

**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> SEPTEMBER, 2005**

## SHIRE OF LEONORA

Minutes of the Ordinary Meeting held in Council Chambers, Leonora on Tuesday 20<sup>th</sup> September, 2005 commencing at 9.30am.

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

- 1.1 Cr Dawes declared the meeting open at 9.30am
- 1.2 No visitors or members of the public were in attendance.
- 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             | PJ Craig    |
|                         | NG Johnson  |
|                         | JF Carter   |
|                         | L Petersen  |
|                         | TC Demasson |
|                         | GR Kemp     |
|                         | D Grill     |
| Chief Executive Officer | JG Epis     |

#### 2.2 APOLOGIES

Nil

#### 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 Demasson **seconded** Cr Petersen that the Minutes of the Ordinary Meeting held on 16<sup>th</sup> August, 2005 be confirmed as a true and accurate record.

**CARRIED (9 VOTES TO 0)**

## **8.0 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

- 8.1** The Shire President announced having received a letter from the Leonora Clay Target Club thanking both Council and Councillors for their support during their recent Gold Nugget Shoot. Further advising that the shoot was a success with 68 shooters attending from various parts of Western Australia.
  
- 8.2** The Shire President announced having received a letter from St Barbara Mines Limited expressing concern in regards the unnecessary vandalism to two properties they have management control over. Further advising that this senseless destruction of property should result in the children being banned from recreational type facilities for a period of time.

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (A) TOURISM DEVELOPMENT PLAN**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> September, 2005

**AGENDA REFERENCE:** 9.1 (A) SEP05

**SUBJECT:** Tourism Development Plan

**LOCATION / ADDRESS:** Not applicable

**NAME OF APPLICANT:** Not applicable

**FILE REFERENCE:** Northern Goldfields Tourism Group – 5.39b

#### **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> September, 2005

#### **BACKGROUND**

For years, the Northern Goldfields Region has been trying to develop its tourism industry with Councils acting independently. During the year 2004 the local governments of Menzies, Laverton, Ngaanyatjarraka, Wiluna and Leonora joined together to form the “North Eastern Goldfields Tourism Working Group”. It was the intention of the group to develop the Northern Goldfields tourism industry by capturing more of the potential available from the touring market particularly with the Golden Quest Discovery Trail, Outback Highway and the Northwest – Nullarbor Short Cut all traversing the region. The aim was to achieve sustainable tourism development that delivers maximum return on assets and investment thereby contributing to the social and economic growth of the Region. To fulfil this aim, the Working Group sought a market driven Tourism Development Plan which would be focussed on using existing resources to lift the marketing performances across the region and for each local government to continue improving tourism product offerings in their area.

On the 31<sup>st</sup> August, 2004 a funding application was submitted to the Goldfields Esperance Development Commission to assist with the Regional Tourism Development Plan. Funding was sought under the Goldfields Esperance Regional Development Scheme.

In late 2004 the Goldfields Esperance Development Commission advised that the funding application was successful and that \$25,000 was available to engage a Tourism Consultant to prepare a Regional Tourism Development Plan for the Northern Goldfields.

Mr Norm White, Advance Tourism, was engaged by the Shire of Leonora to prepare the plan. Mr White has had a lifetime of experience in Australia’s tourism industry and is a nationally recognised Tourism Consultant.

Mr White did visit the Northern Goldfields in April and May, 2005 carrying out the public consultation and site visitation requirements of the Project Brief.

The comprehensive report together with recommendations was posted to all Councillors on the 6<sup>th</sup> September, 2005.

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (A) TOURISM DEVELOPMENT PLAN (continued)**

#### **STATUTORY ENVIRONMENT**

That the approved funding amount of \$25,000.00 is expended in accordance with statutory laws and regulations.

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

The Northern Goldfields Tourism Development Plan has been constructed with little call on local governments for financial support in the first year. However in the second and third years there are some important considerations for local governments.

Funding will be required for:

- Production of regional brochures.
- Development of a regional website.
- Introduction of automated reservation system.
- Possible funding of Golden Quest Trail.
- Promotion of the Northwest – Nullarbor Short Cut.
- Product development initiatives.

#### **STRATEGIC IMPLICATIONS**

The vision for the Northern Goldfields is that within five years, the region will be established as a desired place to visit by an increasing number of Australians and overseas visitors. The Golden Quest Discovery Trail, Outback Highway, North-West to Nullarbor Short Cut and 4WD touring trails will be the main means of delivering visitors to the region who will have a wider choice of attractions to visit, and accommodation and hospitality venues.

#### **RECOMMENDATION**

That the Northern Goldfields Tourism Development Plan be accepted as presented and that the plan be implemented following commitment from the Shire's of Laverton, Menzies, Ngaanyatjarraku and Wiluna.

#### **VOTING REQUIREMENTS**

Simple majority

**moved Cr Taylor**

**seconded Cr Petersen**

*That the Northern Goldfields Tourism Development Plan be accepted as presented and that the plan be implemented following commitment from the Shire's of Laverton, Menzies, Ngaanyatjarraku and Wiluna.*

**CARRIED (9 VOTES TO 0)**

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (B) AUDIT COMMITTEE**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> September, 2005

**AGENDA REFERENCE:** 9.1 (B) SEP05

**SUBJECT:** Audit Committee

**LOCATION / ADDRESS:** Not Applicable

**NAME OF APPLICANT:** Shire of Leonora

**FILE REFERENCE:** Audits- Reports & Minutes 1.10

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

**NAME:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 13<sup>th</sup> September, 2005.

#### **BACKGROUND**

A Local government is to establish an audit committee of three (3) or more persons to exercise the powers and duties conferred upon it. The committee has to be appointed by the local government by an absolute majority. The committee has to consist of at least three (3) Council members and make up the majority of the membership.

The Chief Executive Officer is unable to be a member of the committee and may not nominate a person for membership or have any person represent him on the committee. An employee is not able to be a member of the committee.

An audit committee is to provide guidance and assistance to the local government as to –

- the carrying out of its functions in relation to Audits carried out under Part 7 of the Act; and
- the development of a process to be used to select and appoint a person to be an Auditor.

An audit committee may provide guidance and assistance to the local government as to –

- matters to be audited
- the scope of the audits
- its functions under Part 6 of the Act.
- the carrying out of its functions relating to other audits and other matters related to financial management.

A local government may delegate to its audit committee any of its powers and duties under Part 7 of the Act, other than the power to delegate.

A decision of the audit committee is made by simple majority.

#### **STATUTORY ENVIRONMENT**

In accordance with Section 7.14 to 7.8 of the Local Government Act 1995 and Local Government Audit Regulations 4 to 8.

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (B) AUDIT COMMITTEE (continued)**

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **RECOMMENDATION**

That the local government establish from amongst its members and others if desired, an audit committee, remembering that the committee be made up of at least three (3) Council members.

#### **VOTING REQUIREMENTS**

Absolute majority

**moved Cr Kemp**

**seconded Cr Demasson**

*that Councillors Taylor, Carter and Grills be appointed members of the Audit Committee with Councillor Taylor the Chairperson*

**CARRIED (9 VOTES TO 0)**

The meeting adjourned at 10.05am for morning tea and resumed at 10.30am with attendance identical to that at Item 2.1

## 9.0 REPORTS OF OFFICERS

### 9.1 CHIEF EXECUTIVE OFFICER

#### 9.1 (C) MONTHLY FINANCIAL STATEMENTS – AUGUST, 2005

|                             |  |
|-----------------------------|--|
| <b>SUBMISSION TO:</b>       | Meeting of Council<br>Meeting Date: 20 <sup>th</sup> September, 2005   |
| <b>AGENDA REFERENCE:</b>    | 9.1(C) SEP05   |
| <b>SUBJECT:</b>             | Monthly Financial Statements – AUGUST, 2005  |
| <b>AUTHOR:</b>              | James Gregory Epis   |
| <b>POSITION:</b>            | Chief Executive Officer  |
| <b>INTEREST DISCLOSURE:</b> | Nil  |
| <b>DATE:</b>                | 7 <sup>th</sup> September, 2005  |
| <b>COMMENT:</b>             | Monthly Financial Statements submitted for adoption include:<br>(a) Financial Position as at 7 <sup>th</sup> September, 2005<br>(b) Operating Statement Summary – 31 <sup>st</sup> August, 2005<br>(c) Operating Statement - Detail - 31 <sup>st</sup> August, 2005<br>(d) Operating Statement - Nature/Type - 31 <sup>st</sup> August, 2005<br>(e) Balance Sheet as at - 31 <sup>st</sup> August, 2005<br>(f) Statement of Fixed Assets - 31 <sup>st</sup> August, 2005<br>(g) Statement of Outstanding Debtors - 31 <sup>st</sup> August, 2005 |

#### RECOMMENDATION

The Monthly Financial Statements for the month ended 31<sup>st</sup> August, 2005 consisting of Operating Statements (3), Balance Sheet, Statement of Fixed Assets, Lists of Outstanding Debtors, and the Financial Position as 7<sup>th</sup> September, 2005 showing balances of:-

|                             | \$             |        |
|-----------------------------|----------------|--------|
| Municipal                   | \$1,334,920.49 | Credit |
| Long Service Leave Reserve  | \$62,433.27    | Credit |
| Fire Disaster Reserve       | \$5,662.56     | 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 Taylor**                      **seconded Cr Carter**

The Monthly Financial Statements for the month ended 31<sup>st</sup> August, 2005 consisting of Operating Statements (3), Balance Sheet, Statement of Fixed Assets, Lists of Outstanding Debtors, and the Financial Position as 7<sup>th</sup> September, 2005 showing balances of:-

|                                    | \$                    |               |
|------------------------------------|-----------------------|---------------|
| <i>Municipal</i>                   | <i>\$1,334,920.49</i> | <i>Credit</i> |
| <i>Long Service Leave Reserve</i>  | <i>\$62,433.27</i>    | <i>Credit</i> |
| <i>Fire Disaster Reserve</i>       | <i>\$5,662.56</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 (9 VOTES TO 0)**



**9.0 REPORTS OF OFFICERS****9.1 CHIEF EXECUTIVE OFFICER****9.1 (C) MONTHLY FINANCIAL STATEMENTS – AUGUST, 2005**

| <b>SHIRE OF LEONORA</b>  |                          |                  |
|--|--------------------------|------------------|
| <b>FINANCIAL POSITION AS AT 7<sup>th</sup> September, 2005</b> |                          |                  |
|  |                          | <b>MUNICIPAL</b> |
|  |                          | <b>\$</b>        |
| Balance as at 31 <sup>st</sup> August, 2005                    | \$ 828701.19CR           |                  |
| Receipts to 7 <sup>th</sup> September, 2005                    | \$ 535,504.60            |                  |
| <b>Balance</b>   | <b>\$ 1,364,205.79CR</b> |                  |
| Less Accounts since 31 <sup>st</sup> August, 2005              | \$ 29,285.30             |                  |
| <b>Balance 7<sup>th</sup> September, 2005</b>                  | <b>\$ 1,334,920.49CR</b> |                  |
| <b>AMOUNT HELD ON TERM DEPOSIT - NATIONAL AUSTRALIA BANK</b>   |                          |                  |
|  |                          | <b>\$</b>        |
| A) PLANT REPLACEMENT RESERVE                                   | Nil                      | CREDIT           |
| B) LONG SERVICE LEAVE  | \$62,433.27              | CREDIT           |
| C) FIRE DISASTER RESERVE                                       | \$5,662.56               | CREDIT           |
| D) BUILDING RESERVE  | Nil                      | CREDIT           |
| E) COMMUNITY AMENITIES RESERVE                                 | Nil                      | CREDIT           |
| F) MUNICIPAL INVESTMENT  | Nil                      | CREDIT           |

## **9.0 REPORTS OF OFFICERS**

### **9.1 CHIEF EXECUTIVE OFFICER**

#### **9.1 (D) ACCOUNTS FOR PAYMENT – AUGUST, 2005**

**SUBMISSION TO:** Meeting of Council  
Meeting Date: 20<sup>th</sup> September, 2005

**AGENDA REFERENCE:** 9.1(D) SEP05

**SUBJECT:** Accounts for Payment

**AUTHOR:** James Gregory Epis

**OFFICER:** Chief Executive Officer

**INTEREST DISCLOSURE:** Nil

**DATE:** 13<sup>th</sup> September, 2005

#### **COMMENT:**

Attached statement consists of Vouchers **115 to 250 plus Direct Bank Transactions** and totalling **\$ 887,949.50** attached.

#### **RECOMMENDATION**

That accounts as represented by Vouchers **115 to 250 plus Direct Bank Transactions** and totalling **\$ 887,949.50** attached be authorised for payment.

#### **VOTING REQUIREMENTS**

Simple Majority

**moved Cr Johnson                      seconded Cr Craig**

*That accounts as represented by Vouchers 115 to 250 plus Direct Bank Transactions and totalling \$ 887,949.50 attached be authorised for payment.*

**CARRIED (9 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**

Tuesday 18<sup>th</sup> October, 2005 commencing at 9.30am at the Leinster Golf Club, Leinster.

**12.0 CLOSURE OF MEETING**

Cr Dawes closed the meeting at 11.00am.