

Shire of Wiluna

CONFIRMED MINUTES



Ordinary Meeting of Council

Held

Monday 30th June 2008

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MINUTES

1. Declaration of Opening and Announcement of Visitors

The meeting was opened at 10.30am. Visitor Mikayla -

2. Record of Attendance / Apologies and Leave of Absence Previously Approved

Attendance

John Kyanga	(President)
Kenny Farmer	(Councillor)
Annette Williams	(Councillor)
Anne Geary	(Councillor)

Samantha Tarling	(Chief Executive Officer)
Glenn Deocampo	(Manager, Administration and Finance)
Vince Bugna	(Deputy Chief Executive Officer)
Heather Charlton	(Art Gallery Manager)
Meleoni Nariro	(Homemaker Assistant)

Apologies

Leanne Peck	(Councillor)
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3. Response to Previous Public Question Taken on Notice

Nil

4. Public Question Time

Nil

5. Applications for Leave of Absence

- Cr. Catherine Carton 3 months leave of absence – June to August
- Chief Executive Officer, Samantha Tarling applied for 7 weeks leave – from 7th July to 22nd August 2008. She will report back to work on 25th August 2008.

6. Petitions and Deputations

Nil

7. Confirmation of Minutes of Previous Meeting

The Minutes of the Meeting held on 15 May 2008 be accepted as a true record of that meeting.

31/08 Council Decision

MOVED Cr K Farmer

SECONDED Cr A Williams

CARRIED 4/0

8. **Announcement Presiding Member without Discussion**
Nil

9. **Reports of Committees and Officers**

9.1. **Chief Executive Officer Reports**

9.1.1. Subject/Applicant:	Status Report
File:	
Reporting Officer:	Samantha Tarling – Chief Executive Officer
Date of Report:	13 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to report on Council's operations and request Council receive this report as information.

Resignation of Works Foreman

Tom Milo resigned from the Shire on 10 June 2008. His resignation took effect immediately.

Current Leading Hand, Joe Guiliano has been offered and accepted the position of Acting Works Foreman on a 6 month trial. Daniel Young has been offered and has accepted the Acting Leading Hand position on a 6 month trial. At the end of December the CEO will review the performance of the 2 officers and review the positions.

The offer to the two officers is in keeping with best management practices of recognising and rewarding competent officers to advance their careers within their own organisation.

All jobs in the Works Department are up to date and the operation is expected to carry on as business as usual.

Marruwayura Office

Repeated requests to fastrack the Shire's offer of purchase of the Marruwayura Office has been made to no avail. Council staff will continue to make weekly contact with the Liquidators seeking a response.

Desert Gold

It was reported at the February 2008 OCM that a final decision about the status of Desert Gold has not yet been made and the appeal from Woodpac is still with the governor.

This is still the status quo. When the status quo changes, the information will be reported to Council.

Presiding Member **Date**

Memorandum of Understanding (MOU) with Aboriginal Economic Development (Dept. of Industry and Resources)

Under Council's delegated authority number 03, Receipt of Revenue, the CEO has agreed on behalf of Council to enter into a MOU with the Aboriginal Economic Development (AED).

The purpose of this MOU is to define the cooperation between the Shire and the AED in order to further develop Tjukurba Gallery.

The MOU will remain in force for a period of 12 months or until a new MOU, detailing the operations of the Tjukurba Gallery, is agreed.

This MOU provides a framework for the Shire of Wiluna and AED (DOIR) to cooperate with the objective of developing Tjukurba Gallery as a best practice Aboriginal arts enterprise.

Any of the Parties may, at any time, by written notice, terminate this MOU.

A component of the MOU is funding. The funding is for the following:

Activity	Benchmark	Payment
Implementation of AMS software	Purchase, install and make operational AMS database software Register and make operational a Tjukurba Gallery website with web-based sales Training and mentoring	\$15,000
Canning Stock Route Project	Maximise participation of Tjukurba Gallery artists in the CSR Project Collaborate with FORM and AED on activities and expenditure	\$15,000
Marketing	In collaboration with AED and the artists, develop a range of appropriate marketing tools to develop commercial performance	\$10,000

Caravan Park

At the May Ordinary Council Meeting (OCM) it was reported that the CEO had discussions with the President and suggested that the caravan park development be considered in the budget process when more information is available to determine if this proposal is a sustainable business venture and limited council resources will be available in the 2008/09 financial year.

The council endorsed the abovementioned and the CEO to continue gathering information to report back to Council on this matter.

The owners of the hotel advised they are prepared to sell the hotel caravan park back to council for \$100 000. This is the price they paid the Shire a

number of years ago. This offer was made verbally through the Manager of the Wiluna Club Hotel.

Councillors resolved at the June Councillors Workshop and Annual Budget meeting that the caravan park venture be given consideration when a feasibility study is carried out at a later date.

Wiluna Development Project

In May 2008 the CEO meet with officers from the DLGRD to discuss the Wiluna Development Project (WDP) budget organisational structure, program outcomes and acquittal process of the 1.9m project. It was agreed that the position of WDP Manager was redundant under the new structure and the Shire would be better served to replace the position with an Executive Administration Officer.

Councillors agreed at the June Councillors Workshop and Annual Budget meeting that the organisational structure of the Wiluna Development Project needed to be reviewed to allow for the changes brought about by the RPA and the change of CEO and council capacity.

Under Council's delegated authority number 08, Contract Variation, the CEO has agreed on behalf of Council to alter the original organisational chart of the WDP.

The condition under this delegation is that variations to contracts are not to exceed the amount set aside in the budget adopted by Council. This condition has been met and signed off by the DLGRD.

Appointment of Relief Building and Health Surveyor

Under Council's delegated authority number 18, Management – Engagement of Professional Services, the CEO has engaged John Randall as a relief Building and Health Surveyor whilst Bill Atyeo is on annual leave. This appointment does not affect our budget adversely and John is employed under the same conditions as Bill Atyeo. I expected the service will continue at it's high standard to the community.

Officer Recommendation / Draft Motion

That Council receive the CEO's information report.

32/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.1.2. Subject/Applicant:	Administration Office – Change of Opening and Closing Hours
File:	04.00.09
Reporting Officer:	Samantha Tarling – Chief Executive Officer
Date of Report:	12 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is for Council to consider changing the office opening hours from 8.00am – 4.30pm to 8.30am – 4.00pm for a trial period commencing 1 July 2008 – 31 December 2008.

Background

The office currently opens at 8.00am and closes at 4.30pm. This is the time that the officers start and finish work and this puts pressure on the staff in the morning when customers are waiting to use the phone or computer in the training room.

The customers are ordinarily not tourists or service providers.

Comment

The staff would be more efficient and professional in their customer service in the morning if they had time to open facilities and set them up before the customers arrive. This would allow the customer clear access to the training room without the receptionist's assistance. The receptionist could answer messages left on the message bank overnight and return those calls without delay. This half an hour gives staff time to prepare their workstation in preparation for the day without interruption. Closing the office at 4.00pm will allow the officers to close the facilities and conclude the day's paperwork without having to work overtime to achieve this. This is a saving to the Shire.

The customers who currently benefit from the opening hours at 8.00am use the training room to gain access to their internet banking and the phone for contacting government departments. In consultation they have advised that the 30 minute change would not greatly inconvenience them but this is to be considered in the decision in relation to our customer service.

A trial period of 6 months to gauge customer satisfaction with this change and report back to Council would be an alternative to making a conclusive decision on the matter at this time.

Consultation

Users of the training room
Tourists
Service providers

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

This is in line with our commitment to continual improvement and astute financial management of the Shire's funds.

Voting Requirement

Simple majority.

Officer Recommendation/Draft Motion

That Council adopts:

1. Commencing a trial on the 1 July 2008 – 30 December 2008 to evaluate if changing the opening hours of the Shire of Wiluna Administration Office from 8.00am – 4.30pm to 8.30am – 4.00pm will be to the detriment of service to the Shire of Wiluna community.
2. The CEO advertise this trial in the Shire newsletter and put the changes on Council's website and Midwest regional tourist website.
3. The CEO to report back findings to the January Ordinary Council Meeting, which will include feedback from the public including tourists, the saving to council in overtime hours, the overall affect on Council's operations and efficiency.

33/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.1.3. Subject/Applicant:	Partnering with Town of Bassendean
File:	04.00.01
Reporting Officer:	Samantha Tarling – Chief Executive Officer
Date of Report:	12 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to seek Council's endorsement to entering into a partnership relationship with the Town of Bassendean in relation to issues such as staff networking opportunities, Council capacity building and mentoring, and staff pooling program.

Background

Shire of Wiluna finance staff have recently payed a visit to the Town of Bassendean to share information and learn about the new software package the Shire propose to introduce in the 2008/09 financial year. The Town of Bassendean introduced this software package in 2006 and had teething problems. The Town agreed to meet with Shire of Wiluna staff to inform us of any issues of concern before the Shire of Wiluna committed to buying this software.

The Shire CEO previously worked for the Town of Bassendean and knows their values are in keeping with the Shire of Wiluna's and believes the partnership would be advantageous to the Shire's continual improvement in all areas relevant to a local government.

Comment

It is proposed that our staff may engage in staff exchange programs with the Town of Bassendean and visit on-site for professional development. This would be a saving to the Shire due to eliminating the formal trainer. It is envisaged this would encourage networking between the staff at each council and there would be intangible benefits such as unpaid assistance in different areas.

Given our staff are predominantly immigrants and have not been exposed to local government it gives them a contact point that they feel confident in and gives them insight into another council and its workings.

The Town of Bassendean is referred to as the 'village' in the metro area because of its friendly, country feel and it attracts staff that have those values and this is in keeping with the personalities of our staff and I feel confident that they are welcomed and their visit is important to the Town.

Recruiting staff in the current economic climate in the State is difficult and this staff pooling strategy is one way of working towards ensuring qualified

staff is assessable. Further, it gives Shire staff a career pathway should they wish to follow one in local government. Providing this opportunity, is intended to attract quality people to our Shire and develop our own within, for long-term employment with us.

Consultation

Town of Bassendean

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

This is in line with our commitment to continual improvement.

Voting Requirement

Simple majority.

Officer Recommendation/Draft Motion

That Council adopts:

1. Entering into a partnering agreement with the Town of Bassendean in relation to staff networking, staff pooling program and Council capacity building and mentoring.
2. Council authorises the CEO to write to the Town of Bassendean to advise of the Shire of Wiluna's interest in entering into the abovementioned agreement.

34/08 Council Decision

MOVED Cr A Geary

SECONDED Cr A Williams
CARRIED 4/0

9.2. Deputy CEO & Manager Finance & Administration Officer's Reports

9.2.1. Subject/Applicant:	Status Report
File:	
Reporting Officer:	Vince Bugna– Deputy CEO
Date of Report:	11 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to report Council's operations in the compliance and finance areas and request Council receive this report as information.

Review of Financial Management Systems

In accordance with the Local Government (Financial Management) Regulations 1996 – Regulations 5 (2) c, the CEO is to undertake reviews of the appropriateness and effectiveness of the financial management systems of the local government regularly (and not less than once in every 4 financial years) and report the results of those reviews. As an independent Council auditor, Mr Greg Wyllie is engaged to conduct this review on 30 June to 2 July 2008. Afterwards he will submit a written report as to the appropriateness and effectiveness of the Council's financial management systems.

Council's Annual Budget

The 2008/2009 Annual Budget of the Shire of Wiluna has been prepared and finished earlier than expected. In coordination with the CEO, Managers and Finance Staff of Wiluna Shire, Mr Keith Anderson (Consultant) did a fantastic job putting down the plans and figures together. The budget is now ready for adoption.

Maintenance Grading Contract (Unsealed Roads)

The Council's Road Maintenance Contract for 2 years with the existing Contractor, Northern Goldfields Earthmoving is going to expire this year. That means Council is to advertise and follow the procedures per Tender Regulation and Council's Policy on Purchasing – Quotes and Tenders. Tender documents have been prepared this month and will be advertised. Council will receive the information at the July Ordinary Council Meeting.

Officer Recommendation / Draft Motion

That Council receive the Deputy CEO compliance and financial information report.

35/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer

CARRIED 4/0

9.2.2. Subject/Applicant:	Accounts Paid in by Authority
File:	Finance
Reporting Officer:	Glenn Deocampo – Manager, Finance & Admin
Date of Report:	6 June 2008
Disclosure of Interest:	Nil

Summary

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

Background

The list of accounts for the period ending 31 May 2008 are listed as Appendix A (i)- Blue Pages.

Comment

Nil

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/Draft Motion

That the accounts paid by authority for the period ended 31 May 2008 totalling \$296,985.65 be received, noted and incorporated in the Minutes of the meeting.

36/08 Council Decision

MOVED Cr A Geary

SECONDED Cr A Williams
CARRIED 4/0

9.2.3. Subject/Applicant:	Financial Report
File:	Finance
Reporting Officer:	Glenn Deocampo – Manager, Finance & Admin
Date of Report:	6 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to seek Council's adoption of the Financial Reports for the period ending 31 May 2008.

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 period ending 31st May 2008 are listed as Appendix B (i) – Green Pages.

Comment

Nil

Consultation

Nil

Statutory Environment

Local Government Financial Management Regulations 1996 – Regulations 34-35

Voting Requirement

Simple majority.

Officer Recommendation/Draft Motion

That Council adopt the Financial Reports for the period ending 31 May 2008 as presented.

37/08 Council Decision

MOVED Cr A Williams

SECONDED Cr A Geary
CARRIED 4/0

9.2.4. Subject/Applicant:	Sundry Debtors for Write-Off
File:	
Reporting Officer:	Glenn Deocampo – Manager, Finance & Admin
Date of Report:	5 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to seek Council approval to write-off outstanding amounts owed to the Shire by Sundry Debtors.

Background

In accordance with Section 6.12 of Local Government Act 1995, the Council is empowered to write-off monies owing to the Shire of Wiluna.

Comment

The attached schedule entitled “Sundry Debtors for Write-Off as at 31 May 2008” details monies owing by sundry debtors that are recommended to Council for write-off.

In most cases, there is very little evidence to support debts and the cost to pursue such debts are highly likely to exceed recoverable costs. Some debtors are no longer in existence or whereabouts unknown to Shire. The age of the debts and lack of supporting evidence raises some doubt over the recoverability of these debts.

The costs to continue to research/investigate and pursue debts would be likely to exceed the actual amount of the debts.

Statutory Environment

Local Government Act 1995 Section 6.12

Policy Implications

Nil

Financial Implications

The provision for Doubtful debts has a balance of \$59,392.55 as at 31 May 2008.

Amounts to be written-off \$7,072.58 leaving a balance of \$52,319.97.

Strategic Implications

Nil

Voting Requirement

Absolute majority

Officer Recommendation / Draft Motion

That the amounts owed to the Shire by Sundry Debtors as listed in the following schedule entitled "Sundry Debtors for Write-Off as at 31 May 2008" totalling \$7,072.58 be approved for write-off.

SCHEDULE OF SUNDRY DEBTORS "SUNDRY DEBTORS FOR WRITE-OFF AS AT 31 MAY 2008"

Debtor Name	Total Amount for write-off	Reasons
Daniel Spriggs	\$30.00	Balance of Art work taken. No address. Debtor no longer exists. Virtually impossible to pursue a debtor that does not exist. Cost to attempt recovery would exceed the debt.
Waka Rangi	50.00	
Barry McGlashan	300.00	
Mark Freeman	50.00	
JB & S Building Contractors	\$5,775.00	Various equipment hire charges. Forwarded to Lawyer. He failed to trace as the company no longer

		exists, therefore recommended for write off.
Don Ryan	\$160.00	Relates to painting taken. No deposit made. Person cannot be located at his given address. Reminders been sent but no response received. Give the nature of debt and its recovery, write off is recommended.
Mr. WJ Flint	\$650.00	Relates to painting last F/Y. Debtor wanted to buy but later changed his mind after making \$100 deposit. Given the nature of the debt write-off is recommended.
Dept of Treasury and Finance	\$39.98	Debt incurred F/Y 2003 with total account \$1643.98 but paid \$1604 only. Given the age and nature of debt, write-off is recommended.
BCITF	\$17.60	Old account –Collection agent fees Oct 2003-March 2004. Costly for recovery. Given the age of debt, write off is recommended

38/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.2.5. Subject/Applicant:	Fees and Charges
File:	Budget 2008/2009
Reporting Officer:	Vince Bugna – Deputy CEO
Date of Report:	11 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is for Council to adopt the annual fees and charges for 2008/09 financial year.

Presiding Member Date

Background

The Fees and Charges have been reviewed for the 2008-2009 financial year at the annual budget meeting. These fees and charges form part of the budget document and financial requirements.

Comment

Fees and charges have been updated in line with other councils. See Gold pages Appendix C, Annual Budget, pages 40-42.

Consultation

Nil

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Budget 2008/09

Strategic Implications

Nil

Voting Requirement

Absolute Majority required.

Officer Recommendation/Draft Motion

That Council adopts the fees and charges as shown in the 2008/2009 Fees and Charges Schedule in the budget document.

39/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.2.6. Subject/Applicant:	Setting of the Annual Rate
File:	Budget 2008/2009
Reporting Officer:	Vince Bugna – Deputy CEO
Date of Report:	11 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is for Council to adopt the annual rates-in-the-dollar and minimum rates for the 2008/09 financial year.

Background

Council receives income from various sources, of which the two major ones are government grants and revenue raised from ratepayers through the rating system.

The amount of revenue raised from rates depends upon three factors.

- Type of rate – Gross Rental Value or Unimproved
- Valuation of the Property
- The rate charged for each dollar of valuation

Gross Rental Values (GRV) are generally applied to properties within townsites and mining infrastructure; and Unimproved Values (UV) are generally rural farmland, pastoral and mining tenements, etc.

The valuation of the property is undertaken by the Valuer General's Office, in Perth. Council has no input to the process. GRV's are revalued every five years and UV's every year. Individual ratepayers do have the right of appeal if they disagree with the Valuer's determination, however, this process does not involve Council.

The rate in the dollar is Council's mechanism for determining the revenue to be raised. Council sets a rate based upon the valuation of the property and also determines a minimum rate for properties of small valuations.

Section 6.32 of the Local Government Act 1995 requires Council to set a rate sufficient to make up the budget discrepancy. This discrepancy is shown on the rate setting statement in the accompanying budget.

Rating

Shire rates have been kept to minimum and adjustments were made in line with neighbouring Shires. Increased cost in fuel affects Council's fuel bill and also reflected in the increased cost of materials and contracts as well as freight charges. There has been no change to the GRV and GRV – Mining minimum rates.

Discounts

In addition to imposing rates on rateable land in the Shire, Council also provides for various incentives and penalties on Payment of Rates.

Council's current discount remains at 5 percent.

There is no increase proposed for this budget.

Penalties

Regulation 70 of the Financial Management Regulations provide for a maximum amount of 11% that can be applied to overdue Rates and Service charges. Rates are overdue thirty five days after service of the notice. Council's current penalty percentage is 10 percent.

There is no increase proposed for this budget.

Instalments Plans

The Local Government Act 1995 requires Council to offer ratepayers the option of paying in full or quarterly instalments.

Instalment plans are offered for amounts above \$200.00. When choosing to pay by instalments, ratepayers incur an additional charge of:

- a) Administration Fees; and
- b) Interest charged on outstanding monies.

Regulations 68 of the Financial Management Regulations provide for a maximum interest amount of 6.5% that can be applied to outstanding instalments. There is no maximum administration charge.

Council's current Administration Charge is \$6.00 per instalment per reminder notice.

There is no increase proposed for this budget.

Council does not currently charge an interest percentage.

There is no increase proposed for this budget.

Financial Implications

Budget 2008/09

Voting Requirement

Absolute Majority required.

Officer Recommendation/Draft Motion

That Council adopt the following:

1. That the following rates for the period 01 July 2008 to 30 June 2009 be adopted:
 - Gross Rental Value – General 6.5800 cents in the Dollar
 - Gross Rental Value – Mining 6.5800 cents in the Dollar
 - Unimproved Value – General 10.9700 cents in the Dollar
 - Unimproved Value – Mining 10.9700 cents in the Dollar
 - Minimum Rate – Gross Rental Value \$200.00 per assessment
 - Minimum Rate – Unimproved Value \$200.00 per assessment

2. That the following be adopted for the period 01 July 2008 to 30 June 2009:
 - Council grant a 5% discount on rates paid on or before 1 September 2008 or 21 days after the date of service appearing in the rate notice, whichever is latter, in accordance with the Local Government Act 1995.
 - Council charge a 10% penalty charge per annum calculated daily by simple interest on rates paid after the 35th day of service of the rate notice in accordance with the Local Government Act 1995.
 - Council charge a \$6.00 Administration Fee per reminder notice per instalment for rates levied in the 2008-2009 financial year in accordance with the Local Government Act 1995.

40/08 Council Decision

MOVED Cr A Geary

SECONDED Cr A Williams
CARRIED 4/0

9.2.7. Subject/Applicant:	Budget 2008/2009 Adoption
File:	Budget 2008/2009
Reporting Officer:	Vince Bugna – Deputy CEO
Date of Report:	11 June 2008
Disclosure of Interest:	Nil

Summary

This report seeks Council to adopt the Budget for the year 2008/2009.

(The Budget for 2008/2009 is provided as an attachment.)

Background

Section 6.2 of the Local Government Act 1995 requires each Local Government, no later than 31st of August in each financial year, to prepare and adopt a budget for its Municipal Fund for the financial year ending on the next following 30 June.

Comment

The budget for the year commencing 01 July 2008 and ending 30 June 2009 is provided under separate cover for Council's perusal and adoption.

Consultation

Keith Anderson, Local Government Consultant

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Budget 2008/2009

Strategic Implications

Nil

Voting Requirement

Absolute Majority required.

Officer Recommendation/Draft Motion

That Council adopts the Budget for 2008/2009 as set out in the Budget document and forming part of these minutes.

41/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.2.8. Subject/Applicant:	Rates for Write Off
File:	Finance
Reporting Officer:	Glenn Deocampo – Manager, Finance & Admin
Date of Report:	11 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to seek Council's approval to write-off outstanding rates and charges totalling \$2,514.22.

Background

During a financial year, there are rates and charges that are deemed to be unrecoverable and are recommended for write-off.

At the Shire of Wiluna, this generally relates to mining tenements, however, may extend to town lots and rural/pastoral leases. When a tenement dies, the Shire can still recover rates for the period when the tenement was alive.

All other avenues for collection of outstanding rates and charges, such as summonses or seizing of land and selling to recover rates and charges, are considered before rates and charges are recommended for write-off. In this instance, the methods of collection are not possible/viable because:

- The owners of the tenements at the time of their death cannot be located by the Shire. Limited information regarding the owner is available.
- The company that owned the tenement at the time of their death no longer exists. As the tenements no longer exist there is no one to recover the debt from.
- The debts were raised in error against non-rateable properties and therefore not payable.

The following Schedule "Rates and Charges for Write-Off June 2008" fully details each amount being sought for approval to write-off.

Upon considering all situations, write-off of these debts is considered the only option to finalise the outstanding rates and charges on these properties.

Comment

Section 6.12 empowers the Council to write-off any debt owed to the Shire in respect of rates and related charges.

Consultation

Nil

Statutory Environment

Local Government Act 1995

Policy Implications

Nil

Financial Implications

A provision for Doubtful Debts has the balance of \$59,392.55 for the year 2007/08 i.e the loss of potential income by write-off has been allowed for.

Strategic Implications

Nil

Voting Requirement

Absolute Majority

Officer Recommendation/Draft Motion

That rates and charges, as detailed on schedule entitled "Rates and Charges for write-off June 2008" totalling \$2,514.22 be approved for write-off.

**SCHEDULE OF RATES DEBTORS
"RATES AND CHARGES FOR WRITE-OFF AS AT JUNE 2008"**

Assessment	Property	Balance	Reason for W/Off
13771	710 Woodley St (13771)	\$388.00	Deceased – Cliff Elias
1700	E53/00871 (17100)	\$1,871.43	Old account. Cannot trace the ratepayer. Property surrendered July 2004 – Stephen Povey
18563	404 Kirkpatrick St. (18563)	\$254.79	Rates raised for FY 2006/07 for a Crown land. No owner to collect from.

42/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.3. Manager Works & Services Officer Report
Nil

9.4 Principal Environmental Health Officer Reports
Nil

9.5. Art Gallery Manager Report

9.5.1	Subject/Applicant:	Status Report
	File:	05.00.07
	Reporting Officer:	Heather Charlton – Art Gallery Manager
	Date of Report:	10 June 2008
	Disclosure of Interest:	Nil

Summary

The purpose of this report is to report Council's operations in the Tjukurba Art Gallery and request Council receive this report as information.

Artists Wills

Draft documents obtained from Arts Law to assist artists in providing for beneficiaries with possible future funds from the sale of work or licensing agreements have been sought and received at the Gallery.

The importance of such a document is underlined with the proposed Resale Royalty Scheme listed for discussion at the Autumn sitting of Parliament 2009, acknowledging that artists should receive some benefit from the re-sale of their work.

The gallery will introduce this into our procedure manual of services offered to our artists to further the professionalism of our operations and meet best practice standards.

Desart

Council applied for membership of Desart after attending a June Workshop in Alice Springs for Art Centre Managers.

Desart are a professional association providing resources and advocacy to its member Art Centres, and has been instrumental in developing the Indigenous Australian Art Commercial Code of Conduct. Given the resources that would be available to us, I see membership of such an organisation as a valuable opportunity for Tjukurba Art Gallery.

A Gallery Sign

A temporary gallery sign has been installed in the Tourist Information Bay on the highway to capture more tourist trade.

It is envisaged that I will work closely with the new Tourism Officer to design an eye catching sign to be placed down on the tourist information bay notice board later in the year. This will be part of the Shire's streetscape strategy and beautification plans.

Officer Recommendation / Draft Motion

That Council receives the Art Gallery Manager's information report.

43/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer
CARRIED 4/0

9.6. Sports & Recreational & Pool Manager Officer Report

9.6.1. Subject/Applicant:	Status Report
Reporting Officer:	Lai Ratabua – Sports & Rec Officer & Pool Manager
Date of Report:	7 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to report Council's operations in the Sport and Recreation Department and request Council receive this report as information.

Sports & Recreational

- Sunday youth games have been a success; with the Wiluna mix softball team winning all matches in the last 4 games against Meekatharra, Mt Magnet and Karalundi.
- The AFL matches with the Mines have been finalised for the next two months. Wiluna, MTKO and Jundee will play two rounds over 6 matches, which will start on 8 July where Wiluna will play against MTKO.
- The gym was opened on Tuesday 3 June 2008 and we have several members who have joined.

- There has been an increase in vandalism at the Rec Centre in the last couple of weeks. Lights broken with gings and rocks and walls have been damaged with iron rods, sticks and rocks.

With the recent attacks we have caught those involved and have banned them from the Rec Centre for a week with clean up duties as punishment. Duties include; picking up rubbish, sweeping the veranda and scrubbing walls inside the Rec Centre.

The police have been approached and have agreed to speak to the involved parties, addressing the issue of vandalism.

Also a new approach has been adopted which sets a clean up program for all those who enter the Rec Centre for the afternoon games. These clean up duties involves, picking up rubbish around the Rec Centre, removal of graffiti's, scrubbing marks off the Rec Centre walls and cleaning of the tennis courts.

Swimming Pool

- The roof structure for the pool heating systems has been ordered and construction will start as soon as materials arrive this month.

Officer Recommendation / Draft Motion

That Council receive the Sport and Recreation Department information report.

44/08 Council Decision

MOVED Cr A Geary

SECONDED Cr A Williams
CARRIED 4/0

9.7. Homemaker Officer Report

9.7.1. Subject/Applicant:	Status Report
File:	
Reporting Officer:	Yvonne Ashwin / Meleoni Nariro – Homemaker Officers
Date of Report:	12 June 2008
Disclosure of Interest:	Nil

Summary

The purpose of this report is to report Council's operations in the Homemaker program and request council receive this report as information.

Homeswest Women's Meeting

- On Wednesday, 21 May 2008 the Homemaker department had a meeting at the Shire with the women in the community regarding their houses and plans for the future.
- The women at the meeting raised a lot of issues they found with their houses, for example;
 - Drainage and sewerage problems with old houses
 - Sand needed for houses for the garden
- Homemakers plans include:
 - Bush trips for Women's Meeting
 - Cooking classes at Homeswest houses
 - Maintenance on the houses to be carried out by the contractor in the future
 - Arrangements have been made with AMS for a nurse to speak to our local women and teenagers regarding health issues.
 - Raffles and prizes, to help with motivating new tenants to keep their houses tidy and clean
- DHW Rules and Regulations we discussed were:
 - Reporting procedures for house maintenance
 - House inspections
 - Rules regarding houses – e.g.
 - Number of people per house
 - Number of dogs per house
- Wiluna Gold Mine
 - Wiluna Gold Mine has given the Homemaker Department 11 air conditions for any one in the community that needs one. The cost of one air condition and labour costs is \$100.00. A private contractor will liaise with the tenants and put these in the homes.
 - Wiluna Gold has also committed beds and cupboards to our project. These will be distributed to people in need and the remainder will be distributed.

Officer Recommendation / Draft Motion

That Council receives the Homemaker Department information report.

45/08 Council Decision

MOVED Cr A Geary

SECONDED Cr K Farmer

CARRIED 4/0

10. ELECTED MEMBERS MOTION OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF COUNCIL

Nil

12. MATTERS BEHIND CLOSED DOORS

Nil

13. CLOSURE

Meeting closed at 11.55am