

# **SHIRE OF LEONORA**

## **MINUTES OF THE ORDINARY COUNCIL MEETING**



**LEONORA**

*Star of the West*

**HELD IN COUNCIL CHAMBERS  
LEONORA ON TUESDAY  
20<sup>th</sup> APRIL, 2004**

## SHIRE OF LEONORA

Minutes of the Ordinary Meeting held in Council Chambers, Leonora on Tuesday 20<sup>th</sup> April, 2004 commencing at 9.00am.

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

- 1.1 Cr Dawes declared the meeting open 9.10am and announced visitors at 10.30am and 11.30am as per agenda.
- 1.2 Cr Dawes and Demasson declared interests in Item 9.1(D) being members of the Leonora Gwalia Historical Society Board.

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

#### 2.1 PRESENT

President	G R Dawes
Councillors	G R Kemp
	S J Heather
	J F Carter
	P J Craig
	T C Demasson
Chief Executive Officer	J G Epis
Deputy Chief Executive Officer	J F Rowe

#### 2.2 APOLOGIES

BSD Taylor

#### 2.3 LEAVE OF ABSENCE

Cr NJ Johnson requested leave of Absence from the April, 2004 meeting  
**moved Cr Carter Seconded Cr Demasson**

*that leave be granted*

**CARRIED (6 VOTES TO 0)**

#### 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

#### 7.0 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

Moved Cr Craig seconded Cr Heather that the Minutes of the Ordinary Meeting held on Tuesday 16<sup>th</sup> March, 2004 be confirmed as a true and accurate record.

**CARRIED (6 VOTES TO 0)**

#### 8.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

**9.0 REPORTS OF OFFICERS**  
**9.1 CHIEF EXECUTIVE OFFICER**  
**9.1(A) REVIEW OF DELEGATIONS**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1(A) APR04

**SUBJECT:** Review of Delegations

**LOCATION/ADDRESS:** Not applicable

**NAME OF APPLICANT:** Not applicable

**FILE REFERENCE:** Delegation 1.40

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 23<sup>rd</sup> March, 2004

**BACKGROUND**

On the 20<sup>th</sup> May 1997 the following delegations were adopted by Council:

- Payment of Accounts between Meetings
- Animals – Unlawful Release from Pound
- Buildings – Issue of Licences
- Buildings – Extension of Time to Complete
- Buildings – Removal of Neglected and Dilapidated
- Buildings – Unlawful Works
- Demolition Licences
- Bush Fires – Use of Council Plant
- Recovery of Debts
- Private use of Council Vehicles
- Legal Advice
- Land Valuations
- Tenders for Equipment Purchases
- Staff – Attendance at Conferences and Training Courses
- Plant – Use by Employees
- Damage to Roads and Footpaths
- Plant Hire
- Private Works
- Signs – Roads and Streets
- Road Train Permits
- Liquor Sale from Council Property
- Contract Variations
- Rate Book
- Road Closures – Temporary
- Disposal of Surplus Equipment & Materials
- Buildings – Dangerous

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1(A) REVIEW OF DELEGATIONS (continued)**

On the 19<sup>th</sup> May 1998 the following delegations were adopted by Council:

- Dwellings Unfit for Habitation
- Dwellings to be Repaired
- Building Conversion to a Dwelling
- Dealing with Nuisances
- Camping other than at a Caravan Park or Camping Ground

On the 20<sup>th</sup> October 1998 the following delegation was adopted by Council:

- Trader / Vendor Licences

It should be noted that the abovementioned delegations were to the CEO who in turn had the power under the Act to sub-delegate (in writing) to other officers.

The only delegation approved to the Environmental Health Officer was:

- Local Government Septic Tank Approvals on the 19<sup>th</sup> August 1997

Delegation to other officers included:

- To the DCEO –  
Power to be a signatory to the Municipal Fund Bank Account
- To Mr David Tomasi, Mr Frazer Sullivan and Ms Mandy Wynne of accounting firm Haines Norton, to access municipal fund bank accounts electronically for information purposes only.

A copy of all delegations were posted to all Councillors on the 23<sup>rd</sup> March, 2004 for review and possible amendment.

## **STATUTORY ENVIRONMENT**

Section 5.46 of the Local Government Act 1995 states that:

- (1) The CEO is to keep a register of the delegation made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records

in accordance with regulations in relation to the exercise of the power or the discharge of the duty.

## **POLICY IMPLICATIONS**

Nil.

## **FINANCIAL IMPLICATIONS**

Nil.

## **STRATEGIC IMPLICATIONS**

Allows decisions to be made between Council Meeting dates which otherwise could cause lengthy delays and frustration.

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(A) REVIEW OF DELEGATIONS (continued)**

**RECOMMENDATION**

That Council resolve to renew all delegations (1 to 34) for a further period of 12 months.

**VOTING REQUIREMENTS**

Absolute majority.

**moved Cr Demasson                      seconded Cr Heather**

*That Council resolve to renew all delegations (1 to 34) for a further period of 12 months.*

**CARRIED (6 VOTES TO 0)**

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1(B) FINANCIAL MANAGEMENT REVIEW 1.10**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1(B) APR04

**SUBJECT:** Financial Management Review 1.10

**LOCATION/ADDRESS:** Leonora

**NAME OF APPLICANT:** Shire of Leonora

**FILE REFERENCE:** Audits – Reports and Minutes

#### **AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 25<sup>rd</sup> March, 2004

#### **BACKGROUND**

The Financial Management Regulations became effective as of 1<sup>st</sup> July, 1996. To comply with Regulation 5(2) (c) a review of financial and management systems is required to be completed by 30<sup>th</sup> June, 2004. Haines Norton, Chartered Accountants and Consultants to Local Government conducted the review in Leonora on the 16<sup>th</sup> and 17<sup>th</sup> March, 2004. (Details of the review follow this report).

#### **STATUTORY ENVIRONMENT**

Local Government (Financial Management) Regulation 5 (2) (c) states:  
The Chief Executive Officer is to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures of the local government regularly (and not less than once in every 4 financial years) and report to the Local Government the results of these reviews.

#### **POLICY IMPLICATIONS**

Nil.

#### **FINANCIAL IMPLICATIONS**

The cost of the review is expected to cost \$3,500.00 for which a budget allocation has been made for the current financial year.

#### **STRATEGIC IMPLICATIONS**

The review provides the Local Government with a check list of statutory obligations and, in effect, a guide to Local Government financial and management regulations and procedure requirements.

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(B) FINANCIAL MANAGEMENT REVIEW 1.10 (continued)**

**RECOMMENDATION**

That Council resolve to accept the review as presented and that the Chief Executive Officer attend to those individual matters requiring attention.

**VOTING REQUIREMENTS**

Simple majority.

**moved Cr Kemp**

**seconded Cr Craig**

*That Council resolve to accept the review as presented and that the Chief Executive Officer attend to those individual matters requiring attention.*

**CARRIED 6 VOTES TO 0)**

**9.0 REPORTS OF OFFICERS**  
**9.1 CHIEF EXECUTIVE OFFICER**  
**9.1 (C) FUNDING GRANT, DOTARS.**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1(C) APR04

**SUBJECT:** Funding Grant, DOTARS

**LOCATION/ADDRESS:** Leonora

**NAME OF APPLICANT:** Shire of Leonora

**FILE REFERENCE:** Collocation of Services 8.29

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 5<sup>th</sup> April, 2004

**BACKGROUND**

On the 29<sup>th</sup> June, 2003 the Shire of Leonora purchased Lot 25 Tower Street, Leonora from Mr Kevin Rogan with the intention of restoring the building and collocating the Community Telecentre, Information Centre and the Public Library.

On the 4<sup>th</sup> December, 2003 an application for project assistance under the Rural Transaction Centre Programme, a Federal Government initiative was submitted to the Department of Transport and Regional Services. A brief summary of the project to DOTARS included the following:

“It is proposed that the Leonora RTC will comprise of 3 existing services, the **Leonora Community Telecentre, Leonora Information Centre and the Leonora Public Library**, which are proposed to be collocated in the old National Bank building along with the adjoining building on the corner of Tower and Trump Streets - the main street corner in town.

The collocation of these existing services will ensure their continuation in the town as well as enhance the services they provide, both through extension of opening hours for all three services, as well as better use of facilities, for example, providing library users with internet search capabilities.

It is proposed that other services be introduced in addition to enhancing existing services. These include **serviced office facilities, a community resource centre, art and craft displays and sales, community office facilities (safe storage), reading room and garden and parking space.**

The Shire of Leonora’s offer of \$90,000 to purchase Lot 25 Tower Street (which comprises the Old National Bank building and one other, newer building) was accepted by the vendor on 29<sup>th</sup> June, 2003. This property has been bought specifically to house the proposed collocated facility.

This application seeks funding for the restoration/refurbishment and fit-out of the two premises on Lot 25, including landscaping. **The amount of funding sought in order to complete this project is - \$213,086.70 (GST inclusive), including a project management figure.”**



## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (C) FUNDING GRANT, DOTARS (continued)**

On the 29th March, 2004 Mr Barry Haase MP advised that the funding application had been successful. On the 2<sup>nd</sup> July, 2003 the Heritage Council of Western Australia advised that the former National Bank had recently been reviewed as part of the Heritage Council's Accelerated Assessment and Registration Program. The review involved the completion of a physical survey of the property from the street and the preparation of brief historical information about the place, which was then presented to the Heritage Council's Register Committee to allow it to ascertain whether there should be any further investigation of the place's heritage value.

The Register Committee did agree that the former National Bank did warrant further assessment for consideration for entry in the Register of Heritage Places.

The Heritage Council further advised at that time that an assessment would be commissioned within the next six months to two years to establish the cultural heritage significance and the level of significance of this place.

No further correspondence since the 2<sup>nd</sup> July, 2003 has been received however I do suggest that Ms Laura Gray, Regional Heritage Adviser visit as soon as possible to clarify the situation.

It should be remembered that Donovan Payne Architects, in support of the application for funding and at no cost to Council or any other party did provide a listing of a Schedule of Work, which they interpreted as being required in order to refurbish the building to a state fit for habitation and fitted out for the purpose intended.

It must be acknowledged that the schedule provided by Donovan Payne was only a Notional Order of Probable Cost and was based on a cursory site visit and undeveloped brief. While some allowance for the remoteness of the location has been made in the estimates, the availability of the required trades was not known and some travel cost burden may result.

When the final brief and design documentation for the works required is finalised, it may become apparent that some additional works may be required, while others which may have been included might be considered as non-essential.

The costings are basic and intended as a guide only and do not include for engineering and design fees, final fit-out or other as yet, undiscovered eventualities.

I further suggest that Donovan Payne Architects next visit to Leonora be arranged to coincide with the visit of Ms Laura Gray.

## **STATUTORY ENVIRONMENT**

Local Government (Functions and General) Regulation 11 states that tenders are to be publicly invited before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is expected to be worth more than \$50,000.00.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

Depending on the final brief and design requirements, additional funding may need to be allocated in the 2004/2005 budget.

## **STRATEGIC IMPLICATIONS**

The collocations of services will ensure the continuation of existing services in the town as well as enhance the services they currently provide like extension of opening hours.

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1 (C) FUNDING GRANT, DOTARS (continued)**

**RECOMMENDATION**

That Council resolve to invite both Ms Laura Gray, Heritage Council of WA and Donovan Payne Architects to meet with Council on the 6<sup>th</sup> May, 2004 in order that a Conservation and Development Plan, providing a scope of works can be discussed and prepared.

**VOTING REQUIREMENTS**

Simple majority required

**moved Cr Carter**

**seconded Cr Demasson**

*That Council resolve to invite both Ms Laura Gray, Heritage Council of WA and Donovan Payne Architects to meet with Council on the 6<sup>th</sup> May, 2004 in order that a Conservation and Development Plan, providing a scope of works can be discussed and prepared.*

**CARRIED (6 VOTES TO 0)**

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (D) FINANCIAL SUPPORT – MUSEUM**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1(D) APR04

**SUBJECT:** Financial Support - Museum

**LOCATION/ADDRESS:** Leonora

**NAME OF APPLICANT:** Leonora Gwalia Historical Museum

**FILE REFERENCE:** Gwalia Management Committee 8.13

#### **AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 5<sup>th</sup> April, 2004

#### **BACKGROUND**

The Leonora Gwalia Historical Museum Limited has provided correspondence requesting that the Shire of Leonora consider providing an additional amount of \$10,000.00 in the current financial year to assist with operating expenses to the end of the financial year.

In addition, the Leonora Gwalia Historical Museum Limited is seeking an increase in funding for the 2004/2005 financial year from \$56,000.00 to \$100,000.00

This increase is sought for the following purposes:

- Employment of Precinct Manager
- Undertaking of a Conservation Plan for the Gwalia Historical Precinct.
- Undertaking of a Feasibility Study for future uses of the Gwalia State Hotel.
- Ongoing project planning and development.
- Urgent works and ongoing precinct maintenance.
- Anticipated increases on the cost of public liability insurance and property insurance.

Considering some of the financial problems encountered by management in the past, the request is reasonable, however, the Board will need to demonstrate that it has the ability to source additional funding from both State and Federal Governments and private enterprise. It appears that in the past, and with the exception of a membership drive, no fund raising initiatives have been undertaken or grants applied for.

If, at the Budget meeting, Council resolves to increase financial support to \$100,000.00 it should be stipulated that payments be made at quarterly intervals, not as a lump sum payment and that financial statements be provided prior to the release of each payment.

#### **STATUTORY ENVIRONMENT**

Nil

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (D) FINANCIAL SUPPORT – MUSEUM (continued)**

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Any expenditure approved (i.e., request for \$10,000.00) needs to be authorised in accordance with Section 6.8 (1) (b) of the Local Government Act, 1995, not having been included in the current years Annual Budget.

#### **STRATEGIC IMPLICATIONS**

The promotional opportunities for tourism in the North Eastern Goldfields continues to grow. There is recognition throughout Australia that Hoover House, the Museum and the Gwalia Precinct is something of a “gem”. It should also be remembered that major financial support for the Museum Precinct comes from the Shire of Leonora, therefore the Shire’s continued involvement is critical.

#### **RECOMMENDATION**

That Council provide additional financial assistance of \$10,000.00 during the 2003/2004 financial year and that expenditure be authorised in accordance with Section 6.8 (1) (b) of the Local Government Act 1995 and that the matter of increased annual financial support be considered at the forthcoming budget meeting.

#### **VOTING REQUIREMENTS**

Absolute majority required.

Cr Dawes and Cr Demasson declared an Interest in this matter.

**Due to lack of Quorum (4 members only) this matter was deferred until the Ordinary meeting to be conducted in May, 2004.**

At 9.55am Representatives from the Health Department (Cath Hakinson) and the City of Kalgoorlie/Boulder Health Section (Kenan Bender) attended and updated Council on a Health issue within Leinster Townsite.

The visitors left the meeting at 10.05am.

The meeting adjourned for morning tea at 10.05am and resumed at 10.25am with the attendance identical to that at Item 2.1

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (E) TOURIST ATTRACTION**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1(E) APR04

**SUBJECT:** Tourist Attraction

**LOCATION/ADDRESS:** Leonora

**NAME OF APPLICANT:** Shire of Leonora

**FILE REFERENCE:** Gwalia Management Committee 8.13

#### **AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 6<sup>th</sup> April, 2004

#### **BACKGROUND**

On the 21<sup>st</sup> November, 2000, Council resolved to approve of expenditure of \$17,500.00 for the acquisition of a 1939

Rushton and Hornsby engine and a five stamp battery and that both items be held in storage until such time as a committee had been elected to manage the assets of both the Leonora Tourist Committee and the Leonora Gwalia Historical Museum Association Inc, should that even eventuate.

As you are fully aware, the Leonora Gwalia Historical Museum Ltd is now the appropriate legal body to hold and administer the assets within the precinct area.

For your information, restoration of the Rushton and Hornsby engine was completed in January, 1988 and the five stamp battery and associated fixtures were restored by Mr Glenn Baker in 1980 for his gold mining operation at Gwalia.

Since the date of purchase both pieces of machinery have been stored within Council's compound, majority undercover however some pieces not.

This is of concern because:

1. the condition of both the engine and battery will continue to deteriorate if not re-assembled and housed under appropriate shelter.
2. it happens too often that items of historic value disappear without a trace.

Mr Baker has on many occasions sought information as to where both items were to be located and when re-assembly was likely to commence. Even though Council has informally discussed proposed locations, nothing definite has ever eventuated.

The department for Planning and Infrastructure's recent proposal to extend Reserve 46751 at Gwalia to accommodate all buildings presently located on unallocated Crown Land provides the opportunity for both the engine and battery to be re-assembled within the boundaries of that Reserve. Mr Baker has offered his services at cost to re-assemble both the engine and battery if a suitable location can be decided upon.

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (E) TOURIST ATTRACTION (continued)**

#### **STATUTORY ENVIROMENT**

Local Government (Functions and General) Regulation 11 states that tenders are to be publicly invited before a local government enters into a contract for another person to supply goods or services if the consideration under the contract is expected to be worth more than \$50,000.00.

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

An amount of \$70,000.00 is contained within the current budget, not only for costs involved in re-assembling of both the engine and battery but for providing adequate shelter and security.

#### **STRATEGIC IMPLICATIONS**

Anything vintage or heritage is a valuable community asset. Part of that value is realised in its appeal to tourists and eventual benefits to the community.

#### **RECOMMENDATION**

1. That re-assembly of both items of machinery be treated as urgent and if the decision of Council is to house the assets within Reserve 46751 at Gwalia, then a meeting be arranged with representatives of the Leonora Gwalia Historical Museum Board and Council so that a suitable location within the Reserve can be agreed upon.
2. That Mr Glenn Baker, previous owner and the person responsible for dismantling both pieces of machinery be given the opportunity, subject to costs of re-assembling both the Rushton and Hornsby engine and the five stamp battery.

#### **VOTING REQUIREMENTS**

Simple majority required

**moved Cr Kemp**

**seconded Cr Craig**

*That re-assembly of both items of machinery be treated as urgent and they be located at the Information Bay Tourist site (Reserve No 42233) in Leonora and further that Mr Glenn Baker, previous owner and the person responsible for dismantling both pieces of machinery be given the opportunity, subject to costs of re-assembling both the Rushton and Hornsby engine and the five stamp battery.*

**CARRIED (6 VOTES TO 0)**

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (F) WAR MEMORIAL, LEONORA**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1 (F) Apr04

**SUBJECT:** War Memorial, Leonora

**LOCATION / ADDRESS:** Leonora

**NAME OF APPLICANT:** Shire of Leonora

**FILE REFERENCE:** War Memorial 5.42a

#### **AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 7<sup>th</sup> April, 2004

#### **BACKGROUND**

Western Australians have a strong tradition of honouring those who have served in the many conflicts our nation has been involved in. Both State and Local Governments have a responsibility to not let the flame of remembrance die but to pass it on to future generations so that they too may commend the heroism, comradeship and humility embodied in those who have served and fallen in the service of Australia.

It is imperative that the memory of the fallen not be forgotten. The Department of the Premier and Cabinet is compiling a comprehensive register of all War Memorials and Honour Rolls within Western Australia. No memorial is too small to be included in the Register as each represents the sacrifice made by our citizens when called upon to serve.

In 1996 Mr Bob Crofts volunteered much of his time collecting information which enabled Council to display an Honour Roll in the public library. Since that time however, many complaints have been received in regards missing names and incorrect spelling.

In late 2003 I sought the assistance of Mr Dave Hadson, Council employee to conduct further research into those names missing from the Honour Roll and the correct spelling of those names appearing on the Roll.

On the 10<sup>th</sup> January, 2004 Mr Hadson completed the project and presented me with a revised "Honour Roll" for both World War One and Two.

To the existing Honour Roll, 65 names are to be included: (This would mean a completed Honour Roll exceeding 500 names)

- 1 from the Boer War
- 8 from World War One
- 56 from World War Two

It is my belief that the research completed by Mr Hadson is accurate and a vast improvement on detail collected previously.

With the information and detail now readily available, Council should:

- Replace the Honour Roll in the Library with the updated additional information; and

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (F) WAR MEMORIAL, LEONORA (continued)**

- Construct a monument in the Memorial Park which commemorates all conflicts and incorporates the latest version Honour Roll.

As an example, I provide the following photograph, the design of which should satisfy Council requirements and that of the community.

Cost estimates to manufacture two (2) Honour Rolls amounts to \$ .

To supply and erect a granite monument similar to that shown in the photograph would cost approximately \$

#### **STATUTORY ENVIRONMENT**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

To be considered in the 2004/2005 budget.

#### **STRATEGIC IMPLICATIONS**

This project will help keep alive Western Australia's tradition of remembrance, honouring those that embody the ANZAC spirit.

#### **RECOMMENDATION**

That Council consider the project to be of importance and that an amount of \$ be allocated in the 2004/2005 budget for further consideration.

#### **VOTING REQUIREMENTS**

Simple majority required



## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (F) WAR MEMORIAL, LEONORA (continued)**

*This matter was deferred until the Ordinary Council Meeting to be held in May, 2004.*

At 10.35am Ms Sally Gutman (Director of Nursing) attended and updated Council on results of surveys conducted by the Leonora Hospital. Cr Dawes thanked Ms Gutman for her information and she left the meeting at 11.10am.

**9.0 REPORTS OF OFFICERS**  
**9.1 CHIEF EXECUTIVE OFFICER**  
**9.1 (G) TENDERS - PLANT**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.1 (G) Apr04

**SUBJECT:** Tenders- Plant

**LOCATION / ADDRESS:** Not applicable

**NAME OF APPLICANT:** Not applicable

**FILE REFERENCE:** Plant Tenders 10.5

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 14<sup>th</sup> April, 2004

**BACKGROUND**

In accordance with Council Plant/Vehicle Replacement Policy, tenders were called on the 13<sup>th</sup> March, 2004 for item of plant as detailed hereunder. An advertisement appeared in the West Australian on that date. Tenders closed 4.00pm Friday 9<sup>th</sup> April, 2004 however because this day was a public holiday (Good Friday), closing date for tenders was extended until 4.00pm Tuesday 13<sup>th</sup> April, 2004. Tenders were opened by the Chief Executive Officer in the presence of the Shire President, Cr Dawes and Councillor T C Demasson after closing time and date.

**Tender 04. 01 TRUCK – SIX WHEEL TIPPER (Budget Change Over price \$94,000.00)**

TENDERER	MAKE	MODEL	ENGINE	KW	PRICE	TRADE-IN	NET
Skipper Trucks	Iveco	Eurotech	Cursor	316	178,651	85,000	93,651
Skipper Trucks	Iveco	Powerstar	Cursor	316	180,884	85,000	95,884
Skipper Trucks	Mitsubishi	FV 54	Mitsubishi	302	182,754	85,000	97,754
Major Motors	Isuzu	GIGA 385	Isuzu	287	183,306	85,000	98,306
Truckworld	Mack	Valueliner	Mack	276	198,000	77,000	121,000
City Bus & Trucks	Outright	Purchase only				78,111	

**STATUTORY ENVIRONMENT**

Local Government (Functions and General) Regulations 11 states that tenders are to be publicly invited before a Local Government enters into a contract for another person to supply goods or services if the consideration under the contract is expected to be worth more than \$50,000.00.

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (G) TENDERS - PLANT (continued)**

### **POLICY IMPLICATIONS**

In accordance with Council policy to replace:

- Graders/Loaders every 7 years
- Trucks every 4 years
- Other light vehicles every 2 years or 40,000.00kms

### **FINANCIAL IMPLICATIONS**

Expenditure for this item of plant, the subject of this report, is inclusive in the current Budget.

### **STRATEGIC IMPLICATIONS**

Nil

### **RECOMMENDATION**

That Council accept the following recommendation for the item of plant as specified.

- Truck – Six Wheel Tipper – Skipper Trucks for the supply of one only  
**Iveco Powerstar** at cost of \$ **180,884** less Trade-In of \$ **85,000**, net price being \$**95,884** (including GST)

### **VOTING REQUIREMENTS**

Simple majority required

**moved Cr Craig      seconded Cr Demasson**

*That Council accept the following recommendation for the item of plant as specified.*

- *Truck – Six Wheel Tipper – Skipper Trucks for the supply of one only  
Iveco Powerstar at cost of \$ 180,884 less Trade-In of \$ 85,000, net price being \$95,884 (including GST)*

**CARRIED (6 VOTES TO 0)**

## 9.0 REPORTS OF OFFICERS

### 9.2 DEPUTY CHIEF EXECUTIVE OFFICER

#### 9.2 (A) QUARTERLY FINANCIAL STATEMENTS – MARCH, 2004

<b>SUBMISSION TO:</b>	Meeting of Council Meeting Date: 20 <sup>th</sup> April, 2004
<b>AGENDA REFERENCE:</b>	9.2(A) APR04
<b>SUBJECT:</b>	Quarterly Financial Statements – March, 2004
<b>AUTHOR:</b>	J F Rowe
<b>POSITION:</b>	Deputy Chief Executive Officer
<b>INTEREST DISCLOSURE:</b>	Nil
<b>DATE:</b>	5 <sup>th</sup> April, 2004
<b>COMMENT:</b>	Quarterly Statements submitted for adoption include: <ul style="list-style-type: none"><li>(a) Financial Position as at 5<sup>th</sup> April, 2004</li><li>(b) Operating Statement Summary 31st March, 2004</li><li>(c) Operating Statement - Detail – 31st March, 2004</li><li>(d) Operating Statement - Nature/Type– 31st March, 2004</li><li>(e) Balance Sheet as at – 31st March, 2004</li><li>(f) Statement of Fixed Assets –31<sup>st</sup> March, 2004</li><li>(g) Statement of Outstanding Debtors – 31st March, 2004</li></ul>

#### RECOMMENDATION

The Quarterly Financial Statements for the month ended 31st March, 2004 consisting of Operating Statements (3), Balance Sheet, Statement of Fixed Assets, Lists of Outstanding Debtors, and the Financial Position as 5<sup>th</sup> April, 2004 showing balances of:-

	\$	
Municipal	\$336,666.38	Credit
Long Service Leave Reserve	\$57,673.51	Credit
Fire Disaster Reserve	\$4,300.11	Credit
Building Reserve	Nil	Credit
Plant Replacement Reserve	Nil	Credit
Community Amenities Reserve – Swimming Pool	875,000.00	Credit
Municipal Investment	\$647,951.93	Credit

be adopted.

#### VOTING REQUIREMENTS

Simple Majority

**moved Cr Demasson      seconded Cr Kemp**

*The Quarterly Financial Statements for the month ended 31st March, 2004 consisting of Operating Statements (3), Balance Sheet, Statement of Fixed Assets, Lists of Outstanding Debtors, and the Financial Position as 5<sup>th</sup> April, 2004 showing balances of:-*

**9.0 REPORTS OF OFFICERS**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2 (A) QUARTERLY FINANCIAL STATEMENTS – MARCH, 2004 (continued)**

	\$	
<i>Municipal</i>	<i>\$336,666.38</i>	<i>Credit</i>
<i>Long Service Leave Reserve</i>	<i>\$57,673.51</i>	<i>Credit</i>
<i>Fire Disaster Reserve</i>	<i>\$4,300.11</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 – Swimming Pool</i>	<i>875,000.00</i>	<i>Credit</i>
<i>Municipal Investment</i>	<i>\$647,951.93</i>	<i>Credit</i>

*be adopted.*

**CARRIED (6VOTES TO 0)**

**9.0 REPORTS OF OFFICERS**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2 (A) QUARTERLY FINANCIAL STATEMENTS – MARCH, 2004**

<b>SHIRE OF LEONORA</b>		
<b>FINANCIAL POSITION AS AT 5th APRIL, 2004</b>		
		<b>MUNICIPAL</b>
		\$
Balance as at 31 <sup>st</sup> March, 2004		\$ 352,921.06
Receipts to 5 <sup>th</sup> April, 2004		\$ 13,525.32
<b>Balance</b>		<b>\$ 366,446.38cr</b>
Less Accounts since 31 <sup>st</sup> March, 2004		\$ 29,780.00
<b>Balance 5<sup>th</sup> April, 2004</b>		<b>\$ 336,666.38cr</b>
<b>AMOUNT HELD ON TERM DEPOSIT - NATIONAL AUSTRALIA BANK</b>		
		\$
A) PLANT REPLACEMENT RESERVE	Nil	CREDIT
B) LONG SERVICE LEAVE	57,673.51	CREDIT
C) FIRE DISASTER RESERVE	4,300.11	CREDIT
D) BUILDING RESERVE	Nil	CREDIT
E) COMMUNITY AMENITIES RESERVE	875,000.00	CREDIT
F) MUNICIPAL INVESTMENT	647,951.93	CREDIT

## **9.0 REPORTS OF OFFICERS**

### **9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

#### **9.2 (B) ACCOUNTS FOR PAYMENT – APRIL, 2004**

**SUBMISSION TO:** Meeting of Council  
Meeting Date 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.2(B) APR04

**SUBJECT:** Accounts for Payment

**AUTHOR:** J F Rowe

**OFFICER:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 5<sup>th</sup> April, 2004

#### **COMMENT:**

Attached statement consists of Vouchers **V728 to V816 plus Direct Bank Transactions** and totalling **\$ 282,570.03** attached.

#### **RECOMMENDATION**

That accounts as represented by Vouchers V728 to V816 inclusive plus Direct Bank Transactions totalling \$282,570.03 be authorised for payment.

#### **VOTING REQUIREMENTS**

Simple Majority

**moved Cr Demasson seconded Cr Heather**

*That accounts as represented by Vouchers V728 to V816 inclusive plus Direct Bank Transactions totalling \$282,570.03 be authorised for payment.*

**CARRIED (6VOTES TO 0)**

At 11.30am Mr Bill McKenzie (Chairman GEDC) and Mr Colin Purcell (CEO GEDC) attended and outlined the GEDC's future directions.

The visitors joined Council for Lunch at 12.40pm.

The meeting resumed at 1.50pm with attendance identical to that at Item 2.1

**9.0 REPORTS OF OFFICERS**  
**9.3 ENVIRONMENTAL HEALTH OFFICER**  
**9.3(A) APPLICATION FOR PLANNING CONSENT**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.3 (A) APRIL04

**SUBJECT:** Application for Planning Consent

**LOCATION / ADDRESS:** Lot 1117 Queen Victoria Street Leonora

**NAME OF APPLICANT:** Mrs Denise Norrie

**FILE REFERENCE:** 21.1.0 Development Applications

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** Timothy James Young

**OFFICER:** Environmental Health Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 7<sup>th</sup> April, 2004

**BACKGROUND**

Mrs Norrie has made application to relocate a 12m x 3m transportable building to her property Lot 1117 Queen Victoria Street, Leonora. The proposed use of the building is a hobby room and storage. The building will act as an addition to the existing residence.

Lot 1117 is zoned as 'Residential' by the Shire of Leonora Town Planning Scheme No.1 Residential additions are permitted by the Scheme in the Residential zone.

The relocated building will be required to comply with the Building Code of Australia and an appropriate Building Licence will need to be obtained before commencement of any works.

**STATUTORY ENVIRONMENT**

Shire of Leonora Town Planning Scheme No.1

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**STRATEGIC IMPLICATIONS**

Nil



**9.0 REPORTS OF OFFICERS**

**9.3 ENVIRONMENTAL HEALTH OFFICER**

**9.3(A) APPLICATION FOR PLANNING CONSENT (cont.)**

**RECOMMENDATIONS**

That Council resolve to approve the development application made by Mrs Norrie to relocate a transportable building to be used as an addition to the existing residence on Lot 1117 Queen Victoria Street, Leonora. Mrs Norrie will be required to submit a building licence application and be issued an appropriate building licence before commencement of works.

**VOTING REQUIREMENT**

Simple majority required.

**moved Cr Demasson seconded Cr Carter**

*That Council resolve to approve the development application made by Mrs Norrie to relocate a transportable building to be used as an addition to the existing residence on Lot 1117 Queen Victoria Street, Leonora. Mrs Norrie will be required to submit a building licence application and be issued an appropriate building licence before commencement of works.*

**CARRIED (6VOTES TO 0)**

**9.0 REPORTS OF OFFICERS**  
**9.3 ENVIRONMENTAL HEALTH OFFICER**  
**9.3(B) CONTROLLED WASTE REGULATIONS**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> April, 2004

**AGENDA REFERENCE:** 9.3 (B) APRIL04

**SUBJECT:** Controlled Waste Regulations

**LOCATION / ADDRESS:** Leonora

**NAME OF APPLICANT:** Nil

**FILE REFERENCE:** 28.7.0 Liquid Waste Removal Licenses

**AUTHOR, DISCLOSURE OF ANY INTEREST AND DATE OF REPORT**

**NAME:** Timothy James Young

**OFFICER:** Environmental Health Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 7<sup>th</sup> April, 2004

**BACKGROUND**

The Department of Environment regulates the movement of controlled wastes, from their point of generation to their point of disposal. Controlled waste includes septage wastes, grease trap wastes and industrial wash waters. In order to minimise potential environmental or health effects that may be associated with improper transportation or disposal of controlled waste the Environmental Protection (Controlled Waste) Regulations 2004 have been enabled. These regulations have been in place since 19 January 2004.

The Department of Environment tracks the movement of controlled waste by imposing specific conditions on generators, carriers, drivers, vehicles and disposal sites of controlled waste.

It is understood that the Shire's existing septage disposal facility has not received approval from the Department of Environment. This facility will be required to be licensed and approved by the Department of Environment and comply with any conditions imposed by them. Approval should also be sought from the Department of Health. It is assumed that works may need to be undertaken at the facility in order for it to meet with the requirements of both Departments and to gain approval to continue to accept controlled waste. The Department of Environment have recently conducted an inspection of the site and a report will be submitted to the Shire informing of what works are to be undertaken at the site.

The Controlled Waste Regulations place the following obligations on the Shire as occupiers of a disposal sites.

The Occupier of the Disposal Site must:-

- Confirm the identity of the Driver using the Drive Identification Card of the Driver entering the Disposal Site;
- Confirm the identity of the Vehicle entering the Disposal Site;
- Request from the Driver the Tracking Number(s) of the controlled waste to be unloaded at the Disposal Site;
- Record the details of the controlled waste unloaded at the Disposal Site (Date, Quantity, Category);

## **9.0 REPORTS OF OFFICERS**

### **9.3 ENVIRONMENTAL HEALTH OFFICER**

#### **9.3(B) CONTROLLED WASTE REGULATIONS (cont.)**

- Retain records detailing the controlled waste unloaded at the facility, for a period of at least 3 years;
- Ensure the controlled waste entering the Disposal Site is no “non-conforming”.

There is currently one liquid waste contractor approved by the Shire to operate within this district. That contractor is informed of the Controlled Waste Regulations and the obligations placed upon them. Close liaison will need to continue with this contractor or any prospective contractors that wish to use the Shire’s disposal facility to ensure the obligations of the Shire are met.

#### **STATUTORY ENVIRONMENT**

Environmental Protection Act 1986

Environmental Protection (Controlled Waste) Regulations 2004

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Dependent upon the outcome of the Department of Environment inspection report and the requirements of the Department of Health, some works may need to be undertaken at the Septage Disposal Facility to bring it into line with legislative requirements. The financial implications to the Shire will be relevant to the amount of works that will be required to be undertaken. The Shire currently has \$305 budgeted for site maintenance.

#### **STRATEGIC IMPLICATIONS**

By having a fully approved facility and one that complies to the requirements of environmental legislation, the Shire of Leonora will be able to better manage the facility and minimised environmental harm, and also ensure that liabilities in regard to contaminated sites are minimised.

#### **RECOMMENDATIONS**

That Council receive and accept the above report and approve the Environmental Health Officer to further progress the approvals for the Septage Disposal Facility.

#### **VOTING REQUIREMENT**

Simple majority required.

**moved Cr Carter    seconded Cr Heather**

*That Council receive and accept the above report and approve the Environmental Health Officer to further progress the approvals for the Septage Disposal Facility.*

**CARRIED (6 VOTES TO 0)**

**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 9.00am Tuesday 18<sup>th</sup> May, 2004 at the Council Chambers, Leonora

**12.0 CLOSURE OF MEETING**

Cr Dawes declared the meeting closed at 1.55pm