

SHIRE OF LEONORA

**MINUTES OF THE ORDINARY
COUNCIL MEETING**



**HELD AT COUNCIL CHAMBERS,
LEONORA ON FRIDAY,
15th DECEMBER, 2006**

SHIRE OF LEONORA

Minutes of the Ordinary Meeting held in Shire Chambers, Leonora on Friday 15th December, 2006 commencing at 1.02pm.

1.0 DECLARATION OF OPENING / ANNOUNCEMENTS OF VISITORS / FINANCIAL INTEREST DISCLOSURES

- 1.1 Cr Dawes declared the meeting open at 1.02pm
- 1.2 Visitors or members of the public in attendance - Nil
- 1.3 Financial Interests Disclosure – Nil

2.0 RECORD OF ATTENDANCE / APOLOGIES / LEAVE OF ABSENCE (previously approved)

2.1 PRESENT

President	GR Dawes
Deputy President	BSD Taylor
Councillors	JF Carter
	D Grills
	L Petersen
	P Craig
	GR Kemp
	NG Johnson

Chief Executive Officer	JG Epis
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2.2 APOLOGIES Cr TC Demasson

2.3 LEAVE OF ABSENCE Nil

3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE Nil

4.0 PUBLIC QUESTION TIME Nil

5.0 APPLICATIONS FOR LEAVE OF ABSENCE Nil

6.0 PETTITIONS / DEPUTATIONS / PRESENTATIONS Nil

7.1 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS Moved Cr Petersen seconded Cr Grills that the Minutes of the Ordinary Meeting held on 21st November, 2006 be confirmed as a true and accurate record.

CARRIED (8 VOTES TO 0)

8.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION Nil

Cr Dawes advised that the Community Bus had arrived and was now available for hire.

9.0 REPORTS OF OFFICERS

9.1 CHIEF EXECUTIVE OFFICER

9.1(A) EMERGENCY MANAGEMENT ARRANGEMENT

SUBMISSION TO: Meeting of Council
Meeting Date: 15th December 2006

AGENDA REFERENCE: 9.1 (A) DEC06

SUBJECT: Emergency Management Arrangement

LOCATION / ADDRESS: Leonora

NAME OF APPLICANT: Shire of Leonora

FILE REFERENCE: Emergency Management 5.16

AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT

NAME: James Gregory Epis

OFFICER: Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 27 November, 2006

BACKGROUND

The Emergency Management Act 2005, proclaimed in the Government Gazette on 23/12/2005, is an Act to establish and legislate the overarching emergency management arrangement for emergency services within Western Australia. The Act is all embracing for any agencies or services involved in Hazard Management, Combat or Support during emergency situations or states of emergency. This includes Local Governments.

Local Government is now responsible for implementing and administering Local Emergency and Hazard arrangements under the Act.

For the purpose of the Act there are definitions relating to Emergency Management and Hazard which set out the broad context for both.

“Emergency Management” means the management of the adverse effects of an emergency including

- Prevention – Mitigation or prevention of probability of potential effects of emergency
- Preparedness – for response to an emergency
- Response – combating effects, assisting casualties, reducing further damage, help to speed recovery
- Recovery – Support in repair of communities, in reconstructing and restoring infrastructure, the environment and community, psychosocial and economic wellbeing.

“Hazard” means:

- Cyclone, earthquake, flood, storm, tsunami or other natural event
- Fire
- Road, Rail or air crash
- Plague or epidemic
- Terrorist act
- Any event resulting in loss of life, destruction or damage to property and environment, prejudice to safety, harm or health of the community.

FESA has recently held discussions with WALGA concerning the Emergency Management Act 2005 and how FESA and WALGA can work together to support local government. A process will be established to ensure that Local Government has input into the implementation of the Act.

FESA has developed a community awareness plan which includes a series of presentations across the State to assist local governments and other key stakeholders in understanding and implementation of the Act. No specific details on date or location of training sessions have been provided at this stage.

Council can apply for a grant from the FESA AWARE Program to prepare a report to identify risks in the Shire. This report includes an analysis of each risk, risk treatment plan and preventative strategies in a Risk Management Arrangement format.

This report is the first stage of Council addressing emergency planning issues

STATUTORY ENVIRONMENT

In accordance with Emergency Management Act 2005 Council will have some statutory administrative requirements under the Emergency Management Act 2005 and these are in summary;

- Appointment of a local co-ordinator
- Appointment of LEMC members
- Compliance with the SEMC conditions and constitutional requirements for operation of the LEMC
- Prepare and develop local government emergency management policy statements
- Preparation of local emergency arrangements consistent with state plans and policies
- Establish communication links with District emergency Management Co-policies
- Establish communication links with District Emergency Management Co-ordinator
- Appointment of an Emergency Recovery Co-ordinator
- Preparation of Emergency Recovery Plan
- Preparation of an annual Volunteer Training Plan
- Preparation of an annual report on activities
- Consider the appointment of a Hazard Management Officer
- Undertake a training needs assessment for staff
- Overall administration and implementation of all emergency management plans as required under the Act.

There will be other issues to be included in the new Regulations that attach to this Act. These have not been drafted or released yet, so there may be some “unknowns” revealed once the Regulations are published.

There is also the ongoing role of providing resources for reviewing all emergency management arrangements, involvement in actual emergencies and the financial contribution required for community recovery.

POLICY IMPLICATIONS

Council does not have current policy statements relating specifically to Emergency Risk Management or Emergency Recovery Management.

FINANCIAL IMPLICATIONS

There is some grant funds available (up to \$30,000.00) with no cash matching contribution to assist local government with the implementation of this Act.

Within the 2007/2008 Budget, Council will need to address funding for its ongoing responsibilities imposed by the Emergency Management Act 2005. This would involve human resources, implementation and contingency allocation for "community recovery". The current level of human resources allocated to emergency management mainly relates to Bush Fires and ESL administration.

STRATEGIC IMPLICATIONS

Councils Plan for the District (2006 to 2008) does not include provision for Emergency Management Arrangements as required under the new Emergency Management Act.

Council will need to address the issue of including Emergency Management in any future review of the Plan to comply with the provisions of the new Act.

RECOMMENDATIONS

That Council

- (i) Endorses the preparation of a grant application to the FESA AWARE Program and
- (ii) Considers the allocation of resources for compliance with the Emergency Management Act 2005 within the 2007/2008 Budget.

VOTING REQUIREMENT

Simple majority required.

Moved Cr Kemp

seconded Cr Taylor

- (i) *That Council consent to the reclassification of its section of the Mt Magnet - Leinster road from a local to State road effective 1st July, 2009; and*
- (ii) *That consent is conditional upon Main Roads Western Australia entering into an agreement with the Shire of Leonora to undertake maintenance and specific works as a means of assisting the local government maintain a viable day labour workforce and a means of generating additional income.*

CARRIED (8 VOTES TO 0)

9.0 REPORTS OF OFFICERS

9.2 DEPUTY CHIEF EXECUTIVE OFFICER

9.2(A) MONTHLY FINANCIAL STATEMENTS –NOVEMBER, 2006

SUBMISSION TO: Meeting of Council
Meeting Date: 15th December, 2006

AGENDA REFERENCE: 9.2(A) DEC06

SUBJECT: Monthly Financial Statements –November, 2006

AUTHOR: John Francis Rowe

POSITION: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 11th December, 2006.

COMMENT: Monthly Financial Statements submitted for adoption include:

- (a) Financial Position as at 11th December, 2006
- (b) Statement of Financial Activity –30th November, 2006
- (c) Statement of Financial - Details –30th November, 2006
- (d) Statement of Financial Position –30th November, 2006
- (e) Capital Expenditure – 06/07
- (f) Statement of Outstanding Debtors –30th November, 2006
- (g) Statement of Material Variances –30th November, 2006

RECOMMENDATION

The Monthly Financial Statements for the month ended November, 2006 consisting of Statement of Financial Activity(2), Statement of Financial Position, Capital Expenditure 06/07, Statement of outstanding Debtors, Statement of Material Variances and Financial Position as at 11th December, 2006 showing balances of:-

	\$	
Municipal	2,135,841	Credit
Long Service Leave Reserve	65,919	Credit
Fire Disaster Reserve	5,980	Credit
Building Reserve	Nil	Credit
Plant Replacement Reserve	Nil	Credit
Community Amenities Reserve	Nil	Credit
Municipal Investment	Nil	Credit

be adopted.

VOTING REQUIREMENTS

Simple Majority

Moved Cr Craig

seconded Cr Taylor

The Monthly Financial Statements for the month ended November, 2006 consisting of Statement of Financial Activity(2), Statement of Financial Position, Capital Expenditure 06/07, Statement of outstanding Debtors, Statement of Material Variances and Financial Position as at 11th December, 2006 showing balances of:-

	\$	
<i>Municipal</i>	<i>2,135,841</i>	<i>Credit</i>
<i>Long Service Leave Reserve</i>	<i>65,919</i>	<i>Credit</i>
<i>Fire Disaster Reserve</i>	<i>5,980</i>	<i>Credit</i>
<i>Building Reserve</i>	<i>Nil</i>	<i>Credit</i>
<i>Plant Replacement Reserve</i>	<i>Nil</i>	<i>Credit</i>
<i>Community Amenities Reserve</i>	<i>Nil</i>	<i>Credit</i>
<i>Municipal Investment</i>	<i>Nil</i>	<i>Credit</i>

be adopted.

CARRIED (8 VOTES TO 0)

COMPILATION REPORT TO THE SHIRE OF LEONORA

(1) Scope

On the basis of the information provided by the Shire of Leonora, we have compiled, in accordance with APS 9 "Statement on Compilation of Financial Reports", the attached (local government) special purpose financial report of the Shire of Leonora for the period ended 30th November, 2006.

The Shire of Leonora is solely responsible for the information contained in the attached monthly (local government) special purpose financial report.

Our procedures use accounting knowledge to collect, classify and summarise the financial information, which the Shire of Leonora provided, into a financial report. Our procedures do not include verification or validation procedures. *No audit or review has been performed* and accordingly *no assurance is expressed*.

To the extent permitted by law, we do not accept liability for any loss or damage which any person, other than the Shire of Leonora, may suffer arising from any negligence on our part.

The monthly (local government) special purpose financial report was prepared exclusively for the benefit of the Shire of Leonora. We do not accept responsibility to any other person for the contents of the financial report.

(2) Legislative Framework

The Shire of Leonora is required to prepare a monthly financial management report for presentation to the Council by the Local Government Act 1995 and associated Regulations.

It should be noted that the attached financial report incorporates comparison of the actual year to date figures with the year to date budget amounts and also the full year budget figures.

(3) Significant Variations to the 2006/2007 Budget

No significant variations have been noted to date.

(4) Compliance with the Australian Accounting Standards.

Employee Entitlements - Long Service Leave

The monthly (local government) special purpose financial report does not recognise long service leave expenses and the associated provision in accordance with AAS 30 "Accounting for Employee Entitlements".

UHY Haines Norton
Date 6th December 2006

9.0 REPORTS OF OFFICERS

9.2 DEPUTY CHIEF EXECUTIVE OFFICER

9.2 (A) MONTHLY FINANCIAL STATEMENTS –NOVEMBER, 2006

SHIRE OF LEONORA		
FINANCIAL POSITION AS AT 11th DECEMBER, 2006		
		MUNICIPAL
		\$2,191,811cr
Balance as at 30 th November, 2006		
Receipts to 11 th December, 2006		\$ 16,731
Balance		\$2,208,542cr
Less Accounts since 30 th November, 2006		\$ 72,701
Balance 11th December, 2006		\$ 2,135,841cr
AMOUNT HELD ON TERM DEPOSIT - NATIONAL AUSTRALIA BANK		
		\$
A) PLANT REPLACEMENT RESERVE	Nil	CREDIT
B) LONG SERVICE LEAVE	65919	CREDIT
C) FIRE DISASTER RESERVE	5,980	CREDIT
D) BUILDING RESERVE	Nil	CREDIT
E) COMMUNITY AMENITIES RESERVE	Nil	CREDIT
F) MUNICIPAL INVESTMENT	Nil	CREDIT

9.0 REPORTS OF OFFICERS

9.2 DEPUTY CHIEF EXECUTIVE OFFICER

9.2 (B) ACCOUNTS FOR PAYMENT –NOVEMBER, 2006

SUBMISSION TO: Meeting of Council
Meeting Date: 15th December , 2006

AGENDA REFERENCE: 9.2(B) DEC06

SUBJECT: Accounts for Payment

AUTHOR: John Francis Rowe

OFFICER: Deputy Chief Executive Officer

INTEREST DISCLOSURE: Nil

DATE: 11th December, 2006

COMMENT:

Attached statement consists of Vouchers **526 to 637 plus Direct Bank Transactions** and totalling **\$523,643.09**

RECOMMENDATION

That accounts as represented by Vouchers **526 to 637 plus Direct Bank Transactions** and totalling **\$523,643.09** be authorised for payment.

VOTING REQUIREMENTS

Simple Majority

Moved Cr Taylor

seconded Cr Johnson

That accounts as represented by Vouchers 526 to 637 plus Direct Bank Transactions and totalling \$523,643.09 be authorised for payment.

CARRIED (8 VOTES TO 0)

9.3 ENVIRONMENTAL HEALTH AND BUILDING OFFICER

Nil

10.0 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.

A. ELECTED MEMBERS

Nil

B. OFFICERS

Nil

11.0 NEXT MEETING

The next ordinary meeting was set for Tuesday 20th February, 2007 at 9.30am in the Council Chambers Leonora

12.0 CLOSURE OF MEETING

Cr Dawes closed the meeting at 2.05pm.