



ORDINARY COUNCIL MEETING

MINUTES

Ordinary Meeting of the Council held in the
Council Chambers,
2.45pm Tuesday 27 November 2007.

Rob Stewart
CHIEF EXECUTIVE OFFICER

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1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

3:01pm The Presiding Member declared the meeting open.

Working to Occupational Safety and Health Best Practices, Mr Rob Stewart – Chief Executive Officer, read aloud the emergency evacuation procedures for Councillors, staff and members of the public present in the Council Chambers

Mr Stewart then read aloud the following disclaimer:

'No responsibility whatsoever is implied or accepted by the Shire of Plantagenet for any act, omission or statement or intimation occurring during Council / Committee meetings or during formal / informal conversations with staff.

The Shire of Plantagenet disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, or statement of intimation occurring during Council / Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation or approval made by a member or officer of the Shire of Plantagenet during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Plantagenet. The Shire of Plantagenet warns that anyone who has an application with the Shire of Plantagenet must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Plantagenet in respect of the application.'

2 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

Leave Of Absence

Cr John Mark 23 October 2007 to 11 December 2007 (Inclusive) in attendance 27 November 2007.

Present

Cr K Forbes	Shire President - Rocky Gully / West Ward
Cr B Hollingworth	Deputy Shire President – Town Ward
Cr D Nye-Chart	East Ward
Cr A Budrikis	Kendenu Ward
Cr J Moir	South Ward
Cr K Clements	Town Ward
Cr J Mark	Town Ward
Cr S Grylls	Rocky Gully / West Ward

Apologies

Cr M Skinner East Ward

Staff

Mr Rob Stewart	Chief Executive Officer
Mr John Fathers	Deputy Chief Executive Officer
Ms N Selesnew	Manager Community Services
Mr P Duncan	Manager Development Services
Mr Ian Bartlett	Manager Works and Services
Mrs K Skinner	Executive Secretary

There were (2) two members of the public present.

There were no members of the media present.

3 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

4 PUBLIC QUESTION TIME

Nil

5 PETITIONS / DEPUTATIONS / PRESENTATIONS

Mount Barker and Districts Cricket Association – Mr Jamie Nunn

Mr Nunn thanked the Chief Executive Officer Mr Rob Stewart for the opportunity to discuss with him the future of the turf wicket and the Financial Assistance Grant of \$6,000.00.

The Mount Barker and Districts Cricket Association have decided not to get a Curator for the turf wicket at this time. Mr Nunn advised that he believed that the turf wicket would be operational within the next couple of weeks and was surprised by the comment in the Council Agenda that it would take twelve (12) months to repair.

The turf roller also needed repairs and the Mount Barker and Districts Cricket Association were hoping that repairs could be part of the Council's maintenance area.

Mr Nunn advised that the Mount Barker and Districts Cricket Association would like to retain the Financial Assistant Grant of \$6,000 to help maintain the turf wicket and investigate the installation of an artificial (synthetic) wicket.

Wind Farm – Andrew Woodroffe of Skyfarming Pty Ltd

Mr Woodroffe advised that they were working through the changes with the Government. Western Power has been asked to advise what the procedure is to be added to the grid. The grant and Western Power study have taken longer and will now be finalised in 2008.

Mr Woodroffe thanked the Council for the speedy Town Planning Scheme Amendment.

6 APPLICATIONS FOR LEAVE OF ABSENCEPreviously Approved Leave Of Absence

Cr J Mark 23 October to 11 December 2007 (inclusive)

7 CONFIRMATION OF MINUTES

Moved Cr B Hollingworth, seconded Cr A Budrikis:

That the Minutes of the Ordinary Meeting of the Council held 13 November 2007 be confirmed subject to the following change:

Item 2 – After the words ‘Deputy Shire President’ delete the word ‘East’ and replace with the word ‘Town’.

CARRIED 8/0

No.383/07

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

- Cr Forbes and Mr Stewart would be attending a function at the Great Southern Development Commission at the conclusion of today's Council Meeting.
- Cr Forbes advised that he and Mr Fathers would be attending a meeting in Perth on 28 November 2007 to discuss the development of cases for assistance for the regional saleyards replacement.
- Cr Forbes advised that staff would be attending an Asset Management Infrastructure Workshop all day on 4 December 2007. Councillors are urged to attend between 5.00pm and 6.00pm on that day. The workshop is being organised as part of the WA Asset Management Infrastructure Program.
- Cr Forbes advised that he would be attending the Western Australian Local Government Association (WALGA) State Council Meeting to be held in Perth on 5 December 2007.
Cr Forbes advised that he would also be meeting with Fire and Emergency Management and (FESA) and Department of Environment and Conservation (DEC) on 5 December 2007 to discuss the possibility of a Memorandum of Understanding (MOU) between DEC and Local Government.

9 REPORTS OF COMMITTEES AND OFFICERS

9.1 COMMUNITY SERVICES REPORTS

9.1.1 PETITION - KENDENUP SKATE PARK

A Closely Associated Person Interest was declared by Cr Nye-Chart
Extent of Interest: Treasurer/Secretary of Woogenellup Polocrosse Club

3.22pm Cr Nye-Chart withdrew from the meeting.

Location / Address:	N / A
Name of Applicant:	N / A
File Reference:	CR/103/8
Author:	Rob Stewart - Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	19 November 2007

Purpose

The purpose of this report is to present to the Council a Petition from the Kendenup Skate Park Steering Committee which was received by the Council at its meeting held on 13 November 2007.

Background

At its meeting held on 13 November 2007 the Council resolved:

'That the petition delivered to the Council on 13 November 2007 be received and that a report be presented to the Council at its meeting to be held on 11 December 2007.'

Further at the same meeting the Council resolved:

'THAT:

- (1) The applications submitted to the 2007 / 2008 round of Community Sport and Recreation Facilities Fund be supported and prioritised as follows:*

Priority One:

Applicant: Great Southern Branch – Australian Stock Horse Society

Project: Construction of permanent horse and cattle yards (including a cattle loading ramp) at Frost Park, Mount Barker

Total Cost: \$27,843.00

Priority Two:

Applicant: Shire of Plantagenet

Project: Kendenup Skate Park

Total Cost: \$180,000.00

- (2) *The Council's contributions of \$6,922.00 for the construction of permanent horse and cattle yards and \$60,000.00 for the construction of the Kendenup Skate Park are listed for consideration in the 2008 / 2009 annual budget.*
- (3) *A twenty year Recreational Strategic Plan for the Shire of Plantagenet be undertaken as soon as possible with priority given to:*
- (i) Kendenup*
 - (ii) Mount Barker*
 - (iii) Rocky Gully / Porongurup / Narrikup.'*

Statutory Environment

Council's Standing Orders Local Law part 3.4 relates to Petitions.

Policy Implications

There are no policy implications for this report.

Financial Implications

There are no financial implications for this report.

Strategic Implications

There are no strategic implications for this report.

Officer Comment

The matter that was referred to in the Petition was handled by the Council during its normal Agenda process at the meeting held on 13 November 2007. It is now necessary to simply advise the Committee of the Council's resolution.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr K Clements, seconded Cr J Mark:

That the Kendenup Skate Park Steering Committee be advised that the Council, at its meeting held on 13 November 2007 resolved to support two (2) Community Sport and Recreation Facilities Fund (CSRFF) Applications being:

Priority One:

Applicant: Great Southern Branch – Australian Stock Horse Society
Project: Construction of permanent horse and cattle yards (including a cattle loading ramp) at Frost Park, Mount Barker
Total Cost: \$27,843.00

Priority Two:

Applicant: Shire of Plantagenet
Project: Kendenup Skate Park
Total Cost: \$180,000.00

and that a further report be presented to the Council for the production of a Strategic Recreation Plan.

CARRIED (7/0)

No.384/07

3.24pm Cr Nye-Chart returned to the meeting.

9.1.2 MOUNT BARKER AND DISTRICTS CRICKET ASSOCIATION - GROUND FEES

Location / Address:	Sounness Park
Name of Applicant:	Mount Barker and Districts Cricket Association
File Reference:	RC/92/2
Author:	Rob Stewart - Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	16 November 2007

Purpose

The purpose of this report is to present a request from the Mount Barker and Districts Cricket Association for a reduction in ground fees.

Background

The annual ground fee charged to the Cricket Association is a blanket fee that covers all sporting fields within the Shire including Rocky Gully, Narrikup, Kendenup and Sounness Park.

The Cricket club indicates that Rocky Gully and Narrikup are no longer utilised and that Kendenup is in only marginal condition. The Association seeks reduction in the \$2,000.00 annual rental to \$500.00.

Statutory Environment

The Council's budget is prepared and adopted pursuant to Section 6.2 of the Local Government Act 1995. Loss of revenue will be \$1,500.00. It notes that the Council aims to manage public open space and natural resources to equitably meet the community, social and economic needs in an environmentally responsible manner.

Further, in Key Result Area No 3 - Community Services - the Strategic Plan 'aims to deliver, or facilitate the delivery of, a range of services which respond to, and reflect, the physical, social and cultural well being of the community.'

OFFICER COMMENT

One would expect such a reduction in the ground rental fee to potentially be for a short period only, as the Council embarks on the development of its sporting facilities and grounds subject to the completion of a Strategic Recreation Plan.

Policy Implications

There are no policy implications for this report.

Financial Implications

Loss of Revenue will be \$1,500.00. As the matter would be dealt with by invoice, there is no need to adjust the Council's schedule of fees and charges. It should be noted that there will be a variance of actual to budgeted though.

Strategic Implications

Key Result Area 2 – Infrastructure – ‘aims to manage public open space and natural resources to equitably meet the community, social and economic needs in an environmentally responsible manner.’

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That the Mount Barker and Districts Cricket Association be advised that the Council, for the 2007 / 2008 Cricket Season, is prepared to reduce ground rental fees from \$2,000.00 to \$500.00.

COUNCIL DECISION

Moved Cr J Moir, seconded Cr K Clements:

That the Mount Barker and Districts Cricket Association be advised that the Council, for the 2007 / 2008 Cricket Season, is prepared to reduce ground rental fees from \$2,000.00 to \$1,000.00.

CARRIED (7/1)

No. 385/07

Reason For Change

Ground rental should be aligned with maintenance of Sounness Park.

9.1.3 MOUNT BARKER AND DISTRICTS CRICKET ASSOCIATION - CRICKET - FINANCIAL ASSISTANCE GRANT

Location / Address:	Sounness Park
Name of Applicant:	Mount Barker and Districts Cricket Association
File Reference:	RC/92/2
Author:	Rob Stewart - Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	16 November 2007

Purpose

The purpose of this report is to advise the Council that the Mount Barker and Districts Cricket Association has been unable to secure a turf curator and therefore the turf wicket at Sounness Park has not received any maintenance and is unplayable.

Further, as the Council has already donated to the Association the sum of \$6,000.00 through its Financial Assistance Grants program, this issue needs to be addressed.

Finally, this report will address suggestions that the Association has made with regard to Sounness Park and maintenance equipment stored there.

Background

In 2000, the Council made a decision to no longer maintain a turf wicket in Plantagenet. This decision referred to the turf wicket at Sounness Park. The Cricket Association at the time lobbied the Council to provide funding for the maintenance of the turf wicket and in 2001 / 2002 a financial assistance grant of \$5,000.00 was made to the Cricket Association to engage a curator to maintain the turf wicket. This financial assistance grant has remained in place since that time and has been raised now to \$6,000.00.

Consultation

The Chief Executive Officer and the Secretary – Treasurer of the Association Mr Jamie Nunn have discussed this matter.

Policy Implications

Council Policy CS/DG/1 and 2 Financial Assistance to Organisations and Clubs apply.

Financial Implications

Budget Line 1132.1.158 (Financial Assistance Grants) provides for a \$6,000.00 grant to the Mount Barker and Districts Cricket Association for the purposes of employing a Turf Wicket Curator and wicket repairs.

Strategic Implications

Key Result Area 2 – Infrastructure – ‘aims to manage public open space and natural resources to equitably meet the community, social and economic needs in an environmentally responsible manner.’

Officer Comment

The Association seeks permission from the Council to utilise the funds already made available on maintenance of the turf roller (including safety issues), investigating responsibilities of the Association relating to workers compensation, insurance, superannuation and PAYE tax, and the need for the turf wicket to undergo a major renovation in order for reasonable wickets to be prepared.

The Council's Works Supervisor (Parks and Gardens) Mr Jamie Rutter has formed the opinion that the turf wicket would not be recoverable in under twelve months. This is a very disappointing outcome given the Council's investment over the last several cricket seasons. Rather than invest money in investigations regarding the renovation of the turf wicket, the Council's funds could possibly be better spent in investigating the installation of an artificial wicket and dispensing with the turf.

Issues relating to workers' compensation and the like for the Cricket Association, although important, should not be paid for by the Council.

The roller, which is jointly owned by the Association and the Council needs minimal work and could be handled out of normal maintenance funding. With no turf wicket its utility is questionable in any case.

Given the present situation it would be advisable to seek a return of the \$6,000.00 so that investigations can be undertaken by Council staff regarding the installation of artificial wickets at Sounness Park. In the meantime, cricket matches can still be played at Sounness Park but on the existing artificial wicket.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

Moved Cr K Clements, seconded Cr B Hollingworth:

That the Mount Barker and Districts Cricket Association be advised that:

- (1) The Council will undertake investigations regarding the installation of artificial wickets at Sounness Park.**
- (2) The turf wicket at Sounness Park will no longer be maintained.**
- (3) The 2007 / 2008 Financial Assistant Grant of \$6,000.00 to the Mount Barker and Districts Cricket Association should be returned to the Council immediately.**

AMENDMENT

Moved Cr J Moir, seconded Cr S Grylls:

That parts 1 and 2 be deferred and considered as part of the Recreational Strategic Plan.

LOST (2/6)

AMENDMENT:

Moved Cr B Hollingworth, seconded Cr J Mark:

That the words 'as part of the Recreational Strategic Plan' be added after the word 'Park' in Part 1.

CARRIED (8/0)

No. 386/07

COUNCIL DECISION

That the Mount Barker and Districts Cricket Association be advised that:

- (1) The Council will undertake investigations regarding the installation of artificial wickets at Sounness Park as part of the Recreational Strategic Plan.
- (2) The turf wicket at Sounness Park will no longer be maintained.
- (3) The 2007 / 2008 Financial Assistant Grant of \$6,000.00 to the Mount Barker and Districts Cricket Association should be returned to the Council immediately.

CARRIED (8/0)

No.387/07

9.2 EXECUTIVE SERVICES REPORTS

9.2.1 MOUNT BARKER TOURIST BUREAU (INC) - STRATEGIC PLAN AND BUSINESS PLAN

A Proximity Interest was disclosed by Cr Budrikis for item 9.2.1 and 9.2.2
Extent of Interest: Adjoining property owned by family

4.00pm Cr Budrikis withdrew from the meeting

Location / Address:	N / A
Attachments: (2)	Strategic Plan Business Plan
Name of Applicant:	N / A
File Reference:	CR/101/1
Author:	Rob Stewart - Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	19 November 2007

Purpose

The purpose of this report is to receive the Mount Barker Tourist Bureau (Inc) Strategic Plan and Business Plan.

Background

At its meeting held on 23 January 2007 the Council resolved:

‘THAT:

- (1) Subject to the Council endorsing a reallocation of funds within the December Budget Review, a suitable consultant be engaged by the Council to develop a business plan on behalf of the Mount Barker Tourist Bureau Inc. Board provided that the Board agrees that the brief is jointly developed by the Shire and the Board and the Shire is represented in each phase of the consultant’s activities.*
- (2) A Steering Committee with two (2) representatives from the Council and two (2) from the Mount Barker Tourist Bureau Inc. Board be established to assist the parties in developing the consultant’s brief, appointing a consultant and liaising with the appointed consultant in the preparation of the draft business plan.’*

Further, at its meeting held on 13 February 2007 the Council resolved:

‘That Councillors Hollingworth and Mark be nominated as the Council’s representatives on the Visitor Centre Business Plan Steering Committee, the role of the Committee being the development of a Consultant’s Brief and ongoing liaison with the appointed consultant regarding the preparation of a Business Plan for the Visitor Centre.’

Statutory Environment

There are no Statutory implications for this report.

Policy Implications

The Council's Policy with regard to Tourism reads:

OBJECTIVE: To provide a position for Council in relation to tourism in the Shire of Plantagenet.

POLICY: The Council will, with regard to tourism, have, as its major objectives to:

1. Recognise tourism as a social and economic force and as a major or potential major employer within the diverse economy of the Shire of Plantagenet;
2. Foster and create community awareness of the benefits of tourism within the Plantagenet district;
3. Guide and influence the development of tourism in the Plantagenet district;
4. Provide basic facilities and infrastructure sufficient to encourage development;
5. Visitors and residents.'

Financial Implications

There are no specific financial implications for this report however, ongoing financial support by the Council for the Tourist Bureau / Visitor Centre is dependent upon the Business Plan.

Strategic Implications

There are no strategic implications for this report.

Officer Comment

The Mount Barker Tourist Bureau's Strategic Plan and Business Plan are attached.

The professionalism and enthusiasm of the Tourist Bureau Board is a key factor that has led to the production of the Strategic and Business Plans. Although a Consultant was appointed some months ago to assist with the preparation of these plans, the ultimate outcome has evolved through many hours of board input without pressure to produce a 'word processed' document. Accordingly, there is a great deal of confidence that what has been produced is real, achievable and, importantly, owned.

It is gratifying that the plans make little, if any, mention of the need for Council support and embrace the acknowledged need to seek self sufficiency.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr B Hollingworth, seconded Cr J Moir:

That the Mount Barker Tourist Bureau (Inc) be congratulated on the successful completion of that organisation's Strategic and Business Plans.

CARRIED (7/0)

No.388/07

9.2.2 MOUNT BARKER TOURIST BUREAU (INC) - MEMORANDUM OF UNDERSTANDING

A Proximity Interest was disclosed by Cr Budrikis for item 9.2.1 and 9.2.2

Extent of Interest: Adjoining property owned by family

Location / Address: N / A
Attachments (1): [Memorandum of Understanding](#)
Name of Applicant: N / A
File Reference: CR/101/1
Author: Rob Stewart - Chief Executive Officer
Authorised By: Rob Stewart - Chief Executive Officer
Date of Report: 15 November 2007

Purpose

The purpose of this report is to consider a Memorandum of Understanding (MOU) between the Mount Barker Tourist Bureau (Inc) and the Council.

Background

This matter was considered by the Council at its meeting held on 23 January 2007. At that meeting the Council considered a letter from the Board which discussed the possible implementation of a Joint Committee to be responsible for making recommendations to the Shire in relation to area promotion and for the implementation of a MOU.

At that meeting the Council resolved:

'THAT:

- (1) The Chief Executive Officer be authorised to enter into discussions with the Mount Barker Tourist Bureau Inc. Board with a view to finalising the role and composition of a joint committee.*
- (2) A further report be presented to the Council, no later than its meeting to be held 27 February 2007.'*

Further, at the meeting of the Council held on 13 February 2007 it was resolved:

'That Councillors Hollingworth and Mark be nominated as the Council's representatives on the Visitor Centre Business Plan Steering Committee, the role of the Committee being the development of a Consultant's Brief and ongoing liaison with the appointed consultant regarding the preparation of a Business Plan for the Visitor Centre.'

The Business Plan referred to in the above resolution has now been completed and a copy is attached to this report for the information of Councillors.

Consultation

The Chief Executive Officer has met with Board members regarding the above issues, particularly Chairman Scott Drummond and Board members Dr and Mrs Seah.

Policy Implications

The Council's policy relating to Tourism (CE/ED/1) applies.

Financial Implications

The MOU covers a two (2) year period and grant funding of \$40,000.00 for the first year (current financial year) and a second payment which would be increased by the Consumer Price Index (CPI).

Strategic Implications

There are no strategic implications for this report.

Officer Comment

The MOU is recommended to the Council for adoption. The MOU specifically relates to funding and communication and gives to the Bureau some certainty about Council funding to the Bureau so that longer term plans can be put in place. The MOU would need to be renegotiated every two (2) years. The MOU also sets out a communication protocol and acknowledges the primary roles of both organisations regarding economic development in Plantagenet and the region.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

Moved Cr J Moir, seconded Cr B Hollingworth:

That the Memorandum of Understanding between the Shire of Plantagenet and the Mount Barker Tourist Bureau (Inc) for the 2007 / 2008 and 2008 / 2009 financial years be adopted and the Shire President and Chief Executive Officer be authorised to sign the document.

AMENDMENT

Moved Cr J Mark seconded Cr D Nye-Chart:

That after the words 'document' the following words be added:

'subject to the words 'including the business community' being inserted in the document after the word 'promotion' in Part (2) under the heading 'Communications'.

CARRIED (7/0)

No.389/07

COUNCIL DECISION:

That the Memorandum of Understanding between the Shire of Plantagenet and the Mount Barker Tourist Bureau (Inc) for the 2007 / 2008 and 2008 / 2009 financial years be adopted and the Shire President and Chief Executive Officer be authorised to sign the document subject to the words 'including the business community' being inserted in the document after the word 'promotion' in Part (2) under the heading 'Communications.

CARRIED (6/1)

No.390/07

4.25pm Cr Budrikis returned to the meeting

9.3 CORPORATE SERVICES REPORTS

9.3.1 POUNDS – DOG AND STOCK

Location / Address:	Dog pound, Shire depot, Muirs Highway and Great Southern Regional Cattle Saleyards, Albany Highway, Mount Barker
Name of Applicant:	N / A
File Reference:	CP/50/6
Author:	John Fathers – Deputy Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	15 November 2007

Purpose

The purpose of this report is to formally establish the current dog pound at the Shire depot and a proposed new stock pound at the Great Southern Regional Cattle Saleyards as public pounds under Part XX of the Local Government (Miscellaneous Provisions) Act 1960.

Background

At a meeting of the Great Southern Regional Saleyards Advisory Committee held on 25 September 2007, it was advised that the Shire Ranger had proposed that a section of the saleyards on their eastern edge be gazetted as a pound for animals that are picked up as part of his normal duties.

The Committee subsequently resolved that this course of action be recommended to the Council provided that the pound did not exceed four (4)ha and was fenced accordingly.

Statutory Environment

The sections of the Local Government (Miscellaneous Provisions) Act 1960 relating to the creation of public pounds are reproduced below:

449. Local government may establish pounds, appoint pound keepers and rangers

A local government may establish and maintain one or more public pounds, and may appoint fit and proper persons to be keepers of those pounds and may appoint a ranger or rangers.

450. Gazettal of establishment of pounds or appointment or removal of pound keeper to be evidence

The local government having the care, control, and management of a public pound shall cause public notice to be given of the establishment of the public pound, and the appointment or removal of pound keepers and rangers, and a notice so given is *prima facie* evidence that the pound has been lawfully established, or that a pound keeper or ranger has been lawfully appointed or removed, as the case may be.

The Department of Local Government and Regional Development has advised that the public notice referred to in Section 450 of the Act, is required to be in the Government Gazette.

Financial Implications

There are minimal financial implications associated with this report. Some fencing materials have already been acquired for a new pound on the cattle saleyards site. Additional costs can be covered from operational funds in the animal control budget to complete any fencing required.

As the Saleyards is considered to be a separate business unit of the Shire, there is an opportunity for the Saleyards to charge a rental for the lease of this area as a pound. However, the rental would be minimal and there is a corresponding benefit to the saleyards from the activity.

OFFICER COMMENT

It is considered that there is a need for a pound to keep animals such as cattle or sheep that the Shire Ranger may be required to impound from time to time, particularly as a result of stock straying on public property. In the past, the Shire has used the cattle yards at Frost Oval, although this is also not a gazetted pound. Frost Oval is also relatively accessible to the public and the stock could be let out easily. This area could also be affected by the Turf Club's redevelopment plans.

The proposed site for the new pound is shown below, which encompasses an area of about 2 hectares on the saleyards site. This area is currently not used and is relatively overgrown. It is also considered to be far enough away from the normal saleyards operations. The saleyards site is a good site to keep stock and it will also have a secondary benefit of assisting with reducing the overgrowth in that area.



It is understood that the current dog pound is not in the originally intended location and further, that the current site has never been formally gazetted as a public pound.

It would therefore seem opportune to formalise the existing dog pound at the Shire Depot, as shown in the plan below, as a public pound.



Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr K Clements, seconded Cr B Hollingworth:

THAT:

- (1) The current dog pound at the Shire depot, Lot 53 Muirs Highway, Mount Barker and a proposed new stock pound at the Great Southern Regional Cattle Saleyards, be established as public pounds under Part XX of the Local Government (Miscellaneous Provisions) Act 1960.**
- (2) Public Notice be given of the establishment of the pounds in part (1) above in the Government Gazette, pursuant to Section 450 of the Local Government (Miscellaneous Provisions) Act 1960 and Section 1.8 of the Local Government Act 1995.**
- (3) The Saleyards stock pound be fenced accordingly.**

CARRIED (8/0)

No.391/07

9.3.2 FINANCIAL STATEMENTS - OCTOBER 2007

Location / Address:	N / A
Attachments:	October 2007
Name of Applicant:	N / A
File Reference:	FM/65/1
Author:	John Fathers - Deputy Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	16 November 2007

Purpose

The purpose of this report is to present the financial position of the Shire of Plantagenet for the period ending 31 October 2007.

Statutory Environment

Regulation 34 of the Financial Management Regulations (1996) requires a Statement of Financial Activity to be prepared each month which is to contain the following details:

- (a) annual budget estimates;
- (b) budget estimates to the end of the month;
- (c) actual amount of expenditure and revenue;
- (d) material variances between comparable amounts in (b) and (c) above; and
- (e) the net current assets at the end of the month to which the statement relates (i.e. surplus / (deficit) position).

The Statement is to be accompanied by:

- (a) explanation of the composition of net current assets, less committed assets and restricted assets;
- (b) explanation of the material variances; and
- (c) such other information considered relevant by the local government.

Policy Implications

There are no policy implications for this report.

Financial Implications

There are no financial implications for this report.

Strategic Implications

There are no strategic implications for this report.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr B Hollingworth, seconded Cr J Mark:

That the Financial Statements for the month ending 31 October 2007 be received.

CARRIED (8/0)

No.392/07

9.3.3 LIST OF ACCOUNTS - OCTOBER 2007

Location / Address:	N / A
Attachments:	List of Accounts
Name of Applicant:	N / A
File Reference:	FM/65/3
Author:	Rayona Evans - Accounts Officer
Authorised By:	John Fathers - Deputy Chief Executive Officer
Date of Report:	15 November 2007

Purpose

The purpose of this report is to present the list of payments that were made during the month of October 2007.

Statutory Environment

Regulation 13 of the Local Government (Financial Management) Regulations 1996 defines the reporting requirements to the Council of the List of Accounts.

Policy Implications

There are no policy implications for this report.

Financial Implications

There are no financial implications for this report.

Strategic Implications

There are no strategic implications for this report.

Officer Comment

If any Councillor has any questions in relation to the List of Accounts please contact the Deputy Chief Executive Officer prior to the meeting.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr D Nye-Chart, seconded Cr J Moir:

That the payment of accounts for the month of October covering electronic payments and cheques 37741, 37742, 37755 to 38187 and 38500, totalling \$656,194.42 and Trust cheques 180 to 201 totalling \$22,861.44 be approved.

CARRIED (8/0)

No.393/07

9.3.4 BUDGET REVIEW – SEPTEMBER 2007

Location / Address:	N / A
Name of Applicant:	N / A
File Reference:	FM/103/3
Author:	John Fathers – Deputy Chief Executive Officer
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	19 November 2007

Purpose

The purpose of this report is to adjust the adopted 2007/08 Annual Budget to recognise variations in actual income and expenditure. This is necessary to facilitate effective financial control and ensure that the Council's financial resources are allocated in the most effective manner.

Background

At its meeting held on 31 July 2007 the 2007/08 annual budget was adopted.

Statutory Environment

There is no specific section of the Local Government Act 1995 that deals with the re-allocation of funds, however, Section 6.2(1) of the Local Government (Financial Management) Regulations 1996 governs budget requirements for local governments.

Regulation 33A now requires a Local Government to conduct a mandatory budget review between 1 January and 31 March each year.

Consultation

Consultation has occurred with Mr Rob Stewart – Chief Executive Officer and Department Managers.

Policy Implications

There are no policy implications for this report.

Financial Implications

The purpose of a budget review is to ensure that the expenditure for the current year is monitored in line with the adopted budget and, where exceptions to the adopted budget occur, make amendments to the budget or work scope as necessary. There are significant financial implications with this report, however the overall effect on the budget is nil ie: changes in income is offset by changes in expenditure.

Strategic Implications

There are no strategic implications for this report.

Officer Comment

This is the first budget review since the new computer system was introduced. Due to differences in the ways the two systems operate, there are a number of minor changes to budget items. These changes may show as additional expenditure and / or income, however the overall impact on the budget is minimal.

A number of other more significant discrepancies have been identified as requiring a budget amendment and action is recommended as detailed below. Unfortunately, the progress on the completion of the 2006/07 annual financial report has been delayed and carried forward figures are still not available. A contract accountant from UHY Haines Norton is currently progressing this matter.

- Rates - Salaries (20000.130) - A sum of \$58,987 was set in the budget. Due largely to the workload caused by the Civica implementation and the resulting backlog of rating enquiries, the Rates/Finance Officer worked a significant number of overtime hours in the last three months. In addition to this, the officer in question has now left the Council, the terms of which resulted in a moderate payout. The position has not yet been filled and this will somewhat mitigate the over-expenditure, however an extra \$15,000.00 is recommended for this budget item.
- Interest on Investments (10009.0066, .0067 & .0437) – Sums of \$90,000.00 and \$53,941.00 were budgeted for interest on municipal funds and reserve funds respectively. Current earnings are indicating a higher return than anticipated and it is expected that an additional \$49,186.00 could be earned on these funds.
- Other Revenue - Other Governance - Sale of Maps & Publications (10018.0235) – This is a new income budget item which it is thought might attract approximately \$100.00 in income.
- Other Governance - Reimbursements – Other (10016.0229) – Additional income has been received greater than expected to a value of approximately \$25,000.00, which is made up from such items as refunds on Municipal Liability Insurance, FBT and Water Account refunds.
- Staff Uniforms (10016.0223 & 20047.0266) – Staff uniform reimbursements have been treated differently in the new system. Income and expenditure budget items are both adjusted by \$3,565.00 which match each other and therefore have a nil dollar effect.
- Vehicle Running Costs - Administration (20413.0182) – Previously, the Manager Community Services' vehicle was charged to Plant Allocations (Public works Overheads). It is considered that it would be more appropriate to charge this cost to the Vehicle Running Costs - Administration account so that they are allocated to the various items under the manager's control through the Administrative Services Allocation. This would require an increase of \$4,000.00 on this account.
- Porongurup Light Duty Unit (50502.6 & 10511.442) – A sum of \$14,300 was budgeted for both the expenditure and income. The Fire and Emergency Services Authority (FESA) has now advised that the value of the truck is \$47,647. This has a nil effect on the budget, although the line items should be amended.
- Emergency Services Levy (10010.416 & 20023.0286) – The Emergency Services Levy has not previously featured as part of income and expenditure as it is collected on behalf of FESA. System differences have now meant that this amount (\$127,038.00) is included in the financial reports and the budget should be amended accordingly, although the effect on the budget is nil.

- Contributions – Bush Fire Brigades (10516.0195) - Most of the brigades contributed to the purchase of portable standpipes. A total of \$2,275 has been received which was unbudgeted.
- Community Risk Assessment Program (10052.0372 & 20086.0372) - A grant of \$7,865 has been secured from FESA. This will require new income and expenditure accounts, the dollar effect of which is nil.
- Community Safety and Crime Prevention Plan (20086.New) - A grant of \$10,000 was received from the Office of Crime Prevention in 2006/07, although the invoice will not be received until later this year for the work on this project. This will require a new expenditure account, to a value of \$10,725.00.
- Road Safety Grant (10052.0374 & 50516.0006) - A grant of \$18,425 has been secured for speed display trailer. This will require new income and expenditure accounts, the dollar effect of which is nil.
- Employee Costs - Health Admin/Inspection and Building Control - Salaries – (20111.0130 & 20245.0130) These are two accounts to which adjustments are sought due to differences in charges in the new system. In particular, an additional \$5,000.00 and \$10,000.00 respectively is required for the charge-out of a proportion of the Administration Officer – Development Services. In the case of the Building Control account, this budget item is also the control account for the unallocated wages (sick leave, back pay etc) for the Shire's cleaners, which requires an additional allocation.
- Redman House - Building Operating and Maintenance and Grounds Maintenance (20100.0010, .0011 & .0052) – These accounts were established with a total budget of \$1,500.00. An additional \$2,270 is sought, which has been charged to these accounts as a result of the works required prior to the sale of the site.
- Pre-school - Building Maintenance (20131.0010, .0011 & .0052) – These are new budget items, required as a result of works required to the Booth Street Kindergarten site prior to the Girl Guides moving into the building. A total sum of \$8,600.00 is sought.
- Other Expenses - Aged & Disabled - Professional Services (20150.0030) – A sum of \$3,000.00 is sought for costs associated with amalgamation of lots on the HACC site.
- Domestic Refuse Collection & Waste Disposal Sites (20159.0334 & 20165.0052) – Historically, the costs of domestic refuse collection has been included in with the costs associated with the waste disposal sites. The Local Government Accounting standards require this to be accounted for separately. It is recommended that a sum of \$25,000.00 be transferred from the waste disposal site account to the Domestic Refuse Collection account.
- Refuse Site Rate, Refuse Site Rates Written Off and Penalty Interest – (10816.0412, 10816.0233 & 10816.0095) – The new system requires a write off account for automated system adjustments. It is recommended that \$300.00 be allocated to this new account which is balanced by additional refuse site rates raised. An additional \$100.00 in penalty interest income can also be budgeted.

- Tip Sites - Development / Infrastructure (51001.0252) - The Council's 2007/08 adopted budget provides an amount of \$79,000 for this item, plus \$21,000.00 for fencing of tip sites. Discussion was held at the Waste Management Committee meeting held on 2 October 2007 regarding the most appropriate way of allocating the \$79,000.00. It was agreed at the meeting to recommend that \$50,000 should be spent on investigations and testing of any proposed new site and \$29,000 should be spent on existing site works.
- Swimming Pool Operating Costs (20196.0312 & 20199.0011) – A need has been identified for an account for swimming pool operating costs such as printing & stationery, telephone and the like. It is recommended that a sum of \$2,000.00 be made available from the Building Operating account, which is currently under budget.
- Recreation Centre (21101.0144, .0268, .0064 & .0312) – New accounts for the Recreation Centre, which split up telephone costs, office equipment maintenance and insurances are recommended, in line with other cost centres. A total of \$2000.00 is proposed to be deducted from the other Operating Costs account to cover these costs.
- Safety / Lighting Study - Wilson Park (51114.0251) – A sum of \$5,200.00 is sought to complete this project, for which a grant of \$4,000.00 was received in 2006/07. This item was omitted from the 2007/08 budget in error. The amount is required for electronic cadastral data to enable an accurate survey of the park area to be undertaken.
- Mount Barker Library and Art Gallery – (20213.0311, 20213.0130, 20213.0141, 20214.0003 & 10124.0248) – There has been some over-expenditure in the Library salaries and superannuation accounts as a result of Vicki Hawkins' departure. It is recommended that the \$9,100.00 budgeted for Long Service Leave be transferred to those accounts. In addition, an advertising account has been created, which requires a budget of \$250.00, balanced by a new Other Fees and Charges account.
- Capital Roadworks – The following capital roadworks were subject to greater expenditure in 2006/07 than predicted in the 2007/08 budget. The carry forward figures should therefore be amended accordingly:

Project	Est Expenditure	Actual Expenditure
Spencer Road RRG 2006/07 (SLK .46 to SLK 1.54)	\$257,566	\$261,284
Lowood Road RTR 2006/07	\$406,562	\$407,684
Carbarup Road RTR 2006/07 (SLK 0.0 - SLK 8.0)	\$18,645	\$19,412
Craddock Road	\$58,579	\$64,144

- In addition to this, there has been significantly more work than predicted in completing the Hay River crossing as part of the Spencer Road bypass, due to the amount of fill required to be removed and ballast brought in. With Main Roads approval, it is intended that the following Spencer Road Bypass jobs be combined. In budget terms, job 51262.250 will be increased and all other jobs reduced to zero.

51261.250	Spencer Road Bypass design TIRES 2006/07
51264.250	Spencer Road TIRES (SLK 00 to SLK 2.15)
51265.250	Spencer Road TIRES (SLK 6.0 to SLK 7.0)
51262.250	Spencer Road TIRES 2004/05 (SLK 0 to SLK6)
51263.250	Spencer Road TIRES 2005/06 (SLK 6.0 to SLK 7.0)

- Roadworks Contributions (10134.0197) – Unbudgeted income has been received in this account to a value of \$12,200.00. The budget should be amended accordingly.
- Tourist Bureau – Online Bookings System Grant (20241.0349 & 11311.0438) – The Tourist Bureau has received a grant via the Council for a new online bookings system. Some of the grant was received in 2006/07. New income and expenditure accounts are required to receive (\$7,420.00) and remit (\$2,360.00) these funds.
- Building Control – Reimbursable Salaries and Superannuation (20245.0296, .0338 & 10153.0219) – It is desirable to establish expenditure and income accounts for the charge-out and recovery of the Building Surveyor's wages from the Shire of Denmark (totalling an estimated \$10,000) . These have a nil dollar impact on the budget.
- Environmental Weed Strategy (21305.0375 & 11305.0375) – The Council has been asked to receive and remit an Environmental Weed Strategy Grant of \$35,000.00 for the Community Agriculture Centre. This will require new income and expenditure accounts.
- Builders Registration Board (BRB) and Building and Construction Industry Training Fund (BCITF) – (20247.0315, .0316 & 10155.0246, .0247) – When preparing the budget, it was thought that expenditure and income accounts for these items could be phased out and dealt with in the Trust Account. It transpires that it is preferable to have them remain as they were in the schedules. Amounts of \$10,000.00 for the BCITF and \$3,000.00 for the BRB are proposed, both for expenditure and income, leaving a nil dollar effect on the budget.
- Building Licence Fees (10155.0009) – A sum of \$50,000 was included in the budget for this income, however there has been far fewer building licences issued than anticipated. It is recommended that the budget figure be reduced to \$25,000.00.
- Cattle Saleyards Income (various accounts) – Additional Saleyards income accounts have been created and the budgeted income distributed accordingly. This is aimed to provide more detailed management information on the source of income at the saleyards. The new accounts relate to hay feeding, National Livestock Identification Scheme (NLIS) tagging, sale of manure, shippers/private weigh, stock removal and appraisal. The dollar effect is nil.
- Standpipes Expenditure and Income (21328.0319 & 11320.0400) – As discussed in a previous Council meeting, the expenditure on standpipe water has increased dramatically in this financial year and the income raised has increased as well, but not to the same extent as the system in place to recover the money is an honour system. To be realistic, it is recommended that expenditure be increased to \$60,000.00 with income increasing to \$45,000.00.

- Public Works Overheads (PWO) Operating Costs (Various Accounts) – In line with other schedules, it is recommended that new telephone and insurance accounts be created in this schedule, with allocations of \$1,000.00 each. The Other Operating Costs account can be reduced by \$2,000.00 accordingly. Savings have been identified in Building Maintenance and operating Costs which can be reduced to \$4,500.00 and \$14,000.00 respectively and additional income in reimbursable salaries of \$3,500.00. This will offset a system change requiring \$15,000.00 in a new Vehicle Running Costs account for PWO staff. The overall dollar effect is nil.
- Plant Operating Costs (20266 & 20281) – In the Logis system, Plant Operating Costs were budgeted on three components namely Plant Operations (\$500,000.00), Workshop Consumables (\$45,000.00) and Salaries (\$60,000.00). In Civica Authority, there is a need to establish accounts for individual lines of expenditure. The following costs are proposed for the new distribution, although this item has a nil dollar effect on the budget review.

Employee Costs - Conferences & Training	\$ (5,000)
Employee Costs - Plant Operator Maintenance	\$ (45,000)
Employee Costs - Plant Repairs	\$ (60,000)
Employee Costs - Salaries	\$ (5,000)
Employee Costs - Staff Recruitment Expenses	\$ (500)
Employee Costs - Superannuation	\$ (15,000)
Employee Costs - Workers Compensation Insurance	\$ (3,000)
Air Conditioning	\$ (5,000)
Edges & Teeth	\$ (25,000)
Filters	\$ (5,000)
Fuels	\$(300,000)
Grease & Oil	\$ (10,000)
Insurance	\$ (22,000)
Misc Plant Expenses	\$ (7,500)
Plant Repairs	\$ (1,000)
Plant Service	\$ (55,000)
Registration	\$ (8,000)
Tyres	\$ (29,000)
Consumables	\$ (4,000)

This budget review is a nil dollar impact review. There is \$19,994 less in capital roadworks, but an additional cash capital component of \$22,425.00 for the road safety grant expenditure and Wilson Park study.

One issue that has been identified relates to budgeted transfers to and from the Plant Replacement reserve. During the budget deliberations, it was advised that the 2006/07 plant replacement regime had resulted in a call on that reserve fund of approximately \$30,000. It has since transpired that this amount was incorrect and that \$200,000.00 was required. There is no additional impact on the 2007/08 budget other than the incorrect opening and closing balances of the reserve fund.

Voting Requirements

Absolute majority.

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr K Clements, seconded Cr B Hollingworth:

That the adopted 2007/08 Annual Budget be amended as follows:

Account	Description	Original Budget	New Budget	Net Amount
20000.0130	Employee Costs - Rates - Salaries	\$(58,987)	\$(73,987)	\$(15,000)
10009.0067	Other Revenue - Other General Purpose Funding - Interest on Municipal Investments	\$90,000	\$98,127	\$8,127
10009.0066	Other Revenue - Other General Purpose Funding - Interest on Reserve Funds	\$53,941	\$70,000	\$16,059
10009.0437	Other Revenue - Other General Purpose Funding - Interest on Trust Funds	\$0	\$25,000	\$25,000
10018.0235	Other Revenue - Other Governance - Sale of Maps & Publications	\$0	\$100	\$100
10016.0229	Reimbursements - Other Governance - Reimbursements - Other	\$5,000	\$30,000	\$25,000
10016.0223	Reimbursements - Other Governance - Reimbursements - Staff Uniforms	\$300	\$3,865	\$3,565
20047.0266	Employee Costs - Administration - Uniforms, Clothing & Accessories	\$(2,700)	\$(6,265)	\$(3,565)
20413.0182	Vehicle Running Costs - Administration - Motor Vehicle Allocations	\$(11,000)	\$(15,000)	\$(4,000)
50502.0006	Fire Truck - Porongurup (Non Cash)	\$(14,300)	\$(47,647)	\$(33,347)
10511.0442	Grant Income (Non Cash) - Fire Control - Porongurup Fire Truck Grant	\$14,300	\$47,647	\$33,347
20023.029	Emergency Services Levy - Disbursement	\$0	\$(127,038)	\$(127,038)
10516.0195	Contributions - Bush Fire Brigades - Bush Fire Brigade Contributions	\$0	\$2,275	\$2,275
10010.0416	Emergency Services Levy - Levies	\$0	\$127,038	\$127,038
20086.0372	Other Expenses - Other Law & Order - Community Risk Assessment Program	\$0	\$(7,865)	\$(7,865)
20086.New	Other Expenses - Other Law & Order - Community Safety and Crime Prevention Plan	\$0	\$(10,725)	\$(10,725)
50516.0006	Road Safety Grant Expenditure	\$0	\$(18,425)	\$(18,425)
10052.0372	Grant Revenue - Other Law & Order - Community Risk Assessment Program	\$0	\$7,865	\$7,865
10052.0374	Grant Revenue - Other Law & Order - Road Safety Grants	\$0	\$18,425	\$18,425
20111.0130	Employee Costs - Health Admin/Inspection - Salaries	\$(59,356)	\$(64,356)	\$(5,000)
20100.0010	Building & Grounds (PC) - Maternal & Infant Health - Building Maintenance	\$(450)	\$(1,500)	\$(1,050)
20100.0011	Building & Grounds (PC) - Maternal & Infant Health - Building Operating	\$(900)	\$(2,200)	\$(1,300)
20100.0052	Building & Grounds (PC) - Maternal & Infant Health - Grounds Maintenance	\$(150)	\$(70)	\$80
20131.0010	Building & Grounds (PC) - Pre-school - Building Maintenance	\$0	\$(600)	\$(600)
20131.0011	Building & Grounds (PC) - Pre-school - Building Operating	\$0	\$(3,500)	\$(3,500)
20131.0052	Building & Grounds (PC) - Pre-school - Grounds Maintenance	\$0	\$(4,500)	\$(4,500)
20150.0030	Other Expenses - Aged & Disabled - Professional Services	\$0	\$(3,000)	\$(3,000)

20159.0334	Domestic Refuse Collection (PC) - Refuse Collection & Recycling	\$0	\$(25,000)	\$(25,000)
20165.0052	Building & Grounds (PC) - Waste Disposal Sites - Grounds Maintenance	\$(250,000)	\$(225,000)	\$25,000
10816.0412	Rates Income - Waste Disposal Sites - Rates Written Off	\$0	\$(300)	\$(300)
10816.0233	Rates Income - Waste Disposal Sites - Refuse Site Rate	\$154,707	\$155,007	\$300
10816.0095	Rates Income - Waste Disposal Sites - Penalty Interest	\$0	\$100	\$100
51001.0252	Tip Sites - Development / Infrastructure (PC)	\$(79,000)	\$(29,000)	\$50,000
51003.0252	Investigations and testing of any proposed new site	\$0	\$(50,000)	\$(50,000)
20196.0312	Other Expenses - Swimming Pool - Other Operating Costs	\$0	\$(2,000)	\$(2,000)
20199.0011	Building & Grounds (PC) - Swimming Pool - Building Operating	\$(21,500)	\$(19,500)	\$2,000
21101.0144	Employee Costs - Recreation Centre - Telephone	\$0	\$(300)	\$(300)
21101.0268	Office Expenses - Recreation Centre - Office Equipment Maintenance	\$0	\$(1,500)	\$(1,500)
21102.0064	Office Expenses - Recreation Centre - Insurances	\$0	\$(200)	\$(200)
21102.0312	Other Expenses - Recreation Centre - Other Operating Costs	\$(12,000)	\$(10,000)	\$2,000
51114.0251	Safety / Lighting Study - Wilson Park	\$(10,000)	\$(15,200)	\$(5,200)
20213.0311	Employee Costs - Mount Barker Library - Long Service Leave Payments	\$(9,100)	\$0	\$9,100
20213.0130	Employee Costs - Mount Barker Library - Salaries	\$(72,307)	\$(80,657)	\$(8,350)
20213.0141	Employee Costs - Mount Barker Library - Superannuation	\$(6,508)	\$(7,258)	\$(750)
20214.0003	Office Expenses - Libraries - Advertising	\$0	\$(250)	\$(250)
10124.0248	Other Revenue - Libraries - Other Fees & Charges	\$0	\$250	\$250
51241.0250	Spencer Road RRG 2006/07 (SLK .46 to SLK 1.54)	\$(242,434)	\$(238,716)	\$3,718
51283.0250	Lowood Road RTR 2006/07	\$(40,805)	\$(39,683)	\$1,122
51282.0250	Carbarup Road RTR 2006/07 (SLK 0.0 - SLK 8.0)	\$(280,534)	\$(279,767)	\$767
51210.0250	Craddock Road (PC)	\$(41,421)	\$(35,856)	\$5,565
51261.0250	Spencer Road Bypass design TIRES 2006/07	\$(52,273)	\$0	\$52,273
51264.0250	Spencer Road TIRES (SLK 00 to SLK 2.15)	\$(1,500,000)	\$0	\$1,500,000
51265.0250	Spencer Road TIRES (SLK 6.0 to SLK 7.0)	\$(119,109)	\$0	\$119,109
51262.0250	Spencer Road TIRES 2004/05 (SLK 0 to SLK6)	\$(180,311)	\$(2,029,550)	\$(1,849,239)
51263.0250	Spencer Road TIRES 2005/06 (SLK 6.0 to SLK 7.0)	\$(186,678)	\$0	\$186,678
10134.0197	Contributions - Road Maintenance - Roadworks Contributions	\$0	\$12,200	\$12,200
20241.0349	Other Expenses - Tourist Bureau - Online Bookings System -Tourism WA Grant	\$0	\$(7,420)	\$(7,420)
11311.0438	Grant Income - Tourism & Area Promotion - Tourism WA Grants	\$0	\$2,360	\$2,360
20245.0296	Employee Costs - Building Control - Reimbursable Salaries	\$0	\$(5,000)	\$(5,000)
20245.0338	Employee Costs - Building Control - Reimbursable Superannuation	\$0	\$(5,000)	\$(5,000)
20245.0130	Employee Costs - Building Control - Salaries	\$(54,816)	\$(64,816)	\$(10,000)
20247.0316	Other Expenses - Building Control - BCITF Payments	\$0	\$(10,000)	\$(10,000)
20247.0315	Other Expenses - Building Control - BRB Payments	\$0	\$(3,000)	\$(3,000)
10155.0247	Other Revenue - Building Control - BCITF Levy	\$0	\$10,000	\$10,000
10155.0246	Other Revenue - Building Control - BRB Levy	\$0	\$3,000	\$3,000

10155.0009	Other Revenue - Building Control - Building Licence Fees	\$50,000	\$25,000	\$(25,000)
10153.0219	Reimbursements - Building Control - Reimbursements - Salaries	\$22,662	\$32,662	\$10,000
21305.0315	Other Expenses - Rural Services - Environmental Weed Strategy Disbursements	\$0	\$(35,000)	\$(35,000)
11305.0375	Other Income - Rural Services - Environmental Weed Strategy Grant	\$0	\$35,000	\$35,000
11316.0434	Other Income - Cattle Saleyards - Hay Feeding	\$0	\$4,000	\$4,000
11316.0433	Other Income - Cattle Saleyards - NLIS Tagging	\$0	\$8,000	\$8,000
11316.0232	Other Income - Cattle Saleyards - Other Operating Income	\$15,000	\$5,000	\$(10,000)
11316.0436	Other Income - Cattle Saleyards - Sale of Manure	\$0	\$3,000	\$3,000
11316.0217	Other Income - Cattle Saleyards - Saleyard Weigh & Pen Fees	\$400,000	\$350,000	\$(50,000)
11316.0476	Other Income - Cattle Saleyards - Shippers/Private Weigh	\$0	\$2,000	\$2,000
11316.0435	Other Income - Cattle Saleyards - Stock Removal	\$0	\$3,000	\$3,000
11316.0471	Other Income - Cattle Saleyards - Yard Fees - Appraisal	\$0	\$40,000	\$40,000
21328.0319	Water Supply (PC) - Water Supply (Standpipes)	\$(15,000)	\$(60,000)	\$(45,000)
11320.0400	Other Income - Other Economic Services - Sale of Water	\$15,000	\$45,000	\$30,000
20261.0144	Office Expenses - Public Works Oheads - Telephone	\$0	\$(1,000)	\$(1,000)
20261.0312	Office Expenses - Public Works Oheads - Other Operating Costs	\$(6,000)	\$(4,000)	\$2,000
20262.0064	Other Expenses - Public Works Oheads - Insurances	\$0	\$(1,000)	\$(1,000)
20265.0010	Building & Grounds (PC) - Public Works Oheads - Building Maintenance	\$(10,000)	\$(4,500)	\$5,500
20265.0011	Building & Grounds (PC) - Public Works Oheads - Building Operating	\$(20,000)	\$(14,000)	\$6,000
10161.0219	Reimbursements - Public Works Oheads - Reimbursements - Salaries	\$0	\$3,500	\$3,500
21412.0182	Vehicle Running Costs - Public Works Overheads - Motor Vehicle Allocations	\$0	\$(15,000)	\$(15,000)
20281 (PC)	Plant Operations (Other Operating Costs)	\$(500,000)	\$0	\$500,000
20281 (PC)	Workshop Consumables	\$(45,000)	\$0	\$45,000
20266.0029	Employee Costs - Plant Operation Costs - Conferences & Training	\$0	\$(5,000)	\$(5,000)
20266.0342	Employee Costs - Plant Operation Costs - Plant Operator Maintenance	\$0	\$(45,000)	\$(45,000)
20266.0344	Employee Costs - Plant Operation Costs - Plant Repairs	\$0	\$(60,000)	\$(60,000)
20266.0130	Employee Costs - Plant Operation Costs - Salaries	\$(60,000)	\$(5,000)	\$55,000
20266.0138	Employee Costs - Plant Operation Costs - Staff Recruitment Expenses	\$0	\$(500)	\$(500)
20266.0141	Employee Costs - Plant Operation Costs - Superannuation	\$0	\$(15,000)	\$(15,000)
20266.0043	Employee Costs - Plant Operation Costs - Workers Compensation Insurance	\$0	\$(3,000)	\$(3,000)
20281.0346	Operating Costs - Plant Operation Costs - Air Conditioning	\$0	\$(5,000)	\$(5,000)
20281.0347	Operating Costs - Plant Operation Costs - Edges & Teeth	\$0	\$(25,000)	\$(25,000)
20281.0345	Operating Costs - Plant Operation Costs - Filters	\$0	\$(5,000)	\$(5,000)
20281.0172	Operating Costs - Plant Operation Costs - Fuels	\$0	\$(300,000)	\$(300,000)

20281.0272	Operating Costs - Plant Operation Costs - Grease & Oil	\$0	\$(10,000)	\$(10,000)
20281.0175	Operating Costs - Plant Operation Costs - Insurance	\$0	\$(22,000)	\$(22,000)
20281.0348	Operating Costs - Plant Operation Costs - Misc Plant Expenses	\$0	\$(7,500)	\$(7,500)
20281.0344	Operating Costs - Plant Operation Costs - Plant Repairs	\$0	\$(1,000)	\$(1,000)
20281.0343	Operating Costs - Plant Operation Costs - Plant Service	\$0	\$(55,000)	\$(55,000)
20281.0176	Operating Costs - Plant Operation Costs - Registration	\$0	\$(8,000)	\$(8,000)
20281.0173	Operating Costs - Plant Operation Costs - Tyres	\$0	\$(29,000)	\$(29,000)
20281.0373	Operating Costs - Plant Operation Costs - Consumables	\$0	\$(4,000)	\$(4,000)
	Totals	\$(3,141,729)	\$(3,141,729)	\$(0)

CARRIED (8/0)
No.394/07
(Absolute Majority)

9.4 TECHNICAL SERVICES REPORTS

9.4.1 TENDER C04-0708 - GRAVEL PUSHING AND GENERAL BULLDOZING HIRE

Location / Address:	N/A
Name of Applicant:	N/A
File Reference:	PS/165/34
Author:	Ian Bartlett - Manager Works and Services
Authorised By:	Rob Stewart – Chief Executive Officer
Date of Report:	9 November 2007

Purpose

The purpose of this report is to consider submissions from the advertising of Tender C04-0708 – Gravel Pushing and General Bulldozing Hire.

Background

Tenders were recently called for gravel pushing and general bulldozer hire. Tender C04-0708 closed at 12 noon 7 November 2007 and was advertised for a period of twenty-two days. At the close of submissions, four (4) tenders were received from the following registered companies:

- Palmer & Rayner Earthmoving Pty Ltd;
- Equiprent (Aust) Pty Ltd;
- GT & JF Couper; and
- Great Southern Sands & Landscaping Supplies

Statutory Environment

Part 4 of the Local Government (Functions and General) Regulations 2007 requires that Tenders be publicly invited for the supply of goods or services if the consideration under the contract is, or is expected to be, more than \$100,000.00.

The Tendering process for goods and services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 2007.

In particular, Regulation 18 outlines a number of requirements relating to the choice of Tender.

A Council is to decide which of the tenders is most advantageous and may decline to accept any or all of the tenders received.

Regulation 19 requires the Council to advise each Tenderer in writing the results of the Council's decision.

Consultation

Mr Ian Bartlett – Manager Works and Services, with the assistance from the Administration Officer, prepared the tender documentation and specifications.

Mr Bartlett participated in the tender evaluation.

Policy Implications

There are no policy implications for this report.

Financial Implications

The combined budget allocation for the 2007/ 8 Road Construction and Maintenance Program is \$5,737,328. Incorporated in this amount is the allocation for gravel pushing and bulldozing hire where needed.

Strategic Implications

The provision of engineering services is referred to in the Shire of Plantagenet Strategic Plan, Key Result Area 2 – Infrastructure.

Officer Comment

A request for tenders was published in the West Australian on 17 October 2007 and 20 October 2007. In addition, a tender notice was placed on the Shire of Plantagenet website and also on the noticeboard in the Shire Administration Office to inform prospective Tenderers. The closing date for the receipt of tenders was 7 November 2007, with delivery of submissions to the tender box.

Four (4) tenders were received from various suppliers for gravel pushing and general bulldozing hire. A summary of the cost to supply is shown tabulated below:

Tenderers Offer

Supplier	Gravel Pushing (inc mobilisation) \$/LM ³ - ex GST	Extra Ripping & Track Rolling \$/hr - ex GST	Machine		Day Work Rates \$/hr - ex GST	Comments
			Make	Model		
Great Southern Sands & Landscaping Supplies	1.18	236.34	Komatsu	275	236.34	
			Caterpillar	D7H	177.25	
Equiprent (Aust) Pty Ltd	0.94	215	Caterpillar	D6R-11	215	
GT & JF Couper	0.85	170	Komatsu	D85-21	170	Price subject to fuel staying below US\$100 Barrel. Same % above.
		220	Komatsu	D155-2	220	
		240	Komatsu	D155-5	240	
		260	Komatsu	D155-6	260	
Palmer & Rayner Earthmoving Pty Ltd	1.13	175	Komatsu	D85A-21	175	
		225	Komatsu	D155A-2	225	

The specification for the gravel pushing and general bulldozing hire required Tenderers to demonstrate the following:

- Relevant Experience – detailing past performance when completing work of a similar nature;
- Skills and experience of key personnel;

- Methodology; and
- Pricing

Great Southern Sands & Landscaping Supplies and Palmer & Rayner Earthmoving Pty Ltd both provided fair tenders, however with price being the governing factor they were both seen as too expensive. Equiprent (Aust) Pty Ltd and GT & JF Couper provided competitive tenders however GT & JF Couper's Tender was seen as the most advantageous.

GT & JF Couper are a local company with extensive experience in earthmoving and provide the best value for money contract rates as shown above. Although GT & JF Couper have stated that their prices are subject to fuel staying below US\$100 Barrel, it is believed that should the price of fuel exceed this amount, their prices would still be justified due to savings that would be made on their current low prices.

It is therefore the opinion of the Manager Works and Services that the tender submitted by GT & JF Couper is the most advantageous for the Shire of Plantagenet.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr B Hollingworth, seconded Cr J Mark:

That the tender from GT & JF Couper to supply gravel pushing and general bulldozing hire to the Shire of Plantagenet for a 12 month period be accepted, in accordance with the following pricing schedule:

Supplier	Gravel Pushing (inc mobilisation) \$/LM ³ - ex GST	Extra Ripping & Track Rolling \$/hr - ex GST	Machine		Day Work Rates \$/hr - ex GST	Comments
			Make	Model		
GT & JF Couper	0.85	170	Komatsu	D85-21	170	Price subject to fuel staying below US\$100 Barrel. Same % above.
		220	Komatsu	D155-2	220	
		240	Komatsu	D155-5	240	
		260	Komatsu	D155-6	260	

CARRIED (8/0)

No.395/07

**9.4.2 TENDER C01-0708 OUTRIGHT PURCHASE - MONO INDUSTRIAL
HELICAL ROTOR PUMP SURPLUS TO REQUIREMENTS**

Location / Address:	N/A
Name of Applicant:	N/A
File Reference:	PS/165/29
Author:	Ian Bartlett - Manager Works and Services
Authorised By:	Rob Stewart - Chief Executive Officer
Date of Report:	9 November 2007

Purpose

The purpose of this report is to consider options for the disposal of a mono industrial helical rotor pump surplus to requirements at the Saleyards, further to closing of Tender C01-0708.

Background

Tenders were recently called for the outright purchase of one (1) mono industrial helical rotor pump surplus to requirements at the Saleyards. Tender C01-0708 closed at 12 noon on Wednesday 3 October 2007 and was advertised for a period of thirty three (33) days. At the close of submissions no tenders were received.

This pump was also previously tendered in April / May 2007 resulting in one (1) tender being received which was not accepted.

Statutory Environment

Part 4 of the Local Government (Functions and General) Regulations 2007 requires that Tenders be publicly invited for the supply of goods or services if the consideration under the contract is, or is expected to be, more than \$100,000.00.

The Tendering process for goods and services must be in accordance with sections 11, 18, and 19 of the Local Government (Functions and General) Regulations 2007.

In particular, Regulation 18 outlines a number of requirements relating to the choice of Tender. A Council is to decide which of the tenders is most advantageous and may decline to accept any or all of the tenders received.

Regulation 19 requires the Council to advise each Tenderer in writing the results of the Council's decision.

Consultation

Mr Ian Bartlett – Manager Works and Services, with the assistance from the Administration Officer, prepared the tender documentation and specifications.

Policy Implications

There are no policy implications for this report.

Financial Implications

If sold this would be unbudgeted revenue.

Strategic Implications

There are no strategic implications for this report.

Officer Comment

A request for tenders was advertised in the West Australian on 1 September 2007, the Kalgoorlie Miner on 5 September 2007, the Farm Weekly on 6 September 2007 and the Goldfields Express on 14 September 2007. The closing date for the receipt of tenders was Wednesday 3 October 2007, with delivery of submissions to the tender box.

No tenders were received at the close of submissions.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION / COUNCIL DECISION

Moved Cr J Moir, seconded Cr J Mark:

That further attempts be made in May 2008 to dispose of the Mono Industrial Helical Rotor Pump surplus to requirements situated at the Great Southern Regional Cattle Saleyards.

CARRIED (8/0)

No.396/07

9.5 DEVELOPMENT SERVICES

Nil

10 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

NIL

**11 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY
DECISION OF THE MEETING**

12 CONFIDENTIAL

13 CLOSURE OF MEETING

4.45pm The Presiding member declared the meeting closed.

CONFIRMED: CHAIRPERSON _____ DATE:/...../.....