

**SHIRE OF LEONORA**

**MINUTES OF THE ORDINARY  
COUNCIL MEETING**



**HELD AT COUNCIL CHAMBERS,  
LEONORA ON TUESDAY,  
20<sup>th</sup> FEBRUARY, 2007**

## SHIRE OF LEONORA

Minutes of the Ordinary Meeting held in Shire Chambers, Leonora on Tuesday 20<sup>th</sup> February, 2007 commencing at 9.30am.

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

- 1.1 Cr Dawes declared the meeting open at 9.38am and announced a visitor at 11.30am in Sgt Ward Adamson, OIC Leonora Police
- 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
Councillors	JF Carter
	L Petersen
	P Craig
	GR Kemp
Chief Executive Officer	JG Epis
Deputy Chief Executive Officer	JF Rowe

#### 2.2 APOLOGIES

Cr TC Demasson, Cr NG Johnson, Cr BSD Taylor

#### 2.3 LEAVE OF ABSENCE

Cr D Grills

#### 3.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

#### 4.0 PUBLIC QUESTION TIME

Nil

#### 5.0 APPLICATIONS FOR LEAVE OF ABSENCE

Cr Grills submitted an application for today's meeting

Moved Cr Kemp                      seconded Cr Petersen that this application be approved  
**CARRIED (5 VOTES TO 0)**

#### 6.0 PETITIONS / DEPUTATIONS / PRESENTATIONS

Nil

#### 7.1 CONFIRMATION OF THE MINUTES OF THE PREVIOUS MEETINGS

Moved Cr Craig                      seconded Cr Carter that the Minutes of the Ordinary Meeting held on 15<sup>th</sup> December, 2006 be confirmed as a true and accurate record.

**CARRIED (5 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) COMPLIANCE AUDIT RETURN**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> February, 2007

**AGENDA REFERENCE:** 9.1 (A) FEB07

**SUBJECT:** Compliance Audit Return

**LOCATION / ADDRESS:** Not Applicable

**NAME OF APPLICANT:** Not Applicable

**FILE REFERENCE:** Local Government 6.11

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

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 11<sup>th</sup> January, 2007

**BACKGROUND**

On the 11<sup>th</sup> January, 2007 all Councillors were provided with a completed copy of the Compliance Audit Return for the period of 1<sup>st</sup> January, 2006 to 31<sup>st</sup> December, 2006.

The return is being used by Local Government as a useful and quick checklist of statutory obligations and, in effect, a guide to the key sections of the Local Government Act 1995.

The particulars of all matters on concern raised by Council should be recorded in the minutes of the meeting and a copy of the relevant page(s) attached to the Compliance Return Appendix.

**STATUTORY ENVIRONMENT**

Amendments to the Local Government (Audit) Regulations on the year 2000 made the Statutory Compliance Return mandatory from the 1<sup>st</sup> January, 2001.

**POLICY IMPLICATIONS**

There are no policy implications resulting from the recommendation of this report.

**FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the recommendation of this report.

**STRATEGIC IMPLICATIONS**

There are no strategic implications resulting from the recommendation of this report.

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(A) COMPLIANCE AUDIT RETURN (continued)**

**RECOMMENDATIONS**

That the Local Government Compliance Audit Return for the period 1<sup>st</sup> January, 2006 to 31<sup>st</sup> December 2006 be adopted, and that the particulars of all matters of concern raised by Council be recorded in the minutes of the meeting and a copy of the relevant pages attached to the Compliance Return as an Appendix.

**VOTING REQUIREMENT**

Simple majority required.

**Moved Cr Carter**

**seconded Cr Petersen**

*That the Local Government Compliance Audit Return for the period 1<sup>st</sup> January, 2006 to 31<sup>st</sup> December 2006 be adopted, and that the particulars of all matters of concern raised by Council be recorded in the minutes of the meeting and a copy of the relevant pages attached to the Compliance Return as an Appendix.*

**CARRIED (5 VOTES TO 0)**

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(B) AMENDMENT TOWN PLANNING SCHEME**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> February, 2007

**AGENDA REFERENCE:** 9.1 (B) FEB07

**SUBJECT:** Amendment Town Planning Scheme

**LOCATION / ADDRESS:** Leonora

**NAME OF APPLICANT:** Gray and Lewis Land Use Planners

**FILE REFERENCE:** Town Planning 5.33

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

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 11<sup>th</sup> January, 2007

**BACKGROUND**

Gray and Lewis, Land Use Planners, have on behalf of the Australia Railroad Group sought an amendment to the Leonora Town Planning Scheme which could provide land for industrial type development.

It is proposed to reclassify portions of railway land running through the Leonora townsite from Local Reserve for Railway to Industrial Zone.

The proposed amendment encompasses portion of the railway land fronting Kurrajong Street and bounded by Rajah Street to the north, Reserve 47335 to the south, and a 20 metre offset from the centre line of the track.

In general terms, railway land that is more than 20 metres from the centre line of an operational track is surplus to railway requirements.

The existing Australian Railroad Group's Barracks off Kurrajong Street does not form part of the Amendment and will remain as a Local Reserve for Railway in the Scheme.

Railway land fronting Kurrajong Street, bounded by Rajah Street to the north and Reserve 47335 to the south is currently classified as Local Reserve for Railway in the Scheme.

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1(B) AMENDMENT TOWN PLANNING SCHEME (continued)**

The land to the east of the subject line is zoned predominantly Industrial, with land on the corner of Kurrajong and Rochester Streets zoned Mining Accommodation.

The proposed subdivision of the Railway Reserve shows the creation of four lots fronting Kurrajong Street, with areas of approximately 1806m<sup>2</sup>, 4162 m<sup>2</sup>, 6448 m<sup>2</sup> and 1.47ha. All of the existing buildings on the proposed lots will be retained. The smallest lot will be created to accommodate the existing Station Master's House which would be offered for sale as a freehold lot.

The proposed lots directly abut the Railway Reserve and the land to the east of Kurrajong Street is zoned industrial. The subject land is therefore considered to be suitable for industrial development

## **STATUTORY ENVIRONMENT**

In accordance with Section 75 of the Planning and Development Act 2005 and the Shire of Leonora Town Planning Scheme No 1 published in the Government Gazette on the 23<sup>rd</sup> November, 1984.

## **POLICY IMPLICATIONS**

There are no policy implications resulting from the recommendation of this report.

## **FINANCIAL IMPLICATIONS**

An amount of \$5,600.00 is contained within the current budget to cover general town planning expenses of which \$1866.72 has been expended on other town planning issues.

## **STRATEGIC IMPLICATIONS**

There are not strategic implications resulting from the recommendation of this report.

## **RECOMMENDATIONS**

That Council in pursuance of Section 75 of the Planning and Development Act resolve to amend the Town Planning Scheme by reclassifying portions of railway land from Reserve for Railway to Industrial Zone and that approval be sought from the Department of Planning and Infrastructure prior to advertising the Scheme Amendment.

## **VOTING REQUIREMENT**

Simple majority required.

**Moved Cr Carter**

**seconded Cr Petersen**

*That Council in pursuance of Section 75 of the Planning and Development Act resolve to amend the Town Planning Scheme by reclassifying portions of railway land from Reserve for Railway to Industrial Zone and that approval be sought from the Department of Planning and Infrastructure prior to advertising the Scheme Amendment.*

**CARRIED (5 VOTES TO 0)**

**9.0 REPORTS OF OFFICERS**  
**9.1 CHIEF EXECUTIVE OFFICER**  
**9.1(C) PURCHASING POLICY**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> February, 2007

**AGENDA REFERENCE:** 9.1 (C) FEB07

**SUBJECT:** Purchasing Policy

**LOCATION / ADDRESS:** Not Applicable

**NAME OF APPLICANT:** Shire of Leonora

**FILE REFERENCE:** Delegations and Council Policies 1.4

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

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 2<sup>nd</sup> February, 2007

**BACKGROUND**

As Councillors are aware, the Tender Threshold is to be increased from \$50,000.00 to \$100,000.00. The Department of Local Government and Regional Development has advised that the regulation amendments bringing this into effect, along with the requirement to have a purchasing policy, will come into operation at the end of March, 2007.

Local Government Managers Australia (LGMA) lobbied hard for the amendments to come into operation much earlier, submitting the argument that many Local Governments already have formal purchasing policies in place. Many Local Governments had delayed purchasing services, equipment or facilities where they expected to price to be in the range of \$50k to \$100k so that they could bypass the cost of tendering LGMA argued that Local Governments that already had a purchasing policy in place should be allowed to apply the \$100K threshold immediately and asked why they should be disadvantaged.

The policy adopted in drafting the amendments was that all Local Governments should have in place a purchasing policy before the \$100k threshold applied and hence the date of March end was set.

**9.0 REPORTS OF OFFICERS**  
**9.1 CHIEF EXECUTIVE OFFICER**  
**9.1(C) PURCHASING POLICY (continued)**

**Purchasing and Tender Policy**

**Purchasing Threshold**

Where the value of procurement (excluding GST) for the value of the contract over the full contract period (including options to extend) is, or expected to be:-

Amount of Purchase		Model Policy
1.1	Up to \$10,000	Delegated officers to arrange purchase
1.2	\$10,001 - \$25,000	Not less than Two (2) quotes to be obtained Chief Executive Officer delegated to approve
1.3	\$25,001 - \$99,999	Not less than Three (3) quotes to be obtained Full Council to approve
1.4	\$100,000 and above	Tenders to be called in line with tender regulations. Full Council to approve

Where it is considered beneficial, tenders may be called in lieu of seeking quotations for purchases under the \$100,000 threshold (excluding GST). If a decision is made to seek public tenders for Contracts of less than \$100,000, a Request for Tender process that entails all the procedures for tendering outlined in this policy must be followed in full.

**Up to \$10,000**

Where the value of procurement of goods or services does not exceed \$10,000 purchase can be arranged by a delegated officer. However it is recommended to use professional discretion and occasionally undertake market testing with a greater number or more formal forms of quotation to ensure best value is maintained.

This purchasing method is suitable where the purchase is relatively small and low risk.

Record keeping requirements must be maintained in accordance with record keeping policies.

In the event that the required number of quotes can not be sourced, the matter must be reported to the Chief Executive Officer for a decision on further action. The subsequent decision must be recorded in line with record keeping policies.



## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1(C) PURCHASING POLICY (continued)**

#### **\$10,001 - \$25,000**

This category is for the procurement of goods or services where the value of such procurement ranges between \$10,001 and \$25,000.

At least two verbal or written quotations (or a combination of both) are required. Where this is not practical, e.g. due to limited suppliers, it must be noted through records relating to the process.

The general principles for obtaining verbal quotations are:

- Ensure that the requirement / specification is clearly understood by the Local Government employee seeking the verbal quotations.
- Ensure that the requirement is clearly, accurately and consistently communicated to each of the suppliers being invited to quote.
- Read back the details to the Supplier contact person to confirm their accuracy.
- Written notes detailing each verbal quotation must be recorded. +

Record keeping requirements must be maintained in accordance with record keeping policies.

In the event that the required number of quotes can not be sourced, the matter must be reported to the Chief Executive Officer for a decision on further action. The subsequent decision must be recorded in line with record keeping policies. Chief Executive Officer delegated to approve purchase.

#### **\$25,001 to \$99,999**

For the procurement of goods or services where the value exceeds \$25,001 but is less than \$100,000, it is required to obtain at least three written quotations containing price and sufficient amount of information relating to the specification of goods and services being purchased.

Record keeping requirements must be maintained in accordance with record keeping policies.

For this procurement range, the selection should not be based on price alone, and it is strongly recommended to consider some of the qualitative factors such as quality, stock availability, accreditation, time for completion or delivery, warranty conditions, technology, maintenance requirements, organisation's capability, previous relevant experience and any other relevant factors as part of the assessment of the quote. Full Council to approve purchase.

#### **\$100,000 and above**

Conduct public tender in accordance with Local Government (Functions and general) Regulations 1996.

**9.0 REPORTS OF OFFICERS**

**9.1 CHIEF EXECUTIVE OFFICER**

**9.1(C) PURCHASING POLICY (continued)**

**STATUTORY ENVIRONMENT**

In compliance with the Local Government Act 1995, Section 3.57 and Local Government (Functions and General) Regulations 1996.

**POLICY IMPLICATIONS**

Newly Created Policy to be incorporated into existing Policy Manual

**FINANCIAL IMPLICATIONS**

There are no financial implications resulting from the recommendation of this report.

**STRATEGIC IMPLICATIONS**

Provides the Local Government with a more effective way of purchasing goods and services and ensures that purchasing transactions are carried out in a fair and equitable manner

**RECOMMENDATIONS**

That the Purchasing Policy as presented be adopted and incorporated into existing Policy Manual

**VOTING REQUIREMENT**

Simple majority required.

**Moved Cr Kemp**

**seconded Cr Craig**

*That the Purchasing Policy as presented be adopted and incorporated into existing Policy Manual*

**CARRIED (5 VOTES TO 0)**

The Meeting adjourned for morning tea at 10.10am and resumed at 10.30am with attendance identical to that at Item 2.1

## 9.0 REPORTS OF OFFICERS

### 9.2 DEPUTY CHIEF EXECUTIVE OFFICER

#### 9.2(A) MONTHLY FINANCIAL STATEMENTS –JANUARY, 2007

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> February, 2007

**AGENDA REFERENCE:** 9.2(A) FEB07

**SUBJECT:** Monthly Financial Statements –January, 2007

**AUTHOR:** John Francis Rowe

**POSITION:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 13<sup>th</sup> February, 2007.

**COMMENT:** Monthly Financial Statements submitted for adoption include:

- (a) Financial Position as at 13<sup>th</sup> February, 2007.
- (b) Statement of Financial Activity –31<sup>st</sup> January, 2007
- (c) Statement of Financial - Details –31<sup>st</sup> January, 2007
- (d) Statement of Financial Position –31<sup>st</sup> January, 2007
- (e) Capital Expenditure – 06/07
- (f) Statement of Outstanding Debtors –31<sup>st</sup> January, 2007
- (g) Statement of Material Variances –31<sup>st</sup> January, 2007

### RECOMMENDATION

The Monthly Financial Statements for the month ended January, 2007 consisting of Statement of Financial Activity(2), Statement of Financial Position, Capital Expenditure 05/06, Statement of outstanding Debtors, Statement of Material Variances and Financial Position as at 13<sup>th</sup> February, 2007 showing balances of:-

	\$	
Municipal	1,659,258	Credit
Long Service Leave Reserve	66,421	Credit
Fire Disaster Reserve	6,025	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 Petersen**

*The Monthly Financial Statements for the month ended January, 2007 consisting of Statement of Financial Activity(2), Statement of Financial Position, Capital Expenditure 05/06, Statement of outstanding Debtors, Statement of Material Variances and Financial Position as at 13<sup>th</sup> February, 2007 showing balances of:-*

	\$	
<i>Municipal</i>	<i>1,659,258</i>	<i>Credit</i>
<i>Long Service Leave Reserve</i>	<i>66,421</i>	<i>Credit</i>
<i>Fire Disaster Reserve</i>	<i>6,025</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 (5 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 31st January, 2007.

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 12th February 2007

**9.0 REPORTS OF OFFICERS**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2 (A) MONTHLY FINANCIAL STATEMENTS –JANUARY, 2007**

<b>SHIRE OF LEONORA</b>		
<b>FINANCIAL POSITION AS AT 13<sup>th</sup> FEBRUARY, 2007</b>		
		<b>MUNICIPAL</b>
		<b>\$1,715,013</b>
Balance as at 31 <sup>st</sup> January, 2007		
Receipts to 9 <sup>th</sup> February, 2007		\$34,632
<b>Balance</b>		<b>\$1,749,645cr</b>
Less Accounts since 31 <sup>st</sup> January, 2007		\$90,387
<b>Balance 13<sup>th</sup> February, 2007</b>		<b>\$1,659,258 cr</b>
<b>AMOUNT HELD ON TERM DEPOSIT - NATIONAL AUSTRALIA BANK</b>		
		\$
A) PLANT REPLACEMENT RESERVE	Nil	CREDIT
B) LONG SERVICE LEAVE	66,421	CREDIT
C) FIRE DISASTER RESERVE	6,025	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 –JANUARY, 2007**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: February, 2007

**AGENDA REFERENCE:** 9.2(B) FEB06

**SUBJECT:** Accounts for Payment

**AUTHOR:** John Francis Rowe

**OFFICER:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 13<sup>th</sup> February, 2007

**COMMENT:**

Attached statement consists of Vouchers **638 to 811 plus Direct Bank Transactions** and totalling **\$.767,758.82**

**RECOMMENDATION**

That accounts as represented by Vouchers **638 to 811 plus Direct Bank Transactions** and totalling **\$.767,758.82** be authorised for payment.

**VOTING REQUIREMENTS**

Simple Majority

**Moved Cr Carter**

**seconded Cr Petersen**

*That accounts as represented by Vouchers 638 to 811 plus Direct Bank Transactions and totalling \$767,758.82 be authorised for payment.*

**CARRIED (5 VOTES TO 0)**

Shire of Leonora

**Monthly Report - List of Accounts Paid**

Submitted to the Finance Committee on the 20<sup>th</sup> February, 2007.

The following list of accounts has been paid under delegation, by the Chief Executive Officer, since the previous list of accounts.

Vouchers numbered from **638 to 811 and direct bank transactions** totalling **\$767,758.82** submitted to each member of the Council on Wednesday 19th April, 2006. have been checked and are fully supported by vouchers and duly certified invoices with checks being carried out as to prices, computations and costing.

**CHIEF EXECUTIVE OFFICER**

Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V638	13/12/2006	Butsons Building Service	Roads to Recovery	8,360.00
V639	13/12/2006	Clover Downs Contracting	Travel Reimbursement	339.00
V640	13/12/2006	Drive Thru Grain & Fodder Sup	Wildlife Preservation	1,054.50
V641	13/12/2006	Horizon Power	November Power Accounts	10,970.60
V642	14/12/2006	Elross Caravans	Purchase Trade In - Caravan	30,490.00
V643	15/12/2006	Champion Bay Racing Pdgeon	Receptions	500.00
V644	15/12/2006	Kulbardi Hill Pty Ltd	Consulting Service Tourism	11,192.50
V645	20/12/2006	Shire Of Leonora	Salaries & Wages (Direct Deposit)	67,551.00
V645(a)	20/12/2006	A.S.U	Union Fees	34.40
V645(b)	20/12/2006	L.G.R.C.E.U.	Union Fees	30.60
V645(c)	20/12/2006	Shire of Leonora - Tax/Rent	Tax/Rent	21,843.81
V645(d)	20/12/2006	W.A.L.G.S.P.	Superannuation	11,000.31
V645(e)	20/12/2006	Shire Of Leonora - General	Shire of Leonora (K. Fuhrmann Inv	92.85
V646	20/12/2006	Yates Contracting	Contract Grading & General Mtce	8,256.00
V647	19/12/2006	Leonora Post Office	Nov Account	241.95
V648	20/12/2006	AB Photography	Leinster Library Community Grant	3,305.05
V649	20/12/2006	Alulite Aluminium Scaffolding PL	Depot Tools	660.00
V650	20/12/2006	Aspermont Limited	Renewal of Subscription	259.00
V651	20/12/2006	Bridgestone	Tyres	5,861.90
V652	20/12/2006	Canprint Communications Pty Ltd	Building Code Renewal	220.00
V653	20/12/2006	Central Hotel	Shire Functions	3,074.00
V656	20/12/2006	CJD Equipment Pty Ltd	Repairs	2,464.13
V657	20/12/2006	Commander Australia Limited	Phone System	822.00
V658	20/12/2006	Corporate Express	Stationary Accounts	1,406.30
V659	20/12/2006	Coventrys	Repairs	20.10
V660	20/12/2006	Driver Skills Australia Pty Ltd	Driver Training NGRS	275.00
V661	20/12/2006	GBM Office National		92.26
V662	20/12/2006	Golden Quest Trails Association	06/07 Contribution	11,000.00
V663	20/12/2006	Haines Norton	Accounting Fee	4,290.00
V664	20/12/2006	Heatleys	Parts	721.60
V665	20/12/2006	JR & A Hersey Pty Ltd	Roads to Recovery	2,663.89
V666	20/12/2006	Kempy's Dingo Contracting	Boundary Signs	1,608.75
			<b>SUBTOTAL</b>	<b>\$210,701.50</b>

Shire of Leonora				
Monthly Report - List of Accounts Paid				
Submitted to the Finance Committee on the 20 <sup>th</sup> February, 2007.				
Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V667	20/12/2006	Leonora Historical Museum	Investing in our Communities Nov	292.50
V668	20/12/2006	Maxwell's Collection Pty Ltd	Leinster Community Library Grant	351.86
V669	20/12/2006	Mining & Pastoral Coms	Two way radios	749.35
V670	20/12/2006	Powerchill Electrical & Refrig	Various	7,953.00
V671	20/12/2006	Smorgon Steel Distribution Pty Ltd	Parts	149.52
V672	20/12/2006	Specialised Tree Lopping Co.	Tree Lopping	1,980.00
V673	20/12/2006	Telstra	Phone Accounts	332.02
V674	20/12/2006	Toll Ipec Pty Ltd	Freight	108.47
V675	20/12/2006	Viking Books	Leinster Library Community Grant	246.98
V676	20/12/2006	WA Library Supplies	Leinster Library Community Grant	1,606.00
V677	20/12/2006	WA Local Government Ass	Advertising	364.41
V678	20/12/2006	Dr. A Moffson	Dr's Top Up Salary	11,000.00
V679	20/12/2006	Leonora Cabinets	Music For Christmas Party	300.00
V680	20/12/2006	Kelly Fuhrmann	Reimbursement for Remote Reg.	84.00
V681	20/12/2006	Diane Rickard	Reimbursement - Gas Bottles	278.45
V682	22/12/2006	Yanwen Jiang	Doctor's Surgery Wages	654.65
V683	29/12/2006	National Australia Bank	Master Card Charges - Nov	164.95
V684	29/12/2006	Esanda Finance	NG Rec Officer's Vehicle - Dec	854.82
V685	29/12/2006	National Australia Bank	Bank Charges - Dec	75.00
V686	29/12/2006	Westnet Pty Ltd	General Expense - Telecentre - December 2006 Bank Statement	64.94
V687	29/12/2006	Bill Express	Online Payment Commission - Dec	5.00
V688	29/12/2006	Esanda Finance	GEDC's Vehicle - Dec	809.25
V689	29/12/2006	Bill Express	Online Payment Commission - Dec	27.50
V690	29/12/2006	National Australia Bank	Bank Charges - Dec	78.00
V692	29/12/2006	Bill Express	Online Payment Commission Dec	10.41
V693	29/12/2006	Bill Express	Online Payment Commission Dec	5.00
V694	29/12/2006	National Australia Bank	Bank Charges - Dec	9.00
V695	29/12/2006	National Australia Bank	Bank Chagres - Dec	148.40
V696	8/1/2007	Dr. A Moffson	Dr's Top Up Salary	11,000.00
V697	9/1/2007	St Barbara Limited	Rates Refund	474.40
V698	9/1/2007	View Gold Pty Ltd	Rates Refund	1,630.50
V699	9/1/2007	Australian Tax Office (ATO)	BAS	6,855.00
V700	17/1/2007	Shire Of Leonora	Salaries & Wages (Direct Deposit)	27,829.00
V700(a)	17/1/2007	L.G.R.C.E.U.	Union Fees	15.30
V700(b)	17/1/2007	Shire of Leonora - Tax/Rent	Tax/Rent	9,749.81
V700(c)	17/1/2007	W.A.L.G.S.P.	Superanuuation	7,859.94
V700(d)	17/1/2007	Shire Of Leonora - General	K. Fuhrmann -Inv No	91.82
V701	17/1/2007	Yates Contracting	Contract Grading	8,496.00
V702	18/1/2007	Dr. A Moffson	Dr's Top Up Salary	6,000.00
V703	18/1/2007	The Rose Unit Trust	AvGas	6,875.00
V704	25/1/2007	Goldsworthy Family Trust	Environmental Health Contracting	6,506.00
			<b>Sub Total</b>	<b>\$122,086.25</b>



Shire of Leonora				
Monthly Report - List of Accounts Paid				
Submitted to the Finance Committee on the 20 <sup>th</sup> February, 2007.				
Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V705	25/1/2007	Zurich Insurance	Insurance Claim	300.00
V706	25/1/2007	A & B Canvas Australia	Aerodrome Mtce	234.00
V707	25/1/2007	Auslec	Parts	2,403.02
V708	25/1/2007	Australia's Golden Outback	Advertising	900.00
V709	25/1/2007	Australian Communications Aut.	Licence Renewal	108.00
V710	25/1/2007	BOC Gases Australia Limited	Bottle Rental	119.20
V711	25/1/2007	Bridgestone	Tyres	3,517.80
V712	25/1/2007	Bunnings Building Supplies PL	Parts	596.62
V713	25/1/2007	Butsons Building Service	Various	6,787.00
V714	25/1/2007	Cadastral Cartographics	Industrial Site	368.50
V715	25/1/2007	Chubb Security Services Ltd	ATM	2,298.77
V716	25/1/2007	CJD Equipment Pty Ltd	Parts	246.41
V717	25/1/2007	Coates Hire	Roads to Recovery	217.84
V718	25/1/2007	Coventrys	Parts	98.66
V719	25/1/2007	CSIRO Publishing	Community Grant Leinster Library	20.00
V720	25/1/2007	Dept of Culture and the Arts	Library Expense	25.30
V721	31/1/2007	Department of Land Information	Valuation Service	995.50
V722	25/1/2007	Duncan J Jack	Industrial Land	660.00
V723	25/1/2007	Emerge Technologies	Computer Expense	2,274.65
V724	25/1/2007	Galvins Plumbing Plus	Plumbing	12,945.03
V725	25/1/2007	GBM Office National	Click Counts	881.43
V726	25/1/2007	Golden Western Network P/L	Advertising	3,300.00
V727	25/1/2007	Goldfields Commercial Security		778.80
V728	25/1/2007	Goldfields Sport and Leisure	Suspense Accounts	494.00
V729	25/1/2007	Goldline Distributors	Info Centre	109.36
V730	25/1/2007	Haines Norton	Accounting fees	4,290.00
V731	25/1/2007	Hocking & Co	Advertising	248.32
V732	25/1/2007	Horizon Power	power Accounts	1,648.00
V733	25/1/2007	Kalgoorlie Precast Concrete	Roads to Recovery	9,521.60
V734	25/1/2007	Leinster Smash Repairs	tyres	808.50
V735	25/1/2007	Leonora Historical Museum	Quaterly Operational Assistance	27,000.00
V736	25/1/2007	Leonora Roadhouse	Leonora Roadhouse Account	209.87
V737	25/1/2007	Leonora Stores	Monthly Account	1,938.29
V738	25/1/2007	Mine Trades and Maintenance	Housing Mtce	211.75
V739	25/1/2007	Minter Ellison Lawyers	Lawyer Fees	785.95
V740	25/1/2007	Powerchill Electrical & Refrig		1,573.00
V741	25/1/2007	QikKids	Childcare Centre Expense	935.00
V742	25/1/2007	Sigma Chemicals	Swimming Pool Mtce	248.50
V743	25/1/2007	Sovereign Petroleum	Fuel	1,552.13
V744	25/1/2007	Telstra	Various Accounts	3,400.16
V745	25/1/2007	Viking Books	Community Grant Leinster Library	295.65
V746	25/1/2007	Water Corporation	Water Accounts	3,731.30
V747	31/1/2007	Shire Of Leonora	Salaries & Wages (Direct Debit)	36,226.00
			<b>Sub Total</b>	<b>\$135,303.91</b>

Shire of Leonora				
Monthly Report - List of Accounts Paid				
Submitted to the Finance Committee on the 20 <sup>th</sup> February, 2007.				
Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V747(a)	31/1/2007	L.G.R.C.E.U.	Union Fees	15.30
V747(b)	31/1/2007	Shire of Leonora - Tax/Rent	Tax/Rent	13,095.01
V747(c)	31/1/2007	W.A.L.G.S.P.	Superannuation	8,687.30
V748	30/1/2007	Ross Norrie -	Accounting Fees	682.00
V749	31/1/2007	Esanda Finance	NG Rec Officer's Vehicle - Jan	854.82
V750	31/1/2007	Bill Express	Online Payment Commission - Jan	1.09
V751	31/1/2007	Bill Express	Online Payment Commission -	1.74
V752	31/1/2007	Westnet Pty Ltd	Telecentre	64.94
V753	31/1/2007	Bill Express	Online Payment Commission	27.50
V754	31/1/2007	Esanda Finance	GEDC's Vehicle	802.63
V755	31/1/2007	National Australia Bank	Bank Charges	75.00
V756	31/1/2007	Bill Express	Online Payment Commission	0.74
V757	31/1/2007	Bill Express	Online Payment Commission	0.90
V758	31/1/2007	National Australia Bank	Bank Charges - January 2007	90.80
V759	31/1/2007	National Australia Bank	Bank Chagres - January 2007	78.00
V760	31/1/2007	Bill Express	Online Payment Commission	9.44
V761	5/1/2007	Horizon Power	Power for 16 Tower Street,	2,270.00
V762	31/1/2007	Yates Contracting	Contract Grader	13,584.00
V763	25/1/2007	Nicholson Agencies	Depot Supplies	249.83
V764		St Barbara Limited	Rates Refund	340.00
V765		DPI	Remake of Plates (L6)	81.20
V766	2/2/2007	Water Corporation	Industrial Land	10,164.40
V767	11/1/2007	Horizon Power	Industrial	61,782.00
V768	8/2/2007	Avron Moffson Pty Ltd	Pre Employment Medicals	165.00
V769	8/2/2007	Chubb Security Services Ltd	ATM	2,348.50
V770	8/2/2007	Drive Thru Grain & Fodder Sup	Wildlife Preservation	349.80
V771	8/2/2007	Fleming Dave	Office Mtce	675.00
V772	8/2/2007	Plaza Digital	Telecentre Expense	687.90
V773	8/2/2007	The Rose Unit Trust	AvGas	6,875.00
V774	8/2/2007	Total Packaging (WA) Pty Ltd	Dog Expense	42.90
V775	13/2/2007	Y W Zwartkruis	Wages for 31.01.07	234.00
V776	13/2/2007	Goldsworthy Family Trust	Environ Contract	6,542.25
V777	13/2/2007	Rec and Aquatic Centre	Petty Cash Recoup	100.00
V778	13/2/2007	Shire of Leonora	Salaries & wages	51,220.41
V779	13/2/2007	L.Dorph-Petersen	Reimb	3,456.28
V780	14/2/2007	Australian Tax Office (ATO)	BAS	10,853.00
V781	13/2/2007	Advanced Nursery	Parks and Gardens	905.00
V782	13/2/2007	Austin Computers	Telecentre Equip	6,490.00
V783	13/2/2007	Boya Equipment	Parts	634.57
V784	13/2/2007	Bridgestone	Tyres	5,179.90
V785	13/2/2007	Central Hotel	Industrial Land	232.00
V786	13/2/2007	CJD Equipment Pty Ltd	Parts	491.39
V787	13/2/2007	Clover Downs Contracting	Childcare Centre Work	1,155.00
			<b>Sub Total</b>	<b>\$ 211,596.54</b>

Shire of Leonora

Monthly Report - List of Accounts Paid

Submitted to the Finance Committee on the 20<sup>th</sup> February, 2007.

Vouch. No.	Date	Payee's Name	Particulars	PAYMENT made by delegated authority.
V788	13/2/2007	Coyles Mower & Chainsaw Centre	Parks and Gardens	430.70
V789	13/2/2007	Earth Australia Contracting Pty Ltd	Rec Centre Mtce	30.01
V790	13/2/2007	GBM Office National	Office Equip Mtce	414.10
V791	13/2/2007	Goldfields Betta Electrical	Information Centre Equip	514.00
V792	13/2/2007	Hercules Crane Hire Pty Ltd	Roadworks	1,455.30
V793	13/2/2007	Horizon Power	Power Accounts	3,014.20
V794	13/2/2007	IP Systems Pty Ltd	Gold Health	164.01
V795	13/2/2007	J.G. Epis	CEO's Recreational Expenses	1,165.45
V796	13/2/2007	Kalgoorlie Caravan & Camping	Repairs	450.00
V797	13/2/2007	Kulbardi Hill Pty Ltd	Northern G/F Tourism	11,192.50
V798	13/2/2007	Laverton Communications	Various	1,925.00
V799	13/2/2007	Leinster Smash Repairs	Tyres	792.00
V800	13/2/2007	Leonora Roadhouse	Monthly Acc	174.59
V801	13/2/2007	Mine Trades and Maintenance	Various	829.40
V802	13/2/2007	Modern Teaching Aids Pty Ltd	Childcare Centre Ex	177.98
V803	13/2/2007	On-Line Business Equipment	Telecentre Equip	13,607.00
V804	13/2/2007	PAMS	Parts	1,320.00
V805	13/2/2007	Pierce Pool Supplies	Pool Mtce	927.30
V806	13/2/2007	Sovereign Petroleum	Fuel Acc	39,958.04
V807	13/2/2007	Telstra	Phone accs	2,544.90
V808	13/2/2007	The William Apparel Co	Uniforms	697.00
V809	13/2/2007	Water Corporation	Water Acc	5,141.70
V810	13/2/2007	Westland Autos Pty Ltd	Repairs	687.70
V811	13/2/2007	Westrac Equipment Pty Ltd	Parts	457.74
			<b>Sub Total</b>	<b>\$88,070.62</b>
			<b>TOTAL</b>	<b>\$767,758.82</b>

## **9.0 REPORTS OF OFFICERS**

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

#### **9.2(C) REVIEW OF 2006/2007 BUDGET**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> February 2007

**AGENDA REFERENCE:** 9.2(D) FEB07

**SUBJECT:** Budget Review

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

**NAME:** John Francis Rowe

**OFFICER:** Deputy Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 31<sup>st</sup> January 2007

#### **BACKGROUND**

During 2005 amendments were made to the Local Government (Financial Management) regulations with Regulation 33A requiring a review of Councils budget sometime between 1<sup>st</sup> January and 31<sup>st</sup> March in each year.

A Council is to consider the review submitted to it and is to determine whether or not to adopt the review, any parts of the review or any recommendations made in the review.

Within 30 days after Council has made a determination, a copy of the review and determination is to be provided to the department.

#### **COMMENT**

The review was completed of the 2006/07 Budget for the period ended 31/12/06 and is attached for your consideration.

#### **RECOMMENDATION**

That the budget review submitted for the 2006/07 financial year be adopted without amendment.

#### **VOTING REQUIREMENTS**

Absolute Majority

**Moved Cr Craig**

**seconded Cr Petersen**

*That the budget review submitted for the 2006/07 financial year be adopted without amendment.*

**CARRIED (5 VOTES TO 0)**

**9.0 REPORTS OF OFFICERS**

**9.2 DEPUTY CHIEF EXECUTIVE OFFICER**

**9.2(C) REVIEW OF 2006/2007 BUDGET(continued)**

**Shire of Leonora**

**Material Variances as at December 31st, 2006**

**Variances 2006/07 Budget to Actual**  
Month Ended 31/12/2006

In accordance with your adopted policy the following accounts are reported for your information.

<b>ACCOUNT</b>	<b>NAME</b>	<b>YTD BUDGET</b>	<b>ACTUAL</b>	<b>DIFFERENCE</b>
I030009	Additional Uv Rates	\$25,000.00	\$55,380.00	\$ 30,380.00
I030011	Mining rates Written Off	\$32,343.00	\$40,378.00	\$ (8,035.00)
I030012	General Rates Written Off	\$480.00	\$9,395.00	\$ (8,915.00)
I030022	Interest Received- Muni Fund	\$18,333.00	\$34,640.00	\$ 16,307.00
I126415	Passenger Head Tax	\$20,000.00	\$37,700.00	\$ 17700.00
I133410	Building Permits Charges	\$4,061.00	\$15,583.00	\$ 11522.00
E074075	Doctor Top Up	\$40,000.00	\$55,451.00	\$ (15,451.00)
E113070	Oval Maintenance	\$37,000.00	\$25,224.00	\$ 11,776.00
E113092	Simming Pool Maintenance	\$57,600.00	\$37,847.00	\$ 19,753.00
E122040	General Road Maintenance	\$399,231.00	\$390,299.00	\$ 8,932.00
E126010	Aerodrome maintenance	\$50,214.00	\$56,501.00	\$ (6,287.00)
E132064	Information Centre	\$20,000.00	\$25,329.00	\$ (5,329.00)
				<b>\$ 72,353.00</b>

## 9.0 REPORTS OF OFFICERS

### 9.2 DEPUTY CHIEF EXECUTIVE OFFICER

#### 9.2(C) REVIEW OF 2006/2007 BUDGET(continued)

#### COMMENTS OR EXPLANATION OF VARIANCES

1. **Additional UV Rates – (+) \$30,380.** During each financial year mining tenements are granted and surrendered as mining companies see fit. This results in additional rates being raised and existing rates written off each month, and after adoption of the Budget. Estimates of these two amounts are made in the budget based on previous year's experience. The actual amounts in 2006/07 have resulted in a favourable outcome. This position can change between now and 30<sup>th</sup> June, 2007, however a favourable result is the most likely outcome.
2. **Rates Written Back - (-) \$16,950.** Conversely as Mining rates surrendered during the year or appeals upheld on General Rates(in this case a Pastoral Property) rates are “written off”
3. **Interest Received- (+) \$16307-** A healthy bank account has resulted in better than anticipated interest so far in 2006/07
4. **Passenger Head Tax – (+)17700** An upturn in passengers using the Leonora Airport has resulted in this favourable position which is likely to continue for the remainder of the financial year
5. **Building Permits - (+) \$11522.** These are fees collected from the public who apply for building permits. When the budget was prepared the previous financial year figure was used. A resurgence in the Resource sector early in the year has meant a favourable outcome. This outcome is likely to remain at the 30<sup>th</sup> June, 2007.
6. **Doctors Top Up Salary - (-)\$15451** The budget figure reflected the contract signed with the Doctor however council did allocate a further \$30000 to this top up. This position will be a deficit of \$30000 for the year provided council does not allocate further funds.
7. **Maintenance Leonora Oval –(+)\$11776.** This is a favourable position as at the mid year mark however is a closer figure to budget is expected by years end
8. **Swimming Pool Maintenance – (+) 19753.** This is the first full year of operating expenses and at this stage appears favourable. This is partly due to allocation of wages to Workers Compensation for a large part of the review period.
9. **General Road Maintenance- (+) \$8932.** Although showing a favourable position a closer to budget figure is expected by years end
10. **Aerodrome Maintenance- (-) \$6287-** Again this item was budgeted on previous experience and with the upturn in usage has resulted in an unfavourable position which is expected to continue
11. **Information Centre –(-) \$5329** –As this is the first full year of operating this centre this position could be expected to continue.

## **9.0 REPORTS OF OFFICERS**

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

#### **9.2(C) REVIEW OF 2006/2007 BUDGET(continued)**

#### **28. Summary**

- a) Estimated Budget Savings(as above) - \$116,370
- b) Estimated Budget Deficits –(as above) \$44,107

It can be seen that these figures result in savings of \$72000 and provided that all those items not mentioned result in substantially "as budgeted" (as they do at the end of December) then once again the end of the financial year result will be acceptable.

The meeting adjourned at 11.00am and resumed at 11.30am with attendance identical to that at item 2.1

At 11.40am standing orders were suspended to receive visitor Sgt Ward Adamson- OIC Leonora Police

Sgt Ward was welcomed to the meeting by Cr Dawes. Sgt Ward Outlined his experience and future direction for Law and Order in Leonora.

Following a question and answer session Sgt Adamson left the meeting at 12.30pm.

### **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 20<sup>th</sup> March, 2007 at 9.30am in the Council Chambers Leonora

### **12.0 CLOSURE OF MEETING**

Cr Dawes closed the meeting at 12:46pm