

Shire of Wiluna

MINUTES



Ordinary Meeting of Council

Held

Wednesday 27 May 2015

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AGENDA

1. **Declaration of Opening and Announcement of Visitors**
The Chairperson declared the meeting open at 1.10 and welcomed Doug Grimmond from Rosslyn Hill Mining Pty Ltd
2. **Record of Attendance / Apologies and Leave of Absence Previously Approved**

Cr Jim Quadrio - Shire President (In the Chair)
Cr Graham Harris - Deputy Shire President
Cr Chris Webb
Cr Stacey Petterson

Staff
Ms Andrea Nunan - Chief Executive Officer
Mrs Katrina Boylan - Senior Administration Officer

Apologies
Cr Bernie Weller
Cr Clinton Farmer
3. **Response to Previous Public Question Taken on Notice**
Nil
4. **Public Question Time**
Nil
5. **Applications for Leave of Absence**
Nil
6. **Notations of Interest**
 - 6.1. **Interest Affecting Impartiality Shire of Wiluna Code of Conduct**
Nil
 - 6.2. **Financial Interest Local Government Act Section 5.60A**
Nil
 - 6.3. **Proximity Interest Local Government Act Section 5.60B**
Nil
7. **Petitions and Deputations**
 - 7.1 Mr Doug Grimmond from Rosslyn Hill Mining Pty Ltd (RHMPL)

Mr Grimmond gave a general overview of the procedures for lead containment and the transport route sampling that RHMPL are required to follow.

Any lead levels on the transport route that are above the “trigger points” as set by Ministerial Statement require further investigation. Of those incidences, none of the lead traces were attributable to RHMPL.

Mr Grimmond also provided an update on the prospect of the mine re-opening once lead prices were more stable; it is anticipated this is at least 18 months away.

Copies of the presentation from Mr Grimmond affixed hereto these minutes.

Mr Grimmond finished his presentation at 2.45pm; the Chairperson thanked him for the presentation.

Copies of information brochures from Mr Grimmond affixed hereto these minutes.

Mr Grimmond left the meeting at 2.45pm

8. Confirmation of Minutes of Previous Meeting

Officer Recommendation & Council Decision

MOVED CR HARRIS

SECONDED CR WEBB

That the Minutes of the Meeting held on 22 April 2015 be accepted as a true record of the meeting

CARRIED 4/0

Resolution No. 088/15

9. Announcement Presiding Member without Discussion

The Chairman reported that he had met with Shadow Minister for Transport Ken Travers. Cr Quadrio took the opportunity to introduce himself and invited Mr Travers to visit Wiluna to discuss the sealing of the Wiluna – Meekatharra section of the Goldfields Highway; the Chief Executive Officer will issue a formal invite to Mr Travers.

The Chairperson also met with the Hon. Ms Wendy Duncan MLA to discuss the same issue and Port Link Concept.

Council generally agreed that a more co-ordinated approach was needed with regards to lobbying for the sealing of the Wiluna-Meekatharra section of the Goldfields Highway.

10.1. Reports of Officers and Committees

| | |
|-----------------------------------|--|
| 10.1.1. Subject/Applicant: | PROPOSED REGIONAL PRICE PREFERENCE POLICY |
| File: | 424 |
| Reporting Officer: | Chief Executive Officer; Andrea Nunan |
| Date of Report: | 06 May 2015 |
| Disclosure of Interest: | Nil |

Purpose

Council to adopt, if deemed fit, its proposed regional price preference policy.

Background

At its meeting held 25 March 2015, Council considered a proposed regional price preference policy and resolved as follows

“That:

- 1 Policy 2.6 Purchase of Goods and Services is amended to read as per Attachment 10.1.1.2 (affixed hereto); and*
- 2 The intention to adopt Policy 2.7 Regional Preference Policy as per Attachment 10.1.1.3 (affixed hereto) be advertised pursuant to Regulation 24(E)(b) of the Local Government (Functions and General) Regulations 1996; and that Council will then consider any submissions received”*

If a local government intends to adopt a regional pricing preference policy, it must be advertised in accordance with Regulation 24(E)(b) of the Local Government (Functions and General) Regulations, 1996. Following advertising of the intention to amend the Price Preference Policy submissions are to be considered by Council, prior to adoption of a policy.

Comment

That advertisement took place (locally and in the Western Australian newspaper as required by the Local Government Act) and submissions closed Monday 04 May 2015 at 4.00pm. No queries were received during the advertising period and no submissions were received.

It is therefore recommended that the proposed policy be adopted by Council with no modification.

Consultation

Public Comment sought

Previous Council resolution

Statutory Environment

Local Government Act 1995 and

Local Government (Functions and General) Regulations, 1996, Part 4A (24).

Policy Implications

Existing policy 2.6 will be amended

A new policy for regional pricing preference will also be active from date of adoption.

Financial Implications

Advertising costs of approximately \$700.

Strategic Implications Nil directly; policies will ensure compliance with legislative requirements. Provides scope for the Shire to promote support development and growth of local businesses

Voting Requirement: Simple Majority

Officer Recommendation and Council Decision

MOVED CR PETERSON

SECONDED CR WEBB

That Council:

- 1 Council notes that no submissions were received in regard to the proposed regional pricing preference policy; and**
- 2 Adopts the proposed regional price policy, without modification and as follows:**

"POLICY: REGIONAL PRICE PREFERENCE POLICY

POLICY No.: 2.7

SECTION: ADMINISTRATION AND FINANCE

1 OBJECTIVE

To promote, support and develop local industry within the Shire of Wiluna by giving preferential consideration to regional suppliers in the procurement of goods and/or services through the tender process.

1.1 Definitions

In this policy the following words have the following meanings:

Local Industry *is a business within the Shire of Wiluna which conforms to the definition of a 'regional tenderer' under the Local Government (Functions and General) Regulations 1996.*

Price Preference *is defined as the willingness to pay a higher price for the procurement of goods and/or services that are supplied by a 'regional tenderer'.*

Regional Tenderer *is a supplier that has been operating a business continuously out of premises within the Shire of Wiluna for at least six (6) months and submits a tender for the supply of goods and/or services.*

Region *is the area/district within the Shire of Wiluna municipal boundary.*

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2 PRINCIPLES

The Shire of Wiluna will encourage local industry to do business with the Shire of Wiluna through the adoption of a regional price preference advantage, in conjunction with standard tender considerations. The price preference will apply to the provision of all goods and/or services via tender, with a regional component.

2.1 Local Preference

A preference will be given to a regional tenderer by assessing the tender submission as if the price bids were as prescribed below:

a) Goods and/or services reduced by 10%, up to a maximum price reduction of \$50,000;

*b) Construction (building) reduced by 10%, up to a maximum price reduction \$50,000;
or*

c) Goods and/or services (including construction (building) services) up to 10% — where the contract is for goods or services, up to a maximum price reduction of \$500 000, if the local government is seeking tenders for the provision of those goods or services for the first time, due to those goods or services having been, until then, undertaken by the local government.

2.2 Local Regional Content

The goods and/or services identified in a tender submitted by a regional tenderer may be:

a) wholly supplied from regional sources; or

b) partly supplied from regional sources and partly from non-regional sources,

however, only those goods and/or services identified in the tender as being from regional sources can be included in the discounted calculations.

2.3 Competitive Purchasing

Whilst price is a competitive consideration in the provision of goods and/or services via tender, it is only one aspect of the tender evaluation process. Value for money principles and best allocation of resources as discussed within Shire of Wiluna Policy 2.6 Purchase of Goods and Services will be employed by assessing the price component in conjunction with the tender selection criteria and requirements.

The tender that is determined to be overall both cost effective and advantageous to the Shire of Wiluna will be the most likely to be accepted. However, the lowest or any tender is not will not necessarily be accepted.

Shire of Wiluna Policy 2.6 Purchase of Good and Services applies for the procurement of goods and/or services outside of the tender process."

CARRIED 4/0

Resolution 089/15

10.1.2. Subject/Applicant: GNRBA AERIAL CULL – POST ACTIVITY REPORT

File:
Reporting Officer: Chief Executive Officer; Andrea Nunan
Date of Report: 06 May 2015
Disclosure of Interest: Nil

Purpose

Information report to Council about the Goldfields Nullarbor Rangelands Biosecurity Association (“GNRBA”) aerial cull in Wiluna in order to consider a 2015/16 Budget allocation.

Background

In April 2014, the Council resolved to become a member of the GNRBA. The GNRBA is sub-region of Rangelands WA with its main aims:

- 1 working with communities from a regional and Rangelands landscape perspective, to identify and prioritise the natural assets and to define their preservation and recovery needs.
- 2 Provide on-site technical guidance - bringing to the key stakeholders and local communities, traditional ecological and cultural knowledge and other technical expertise in the classification of natural assets, threat identification and analysis, and the management options.
- 3 Coordinate the securing of regional investment - identifying and facilitating partnering opportunities in bringing together the funds and other resources needed to invest in the preservation and recovery of the prioritised natural assets.
- 4 Design and coordinate on-ground program and project support and delivery - coordinating the delivery of on-ground works through the specific level of management required for a particular natural asset:
 - ✓ project management
 - ✓ contracts management
 - ✓ project resources
 - ✓ support to community groups managing projects

Rangeland WA works through partnerships with Federal, State and Local Government, as well as other NGOs such as Land Care Groups, Industry Bodies and Research Institutions.

The benefits of partnerships and memberships include:

- ✓ Achieves cost effective, on-ground outcomes across a large diverse area.
- ✓ Develops and enhances relationships with the Region’s community to identify NRM priorities at a grass roots level.
- ✓ By working closely with funders Rangelands WA are able to identify and capitalise on NRM funding opportunities.

- ✓ Provides a 'conduit' for development and a 'voice' for local community.
- ✓ Dedicates resources to projects based on NRM importance at a 'whole of region' level whilst targeting key strategic NRM in iconic areas.
- ✓ Provides marketing communications resources and expertise to maximise project exposure and the communication of positive outcomes.
- ✓ Foster partnerships with other organisations to achieve multiple project objectives and rich learning outcomes that can be transposed across different areas of the rangelands capitalising on knowledge management.
- ✓ A practical and balanced staffing structure which utilises experienced, skilled staff across numerous complex projects throughout the region

The GNRBA undertakes its functions through the GN region, through a number of projects, and works closely with the Dept. Agriculture and Food WA ("DAFWA").

Two main projects of note are the management of the cacti "problem" through the Northern Goldfields and sustainable pastoralism in the region.

The GNRBA are also the group that are instrumental in assisting with the control of wild/feral animals, within the Shire of Wiluna, that are a threat to livelihood of pastoralists.

Natural resources management is not only for or about the pastoral industry, as there are many natural resources through the Shire that can be at risk of deterioration/extinction/damage and the like if they are not managed correctly. This would include: waterways and water pools, clay pans and natural bush land areas.

A benefit of the partnerships with GNBRA is the funding arrangements as the State Government will match the funding that the GNBRA has for activities. Therefore the partnerships increase the funding available so that better outcomes are achieved.

The Council, through the budget adoption and this membership, have resolved to commit funding for programmes that can assist the Wiluna district.

Comment

The GNRBA are also the group that are instrumental in assisting with the control of wild/feral animals, within the Shire of Wiluna, that are a threat to livelihood of pastoralists as well as the production capacity of the land in the district.

In September 2014, an aerial cull of wild vermin was conducted in the Wiluna district as part of this control programme. This activity was conducted again in April 2015 and a post activity report ("PAR") is located at Attachment 10.1.2

The cull was joint-funded by the Goldfield Nullarbor Rangelands Biosecurity Association (GNRBA) and the Shire of Wiluna. The GNRBA requested DAFWA plan and conduct the cull.

Cull planning (including engagement, consultation, liaison and planning) was conducted by Mac Jensen (DAFWA), with assistance from the Executive Officer (EO) of the GNRBA, Ross Wood.

The summary and recommendations of this PAR states:

This shoot achieved above benchmark outcomes, and was delivered approximately \$10 k (15%) under the allocated budget. This was primarily due to close cooperation between GNRBA and DAFWA, an experienced shoot team, regular liaison and coordination with stakeholders and the effectiveness and efficiency of the shoot timing.

Further annual/biannual aerial shoots in this area for at least two more years are recommended in order to lower LFH densities down to more manageable levels, and to reduce LFH impact on pastoral production and infrastructure and the physical and cultural landscape. This shoot team should continue to conduct the shoots, capitalising on their local area experience and knowledge.

The GNRBA LFH Management Plan is working very well in this area. The partnership between the GNRBA and the Shire of Wiluna to fund this activity sets the standard in industry/local government cooperation in reducing LFH impact.

Recommendation:

GNRBA and Shire of Wiluna continue to fund further aerial shoots in this area in order to continue to reduce LFH density and impact, ideally twice a year.

GNRBA consider broadening participation in the aerial shoot to any other stations in the Wiluna Shire who may gain benefit from an LFH aerial shoot; however the current shoot area is the most heavily impacted.

From this PAR, it is obvious that those in the Shire rely on GNRBA and visa versa for assistance and support to achieve outcomes and protect assets. This partnership approach has worked extremely well and is something that should continue to be supported.

Further, DAFWA now consider this activity as a model of “best practice” and will use it as a future model throughout the state; this includes the actual activity but also the partnerships between local government, rangeland associations and state government.

Councillors with pastoral connections may wish to provide more verbal information at the meeting.

Consultation

GNRBA – Ross Wood

DAFWA – Mac Jensen

Statutory Environment

Nil directly

Policy Implications

Nil directly

Financial Implications

The Council budgeted \$50k for vermin/feral animal control for 2014/15.

Strategic Implications

Broadly speaking, any activity that has a positive impact on the longer term sustainability of pastoral and unallocated crown land (in terms of land management and production) underpins the strategic outcome/goal of "A Green Wiluna".

Voting Requirements SIMPLE MAJORITY

Officer Recommendation and Council Decision

MOVED CR HARRIS

SECONDED CR WEBB

That Council:

- 1 Receives the Post Activity Report as per Attachment 10.1.2;
and**
- 2 Approves an allocation of \$50,000.00 for the "GNRBA
partnership projects" in the draft 2015/16 budget (being
subject to final adoption by Council)**

CARRIED 4/0

Resolution 090/15

10.1.3. Subject/Applicant: REVIEW OF POLICY MANUAL RECORD POLICY

File:
Reporting Officer: Chief Executive Officer; Andrea Nunan
Date of Report: 06 May 2015
Disclosure of Interest: Nil

Purpose

Council to consider review of Policy 1.1 *The Policy Manual Record*.

Background

Policy 1.1 relates to the keeping of the policy manual. This policy is due for review in 2015, and this review has now been undertaken.

Comment

The review has revealed a need to make some changes to this policy, mainly to better capture the intent outlined in the document and to ensure it is administratively efficient and effective.

The recommended policy (with changes) appears in full in the Officer's Recommendation.

It should be noted that nothing precludes policies from being reviewed/amended/adopted earlier than the policy manual requires; the current practice to the Shire is to do so as the need arises (but within the 2 year period) – assuming recommendation from Agenda Item 10.1.3 is adopted then all policies will also be considered at least annually when the delegations to the Chief Executive Officer are reviewed also.

Consultation

Current policy manual
Delegations of Authority to Chief Executive Officer
Local Laws
Local Government Act 1995

Statutory Environment

Nil directly

Policy Implications

Policies become operational at the time that they are adopted (included amendments or variations)

Financial Implications

Nil directly for this review

Strategic Implications

Broadly speaking, policies form a part of the framework within which the Shire is governed and managed, which directly relates to the good governance of the Shire.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation and Council Decision

MOVED CR PETTERSON

SECONDED CR HARRIS

That Policy 1.1 The Policy Manual Record is amended to read in full as follows:

“POLICY: THE POLICY MANUAL RECORD

POLICY NO: 1.1

SECTION: GOVERNANCE

1 *It is the policy of Council to maintain a manual that records the various policies of Council.*

2 *Policies are to relate to issues of an on-going nature; policy decisions on single issues are not to be recorded in the manual.*

3 *The objectives of the Policy Manual are:*

- *To provide Council with a formal written records of all policy decisions; and*
- *To provide the staff with precise guidelines in which to act in accordance with Council wishes; and*
- *To enable the staff to act promptly in accordance with Council's requirements, but without continual reference to Council; and*
- *To enable Councilors to adequately handle enquiries from electors without undue reference to the staff or the Council; and*
- *To enable Council to maintain a continual review of Council policy decisions and to ensure they are in keeping with community expectations, current trends and circumstances; and*
- *To enable the ratepayer to obtain immediate advice on matters of Council policy.*

4 *The Policy Manual will be maintained and updated as and when a policy is adopted, varied or rescinded by the Council, and a register showing past policies of the Council must also be maintained*

5 *The Policy Manual is to be uploaded onto the Shire of Wiluna's website, and amended policies are to be uploaded as soon as is practicable after adoption by the Council*

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6 The Council is to carry out a review of the complete policy manual annually when the delegations of authority to the Chief Executive Officer are reviewed; a review of individual policies must also be done within two years from adoption of that policy or its last review

7 All Staff and Councillors are to be provided access to and/or a copy of the Policy Manual. The manuals remain the property of the Council.

8 Provision of printed/hard-copies to other parties is at the discretion of the Chief Executive Officer and may incur copy charges (as set in the annual fees and charges adopted each year by Council).

All printed copies issued must be done so with a disclaimer that printed copy is only warranted at the time of printing and that reference should be made to the official manual (located on Shire's website) rather than relying upon printed copy.

9 Changes to Council policy shall only be made on:

- Resolution of Council or
- Requirements of statute or legislation, in order to ensure compliance.

Any changes to policies because of statutory/legislative compliance are to be authorised by the Chief Executive Officer and reported at the next Ordinary Meeting of the Council. (end of policy)"

CARRIED 4/0

Resolution 091/15

10.1.4. Subject/Applicant: REVIEW OF VARIOUS POLICIES

File:

Reporting Officer: Chief Executive Officer; Andrea Nunan

Date of Report: 30 April 2015

Disclosure of Interest: Nil

Purpose

Council to consider review of various policies as outlined in report.

Background

Following on from item 10.1.3, there are a number of policies due for review in 2015 or earlier (overdue). This review has now been conducted and is presented for Council consideration.

Comment

A table outlining the review outcomes follows this item.

The policies (as they currently are) that have been reviewed are reproduced at Appendix 10.1.4.

Where a policy has been suggested for change/amending, the amended policy is in the Officer's recommendation.

There are some policies that are well over-due for review, but the review process will be considerable/significant. For these it is suggested to keep as is for the time being (which will "tick off" a review as having now taken place and therefore up-to-date) but a more detailed review will come back to the Council for consideration.

Some policies are redundant and should be deleted/revoked.

It should be noted that nothing precludes policies from being reviewed/amended/adopted and so on earlier than the policy manual requires; the current practice to the Shire is to do so as the need arises (but within the 2 year period) – assuming recommendation from Agenda Item 10.1.3 is adopted then all policies will also be considered at least annually when the delegations to the Chief Executive Officer are reviewed also.

Consultation

Current policy manual
Delegations of Authority to Chief Executive Officer
Local Laws
Local Government Act 1995

Statutory Environment

Nil directly

Policy Implications

Policies become operational at the time that they are adopted (included amendments or variations)

Financial Implications

With regard to Policy 1.4 Gratuity Payments – there will be the following anticipated expenses , and there new budget allocation, for payments to staff under this policy(five year forecast):

| | |
|-------|------------|
| 15/16 | \$ 760.00 |
| 16/17 | \$ 830.00 |
| 17/18 | \$ 2040.00 |
| 18/19 | \$ 2330.00 |
| 19/20 | \$ 2850.00 |

These amounts are not considered significant and able to be afforded with budgetary constraints. It should also be noted that this is based on current staff most of whom have done at least 2 years service; final costs will depend on staff terminations/recruitment .

Strategic Implications

Broadly speaking, policies form a part of the framework within which the Shire is governed and managed, which directly relates to the good governance of the Shire.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation and Council Decision

MOVED CR HARRIS

SECONDED CR WEBB

That:

1 The review of various policies (as outlined on following table titled “Policy Review Outcomes May 2015”) is received by Council; and

2 The following policies having been reviewed as per subparagraph one are deleted/revoked:

- (a) 1.19 Deputations
- (b) 1.24 Councillor Briefing Sessions
- (c) 2.13 Use of Satellite Phones; and

3 The following policies having been reviewed as per subparagraph one remain in operation with no changes/amendments:

- (a) 1.3 Public Question Time
- (b) 1.5 Public Relations – Greetings
- (c) 1.7 Use of Shire Logo
- (d) 1.8 Use of Disclaimers
- (e) 1.11 Nominations to Boards and Committees
- (f) 1.14 Tourism
- (g) 1.22 Reports Contracts and Agreements
- (h) 1.25 Elected Members: Presentation/Delegation and Professional Development
- (i) 2.8 Leave Deferment
- (j) 2.9 Housing – Staff
- (k) 2.10 Housing and Allowances
- (l) 2.14 Hire of Bus
- (m) 2.15 Injury Management
- (n) 2.16 Payment of Accounts
- (o) 2.19 Shire Accommodation
- (p) 4.1 Municipal Heritage Inventory – Development of Listed Places; and

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4 The following policies having been reviewed as per subparagraph one are amended and now read as follows:

(a)

POLICY: GRATUITY PAYMENTS

POLICY NO: 1.4

SECTION: GOVERNANCE

Policy Statement

With effect from 01 July 2015: When an employee leaves their employment or is made redundant, they may be given a good or service as a token of appreciation for their commitment and service to the Shire of Wiluna.

Policy Objective

This Gratuity Policy outlines the circumstances in which gratuity payments may be made to an employee. This policy should be read in conjunction with section 5.50 of the Local Government Act 1995 and Local Government Administration Regulations 1996, specifically regulation 19a. A gratuity payment is paid in addition to any amount which an employee is entitled to under a contract of employment or industrial instrument. This policy does not form a contractual entitlement for any employee of the Local Government.

Commitment

The Shire of Wiluna is committed to recognising long serving employees within the parameters set by the Local Government Act 1995 and the associated regulations.

Eligibility for Gratuity Payments

An employee may be entitled to a gratuity payment as outlined within this policy based on the completed years of service when an employee's services are ceasing with the Local Government for any of the reasons identified below:

- *Resignation (not as a result of any performance management or investigation being conducted by the Local Government);*
- *Retirement; or*
- *Redundancy.*

An employee who has been dismissed by the Shire of Wiluna for any reason other than redundancy, will not be eligible to receive any Gratuity Payment under this policy

The Chief Executive Officer is authorised to approve Petty Cash claims in accordance with the limits prescribed by this policy. Funds will be allocated as part of the Local Government's budget preparation process and unexpended amounts will be returned to general revenue.

Prescribed Amounts for Gratuity Payments

For Officers other than the Chief Executive Officer:

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| Number of Years' Service | Amount of Gratuity |
|--|---|
| <i>Continuous service of less than 2 years</i> | <i>Statement of Service</i> |
| <i>Continuous service greater than 2 years but less than 5 years</i> | <i>A Statement of Service and a gift, or contribution towards a gift, to the value of \$20.00.</i> |
| <i>Continuous service greater than 5 years but less than 10 years</i> | <i>A Statement of Service and a gift or contribution towards a gift of \$20 for each year of service.</i> <i>Items to be presented to the employee by the Chief Executive Officer, or nominated representative at a time and place determined to suitable by the Chief Executive Officer.</i> |
| <i>Continuous service greater than 10 years but less than 15 years</i> | <i>A Statement of Service and a gift or contribution towards a gift of \$30.00 for each year of service.</i> <i>Items to be presented to the employee by the Chief Executive Officer, or nominated representative at a time and place determined to suitable by the Chief Executive Officer.</i> |
| <i>Continuous service greater than 15 years but less than 20 years</i> | <i>A Statement of Service and a gift or contribution towards a gift of \$40.00 for each year of service.</i> <i>Items to be presented to the employee by the Chief Executive Officer, or nominated representative at a time and place determined to suitable by the Chief Executive Officer.</i> |
| <i>Continuous service greater than 20 years</i> | <i>A Statement of Service and a gift or contribution towards a gift of \$50.00 for each year of service.</i> <i>Items to be presented to the employee by the Chief Executive Officer, or nominated representative at a time and place determined to suitable by the Chief Executive Officer.</i> |

The Local Government Administration Regulations 1996 Part 4 (19A) limits the monetary value of gratuities paid to employees who are finishing employment with a local government to a maximum \$5000.00.

For the Chief Executive Officer:

Council to consider a payment of up to a maximum for \$5,000.00 based on the Council's assessment of the quality of service of that Chief Executive Officer and not the length of service.

The Local Government Administration Regulations 1996 Part 4 (19A) limits the monetary value of gratuities paid to employees who are finishing employment with a local government to a maximum \$5000.00.

The Shire of Wiluna acknowledges that at the time this policy was adopted, employees may be entitled to payments in addition to this policy as a result of accrued unused long service leave benefits, redundancy payments or notice periods as prescribed by, legislation or a relevant industrial instrument.

The Shire of Wiluna has considered these provisions when setting the prescribed amount of any gratuity payment in this policy.

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Determining Service

For the purpose of this policy, continuous service shall be deemed to include:

- Any period of absence from duty on annual leave, long service leave, paid compassionate leave, accrued paid personal leave and public holidays;
- Any period of authorised paid absence from duty necessitated by sickness of or injury to the employee up to a maximum of three months in each calendar year, but not including leave without pay or parental leave; or
- Any period of absence that has been supported by an approved workers compensation claim up to a maximum absence of 12 months.
- For the purpose of this policy, continuous service shall not include:
- Any period of unauthorised absence from duty unless **Council** determines otherwise;
- Any period of unpaid leave unless the **Council** determines otherwise; or
- Any period of absence from duty on parental leave unless the **Council** determines otherwise.

Financial Liability for Taxation

The employee accepts full responsibility for any taxation payable on a gratuity payment, and agrees to fully indemnify the Shire of Wiluna in relation to any claims or liabilities for taxation in relation to the gratuity payment.

Payments in addition to this Policy

The Shire of Wiluna agrees not to make any gratuity payment in addition to that contained within this policy until the Policy has been amended to reflect the varied amount and the Shire of Wiluna has caused local public notification to be given in relation to the variation.

Final Determination

The Chief Executive Officer shall make the final determination with respect to whether an employee will receive and the form of the gratuity to be made, taking into account the employee's performance over the eligible period of service.

In the case of the gratuity payment applying to the Chief Executive Officer, the Council must make the final determination with respect to whether the Chief Executive Officer will receive and the form of the gratuity to be made, taking into account the employee's performance/quality of service.

Financial Implications

The Shire of Wiluna acknowledges that at the time the policy was introduced, the financial implications to the Shire of Wiluna were understood and that these financial implications had been investigated based on the workforce position current at that time.

The Shire of Wiluna will take reasonable steps to notify employees prior to the variation of this policy or the introduction of any new gratuity policy.

Consequences of Breaching this Policy

The policy constitutes a lawful instruction to anyone involved in administering a gratuity payment. Any breaches of the policy may lead to disciplinary action.

Variation to this Policy

This policy may be cancelled or varied from time to time by Council resolution or if statutory/legislative requirements require so. All the organisation's employees will be notified of any variation to this policy by the normal correspondence method

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(b)

POLICY: CITIZENSHIP CEREMONIES

POLICY NO: 1.6

SECTION: GOVERNANCE

That as a matter of policy, with regard to the Conduct of Citizenship Ceremonies:

- 1 *The Chief Executive Officer, Shire President and Deputy Shire President are authorised to conduct citizenship ceremonies for the Shire of Wiluna*
- 2 *The timing and venue of the citizenship ceremony and the Authorised person to conduct the ceremony is to be determined by the Chief Executive Officer in liaison/consultation with the person to be granted their citizenship*
- 3 *In the event that the Chief Executive Officer, Shire President or Deputy Shire President will not be available on the date determined under sub-paragraph two (2), the Chief Executive Officer is to authorise a Councillors that is available, to conduct the ceremony.*

(c)

POLICY: MEDIA STATEMENTS

POLICY NO: 1.7

SECTION: GOVERNANCE

Policy Objectives

- *To provide a framework for Council and staff when liaising with the media and provide consistency of messages.*
- *The objective of all media liaison should be to promote the positive image of the Shire, to provide effective media communication with the community and to provide a mechanism for the role of Council as the 'entity' and individual Councillors when requested to make media comment.*
- *The Shire aims to provide timely, accurate information to the community through the media and to be open and transparent in its operations.*
- *The value of the media to local government cannot be underestimated. This organisation should maintain a good working relationship with journalists and editors and endeavour to address media enquiries promptly.*

Definitions:

Media is defined as all electronic and print media organisations including:

- *Newspapers*
- *Television*
- *Radio*
- *Magazines*
- *Professional Journals*
- *Freelance Journalists*
- *News Websites*
- *Social Media*

A media release is a document intended for media to inform or promote any aspect or activity of the Shire.

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Policy:

The Shire of Wiluna encourages the use of the media as part of their strategic plans to promote the efforts of the Shire of Wiluna.

The Chief Executive Officer is responsible for managing all media liaison to ensure maximum impact, enhanced presentation of photo opportunities, radio and television coverage.

Procedure:

Media Spokesperson

In accordance with the Local Government Act: the Shire President is the principal spokesperson for the Shire and Council. The Shire President may choose to delegate the commentary position to the Chief Executive Officer or Councillor.

It is acknowledged that the Chief Executive Officer will, when appropriate, be required to comment to the media regarding operational issues or matters of a general nature. When doing so, the Chief Executive Officer is not to offer Council view, attitude, stance or the like on any issue unless merely reporting a Council decision. The Chief Executive Officer will advise the Shire President of any comments made to the media to ensure a consistent, co-ordinated approach to media management is maintained at all times.

Media Releases

The principal method for the Shire to notify the media of events and activities is through a written media release. Staff are to complete a draft media release statement.

After a media release has been drafted it will proceed through the following approval process:

- 1 Chief Executive Officer to check factual components, context, potential liability and strategic context;
- 2 Shire President to have final approval
- 3 Copies of media releases to be emailed to Councillors for their information.

In the case of the media release reporting information about an event/activity taking place or that has taken place and/or where the subject material is for information only and is not expected to be one of a controversial nature, the Chief Executive Officer has authorised to give the final approval.

Media Enquiries

The response will depend on the inquiry. The response may be in the form of a formal media statement, supplying quotes via email, an organised media briefing or direct phone response.

Shire Staff

On occasion, media representatives may contact the Shire staff directly for comment. This is to be discouraged and all such queries are to be directed in the first instance to the Chief Executive Officer.

The Chief Executive Officer is the sole contact for all media enquiries and is responsible for co-ordinating all media contact. If media contacts a Shire officer directly, the officer must inform the journalist that it is Shire policy for the journalist to approach the Chief Executive Officer, who will then liaise with and/or refer to the Shire President.

Staff, including the Chief Executive Officer, are not authorised to give comments on behalf of the Shire to media unless they are the contact on a media release or have been authorised by the Shire President or Chief Executive Officer

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If a staff member is approached to make a personal comment to the media they need to ensure that no connection with the Shire is evident within the interview.

For example: staff expressing a personal view should not be wearing a Shire uniform or be filmed or photographed near a Shire vehicle.

Staff members who use social media in their own free time, are not permitted to appear to represent views of the Shire or to act as spokesperson on behalf of the Shire. Shire staff must use discretion and not post anything that could reasonably be seen to be associated with their role at the Shire of Wiluna and/or the Shire of Wiluna and/or bring about disrepute or embarrassment for the Shire

Councillors

The Shire President is the principal spokesperson for the Shire and Council as expressed in the Local Government Act 1995. Councillors are not to express a Council view, attitude or stance on any issue without approval from the Shire President.

A Councillor's right to express a personal opinion on any issue of public interest is recognised and it should always be made clear to the journalist that they are expressing a personal opinion.

Councillors should advise the Shire President of any comments made to the media to ensure a consistent, co-ordinated approach to media management is maintained at all times.

Councillors who use social media in their own free time, are not permitted to appear to represent views of the Shire or to act as spokesperson on behalf of the Shire. Councillors must use discretion and not post anything that could reasonably be seen to be associated with their role at the Shire of Wiluna and/or Shire of Wiluna and/or bring about disrepute or embarrassment for the Shire.

(d)

POLICY: DONATIONS

POLICY NO: 1.10

SECTION: GOVERNANCE

As a matter of policy:

1. *Council will consider requests in writing for donations greater than \$500 all such requests will be considered on merits that will include but not be limited to the following:*
 - (a) *The purpose or reason for the donation request*
 - (b) *The role of that individual/organisation within the Shire of Wiluna district*
 - (c) *The benefits that will be incurred, or reasonably be expected to be incurred, by the Shire and/or residents and community at large from the purpose of the donation*
 - (d) *The benefits that will be incurred by the individual/body from the purpose of the donation*
 - (e) *Budgetary provisions/constraints*
2. *Donations of \$500 or less may be made at the discretion of the Chief Executive Officer after consideration of merits outlined in subparagraph 1; however, nothing is to prohibit the Chief Executive Officer from referring all written requests to the Council for determination*

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3. Any donation approved by the Chief Executive Officer is to be reported to Councillors in writing
4. Council and/or the Chief Executive Officer declines under any circumstances to provide standing or annual donations, preferring to re-assess the needs of individuals and organisations in such cases as and when appropriate.
5. The Chief Executive Officer is determine and request from the applicant all/any information deemed necessary prior to the request being presented to Council for consideration or the Chief Executive Officer approving the donation.

(e)

POLICY: REGIONAL ALLIANCES

POLICY NO: 1.15

SECTION: GOVERNANCE

The Council of the Shire of Wiluna recognises the unique geographical location of the district of Wiluna with regard to the adjoining local governments and towns as well as regional centres/cities.

Unless legislation or statute requires otherwise (i.e. in the case of Regional Road Groups or Royalties for Regions funding): the Shire of Wiluna will collaborate/partner/co-operate or the like with the local government and/or regional organisation that is able to provide the better outcomes or benefit the Council is seeking.

The Council acknowledges that the Shire's participation in any collaboration/partnership/co-operations or the like is limited by financial implications and/or the other party's approval

(f)

POLICY: GIFTS TO RETIRING MEMBERS

POLICY NO: 1.17

SECTION: GOVERNANCE

As a matter of policy:

- 1 *The President together with the CEO may approve the purchase a gift for retiring members in accordance with the requirements of the Local Government (Administration) Regulation 34AC:*
 - (a) *The retiring member must have served 1 full 4 year term.*
 - (b) *The gift may be to an amount up to \$100 for each year of service to a maximum of \$1000 in total.*
- 2 *When making a decision as per subparagraph one(1) , consideration to be given to:*
 - (a) *The length of continuous service of the retiring member*
 - (b) *The quality of service of the retiring member including but not limited to: community and key stakeholder relationships and active participation as an elected member*
- 3 *Wherever practicable such a gift should be presented at a Council meeting.*

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(g)

DELEGATES REPORTS COUNCILLORS/OFFICERS

POLICY NO: 1.23
SECTION: GOVERNANCE

Unless otherwise required by statute or legislation (e.g. Local Laws): Councillors attending any conferences, seminars or meetings as delegates or representatives of the Council of the Shire of Wiluna are required to provide a brief written report on the activity, including any issues/outcomes, at the next Council Forum.

(h)

POLICY: FLYING OF FLAGS
POLICY NO: 2.1
SECTION: ADMINISTRATION AND FINANCE

As a matter of Council policy:

- 1 The Australian National Flag and the Australian Aboriginal Flag are to be flown outside the Shire Administration office during normal hours of business.
- 2 Flags are to be flown at half-mast for the whole day, on the day of the funeral of prominent local citizens, as determined by the Shire President and/or Chief Executive Officer
- 3 Flags are to be flown in any manner or form as advised by Commonwealth and/or State Government directives
- 4 Notwithstanding above, flags must always be flown in accordance with Commonwealth Flag Protocol at any given time or date.

(i)

POLICY: BUSHFIRE CONTROL
POLICY NO: 2.11
SECTION: ADMINISTRATION AND FINANCE

As a matter of policy:

- 1 In the absence of an operative Wiluna Bushfire Brigade, the Council is to appoint the Chief Executive Officer as its Bushfire Control Officer and any deputy that the Chief Executive Officer recommends and/or that the Council determined. Such appointments to be done in compliance with the Bushfires Act 1954
- 2 Council and the Shire will encourage and support the establishment and operations of Bush Fire Brigades through:
 - Acting as the administrator/manager in absence of an operative Bushfire Brigade in order to re-establish an operative brigade
 - Requiring the Chief Executive Officer to be a member of the Bushfire Brigade
 - Approving time off for staff to attend training, exercises and the like for bushfire control (if members of the Brigade)
 - Providing administrative "in-kind" support for: photocopying, minute taking, assistance with financial controls of funds and a venue to hold meetings
 - Making an annual budgetary allocation to support the development and operations of the Bushfire Brigade
 - Maintaining and meeting the costs of the required Bushfire Brigade and Volunteer insurance each year through LGIS/JLTA.

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(j)

POLICY: **SHIRE SUPERANNUATION CONTRIBUTIONS**

POLICY NO: **2.12**

SECTION: **ADMINISTRATION AND FINANCE**

That as a matter of Policy the Shire of Wiluna will make the following superannuation contribution to eligible employees' superannuation funds:

- 1 *10% contribution for Compulsory Occupational Superannuation**
- 2 *An additional contribution to a maximum of 5% for those employees making their own voluntary contribution to an eligible superannuation fund.*

All contributions made by the Shire must be in compliance with the relevant statutes/legislation and nothing in this policy is to be used to prohibit/contravene/ negate the requirements of such statutes/legislation."

CARRIED 4/0

Resolution 092/15

“Policy Review Outcomes May 2015”

| Policy Number | Review Notes | Recommendation |
|--------------------------------|--|--|
| 1.3 Public Question Time | This policy was reviewed and signification variations made in 2013. It appears to be working well and allows flexibility for public and Council | To keep policy as is. |
| 1.4 Gratuity Payments | As per previous Council resolution, this policy needs to be amended to comply with regulations | Refer to Officers Recommendation in Report 10.1.4 for suggested amendments |
| 1.5 Public Relations Greetings | This policy has been used by the Chief Executive Officer in recent times for the deaths of family members of staff and for serious illness. It is simple and works well; easy to administer | To keep policy as is. |
| 1.6 Citizenship Ceremonies | <p>This policy limits citizenships to be conducted by President or Deputy Shire President.</p> <p>Often, due to citizens own personal travel requirements, the timing of Council meetings and/or availability of Councillors does not suit the person requiring the citizenship ceremony.</p> <p>Whilst it is not a requirement that the ceremony be conducted at a Council meeting, it is a fitting time but the Shire does need to be flexible</p> | Refer to Officers Recommendation in Report 10.1.4 for suggested amendments |
| 1.7 Use of Shire Logo | This is a new policy, adopted in late 2013 - does not require any changes at this time | To keep the policy as is. |

| Policy Number | Review Notes | Recommendation |
|---|---|---|
| 1.8 Use of Disclaimers | The current policy is pretty standard across the industry at LGIS's advice. | To keep the policy as is. |
| 1.9 Media Statements | Requires changes to be more clear and to capture the intent of why the policy is required | Refer to Officers Recommendation in Report 10.1.4 for suggested amendments |
| 1.10 Donations | Current policy does limit donations to be considered for local and regional bodies only. This limits requests for donations that could be worthwhile Wording just needs to be changed to better capture intent | Refer to Officers Recommendation in Report 10.1.4 for suggested amendments |
| 1.11 Nominations to Boards and Committees | This was due for review in November 2014 – but it was only reviewed in June 2014 and will again require review in Oct 2015 following election so suggest it remain as is | To keep the policy as is. |
| 1.14 Tourism | This was due for review in 2013 so is well overdue, but “tourism” in general has changed considerably since it was adopted in 2012; suggest that although overdue this policy is retained in the interim until the Chief Executive Officer considers a new policy | To keep the policy as is with a proposed amended policy to be presented to Council by December 2015 |

| Policy Number | Review Notes | Recommendation |
|---------------------------------------|--|---|
| 1.15 Regional Alliance | Current policy is limiting and this has been discussed at length | Refer Officer's recommendation in report 10.1.4 |
| 1.17 Gifts to retiring members | Further Council discussion required – are Council still comfortable with this, bearing in mind there is an election coming up October 2015 | Officer has made a recommendation but Council may wish to further consider this |
| 1.19 Deputations | Delete this because if there is a Local Law, there is no need for a policy. The Chief Executive Officer will review the Local Law on standing orders to ensure that the current practice of deputations reflects the standing orders - will be subject to a future report | Officer recommends this policy be revoked/deleted. |
| 1.22 Reports Contracts and Agreements | The Chief Executive Officer is not sure the history of this policy so requires further discussion with Council | To keep the policy as is with a proposed amended policy to be presented to Council by December 2015 |
| 1.23 Delegates Reports | Good policy in theory but Chief Executive Officer wishes to suggest some changes so not as to “bog” down Council meetings with information reports | Refer Officer's recommendation in report 10.1.4 |

| Policy Number | Review Notes | Recommendation |
|--|---|--------------------------------|
| 1.24 Councillor Briefing sessions | <p>Suggests this be deleted because it has not been the practice since 2013 (at least).</p> <p>Chief Executive Officer would suggest that Council finalise their requirements for the strategic briefings and forum and a new policy can be implemented once this is done</p> | Revoke/delete |
| 1.25 Elected Members: Presentation/Delegation and Professional Development | Only adopted late 2013 and appears to be "working well"; much more definite that previous policy so suggest no changes be made | To keep policy as is |
| 2.1 Flying of Flags | A few changes just to ensure it is relevant | Refer officer's recommendation |
| 2.11 Bushfire Brigade | A few changes to reflect the current status of BFB but also the legislative requirements | Refer Officer's recommendation |
| 2.8, 2.9 and 2.10 | <p>These policies relate to staff employment and/or require industrial advice as well as professional advice regarding the tenancy agreements.</p> <p>Although overdue, suggest they are retained as is as these will be amended as part of the HR system review being done by Chief Executive Officer.</p> | To keep policies as they are |

| Policy Number | Review Notes | Recommendation |
|---|--|--|
| 2.12 Shire's superannuation contributions | Some minor changes required due to statutory super being increased from 9% to 9.25% Suggest that the changes be adopted bearing in mind this will also be reconsidered again as part of the HR/IR review being done by Chief Executive Officer with regard to retention and recruitment | Refer Officer's recommendation for report 10.1.4 |
| 2.13 Use of satellite phones | No policy required – OHS and/or operational requirements would dictate the need for satellite phones | Delete/revoke |
| 2.14 Hire of Bus | This policy needs a complete "overhaul" as part of the whole OHS system (including plant policies). Bus is rarely hired out, so suggest it be kept as is pending the OHS review | Keep policy as is |
| 2.15 Injury Management Policy | The Shire is required to have this policy by OHS Law; however, it is normally a part of the OHS system. Suggest policy is retained and kept as is, but it will be subject to further review when OHS system is reviewed | Keep policy as is pending OHS System review |
| 2.16 Payment of Accounts | Policy adopted late 2013; works well and satisfies auditors. NO change recommended | Keep policy as is |

| Policy Number | Review Notes | Recommendation |
|---|---|-----------------------|
| 2.19 Shire Accommodation | This policy was adopted only in 2013 and works well; the Chief Executive Officer has much better control over Shire accommodation | Keep policy as is |
| 4.1 MUNICIPAL HERITAGE INVENTORY POLICY ON DEVELOPMENT OF LISTED PLACES | This is a fairly thorough policy that requires some research and advise from Town Planners. Suggest it is retained as is pending thorough research | Keep policy as is |

| | |
|----------------------------------|---------------------------------------|
| 10.1.5 Subject/Applicant: | GVROC MOU - ENDORSEMENT |
| File: | |
| Reporting Officer: | Chief Executive Officer; Andrea Nunan |
| Date of Report: | 05 May 2015 |
| Disclosure of Interest: | Nil |

Purpose

Council to endorse membership for the GVROC.

Background

The current Memorandum of Understanding for the Goldfields Voluntary Regional Organisation of Councils (GVROC) expires 30 June 2015.

The MOU is to recognise the cooperation and shared goals of member Councils. A copy of the current MOU is included as Attachment 10.1.5.

At the GVROC meeting held 30.01.2015 in Esperance, it was resolved the MOU be recommended to the GVROC Technical Officers Group for review.

The Technical Officers Group then resolved on 06.05.2015 that it be recommended to the GVROC Council that the MOU be re-signed.

Finally, at the GVROC meeting held 04.05.2015, the GVROC resolved that the MOU be re-signed without amendment and that the MOU be reviewed every two years after the local government elections take place.

Comment

Wiluna is a current member and there is no compelling reason why the Shire should not continue in this role. To date, the Reporting Officer has found the GVROC to be a valuable resource as any opportunity for collaboration/co-operation on a regional level or just between certain members should be taken.

The MOU provide flexibility should any member local government wish to participate in full, in part/for certain projects or opt out all together. Member local governments make an annual contribution towards the costs of the Executive Officers (who act like a Board Secretary). The current cost to the Shire is \$15,700

As a side: Wiluna is somewhat "different" to other member local governments as they are also a part of the Goldfields Economic Development Commission (GEDC) for the purposes of Royalties for Regions funding. The Shire of Wiluna sits under the Midwest Development Commission (MWDC) for same purposes. This does not affect the Shire of Wiluna's participation in the GVROC.

Consultation

GVROC Council and MOU

Statutory Environment

Nil directly

Policy Implications

Nil directly

Financial Implications

An estimated annual contribution of \$16,000 will be required for the 2015/16 GVROC membership.

Strategic Implications

Broadly speaking, regional collaboration can provide a vehicle for the Shire to attract investment and interest in the Shire of Wiluna.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation and Council Decision

MOVED CR PETTERSON

SECONDED CR HARRIS

That the Council:

- 1 Approves the Shire of Wiluna's membership to the Goldfields Voluntary Regional Organisation of Councils ("GVROC") for the 2015/16 financial year; and**
- 2 Endorses the signing of the Goldfields Voluntary Regional Organisation of Councils ("GVROC") Memorandum of Understanding (as per attachment 10.1.5) by the Shire President and the Chief Executive Officer; and**
- 3 Notes that an allocation of \$16,000 will be made in the draft 2015/106 budget (pending final adoption by Council) for this membership.**

MOVED 4/0

Resolution 093/15

| | |
|-----------------------------------|---------------------------------------|
| 10.1.6. Subject/Applicant: | NEW ADMINISTRATION OFFICE |
| File: | |
| Reporting Officer: | Chief Executive Officer; Andrea Nunan |
| Date of Report: | 11 May 2015 |
| Disclosure of Interest: | Nil |

Purpose

Council to endorse final layout plan for proposed new Administration Office.

Background

In February 2015, Council considered drawings of potential floor plans for new Shire Administration Office. Council and staff feedback was sent to the architect and now a new/amended set of drawings has come back to the Shire.

A final floor plan needs to be decided upon so that the construction project can proceed efficiently and timely.

Comment

The new plans are located at Appendix 10.1.6.

6 variations have been done from one "basic" design which incorporated previous feedback from Council and staff feedback.

Page one of said appendix also shows a site plan for the area, incorporating existing office (to be the Heritage Centre)

The Architect has essentially tried to indicate on the site plan the reasoning behind the siting of the building so that the Shire and Council can understand why it has been sited in this location. The location currently allows for the Morgue to remain in its existing location (which is a good heritage outcome) and then the buildings windows etc. can be designed so that none of the offices are looking out onto the Morgue and it could then be used for storage. Alternatively the Morgue can still be relocated elsewhere on the site.

Staff have studied the different floor plans and discussions have been had about the plan that would best suit the overall operation of the office, taking into account the various requirements of staff and Councillors.

Staff are of opinion that the plan numbered **G3** best suits the needs of the Shire's operations and this is the plan that they would prefer to move ahead with.

Consultation

Council
Annabel Wills – Architect
Shire staff

Statutory Environment

Nil directly

Policy Implications

Nil directly

Financial Implications

Once the floor plan has been chose, the Architects can continue with some quantitative costings which will give an indication of whether or not the budget already allowed for this project is adequate.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation

Item 10.1.6.

MOVED

SECONDED

That:

- 1 **Sketch floor plan revision G.3 as per attachment 10.1.6 is adopted as the preferred floor plan for the proposed new Shire Administration Office;**
- 2 **It is noted that the Chief Executive Officer will proceed with the next stage of the construction project, being working drawings and tender specifications, based on the layout adopted in sub-paragraph 1**

Council Decision

MOVED CR PETERSON

SECONDED CR WEBB

That:

- 1 **Sketch floor plan revision G.3 as per attachment 10.1.6 is adopted as the preferred floor plan for the proposed new Shire Administration Office subject to the inclusion of Councillor and public toilets.**
- 2 **It is noted that the Chief Executive Officer will proceed with the next stage of the construction project, being working drawings and tender specifications, based on the layout adopted in sub-paragraph 1**

CARRIED 4/0

Resolution 094/15

Reason for Council Decision:- Council felt that there needed to be toilets for both the public and Councillors in the new building.

| | |
|-----------------------------------|---|
| 10.1.7. Subject/Applicant: | HERITAGE AND INTERPRETIVE CENTRE – BUSINESS PLAN |
| File: | |
| Reporting Officer: | Chief Executive Officer; Andrea Nunan |
| Date of Report: | 13 May 2015 |
| Disclosure of Interest: | Nil |

Purpose

Council to adopt, if thought fit, the draft Business Plan for Heritage and Interpretive Plan.

Background

Council will be well aware that Core Business has been engaged to formulate a Business Plan for the Heritage and Interpretive Centre. Councillors and staff have been involved with this project, providing feedback and so on about the proposed centre and its operations.

Comment

The Plan provides a broad overview of the Centre, from the initial restorative works of the physical building to the interpretative plans and finally the general everyday operations.

It is a thoroughly detailed plan and will be the framework for which the Shire proceeds with the project; the plan is also the basis for which further funding can be sought.

Consultation

Core Business
Councillors and Staff
Annabel Wills – Architect

Statutory Environment

Nil directly

Policy Implications

Nil directly

Financial Implications

Financial implications have been previously considered by Council with regard to the anticipated costs of restorative works for the Centre and its operations. The proposed Business Plan also covers this in detail.

Voting Requirements SIMPLE MAJORITY

Cr Webb left the meeting at 2.50pm; the meeting lapsed for want of a quorum

Cr Webb returned to the meeting at 2.55pm; the meeting then resumed

Officer Recommendation and Council Decision

MOVED CR PETTERSON

SECONDED CR WEBB

That Council:

- 1 Adopts the “Shire of Wiluna Gunbarrel Hwy & Canning Stock Route Heritage and Interpretive Centre Business/ Management Plan” as affixed at appendix 10.1.7.; and**
- 2 Notes the Chief Executive Officer will proceed with the project stages as per the timeframes set out in Item 7.0 of aforesaid Plan.**

CARRIED 4/0

Resolution 095/15

10.2. Principal Environmental Health Officer and Building Surveyor Report

Nil

10.3. Executive Manager of Corporate Services Reports

| | |
|-----------------------------------|--|
| 10.3.1. Subject/Applicant: | PAYMENTS BY AUTHORITY |
| File: | Finance |
| Reporting Officer: | Glenn Deocampo – Executive Manager Corporate Services |
| Date of Report: | |
| Disclosure of Interest: | Nil |

Purpose

In accordance with the Financial Management Regulations a list of accounts paid by the Chief Executive Officer is presented to Council to be adopted.

Background

The list of accounts for the period ended 30 April 2015 follows this report and is entitled *List of Accounts Paid by Authority 01.04.2015 to 30.04.2015*.

Consultation Nil

Statutory Environment

Local Government (Financial Management) Regulations 1996 – Regulations 13. (*Reprint 2: The regulations as at 17 February 2006*)

Policy Implications Nil

Financial Implications Nil

Strategic Implications Nil

Voting Requirement SIMPLE MAJORITY

Officer Recommendation and Council Decision

MOVED CR WEBB

SECONDED CR HARRIS

That the list of accounts paid by authority for the period 01 to 30 April 2014 totalling \$968,196.46 is received.

CARRIED 4/0

Resolution 096/15

**List of Accounts Paid by Authority
 01/04/2015 to 30/04/2015**

| Chq/EFT | Date | Name | Description | Amount |
|---------------|------------|-------------------------------------|--|----------|
| 31 | 01/04/2015 | Account Service Fee | PAYMENT | -22.00 |
| 31 | 01/04/2015 | ANZ Transactive Fee | PAYMENT | -32.60 |
| 31 | 01/04/2015 | BWAMS Fee | PAYMENT | -82.00 |
| 31 | 01/04/2015 | ANZ Bank Merchant Fee | PAYMENT | -91.43 |
| 31 | 27/04/2015 | Account Service Fee | PAYMENT | -22.00 |
| 31 | 01/04/2015 | BWAMS Fee | PAYMENT | -82.98 |
| 31 | 01/04/2015 | ANZ Transactive Fee | PAYMENT | -120.62 |
| 31 | 07/04/2015 | ANZ Transactive Fee | PAYMENT | -43.80 |
| DD1579.1 | 15/04/2015 | BOQ Asset Finance & Leasing Pty Ltd | PAYMENT | -2130.86 |
| 718 | 15/04/2015 | BOQ Asset Finance & Leasing Pty Ltd | Managed services- photocopier and printers | 2130.86 |
| DD1595.1 | 13/04/2015 | ANZ Bank | PAYMENT | -5967.93 |
| MARCH CHARGES | 13/04/2015 | Andrea Nunan | Fuel-Chief Executive Officer vehicle | 100.03 |
| | | | Electronic tender box (International no tax invoice) | 13.27 |
| | | | Chief Executive officer monthly phone bill | 126.91 |
| | | | 'Get well' Flowers; Hospitalised staff member | 65.00 |
| | | | Flights- J Phillips - Chief Executive Officer performance review | 1386.51 |
| | | | Evening meal with JCP consulting | 184.50 |
| | | Glenn Deocampo | Airfare - Perth | 346.63 |
| | | | Fuel- (used own car - cheaper than taking taxi) - 2 day LGMA Conference/FBT Training-Joondalup | 44.16 |
| | | | Fuel- (used own car - cheaper than taking taxi) - 2 day LGMA Conference/FBT Training-Joondalup | 44.97 |
| | | | Fuel- (used own car - cheaper than taking taxi) - 2 day LGMA Conference/FBT Training-Joondalup | 36.98 |
| | | | Airfare- Wiluna/Perth | 693.26 |
| | | Rod Liversidge | J Morgan pick up Rav 4 - Kalgoorlie | 91.35 |

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|-----------------|-------------------|---------------------------------------|---|------------------|
| | | | Accommodation - Pick up Rav - Kalgoorlie | 165.00 |
| | | Rod McGrath | Fuel costs in driving to Kalgoorlie to pick up AGM after coming out of hospital | 48.00 |
| | | Kavoa Dakunimata | Car Detailer/Milo | 36.70 |
| | | | Cleaning products | 31.70 |
| | | | Telstra \$50 prepaid credit | 50.00 |
| | | | Stationary items (Wayne Butler) | 145.50 |
| | | | Wiluna Traders | 138.44 |
| | | Tracey Luke | Accommodation | 142.10 |
| | | Katrina Boylan | Lithium Batteries- Depot Security | 372.00 |
| | | | Flight - Lorraine Seward | 462.17 |
| | | | Milk & Sugar for office | 34.05 |
| | | | Morning tea for Lorraine Seward | 59.90 |
| | | | Flights-Wayne Butler | 924.34 |
| | | | Lunch - Councillors/Staff | 122.82 |
| | | Bank Fees | Interest | 101.64 |
| DD1605.1 | 30/04/2015 | ANZ Bank | PAYMENT | -262.71 |
| BP JULY 2014 | 30/04/2015 | ANZ Bank | Fuel, Fuel | 262.71 |
| DD1607.1 | 04/04/2015 | Westnet CEO - internet charges | PAYMENT | -79.95 |
| DD1607.1 | 04/04/2015 | Westnet CEO - internet charges | Westnet CEO - internet charges | 79.95 |
| EFT2966 | 01/04/2015 | National Australia Bank Ltd | PAYMENT | -39618.16 |
| 12566 | 31/03/2015 | National Australia Bank Ltd | Return term deposit interest - erroneously sent to our account | 39618.16 |
| EFT2967 | 10/04/2015 | Kavoa Dakunimata | PAYMENT | -1000.00 |
| TRAININGREIM2 | 10/04/2015 | Kavoa Dakunimata | 5day Training at Laverton for Aerodrome & Radio Op 12.04.15 to 17.04.15 | 1000.00 |
| EFT2968 | 10/04/2015 | Tevita Vonolagi | PAYMENT | -1000.00 |
| TRAININGREIM1 | 10/04/2015 | Tevita Vonolagi | 5day Training at Laverton for Aerodrome & Radio Op 12.04.15 to 17.04.15 | 1000.00 |
| EFT2969 | 10/04/2015 | Paula Valeluma | PAYMENT | -1000.00 |
| TRAININGREIM3 | 10/04/2015 | Paula Valeluma | 5day Training at Laverton for Aerodrome & Radio Op 12.04.15 to 17.04.15 | 1000.00 |
| EFT2970 | 10/04/2015 | Wiluna Traders | PAYMENT | -418.18 |
| 375421 | 26/03/2015 | Wiluna Traders | Snacks for Quiz night | 26.00 |

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|----------------|-------------------|--|--|-----------------|
| 375419 | 26/03/2015 | Wiluna Traders | Quiz night refreshments | 247.30 |
| 378631 | 08/04/2015 | Wiluna Traders | Diesel Fuel for P098 - Works Managers Vehicle | 144.88 |
| EFT2971 | 10/04/2015 | Roxanne Anderson | PAYMENT | -138.40 |
| 2117 | 02/04/2015 | Roxanne Anderson | Sale of artwork 14-378 | 138.40 |
| EFT2972 | 10/04/2015 | McMahon Burnett Transport | PAYMENT | -1742.71 |
| 185124 | 31/03/2015 | McMahon Burnett Transport | Freight Charges | 759.31 |
| 184582 | 15/03/2015 | McMahon Burnett Transport | Freight Charges | 983.40 |
| EFT2973 | 10/04/2015 | Toll Ipec | PAYMENT | -461.30 |
| 1077 | 03/04/2015 | Toll Ipec | Freight Charges | 36.83 |
| 1076 | 27/03/2015 | Toll Ipec | Freight Charges | 424.47 |
| EFT2974 | 10/04/2015 | Quick Corporate Australia Pty Ltd | PAYMENT | -676.99 |
| SIN-583285 | 19/03/2015 | Quick Corporate Australia Pty Ltd | 2 x staplers, Notebooks, Binding combs, Copy paper, A3 copy paper, Packaging tape, Toilet paper, Toilet paper, Bin liners, Coffee, Coffee, Tea, Hot chocolate, Staples, Paper plates, Milo, Biscuits, Biscuits, Diary price adjustment | 655.41 |
| SIN-585198 | 26/03/2015 | Quick Corporate Australia Pty Ltd | Biscuits | 21.58 |
| EFT2975 | 10/04/2015 | Jacksons Drawing Supplies Pty Ltd | PAYMENT | -335.12 |
| 0000138682-D01 | 31/03/2015 | Jacksons Drawing Supplies Pty Ltd | Part No: 12423-17 Paint Acrylic Matisse Structure 500ML 1 Raw Umber Deep x2, Part No: 12424-07 Paint Acrylic Matisse Structure 500ML 1 Yellow Deep x2, Part No: 12424-09 Paint Acrylic Matisse Structure 500ML 2 Yellow Mid AZO x2, Part No: 12424-15 Paint Acrylic Matisse Structure 500ML 2 Australian Sky Blue x2, Part No: 12424-21 Paint Acrylic Matisse Structure 500ML 2 Australian Olive Green x2, Part No: 12427-05 Paint Acrylic Matisse Structure 500ML 1 Litre Series 1 Yellow Oxide x1, Part No: 12427-06 Paint Acrylic Matisse Structure 500ML 1 Litre Series 1 Unbleached Titanium x2 | 335.12 |
| EFT2976 | 10/04/2015 | Goldfields Locksmiths | PAYMENT | -106.08 |
| 2028626 | 02/04/2015 | Goldfields Locksmiths | 2 x Lockwood profile keying cylinders and 8 keyed alike keys | 106.08 |
| EFT2977 | 10/04/2015 | Mick Brearley | PAYMENT | -900.00 |
| 84 | 08/04/2015 | Mick Brearley | - Install new shower screen - 38 Lennon St Renovation , - Fit passage set & striker, - Fit strike & indicator set . W.C, - Fit | 270.00 |

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| | | | leichardt security to sliding door. | |
| 87 | 08/04/2015 | Mick Brearley | Install curtain in dinning area, lounge room, bedroom 1,2 & 3 - 38 Lennon St Renovation | 90.00 |
| 83 | 08/04/2015 | Mick Brearley | Take down shade sails - Swimming Pool, Replaced flood light on post/secured post with 165x12mm Gal bolt - Swimming Pool | 270.00 |
| 86 | 08/04/2015 | Mick Brearley | - Fit lid back on Biomax - Rec Centre , - Cut padlock, - Organise paint, - Liaise material needed for repairs, -Installed 201 cylinder with key to main area (002 lever) | 270.00 |
| EFT2978 | 10/04/2015 | Canine Control | PAYMENT | -3291.75 |
| 270 | 02/04/2015 | Canine Control | Ranger services Fri 20 & Sat 21 March 2015 | 3291.75 |
| EFT2979 | 10/04/2015 | Annette Williams | PAYMENT | -346.00 |
| 2115 | 31/03/2015 | Annette Williams | Sale of artwork 14-107 | 346.00 |
| EFT2980 | 10/04/2015 | Multiple Trades & Maintenance | PAYMENT | -5254.30 |
| 28041 | 08/04/2015 | Multiple Trades & Maintenance | Locate and repair problem on retic system servicing office and dwellings | 732.88 |
| 27875 | 24/03/2015 | Multiple Trades & Maintenance | Replace retic system in front garden - Shire Administration Building | 3093.09 |
| 27913 | 25/03/2015 | Multiple Trades & Maintenance | Locate and repair electrical line faulty to fuel bowser (diesel). Replace old shed switchboard to outside surface mount, extend all cables & install new RCD/MCB's- including all materials,labour,travel/accommodation. dwd- Depot | 1428.33 |
| EFT2981 | 10/04/2015 | LO-GO Appointments | PAYMENT | -14916.00 |
| 00412218 | 28/03/2015 | LO-GO Appointments | Temp staff member - General hand/labourer, 152 hours for March to April 2015 | 2931.50 |
| 00412181 | 02/04/2015 | LO-GO Appointments | Provision of Temp Supervisor for Works, March 2015 | 5024.80 |
| 00412182 | 02/04/2015 | LO-GO Appointments | Temp staff member - General hand/labourer, 152 hours for March to April 2015 | 1515.80 |
| 00412217 | 02/04/2015 | LO-GO Appointments | Provision of Temp Supervisor for Works, March 2015 | 2512.40 |
| 00412218 | 02/04/2015 | LO-GO Appointments | Temp staff member - General hand/labourer, 152 hours for March to April 2015 | 2931.50 |
| EFT2982 | 10/04/2015 | Anthony Doust | PAYMENT | -2305.64 |

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|----------------|-------------------|----------------------------------|---|-------------------|
| 1/2015 | 10/04/2015 | Anthony Doust | Payment for services for providing a statement and attendance at Work Cover Hearing | 2305.64 |
| EFT2983 | 10/04/2015 | LGMA WA Division Inc. | PAYMENT | -1850.00 |
| 00209378 | 24/03/2015 | LGMA WA Division Inc. | LGMA Executive Management Programme - CEO Enrolment, May 2015 | 1850.00 |
| EFT2984 | 10/04/2015 | Globe Australia Pty Ltd | PAYMENT | -4356.00 |
| 16015676 | 23/03/2015 | Globe Australia Pty Ltd | Aqua K otherine 1Ltr, Carmel Carrier 20Ltrs | 4356.00 |
| EFT2985 | 10/04/2015 | Fayanne Jones | PAYMENT | -152.24 |
| 2117 | 02/04/2015 | Fayanne Jones | Sale of artwork 14-390 | 152.24 |
| EFT2986 | | | CANCELLED | 0.00 |
| EFT2987 | 10/04/2015 | Goodwork Holdings Pty Ltd | PAYMENT | -134673.00 |
| 00100808 | 02/04/2015 | Goodwork Holdings Pty Ltd | Supply of plant hire to gravel resheet and waterbind sections of Wongwol Rd SLK 15.00 - SLK21.80 and SLK 52.00 - SLK 56.00 plus two | 86135.50 |
| 00100803 | 23/03/2015 | Goodwork Holdings Pty Ltd | Supply of plant hire to gravel resheet and waterbind sections of Wongwol Rd SLK 15.00 - SLK21.80 and SLK 52.00 - SLK 56.00 plus two | 48537.50 |
| EFT2988 | 10/04/2015 | Michael F White | PAYMENT | -1050.00 |
| Z13597577 | 07/04/2015 | Michael F White | Repairs to Rec Centre as per quote No. 1 | 1050.00 |
| EFT2989 | 10/04/2015 | St Johns Ambulance Wiluna | PAYMENT | -130.00 |
| 17534 | 01/04/2015 | St Johns Ambulance Wiluna | Donation from Quiz Night 26/3/15 | 130.00 |
| EFT2990 | 10/04/2015 | Alldecor | PAYMENT | -1752.00 |
| 25090 | 06/03/2015 | Alldecor | Pleas supply items on Quote no#: DN 971- OPTION 1 with all ready mades curtains including rods & brackets - 38 Lennon St | 1752.00 |
| EFT2991 | 10/04/2015 | Retravisio Kalgoorlie | PAYMENT | -5686.00 |

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|----------------|-------------------|--------------------------------------|---|-------------------|
| 60009922 | 13/03/2015 | Retravisision Kalgoorlie | Product: ROBINH/RWC3CH6SS - 60cm Canopy s/steel 3 speed mo - U7/30 Scotia St, Product: ROBINH/RWC3CH6SS - 60cm Canopy s/steel 3 speed mo - U6/30 Scotia, Product: ROBINH/RWC3CH6SS - 60cm Canopy s/steel 3 speed mo - U4/30 Scotia, Product: ROBINH/RWC3CH6SS - 60cm Canopy s/steel 3 speed mo - U3/30 Scotia, Product: CHEF/CFE532WA - 54cm conv grill in oven solid - U3/30 Scotia, Product: CHEF/CFE532WA - 54cm conv grill in oven solid - U2/30 Scotia, Product: CHEF/CFE532WA - 54cm conv grill in oven solid - U4/30 Scotia, Product: BEKO/CFE532WA - 60cm white electric cooker -U1/30 Scotia, Product: BEKO/CFE532WA - 60cm white electric cooker - U7/30 Scotia, Product: CHEF/CFE532WA - 54cm conv grill in oven solid - U6/30 Scotia St | 5686.00 |
| EFT2992 | 10/04/2015 | Desart | PAYMENT | -302.50 |
| 00000775 | 02/04/2015 | Desart | 2015 Desart full membership (Jan-Dec 15) | 302.50 |
| EFT2993 | 10/04/2015 | Cabcharge | PAYMENT | -64.10 |
| 25070101P1503 | 30/03/2015 | Cabcharge | Cab charge Glenn Deocampo | 64.10 |
| EFT2994 | 10/04/2015 | Greenfield Technical Services | PAYMENT | -1430.00 |
| 3967 | 31/03/2015 | Greenfield Technical Services | ENGINEERING TECHNICAL SUPPORT AND MANAGEMENT - 2014 FLOOD DAMAGE WORKS | 1430.00 |
| EFT2995 | 10/04/2015 | Darwin Aboriginal Art Fair | PAYMENT | -880.00 |
| 00000199 | 02/04/2015 | Darwin Aboriginal Art Fair | Darwin Aboriginal Art Fair 2015 - Fee for use of exhibition booth, lighting, power boards, table and chairs (includes 2015 membership fee) | 880.00 |
| EFT2996 | | | CANCELLED | 0.00 |
| EFT2997 | 10/04/2015 | MEEKATHARRA SCHOOL OF THE AIR | PAYMENT | -500.00 |
| COOKBOOK | 10/04/2015 | MEEKATHARRA SCHOOL OF THE AIR | Donation - Cookbook Production for Fundraising (as per Shire Donation Policy: Approved by CEO) | 500.00 |
| EFT2998 | | | CANCELLED | 0.00 |
| EFT2999 | 16/04/2015 | Acqua Drill Resources Pty Ltd | PAYMENT | -307637.00 |
| 00001004 | 07/04/2015 | Acqua Drill Resources Pty Ltd | Establish Water Supply Bores as directed by Aquageo P/L | 307637.00 |
| EFT3000 | 22/04/2015 | WALGS | PAYMENT | -8300.13 |
| SUPER | 06/03/2015 | WALGS | Staff Super Guarantee & Employer Basic PE06/03/2015 | 4502.25 |

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|---------------------|-------------------|---------------------------------------|--|-----------------|
| DEDUCTION | 06/03/2015 | WALGS | Staff Super - Salary Sacrifice PE06/03/2015 | 173.09 |
| DEDUCTION | 06/03/2015 | WALGS | Staff Super - Salary Sacrifice PE06/03/2015 | 100.00 |
| SUPER | 20/03/2015 | WALGS | Staff Super Guarantee & Employer Basic PE20/03/2015 | 3575.27 |
| DEDUCTION | 20/03/2015 | WALGS | Staff Super - Salary Sacrifice PE20/03/2015 | 202.66 |
| DEDUCTION | 20/03/2015 | WALGS | Staff Super - Salary Sacrifice PE20/03/2015 | 100.00 |
| SUPERADJUSTPE060315 | 22/04/2015 | WALGS | Super payment adjustment as incorrectly paid | -353.14 |
| EFT3001 | 22/04/2015 | Quadrant Superannuation Scheme | PAYMENT | -961.54 |
| SUPER | 06/03/2015 | Quadrant Superannuation Scheme | Staff Super Guarantee PE06/03/2015 | 480.77 |
| SUPER | 20/03/2015 | Quadrant Superannuation Scheme | Staff Super Guarantee PE20/03/2015 | 480.77 |
| EFT3002 | 22/04/2015 | Harris Graham | PAYMENT | -1024.17 |
| OCM22.04.15 | 22/04/2015 | Harris Graham | Sitting fees, Telephone allowance and Deputy Presidents Allowance - OCM 22.4.15 | 1024.17 |
| EFT3003 | 22/04/2015 | Chris Webb | PAYMENT | -766.67 |
| OCM22.04.15 | 22/04/2015 | Chris Webb | Sitting fees, and Telephone allowance - OCM 22.4.15 | 766.67 |
| EFT3004 | 22/04/2015 | Bernard Weller | PAYMENT | -766.67 |
| OCM22.04.15 | 22/04/2015 | Bernard Weller | Sitting fees, and Telephone allowance - OCM 22.4.15 | 766.67 |
| EFT3005 | 22/04/2015 | Stacey Petterson 1 | PAYMENT | -766.67 |
| OCM22.04.15 | 22/04/2015 | Stacey Petterson 1 | Sitting fees, and Telephone allowance - OCM 22.4.15 | 766.67 |
| EFT3006 | 22/04/2015 | James Peter Quadrio | PAYMENT | -2938.80 |
| OCM22.04.15 | 22/04/2015 | James Peter Quadrio | Sitting fees, Telephone allowance, Travel Allowance and Presidents Allowance - OCM 22.4.15 | 2938.80 |
| EFT3007 | 22/04/2015 | Child Support Agency | PAYMENT | -502.96 |
| DEDUCTION | 06/03/2015 | Child Support Agency | Payroll Deduction for CSA PE06/03/2015 | 251.48 |
| DEDUCTION | 20/03/2015 | Child Support Agency | Payroll Deduction for CSA PE20/03/2015 | 251.48 |
| EFT3008 | 22/04/2015 | Australian Super | PAYMENT | -267.18 |
| SUPER | 06/03/2015 | Australian Super | Staff Super Guarantee PE06/03/2015 | 189.31 |
| SUPER | 20/03/2015 | Australian Super | Staff Super Guarantee PE20/03/2015 | 77.87 |
| EFT3009 | 22/04/2015 | Clinton Farmer | PAYMENT | -891.27 |
| OCM22.04.15 | 22/04/2015 | Clinton Farmer | Sitting fees, Telephone allowance, and Travel Allowance - OCM 22.4.15 | 891.27 |

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| EFT3010 | 22/04/2015 | WALGS | PAYMENT | -11133.56 |
| SUPER | 03/04/2015 | WALGS | Staff Super Guarantee & Employer Basic PE03/04/2015 | 4041.52 |
| DEDUCTION | 03/04/2015 | WALGS | Staff Super - Salary Sacrifice PE03/04/2015 | 376.48 |
| DEDUCTION | 03/04/2015 | WALGS | Staff Super - Salary Sacrifice PE03/04/2015 | 100.00 |
| SUPER | 17/04/2015 | WALGS | Staff Super Guarantee & Employer Basic PE17/04/2015 | 5561.75 |
| DEDUCTION | 17/04/2015 | WALGS | Staff Super - Salary Sacrifice PE17/04/2015 | 953.81 |
| DEDUCTION | 17/04/2015 | WALGS | Staff Super - Salary Sacrifice PE17/04/2015 | 100.00 |
| EFT3011 | 22/04/2015 | Quadrant Superannuation Scheme | PAYMENT | -961.55 |
| SUPER | 17/04/2015 | Quadrant Superannuation Scheme | Staff Super Guarantee PE17/04/2015 | 961.55 |
| EFT3012 | 22/04/2015 | Child Support Agency | PAYMENT | -256.96 |
| DEDUCTION | 03/04/2015 | Child Support Agency | Payroll Deduction for CSA PE03/04/2015 | 128.48 |
| DEDUCTION | 17/04/2015 | Child Support Agency | Payroll Deduction for CSA PE17/04/2015 | 128.48 |
| EFT3013 | 22/04/2015 | Australian Super | PAYMENT | -140.74 |
| SUPER | 03/04/2015 | Australian Super | Staff Super Guarantee PE03/04/2015 | 69.82 |
| SUPER | 17/04/2015 | Australian Super | Staff Super Guarantee PE17/04/2015 | 70.92 |
| EFT3014 | 23/04/2015 | Wiluna Traders | PAYMENT | -861.85 |
| 380121 | 13/04/2015 | Wiluna Traders | Unleaded fuel for mower and whipper snippers | 42.59 |
| 376394 | 22/04/2015 | Wiluna Traders | 2015 Blessing of the Highway event | 819.26 |
| EFT3015 | 23/04/2015 | Roxanne Anderson | PAYMENT | -1300.96 |
| 2123-1 | 21/04/2015 | Roxanne Anderson | Sale of artwork 15-17 | 830.40 |
| 2127-1 | 21/04/2015 | Roxanne Anderson | Sale of artwork 14-408 | 55.36 |
| 2130-1 | 21/04/2015 | Roxanne Anderson | Sale of artwork 14-380 | 415.20 |
| EFT3016 | 23/04/2015 | Goldfields Locksmiths | PAYMENT | -180.00 |
| 2028730 | 09/04/2015 | Goldfields Locksmiths | 2 cylinders and 8 keys & metal frame for Rec Centre | 180.00 |
| EFT3017 | 23/04/2015 | Mick Brearley | PAYMENT | -1430.00 |
| 88 | 20/04/2015 | Mick Brearley | Repairs doors, door frames, door furniture, locks Rec Centre | 860.00 |
| 88 | 20/04/2015 | Mick Brearley | Car park security measures Rec Centre | 570.00 |
| EFT3018 | 23/04/2015 | Orica Australia Pty Ltd | PAYMENT | -267.34 |
| 5490478 | 22/04/2015 | Orica Australia Pty Ltd | Service fee 7 x 70kg chlorine cylinder 1.3.15-31.3.15 | 267.34 |
| EFT3019 | 23/04/2015 | Boya Equipment | PAYMENT | -600.60 |

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| 47420/01 | 09/04/2015 | Boya Equipment | Code: ZZ131-203 - AXLE JOCKEY WHEEL - P092, Code: NM24NY-LOCK NUT AXLE JOCKEY WHEEL - P092, Code: N484-64- LCO HUB - P092 | 600.60 |
| EFT3020 | 23/04/2015 | Annette Williams | PAYMENT | -138.40 |
| 2127-1 | 21/04/2015 | Annette Williams | Sale of artwork 14-190 | 138.40 |
| EFT3021 | 23/04/2015 | Kitty Richards | PAYMENT | -131.48 |
| 2122-1 | 21/04/2015 | Kitty Richards | Sale of artwork 11-407 | 27.68 |
| 2131-1 | 21/04/2015 | Kitty Richards | Sale of artwork 11-246 | 103.80 |
| EFT3022 | 23/04/2015 | Westland Autos Pty Ltd | PAYMENT | -933.90 |
| NINS232936 | 22/04/2015 | Westland Autos Pty Ltd | Carry out 10,000km service | 933.90 |
| EFT3023 | 23/04/2015 | Tracey Latu Kuli Kefu | PAYMENT | -138.40 |
| 2126-1 | 21/04/2015 | Tracey Latu Kuli Kefu | Sale of artwork 14-67 | 138.40 |
| EFT3024 | 23/04/2015 | Johns Building Supplies Pty Ltd | PAYMENT | -1300.36 |
| 607263 | 07/04/2015 | Johns Building Supplies Pty Ltd | P/C KDR8 - 820mmm D/rebate dark red meranti frame - 38 Lennon st Renovation, P/C SA5.5 - 5.5kg Acrylic stud adhesive - 38 Lennon st Renovation, P/C UNB25250D - 25 x 2.5mm F/C underlay nails 1kg - 38 Lennon st Renovation, P/C LN320G - Selleys liquid nails 320g - 38 Lennon st Renovation, P/C 6030944112 - Caulk N Colour Warm Brown - 38 Lennon st Renovation, P/C 552-94811 - Natural satin Jarrah 1Ltr intergrain - 38 Lennon st Renovation, P/C JDBN60 - 60 x 19 Jarrah DBN Architrave (2 x 2.10M) (1x 2.4LM) - 38 Lennon st Renovation, P/C CU1812 - 6mm Ceramic tile underlay 1800 x 1200 - 38 Lennon st Renovation, P/C BH3016500 - 30 X 1.6mm Bright bullet head nails 500gm - 38 Lennon st Renovation | 465.95 |
| 609172 | 15/04/2015 | Johns Building Supplies Pty Ltd | Building materials for maintenance work at Rec Centre | 309.63 |
| 609203 | 15/04/2015 | Johns Building Supplies Pty Ltd | Paint & materials for Rec Centre painting | 524.78 |
| EFT3025 | 23/04/2015 | Michael F White | PAYMENT | -1820.00 |
| Z13597580 | 16/04/2015 | Michael F White | Painting of Rec Centre, inside and outside | 1820.00 |
| EFT3026 | 23/04/2015 | Slater-Gartrell Sports | PAYMENT | -842.60 |
| 79522 | 13/04/2015 | Slater-Gartrell Sports | Sports and rec equipment | 842.60 |
| EFT3027 | 23/04/2015 | Kalgoorlie Trophies | PAYMENT | -2572.00 |
| 00006315 | 07/04/2015 | Kalgoorlie Trophies | Print only 86 shirts Blessing of the Highway | 1032.00 |

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| 00009315 | 09/04/2015 | Kalgoorlie Trophies | 70 shirts supplied and printed Blessing of the Highway 2015 | 1540.00 |
| EFT3028 | 23/04/2015 | Harvey Norman AV/IT Superstore Kalgoorlie | PAYMENT | -388.00 |
| 681592 | 13/04/2015 | Harvey Norman AV/IT Superstore Kalgoorlie | Sony Bluetooth CD USB FM Tuner | 388.00 |
| EFT3029 | | | CANCELLED | 0.00 |
| EFT3030 | 30/04/2015 | Landgate | PAYMENT | -735.40 |
| 308635-10001007 | 29/04/2015 | Landgate | Mining tenement M2015/3 | 423.40 |
| 616464 | 01/04/2015 | Landgate | Title searches - Road Widening report | 312.00 |
| EFT3031 | 30/04/2015 | Toll Ipec | PAYMENT | -490.81 |
| 1075 | 29/04/2015 | Toll Ipec | Freight Charges | 125.68 |
| 1078 | 10/04/2015 | Toll Ipec | Freight Charges | 39.54 |
| 1079 | 17/04/2015 | Toll Ipec | Freight Charges | 325.59 |
| EFT3032 | 30/04/2015 | Urbis Pty Ltd | PAYMENT | -6553.25 |
| 99169 | 30/03/2015 | Urbis Pty Ltd | Next phase of Streetscape project | 6553.25 |
| EFT3033 | 30/04/2015 | Austral Mercantile Collections | PAYMENT | -1401.25 |
| 52298 | 29/04/2015 | Austral Mercantile Collections | Collection charges Bushpan Holdings & WDPAC | 979.25 |
| 52909 | 29/04/2015 | Austral Mercantile Collections | Collection charges Bushpan Holdings & WDPAC | 422.00 |
| EFT3034 | 30/04/2015 | WALGA | PAYMENT | -2750.05 |
| I3050643 | 29/04/2015 | WALGA | Ad for Works Supervisor 28/2/15 West Australian Kal. Miner | 1618.86 |
| I3050642 | 29/04/2015 | WALGA | Advertising for Receptionist/Administration Assistant | 1131.19 |
| EFT3035 | 30/04/2015 | LO-GO Appointments | PAYMENT | -11268.35 |
| 00412287 | 11/04/2015 | LO-GO Appointments | Provision of Temp Supervisor for Works, March 2015 | 3580.17 |
| 00412251 | 04/04/2015 | LO-GO Appointments | Provision of Temp Supervisor for Works, March 2015 | 5024.80 |
| 00412288 | 04/04/2015 | LO-GO Appointments | Temp staff member - General hand/labourer, 152 hours for March to April 2015 | 703.56 |
| 00412252 | 04/04/2015 | LO-GO Appointments | Temp staff member - General hand/labourer, 152 hours for March to April 2015 | 1959.82 |
| EFT3036 | 30/04/2015 | Jim's Mechanical Services | PAYMENT | -220.00 |
| 2612 | 14/04/2015 | Jim's Mechanical Services | Supply New Gas Bottle - 1/30 SCOTIA STREET | 220.00 |
| EFT3037 | 30/04/2015 | Civic Legal (Rockwell Olivier) | PAYMENT | -52138.90 |

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|----------------|-------------------|---|---|-------------------|
| 500158 | 29/04/2015 | Civic Legal (Rockwell Olivier) | 2014/15 Professional Representation and Services - Defamation and Related Matters | 15855.40 |
| 500157 | 29/04/2015 | Civic Legal (Rockwell Olivier) | 2014/15 Professional Representation and Services - Defamation and Related Matters | 4240.50 |
| 500026 | 29/04/2015 | Civic Legal (Rockwell Olivier) | 2014/15 Professional Representation and Services - Defamation and Related Matters | 9350.00 |
| 500025 | 29/04/2015 | Civic Legal (Rockwell Olivier) | 2014/15 Professional Representation and Services - Defamation and Related Matters | 22418.00 |
| 500159 | 29/04/2015 | Civic Legal (Rockwell Olivier) | 2014/15 Professional Representation and Services - Defamation and Related Matters | 275.00 |
| EFT3038 | 30/04/2015 | Goodwork Holdings Pty Ltd | PAYMENT | -164906.50 |
| 00100813 | 13/04/2015 | Goodwork Holdings Pty Ltd | Supply of plant hire to gravel resheet and waterbind sections of Wongwol Rd SLK 15.00 - SLK21.80 and SLK 52.00 - SLK 56.00 plus two | 31999.00 |
| 00100824 | 21/04/2015 | Goodwork Holdings Pty Ltd | Supply of plant hire to gravel resheet and waterbind sections of Wongwol Rd SLK 15.00 - SLK21.80 and SLK 52.00 - SLK 56.00 plus two | 132907.50 |
| EFT3039 | 30/04/2015 | Andrea Nunan | PAYMENT | -51.84 |
| ECF | 29/04/2015 | Andrea Nunan | Reimbursement Meals CEO meeting at Mt Magnet with MWDC | 51.84 |
| EFT3040 | 30/04/2015 | Duncan Jack Consulting Engineers | PAYMENT | -6798.00 |
| 6082 | 29/04/2015 | Duncan Jack Consulting Engineers | Inspect proposed road works, provide brief design and cost estimate for floodway - Wiluna North Road | 6798.00 |
| EFT3041 | 30/04/2015 | Records Archives Historical Management | PAYMENT | -880.00 |
| AVRM 574 | 12/04/2015 | Records Archives Historical Management | Complete Review of Current records system inc EDRMS | 880.00 |
| 20658 | 10/04/2015 | Bunnings Building Supplies Kalgoorlie | PAYMENT | -1424.03 |

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| | | | | |
|---------------|-------------------|--|---|------------------|
| 2390/99701364 | 24/03/2015 | Bunnings Building Supplies Kalgoorlie | I/T 4010370 - indicator bolt romak ++ chrome plated 359090 - 38 Lennon St, I/T 4020104 - Ikonik chrome plated passage set - 38 Lennon St, I/T 0570003- Melamine white 16mm HMR ++ 2400 x 1200mm - 38 Lennon St, I/T 4065353 - Door seal Raven P/P ++ 915mm brush seal clear RP2AC - 38 Lennon St, I/T 4160158 - Hinge lift off zenith ++ 100mm LH ZP HBX1100 EA - 38 Lennon St, I/T 2310524 - zenith M8 x 150mm galvanised cuphead bolt and nut 4pack - 38 Lennon St | 97.32 |
| 2390/99701077 | 05/03/2015 | Bunnings Building Supplies Kalgoorlie | I/T 5810557 Iron Small cowboy gloves (model no. RWC-02-5), I/T 3120608 - Holman Brass Butterfly Spin sprinkler hose End Sh 2700 | 168.72 |
| 2390/99701191 | 11/03/2015 | Bunnings Building Supplies Kalgoorlie | I/N 6650147 - Floating floor underlay QEP ++ Laminate floor white 70-200 - 38 Lennon St, I/N 6690154 - Laminate flooring Pascal ++ 2.73sqm whisky barrel 500044 - 38 Lennon St, I/N 6827872 - Trim floating FLR ramp SNR RBT ++ 1.65m Brozen 50- E16B-MB - 38 Lennon St | 1157.99 |
| 20659 | 10/04/2015 | Horizon Power | Power charges 8/1/15-5/3/15 | -18870.18 |
| 273971 | 31/03/2015 | Horizon Power | Power charges 8/1/15-5/3/15 - Depot, Power charges 8/1/15- 5/3/15 - Shire Office, Power charges 8/1/15-5/3/15 - Gallery, Power charges 8/1/15-5/3/15 - Council Chambers, Power charges 8/1/15-5/3/15 - South Wing, Power charges 8/1/15- 5/3/15 - Training centre, Power charges 8/1/15-5/3/15 - U1/30 Scotia St, Power charges 8/1/15-5/3/15 - U2/30 Scotia St, Power charges 8/1/15-5/3/15 - U3/30 Scotia St, Power charges 8/1/15- 5/3/15 - U4/30 Scotia St, Power charges 8/1/15-5/3/15 - U5/30 Scotia St, Power charges 8/1/15-5/3/15 - U6/30 Scotia St, Power charges 8/1/15-5/3/15 - U7/30 Scotia St, Power charges 8/1/15- 5/3/15 - U8/30 Scotia St, Power charges 8/1/15-5/3/15 - 38 Lennon St, Power charges 8/1/15-5/3/15 - 67/69 Scotia St, Power charges 8/1/15-5/3/15 - Oval, Power charges 8/1/15-5/3/15 - SPQ Depot house, Power charges 8/1/15-5/3/15 - Airport, Power charges 8/1/15-5/3/15 - Town bore, Power charges 8/1/15- 5/3/15 - Park, Power charges 8/1/15-5/3/15 - 21 Lennon St | 18870.18 |
| 20660 | 10/04/2015 | Railway Motel & Function Centre | PAYMENT | -202.50 |

| | | | | |
|--------------|-------------------|---------------------------------|---|-----------------|
| 86148 | 02/04/2015 | Railway Motel & Function Centre | 1 night (01.04.15) accommodation and meals for Tevita Vonolagi | 202.50 |
| 20661 | 10/04/2015 | Water Corporation | PAYMENT | -4170.08 |
| 0107 | 20/03/2015 | Water Corporation | Water use and service charge for Shire Units 1 Scotia Street, Water use and service charge for Shire Units 2 Scotia Street, Water use and service charge for Shire Units 3 Scotia Street, Water use and service charge for Shire Units 4 Scotia Street, Water use and service charge for Shire Units 5 Scotia Street, Water use and service charge for Shire Units 6 Scotia Street, Water use and service charge for Shire Units 7 Scotia Street, Water use and service charge for Shire Units 8 Scotia Street | 642.59 |
| 0015 | 20/03/2015 | Water Corporation | Water service charge U3/2 Jones st | 134.04 |
| 0015 | 20/03/2015 | Water Corporation | Water service charge U2/2 Jones St | 134.04 |
| 0015 | 20/03/2015 | Water Corporation | Water service charge U1/2 Jones St | 134.04 |
| 0050 | 20/03/2015 | Water Corporation | Water use and service charge 60A Scotia St | 28.94 |
| 0050 | 20/03/2015 | Water Corporation | Water use and service charge 60B Scotia St | 107.97 |
| 0048 | 20/03/2015 | Water Corporation | Water use and service charge 60C Scotia St | 107.97 |
| 0055 | 20/03/2015 | Water Corporation | Water use and service charge Rec Centre | 210.49 |
| 0117 | 20/03/2015 | Water Corporation | Water use and service charge Woodley St shed | 156.81 |
| 0111 | 20/03/2015 | Water Corporation | Water use and service charge 67/69 Scotia St | 1198.15 |
| 0085 | 20/03/2015 | Water Corporation | Water use and service charge Depot | 34.99 |
| 0110 | 20/03/2015 | Water Corporation | Water use and service charge 21 Lennon St | 872.93 |
| 0128 | 20/03/2015 | Water Corporation | Water use and service charge 61/63 Scotia St | 174.21 |
| 0128 | 20/03/2015 | Water Corporation | Water use and service charge 38 Lennon St | 40.35 |
| 0112 | 20/03/2015 | Water Corporation | Water use and service charge 44 Lennon St | 154.66 |
| 0108 | 20/03/2015 | Water Corporation | Water use and service charge standpipe | 37.90 |
| 20662 | 10/04/2015 | JCP Consulting | PAYMENT | -3300.00 |
| 00000040 | 02/04/2015 | JCP Consulting | CEO Appraisal facilitator | 3300.00 |
| 20663 | 22/04/2015 | Sunsuper Fund | PAYMENT | -343.17 |
| SUPER | 06/03/2015 | Sunsuper Fund | Staff Super Guarantee PE06/03/2015 | 169.26 |
| SUPER | 20/03/2015 | Sunsuper Fund | Staff Super Guarantee PE20/03/2015 | 173.91 |
| 20664 | 22/04/2015 | Sunsuper Fund | PAYMENT | -362.46 |
| SUPER | 03/04/2015 | Sunsuper Fund | Staff Super Guarantee PE03/04/2015 | 173.91 |
| SUPER | 17/04/2015 | Sunsuper Fund | Staff Super Guarantee PE17/04/2015 | 188.55 |

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| | | | | |
|--|-------------------|---|--|-----------------------|
| 20665 | 22/04/2015 | Australian Super VIC | PAYMENT | -68.96 |
| SUPER | 17/04/2015 | Australian Super VIC | Staff Super Guarantee PE17/04/2015 | 68.96 |
| 20666 | 23/04/2015 | Bunnings Building Supplies Kalgoorlie | PAYMENT | -599.71 |
| 2390/99701505 | 02/04/2015 | Bunnings Building Supplies Kalgoorlie | Building hardware and fixings for Wiluna Rec Centre | 599.71 |
| 20667 | 23/04/2015 | Donovan Gilbert | PAYMENT | -221.44 |
| 2120-1 | 21/04/2015 | Donovan Gilbert | Sale of artwork 15-05 | 221.44 |
| 20668 | 23/04/2015 | Tommi-Rae Cameron | PAYMENT | -20.76 |
| 2119-1 | 09/04/2015 | Tommi-Rae Cameron | Sale of artwork 11-394 | 20.76 |
| 20669 | 23/04/2015 | Juanita Callow | PAYMENT | -20.76 |
| 2119-1 | 09/04/2015 | Juanita Callow | Sale of artwork 13-76 | 20.76 |
| 20670 | 23/04/2015 | Margaret Anderson | PAYMENT | -83.04 |
| 2122-1 | 21/04/2015 | Margaret Anderson | Sale of artwork 14-338 | 83.04 |
| 20671 | 23/04/2015 | Majorie Wongawol | PAYMENT | -138.40 |
| 2125-1 | 21/04/2015 | Majorie Wongawol | Sale of artwork 12-82 | 138.40 |
| 20672 | 23/04/2015 | Rhonda Williams | PAYMENT | -103.80 |
| 2122-1 | 21/04/2015 | Rhonda Williams | Sale of artwork 14-63 | 103.80 |
| 20673 | 23/04/2015 | Josephine Williams | PAYMENT | -34.60 |
| 2127-1 | 21/04/2015 | Josephine Williams | Sale of artwork 10-289 | 34.60 |
| 20674 | | CANCELLED | | 0.00 |
| 20675 | 30/04/2015 | AERODROME COMPLIANCE AND CIVIL PTY LTD | PAYMENT | -10780.00 |
| 021 | 31/03/2015 | AERODROME COMPLIANCE AND CIVIL PTY LTD | 2014/15 Provision of Quarterly Airport Compliance and Technical Assistance | 10780.00 |
| PE030415 | 3/04/2015 | Payroll PE03.04.2015 | PAYMENT | -53318.44 |
| PE170415 | 17/04/2015 | Payroll PE17.04.2015 | PAYMENT | -40442.67 |
| Total List of Accounts Paid by Authority: | | | | -\$ 968,196.46 |

3.10pm - Noted that 2 members of the public entered the meeting and were welcomed by the Chairperson.

| | |
|-----------------------------------|--|
| 10.3.2. Subject/Applicant: | FINANCIAL REPORT |
| File: | Finance |
| Reporting Officer: | Glenn Deocampo – Executive Manager Corporate Services |
| Date of Report: | |
| Disclosure of Interest: | Nil |

Purpose

The purpose of this report is to seek Council's adoption of the Financial Reports for the period ending 30 April 2015.

Background

Section 6.4 of the Local Government Act 1995 requires the CEO to prepare monthly/quarterly financial reports in accordance with the provisions of regulation 34 and 35 of the Local Government Act (Financial Management) Regulations 1996.

The reports for the periods ending 30 April 2015 are listed as Appendix 10.3.2.

Comment Nil

Consultation Nil

Statutory Environment

Local Government Financial Management Regulations 1996 – Regulations 34-35.

Voting Requirement SIMPLE MAJORITY

| | |
|--|---------------------------|
| <i>Officer Recommendation and Council Decision</i> | |
| MOVED CR WEBB | SECONDED CR HARRIS |
| That the Financial Report, including the Statement of Financial Activity, for the period ending 30 April 2015 is received | |
| CARRIED 4/0 | Resolution 097/15 |

| | |
|-----------------------------------|---|
| 10.3.3. Subject/Applicant: | Financial Investments Report |
| File: | |
| Reporting Officer: | Glenn Deocampo – Executive Manager, Corporate Services |
| Date of Report: | 5 May 2015 |
| Disclosure of Interest: | Nil |

Purpose

Information to Council regarding the current investments- April 2015.

Background

The Council policy no. 2.20 - Financial Investment Policy requires that monthly report is to be presented to “Council detailing the performance of all investments”. Further, it requires that investment register is to be maintained.

The current investments of both reserves and municipal funds are presented in the table below.

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| 30 Apr 2015 | | | | | | Investments Movement | | | | |
|--------------------------|--|-------------|-----------|--------|------------|----------------------|-------------|------------------|-----------------------|---------------------|
| Account | Type | Institution | Term Days | Yield | Maturity | Balance B/fwd. | Transfer In | Actual Interest | Transfer out | |
| 84-686-4769 | Curve Securities 1 | NAB | 90 | 2.90% | 30/06/2015 | 4,737,677.88 | | | | 4,737,677.88 |
| 6703-61181 | Reserve Accounts | ANZ | 99 | 3.25% | 29/04/2015 | 1,707,485.12 | | 13,631.34 | (1,721,116.46) | 0.00 |
| 016307-3377354 | Call Deposit | ANZ | n/a | Varies | n/a | 360,669.21 | | | (350,000.00) | 10,669.21 |
| 12871 | Curve Securities | AMP | 180 | 3.40% | 29/07/2015 | 1,500,000.00 | | | | 1,500,000.00 |
| Total Investments | | | | | | 8,305,832.21 | | 13,631.34 | (2,071,116.46) | 6,248,347.09 |
| Represented By: | | | | | | | | | | |
| L072100 | Reserve - Asset Replacement | NAB | 90 | 3.25% | 30/06/2015 | 1,554,857.42 | | 12,412.87 | (140,000.00) | 1,427,270.29 |
| L072300 | Reserve – Airport | AMP | 180 | 3.25% | 29/07/2015 | 69,293.39 | | 553.19 | | 69,846.58 |
| L072200 | Reserve - Computer | AMP | 180 | 3.25% | 29/07/2015 | 28,362.00 | | 226.42 | | 28,588.42 |
| L072400 | Reserve - Leave | AMP | 180 | 3.25% | 29/07/2015 | 39,841.22 | | 318.06 | | 40,159.28 |
| L072500 | Reserve - Wiluna Tele Centre | NAB | 90 | 3.25% | 30/06/2015 | 15,131.09 | | 120.08 | | 15,251.88 |
| | Sub Total Reserves | | | | | 1,707,485.12 | | 13,631.34 | (140,000.00) | 1,581,116.46 |
| | Restricted - Loan Municipal/Reserve – Investment | NAB | 90 | 2.90% | 30/06/2015 | 1,305,324.95 | | | | 1,305,324.95 |
| | Call Deposit Account Municipal/Reserve– Investment | NAB | 90 | 2.90% | 30/06/2015 | 3,432,352.92 | | | (1,427,270.29) | 2,005,082.83 |
| | | ANZ | n/a | Varies | n/a | 360,669.21 | | | (350,000.00) | 10,669.21 |
| | | AMP | 180 | 3.40% | 29/07/2015 | 1,500,000.00 | | | (153,846.17) | 1,346,153.83 |
| | Sub Total Reserves | | | | | 6,598,347.09 | | | (1,931,116.46) | 4,667,230.83 |
| | Total Funds Invested | | | | | 8,305,832.21 | | 13,631.34 | (2,071,116.46) | 6,248,347.09 |

Comment

Municipal Funds: The funds are currently deposited in “call deposit” and fixed term accounts. Both types of deposits yield higher interest than the normal checking account.

A total of \$3,432,352.92 municipal fund was reinvested in a fixed term, 91 days, due to mature on 30 June 2015 and the expected interest earnings at maturity is \$24,816.38. The unspent restricted loan of \$1,305,324.95 was also reinvested in the same manner and time, and interest at maturity is \$9,437.68.

The new term deposit of \$1,500,000 with AMP- Curve Securities, 180 days, maturing on 29 July 2015 has expected earnings of \$25,150.68.

The ANZ reserve term deposit which matured on 29 April 2015 was deposited into municipal operating cheque account in order to resolve the timing issue of the cash flow for the roads flood-damages project (funded by WANDRAA). The CEO advised that “It is anticipated that we will have cash payments of up to \$2m per month going out” before fund from the department can be received, and once the reporting and acquittal requirements are submitted.

Inasmuch as the funds from reserve cash-back was used for the above mentioned timing issue of cash flow, the municipal term deposits were reallocated as cash back to Reserve funds as follows: Asset Replacement Reserve Fund \$1,427,270.29 from NAB-Curve Securities, and total of \$153,846.17 from AMP-Curve Securities term deposit for Airport \$69,846.58, Computer \$28,588.42, Leave \$40,159.28 and Wiluna Tele Centre \$15,251.88.

As at 30 March 2015, the negotiator or “call deposit” account has a balance of \$11,977.42.

In this financial year 2014/2015, it is expected to earn an interest from municipal funds of \$190,000, and as at 30 April 2015 the actual amount received is \$134,058.77. It is estimated that interest income would be 15% less than the budget.

Reserve Funds: The reserve funds comprised of the following:

| | |
|---------------------------|----------------|
| Asset Replacement Reserve | \$1,427,270.29 |
| Leave Reserve | \$ 40,159.28 |
| Computer Reserve | \$ 28,588.42 |
| Airport Reserve | \$ 69,846.58 |
| Wiluna Tele centre | \$ 15,251.88 |

These reserve funds are deposited with NAB- Curve securities and AMP- Curve Securities.

The expected interest income for 2014/2015 from reserve funds is \$50,000 and as at 30 April 2015, the total actual is \$61,971.83.

All investments are done in compliance with the policy.

Consultation

Chief Executive Officer

Statutory Environment

Nil

Policy Implications

In compliance with Policy No. 2.20 - Financial Investments Policy

Financial Implications

Interest earned from investments is an income for the Council.

Strategic Implications

Effective governance and administration of Shire's services and prudent financial management all underpin the ability of the Shire to effectively deliver services and programmes.

Voting Requirements SIMPLE MAJORITY

Officer Recommendation and Council Decision

MOVED CR WEBB

SECONDED CR HARRIS

That the Financial Investment report is received.

CARRIED 4/0

Resolution 097/15

10.4. Executive Manager Technical Services Report

Nil

11. Elected Members Motion of Which Previous Notice Has Been Given

Nil

12. Urgent Business Approved by the Person Presiding or by Decision of Council

The Chief Executive Officer tabled items 12.1 and 12.2 (affixed here to) and provided a verbal report regarding item 12.3

Officer Recommendation and Council Decision

MOVED CR PETERSON

SECONDED CR WEBB

That the following late items be accepted by the meeting for consideration

12.1 Request for Financial Support GTNA

12.2 Change of June Council Meeting

12.3 Leonora Golden Gift – Request for Donation

CARRIED 4/0

Resolution 098/15

Officer Recommendation and Council Decision

Item 12.1

MOVED CR HARRIS

SECONDED CR WEBB

That Council approves a \$2000 allocation for “GTNA Destinations WA Project” in the 2015/16 Budget (subject to final adoption).

CARRIED 4/0

Resolution 099/15

Officer Recommendation and Council Decision

Item 12.2

MOVED CR WEBB

SECONDED CR HARRIS

That:

The Ordinary Meeting of Council scheduled to be held 24 June 2015 now be held on Friday 03 July 2015; and

The Ordinary Meeting of Council scheduled to be held 22 July 2015 now be held on Friday 31 July 2015

CARRIED 4/0

Resolution 100/15

The Chief Executive Officer advised that the Shire of Leonora were seeking sponsorships for the Golden Gift event to be run on the long weekend of 30 May 2015 to 01 June 2015. Although it was too late to provide sponsorship and receive naming rights/promotion etc., Council to consider a donation to the Shire for the event to assist in meeting their costs.

| | |
|---|-----------------------------|
| Officer Recommendation and Council Decision | Item 12.3 |
| MOVED CR WEBB | SECONDED CR PETERSON |
| That a donation of \$1000 be made to the Shire of Leonora to assist with the running of the Leonora Golden Gift. | |
| CARRIED 4/0 | Resolution 101/15 |

Arising from discussions, it was noted by Council that the Shire President and Chief Executive Officer would be attending the ALGA National General Assembly in Canberra from 14 to 17 June 2015.

13. Matters Behind Closed Doors
Nil

14. Closure
There being no further business, the Chairperson closed the meeting at 3.10pm

These minutes were confirmed at the meeting of the 3 July 2015

Signed _____
(Presiding Person at the meeting of which the minutes were confirmed.)

Date: _____