are still awaiting feedback from the Director General on plans to advance this process.

COMMENT:

Councillors please note that the majority of this report has been provided by Gavin and he has advised that the Mid-West Infrastructure Analysis report still falls a long way short of assisting the rural hinterland communities of the Mid West to strategically position themselves to take advantage of the economic mining industry diversification opportunities on offer. And in relation to Morawa's focus, only the widening and sealing of the Perenjori to Mullewa leg of the Mullewa-Wubin Road has been picked up and identified as a new project requiring attention (indicatively proposed for the 2009/10 financial year).

Strategic infrastructure matters not considered include:-

- Electricity capacity upgrade requirements for the hinterland
- Educational / training servicing opportunities
- Light industrial support and development

Importantly, little focus has been given in the report to '*breaking the mould*' when it comes to the traditional Fly In, Fly Out (FIFO) arrangements. Instead of developing a truly sustainable model for industry / community development, the report simply follows a well trodden transient workforce route as established in the Pilbara and other remote centres. In effect, we are not learning from our mistakes of the North West and other locations, but replicating the same into the Mid West.

For projects to deliver long lasting benefits to Mid West communities, they must be sustainable. The key attributes of project sustainability include:-

- Dealing transparently and systemically with risk, uncertainty and irreversibility
- The principle of continuous improvement
- The need for good governance
- A commitment to best practice
- No net loss of human capital or natural capital
- Ensuring inter-generational equity
- Integration of environmental, social, human and economic goals in policies and activities

These principles must be genuinely embraced by businesses to address broad sustainability issues and it makes good business sense to grow sustainable communities by creating more sustainable economies. It is difficult to identify how the Mid-West Infrastructure Analysis will contribute to these principles. Sadly, the report is extremely lacking in setting a new and bold direction for regional sustainability and as a result, the lost opportunity to set the entire region up for the future.

The Mid-West Infrastructure Analysis report continues with a slanted focus in terms of report recommendations towards a coastal direction in relation to population trends and resulting infrastructure servicing development. Rather than looking at alternative methods of reversing the rural decline, the report seems to suggest that the coastal attraction will continue and so most effort should be focused on facilitating this movement. In effect, the report seems to be a reactive mechanism to probable movements and actions taken by others, rather than delivering a strategic planning blueprint that delivers a preferable strategic development outcome for the entire region.

The real risk is lost opportunity with rural and hinterland communities continuing to decline until closure. There is a window of opportunity to make a real regional difference with industry / economic diversification from mining projects underpinning this process. But it does require the full support and positive endeavour of all parties, with State & Local Government in partnership with industry leading the way. It is also a real chance for the State Government, in particular, to establish a clear policy setting for the entire Mid West region into the future. It is doubtful whether such a Whole of Government policy setting for the Mid West currently exists.

CONSULTATION:

Gavin Treasure

STATUTORY
ENVIRONMENT:

There are no known statutory implications at this time.

POLICY

There are no known policy implications at this time.

IMPLICATIONS:

FINANCIAL

There are no known financial implications at this time.

IMPLICATIONS:

STRATEGIC

IMPLICATIONS:

This matter continues to have significant strategic consequences to the entire hinterland region of the Mid West. Urgent follow up meetings are required with senior DPI officers, and others, to progress with an alternate strategic strategy that delivers a truly sustainable regional development outcome.

VOTING REQUIREMENT:

Simple majority

OFFICER
RECOMMENDATION

THAT COUNCIL SUPPORTS -

1. THE SHIRE OF MORAWA SEEKING AN URGENT FOLLOW UP MEETING WITH THE DIRECTOR GENERAL OF THE DEPARTMENT FOR PLANNING AND INFRASTRUCTURE TO MOVE FORWARD IN ESTABLISHING A STRATEGIC AND SUSTAINABLE INFRASTRUCTURE BLUEPRINT FOR THE ENTIRE MID WEST REGION.
2. THE SHIRE OF MORAWA SEEKING AN URGENT BRIEFING WITH THE MINISTER FOR REGIONAL DEVELOPMENT, HON

BRENDON GRYLLS, TO PRESENT A PROPOSAL FOR THE STATE GOVERNMENT IN PARTNERSHIP WITH LOCAL GOVERNMENT TO ESTABLISH A SUSTAINABLE REGIONAL DEVELOPMENT PLAN FOR THE MID WEST (WITH SPECIFIC FOCUS ON TAKING ADVANTAGE OF THE NEW MINING DEVELOPMENTS BEING PROPOSED IN THE REGION).

3. OTHER MID WEST LOCAL GOVERNMENT AND STATE GOVERNMENT INSTRUMENTALITIES, INCLUDING THE CITY OF GERALDTON – GREENOUGH AND THE MID WEST DEVELOPMENT COMMISSION, BEING APPROACHED TO SEEK SUPPORT WITH THE PRESENTATION TO THE MINISTER FOR REGIONAL DEVELOPMENT AS OUTLINED IN 2 ABOVE.

Moved: *K P Keefe* **Seconded:** *A J Crudeli*

COUNCIL DECISION: **THAT COUNCIL SUPPORTS -**

1. **THE SHIRE OF MORAWA SEEKING AN URGENT FOLLOW UP MEETING WITH THE DIRECTOR GENERAL OF THE DEPARTMENT FOR PLANNING AND INFRASTRUCTURE TO MOVE FORWARD IN ESTABLISHING A STRATEGIC AND SUSTAINABLE INFRASTRUCTURE BLUEPRINT FOR THE ENTIRE MID WEST REGION.**
2. **THE SHIRE OF MORAWA SEEKING AN URGENT BRIEFING WITH THE MINISTER FOR REGIONAL DEVELOPMENT, HON BRENDON GRYLLS, TO PRESENT A PROPOSAL FOR THE STATE GOVERNMENT IN PARTNERSHIP WITH LOCAL GOVERNMENT TO ESTABLISH A SUSTAINABLE REGIONAL DEVELOPMENT PLAN FOR THE MID WEST (WITH SPECIFIC FOCUS ON TAKING ADVANTAGE OF THE NEW MINING DEVELOPMENTS BEING PROPOSED IN THE REGION).**
3. **OTHER MID WEST LOCAL GOVERNMENT AND STATE GOVERNMENT INSTRUMENTALITIES, INCLUDING THE CITY OF GERALDTON – GREENOUGH AND THE MID WEST DEVELOPMENT COMMISSION, BEING APPROACHED TO SEEK SUPPORT WITH THE PRESENTATION TO THE MINISTER FOR REGIONAL DEVELOPMENT AS OUTLINED IN 2 ABOVE.**

CARRIED 7/0

10.3 WORKS, PLANT, PARKS & GARDENS

10.3.1 TENDERS – PRIME MOVER
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DATE OF MEETING: 19th November 2008
LOCATION/ADDRESS: -
NAME OF APPLICANT: -
FILE REFERENCE: 111
PREVIOUS MINUTE/S & REFERENCE: -
DATE AND AUTHOR: 11 November 2008 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: Author has no disclosure of interest.
SUMMARY: Report raises matter for Council to invite tenders for the supply of a Prime Mover in the 435hp range and recommends an invitation to tender be advertised.

BACKGROUND: Council has funds in the 2007/2008 budget for the supply of Prime Mover to replace P1302 International S Line, which has been written off.

COMMENT: This tender is to replace the existing International S Line that was involved in an accident on the Mullewa Carnarvon road and was subsequently written off and Council being paid out. Prior to this accident the Plant Replacement Program was to replace P6101 the Mack 1988 6x4 Prime Mover. (This vehicle has been repaired and will, in the mean time, remain as the water truck). Estimates received from suppliers indicate that a new vehicle can be purchased within the budget estimate.

CONSULTATION: Work Supervisor.

STATUTORY ENVIRONMENT: Local Government (Functions & General) Regulations.
POLICY IMPLICATIONS: There are no known policy implications at this time.
FINANCIAL IMPLICATIONS: Council has \$220,000.00 in the 2008/2009 budget estimates for the purchase of a new Prime Mover. The Insurance pay out was \$75250 leaving a change over of \$144750.

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

VOTING REQUIREMENT: Simple majority

OFFICER RECOMMENDATION: THAT COUNCIL INVITE TENDERS FOR THE SUPPLY OF A PRIME MOVER IN THE 435hp RANGE TO REPLACE P1302 INTERNATIONAL S LINE.

Moved: *M Kerkmans* **Seconded:** *A J Messina*

COUNCIL DECISION: **THAT COUNCIL INVITE TENDERS FOR THE SUPPLY OF A PRIME MOVER IN THE 435hp RANGE TO REPLACE P1302 INTERNATIONAL S LINE.**

CARRIED 7/0

10.3.2 QUOTES – 6 TONNE CREW CAB TRUCK

DATE OF MEETING: 19th November 2008

LOCATION/ADDRESS: -

NAME OF APPLICANT: -

FILE REFERENCE: 111.01

PREVIOUS MINUTE/S & REFERENCE: -

DATE AND AUTHOR: 12 November 2008 – Tom Hartman, Chief Executive Officer

DISCLOSURE OF INTEREST: OF The Author has no Disclosure of Interest.

SUMMARY: Report submits quotes received to replace the existing Crew Cab 6 Tonne Truck.

BACKGROUND: Quotes were called for the purchase of a New 6 Tonne Crew Cab Truck to replace the existing Isuzu FRR500 truck (Plant No P0604). Provision was made in the Municipal Budget for a net changeover of \$50,000.

Attached at **APPENDIX A** is a subjective comparison of selection criteria for each vehicle and a summary of Quotes received.

Quotes were called to supply a 4 x 2 crew cab truck with a minimum gvm of 10400kg, complete with flat top body and double drop sides.

Quotes were received as required by Councils Purchasing Policy.

The quotes were received for four different models of vehicles. The specifications were fairly specific in identifying Council's requirements but gave the opportunity to tenderers to provide additional information in support of their product.

It was evident that all but one vehicle satisfies the selection criteria and would be capable undertaking the task as required by Council. The pre-eminent vehicles can be identified:

Isuzu FRR500 (4 CYL) from Waltons at a changeover of \$46,685, Isuzu FRR600 (6 CYL) FOR A CHANGE OVER OF \$53,195.00.

Mitsubishi Fighter 6 from Purcher International at a change over of \$51,327.00; and

Hino 500 series 1024 from WA Hino at a change over of \$48,133.

The raw score subjective analysis puts the Isuzu (4 CYL) ahead of the Hino in the area of pricing, however, the Isuzu is a 4 cylinder vehicle, and the specification did call for a 6 cylinder vehicle. The budgeted changeover figure for this item of plant is \$50,000.

Council may also consider factoring a regional preference into the deliberation.

CONSULTATION: Works Supervisor
Mechanic

STATUTORY ENVIRONMENT:	Nil
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There is currently provision within this Budget to changeover this item of equipment. \$50,000 has been allowed.
STRATEGIC IMPLICATIONS:	Under the Plant Replacement Program this item will be held for up to three years.
VOTING REQUIREMENT:	Simple majority
OFFICER RECOMMENDATION –	THAT COUNCIL CONSIDER THE QUOTES RECEIVED.

Moved: *M Kerkmans* **Seconded:** *J L Freeman*

COUNCIL DECISION: **THAT COUNCIL ACCEPT THE QUOTE FROM WA HINO FOR A 500 SERIES 1024 FOR A PRICE OF \$87,678 WITH A CHANGE OVER OF \$48,133.**

CARRIED 7/0

NOTE:

Council did not accept the lowest quote due to it being for a 4 cylinder vehicle when the specification called for a 6 cylinder vehicle.

10.4 FINANCE AND GENERAL PURPOSE

1:18pm Cr Freeman declared a financial interest in the following item. Cr Freeman left the meeting.

10.4.1 TOWN HALL – REQUEST FOR USE

DATE OF MEETING:	19 th November 2008
LOCATION/ADDRESS:	
NAME OF APPLICANT:	
FILE REFERENCE:	603
PREVIOUS MINUTE/S & REFERENCE:	
DATE AND AUTHOR:	Noelene Holmes, Deputy Chief Executive Officer
DISCLOSURE INTEREST SUMMARY:	OF Author has no disclosure of interest. Report requests use of the Mullewa Town Hall.
BACKGROUND:	Correspondence has been received from Mrs Julie Freeman - Teacher of Our Lady of Mount Carmel School requesting free use of the Mullewa Town Hall for rehearsal leading up to the Annual end of year concert

COMMENT: Our Lady of Mount Carmel will be holding their annual end of year concert on the 15th December and have requested free use of the hall for rehearsal on the following dates:

11th December 2008 and 15th December 2008

Should approval be granted it can be under the condition that the venue is left clean at the conclusion of every hire, Council is indemnified against accident or injury and that Council support for the School through the use of the venue is promoted.

A copy of the letter is attached at **APPENDIX A.**

CONSULTATION:

STATUTORY

ENVIRONMENT:

POLICY

IMPLICATIONS:

FINANCIAL

IMPLICATIONS:

There are no known policy implications at this time.

The cheapest hall hire rate that would be applicable to an event of this nature is \$61.80.

STRATEGIC

IMPLICATIONS:

There are no known strategic implications at this time.

VOTING REQUIREMENT:

Simple Majority

OFFICER

RECOMMENDATION

THAT OUR LADY OF MOUNT CARMEL SCHOOL BE PROVIDED FREE USAGE OF THE MULLEWA TOWN HALL ON 11TH & 15TH DECEMBER FOR REHEARSAL & SCHOOL CONCERT SUBJECT TO THE FOLLOWING:

- THAT THE VENUE IS LEFT CLEAN AND TIDY AT THE CONCLUSION OF EACH HIRE,
- THAT THE COUNCIL IS INDEMNIFIED FOR ANY ACCIDENT OR INJURY ARISING FROM THIS UNDERTAKING, AND
- THE CONTRIBUTION OF THE COUNCIL IS PROMOTED AND COSTS ASSOCIATED WITH THE HIRE BE FUNDED FROM THE MULLEWA COMMUNITY TRUST INTEREST.

Moved:

K P Keefe

Seconded:

A J Messina

COUNCIL DECISION:

THAT OUR LADY OF MOUNT CARMEL SCHOOL BE PROVIDED FREE USAGE OF THE MULLEWA TOWN HALL ON 11TH & 15TH DECEMBER FOR REHEARSAL & SCHOOL CONCERT SUBJECT TO THE FOLLOWING:

- **THAT THE VENUE IS LEFT CLEAN AND TIDY AT THE CONCLUSION OF EACH HIRE,**
- **THAT THE COUNCIL IS INDEMNIFIED FOR ANY ACCIDENT OR INJURY ARISING FROM THIS UNDERTAKING, AND**
- **THE CONTRIBUTION OF THE COUNCIL IS PROMOTED AND COSTS ASSOCIATED WITH THE HIRE BE FUNDED FROM THE MULLEWA COMMUNITY TRUST INTEREST.**

CARRIED 6/0

1:19pm Cr Freeman returned to the meeting.

10.4.2 FINANCE REPORT 31ST OCTOBER 2008

DATE OF MEETING: 19th November 2008
 LOCATION/ADDRESS: -
 NAME OF APPLICANT: -
 FILE REFERENCE: -
 PREVIOUS MINUTE/S & REFERENCE: -
 DATE AND AUTHOR: Noelene Holmes, Deputy Chief Executive Officer

DISCLOSURE OF INTEREST: OF Author has no disclosure of interest.
 SUMMARY
 BACKGROUND:
 COMMENT:

BANK RECONCILIATION

The Bank Reconciliation for the month of August 2008 is attached at **APPENDIX B**. The CDA account is a Cash Deposit Account where excess Municipal funds are transferred to obtain maximum interest. This account attracts an interest rate of 6.75%.

CONSULTATION:
 STATUTORY ENVIRONMENT: There are no known statutory implications at this time.
 POLICY IMPLICATIONS: There are no known policy implications at this time.
 FINANCIAL IMPLICATIONS: There are no known financial implications at this time.
 STRATEGIC IMPLICATIONS: There are no known strategic implications at this time.
 VOTING REQUIREMENT: Simple majority

OFFICER RECOMMENDATION THAT THE FINANCE REPORT FOR THE PERIOD ENDED 31ST OCTOBER 2008 BE RECEIVED.

Moved: A J Crudeli **Seconded:** M Kerkmans

COUNCIL DECISION: THAT THE FINANCE REPORT FOR THE PERIOD ENDED 31ST OCTOBER 2008 BE RECEIVED.

CARRIED 7/0

10.4.3 ACCOUNTS FOR PAYMENT

DATE OF MEETING: 19th November 2008
 LOCATION/ADDRESS: -
 NAME OF APPLICANT: -

FILE REFERENCE:	-																					
PREVIOUS MINUTE/S & REFERENCE:	-																					
DATE AND AUTHOR:	Noelene Holmes, Deputy Chief Executive Officer																					
DISCLOSURE INTEREST: SUMMARY	<p>OF Author has no disclosure of interest.</p> <p>The purpose of this report is to provide details of cheques drawn and direct debit entries made to Council's bank account during the month, to be passed for payment by Council.</p>																					
BACKGROUND:	<p>Clause 11 of the Local Government (Financial Management) Regulations provides that a Local Government shall develop procedures for the authorisation of payments. Clause 12 of the Regulations requires a schedule of cheques drawn to be presented at the next Ordinary Meeting following preparations of the list.</p>																					
COMMENT:	<p>Attached to this report is a list detailing all cheques drawn and direct debits since the last Council meeting.</p> <p>The summary of the schedule of accounts to be passed for payment totalling \$ 417,886.87 covers the following:</p> <table border="0" style="margin-left: 40px;"> <tr> <td colspan="3"><u>Municipal Account</u></td> </tr> <tr> <td>Cheque No.</td> <td>9977 - 10001</td> <td>\$ 15,263.14</td> </tr> <tr> <td>Electronic Fund Trans</td> <td>4551 - 4641</td> <td>\$ 300,385.01</td> </tr> <tr> <td>Payroll & Fees</td> <td>VARIOUS</td> <td>\$ 101,539.72</td> </tr> <tr> <td colspan="3"><u>Trust Account</u></td> </tr> <tr> <td>Cheque No.</td> <td>362 - 365</td> <td>\$ 699.00</td> </tr> <tr> <td></td> <td>Total:</td> <td>\$ 417,886.87</td> </tr> </table>	<u>Municipal Account</u>			Cheque No.	9977 - 10001	\$ 15,263.14	Electronic Fund Trans	4551 - 4641	\$ 300,385.01	Payroll & Fees	VARIOUS	\$ 101,539.72	<u>Trust Account</u>			Cheque No.	362 - 365	\$ 699.00		Total:	\$ 417,886.87
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Cheque No.	362 - 365	\$ 699.00																				
	Total:	\$ 417,886.87																				
CONSULTATION:	Nil																					
STATUTORY ENVIRONMENT: POLICY IMPLICATIONS: FINANCIAL IMPLICATIONS: STRATEGIC IMPLICATIONS:	<p>Local Government Act and Regulations</p> <p>There are no known policy implications at this time.</p> <p>There are no known financial implications at this time.</p> <p>There are no known strategic implications at this time.</p>																					
VOTING REQUIREMENT:	Simple majority																					
OFFICER RECOMMENDATION	<p>THAT THE ACCOUNTS FOR PAYMENT LISTED ON THE SCHEDULE AS PRESENTED BE PASSED FOR PAYMENT.</p> <table border="0" style="margin-left: 40px;"> <tr> <td colspan="3"><u>Municipal Account</u></td> </tr> <tr> <td>Cheque No</td> <td>9977 - 10001</td> <td>\$ 15,263.14</td> </tr> <tr> <td>Electronic Fund Trans</td> <td>4551 - 4641</td> <td>\$ 300,385.01</td> </tr> <tr> <td>Payroll & Fees</td> <td>VARIOUS</td> <td>\$ 101,539.72</td> </tr> <tr> <td colspan="3"><u>Trust Account</u></td> </tr> <tr> <td>Cheque No.</td> <td>362 - 365</td> <td>\$ 699.00</td> </tr> <tr> <td></td> <td>Total:</td> <td>\$ 417,886.87</td> </tr> </table>	<u>Municipal Account</u>			Cheque No	9977 - 10001	\$ 15,263.14	Electronic Fund Trans	4551 - 4641	\$ 300,385.01	Payroll & Fees	VARIOUS	\$ 101,539.72	<u>Trust Account</u>			Cheque No.	362 - 365	\$ 699.00		Total:	\$ 417,886.87
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Moved:	<i>J L Freeman</i>	Seconded:	<i>Andrew J Messina</i>																			
COUNCIL DECISION:	THAT THE ACCOUNTS FOR PAYMENT LISTED ON THE SCHEDULE AS PRESENTED BE PASSED FOR PAYMENT.																					

Municipal Account

Cheque No	9977 - 10001	\$ 15,263.14
Electronic Fund Trans	4551 - 4641	\$ 300,385.01
Payroll & Fees	VARIOUS	\$ 101,539.72
<u>Trust Account</u>		
Cheque No.	362 - 365	\$ 699.00
	Total:	\$ 417,886.87

CARRIED 7/0**10.4.4 STATEMENT OF FINANCIAL ACTIVITY**

DATE OF MEETING:	19 th November 2008
LOCATION/ADDRESS:	-
NAME OF APPLICANT:	-
FILE REFERENCE:	-
PREVIOUS MINUTE/S & REFERENCE:	-
DATE AND AUTHOR:	Noelene Holmes, Deputy Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY	
BACKGROUND:	Financial Management Regulation 34 requires a local government to prepare a 'Statement of Financial Activity' reporting on the sources and applications of funds on a monthly basis.
COMMENT:	The Statement of Financial Activity for October 2008 will be tabled at the meeting.
CONSULTATION:	
STATUTORY ENVIRONMENT:	There are no known statutory implications at this time.
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.
VOTING REQUIREMENT:	Simple majority
OFFICER RECOMMENDATION	THAT THE STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH OF OCTOBER 2008 BE RECEIVED.
Moved:	<i>J L Freeman</i>
Seconded:	<i>K P Keeffe</i>
COUNCIL DECISION:	THAT THE STATEMENT OF FINANCIAL ACTIVITY FOR THE MONTH OF OCTOBER 2008 BE RECEIVED.

CARRIED 7/0**10.4.5 AUDIT REPORT – RECEIPT OF**

DATE OF MEETING:	19 th November 2008
LOCATION/ADDRESS:	-

NAME OF APPLICANT:	-
FILE REFERENCE:	204
PREVIOUS MINUTE/S & REFERENCE:	-
DATE AND AUTHOR:	13 November 2008, Tom Hartman, Chief Executive Officer
DISCLOSURE OF INTEREST:	Author has no disclosure of interest.
SUMMARY	Report presents the Auditors and the Annual Report for the year ended 30 th June 2008.
BACKGROUND:	<p>UHY Haines Norton, Chartered Accountants, has completed its annual audit of the accounts of the Shire of Mullewa for the year ended 30 June 2008. Attached at APPENDIX C are a copy of the Audit Report and a copy of the Management Report.</p> <p>A copy of the Municipality's Audit and Management reports has been sent to the Shire President as required by the Act.</p> <p>Following receipt of the reports it is necessary to receive the Annual Report of the Municipality and to set a date for the General Meeting of Electors.</p>
COMMENT:	<p>The Audit Report for the Shire of Mullewa contains no adverse comments on the financial management of the organisation and thus indicates that all functions complied with the requirements of the Local Government Act 1995 (as amended) and the Local Government Financial Management Regulations 1996 (as amended).</p> <p>The 'Management Report raises a recommendation to carry out revaluations for property, plant and equipment during 2009; and Council delegations to the CEO were not reviewed during the 2007/2008 year. This matter was immediately attended to when raised and considered at Councils September meeting.</p> <p>The Council is required to accept the Annual Report of the municipality for the financial year no later than 31 December after that financial year. Upon receipt of the Annual Report, the General Meeting of Electors must be held within 56 days. Effectively, if the Annual Report is received on 19 November 2008, the last date for holding of the General Meeting of Electors would be 18th January 2009.</p> <p>Council has a break in January so it is therefore recommended that the General Meeting of Electors be set for some time in December. It is suggested that Council consider the December meeting date, similar to last year.</p>
CONSULTATION:	
STATUTORY ENVIRONMENT:	Local Government Act & Regulations
POLICY IMPLICATIONS:	There are no known policy implications at this time.
FINANCIAL IMPLICATIONS:	There are no known financial implications at this time.
STRATEGIC IMPLICATIONS:	There are no known strategic implications at this time.

VOTING REQUIREMENT: Simple majority

OFFICER
RECOMMENDATION

THAT:

- THE AUDIT REPORT FOR THE MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2008 BE RECEIVED;
- THE ANNUAL REPORT OF THE MUNICIPALITY BE RECEIVED ON 19 NOVEMBER 2008, AND
- THE GENERAL MEETING OF ELECTORS BE HELD ON THE 17TH DECEMBER, 2008.

Moved:

J L Freeman

Seconded:

M Kerkmans

COUNCIL DECISION:

THAT:

- **THE AUDIT REPORT FOR THE MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2008 BE RECEIVED;**
- **THE ANNUAL REPORT OF THE MUNICIPALITY BE RECEIVED ON 19 NOVEMBER 2008, AND**

THE GENERAL MEETING OF ELECTORS BE HELD ON THE 17TH DECEMBER, 2008 AT 2:30PM.

CARRIED 7/0

1008.11	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING
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Nil

1008.12	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN
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Nil

1008.13	DELEGATED AUTHORITY
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Nil

1008.14	CLOSURE OF MEETING
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The President closed the meeting at 2:30pm.

These minutes were confirmed at a meeting on 17 December 2008:

Signed:

A J Messina, President

Date: