

SHIRE OF WAGIN



MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 18th May 2004

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Shire of Wagin

Minutes of the Ordinary Council Meeting of the Council held in the Council Chambers on Tuesday 18th May 2004.

1. Declaration of Opening

The Shire President Cr Brockway declared the meeting open at 7.05pm.

2. Attendance, Apologies and Leave of Absence (Previously Approved)

Present:	Cr M J Brockway	President
	Cr R P Johnson	Deputy Shire President
	Cr I C Cumming	Member
	Cr G J Riseborough	Member
	Cr H D Rowell	Member
	Cr P J Blight	Member
	Cr D K Morgan	Member
	Cr A C Hansen	Member
	Cr P I Piesse	Member
Staff:	Mr I B Fitzgerald	Chief Executive Officer
	Mr D A Archer	Principal Environmental Health Officer/Building Surveyor
	Mr B A Roderick	Finance Officer
	Mr A D Hicks	Manager of Works
Visitors:	Mr Damien Quirk	National Australia Bank
	Mr Finlay Campbell	
Apologies:	Cr K M Draper	
	Cr E N Pugh	

3. Response to Previous Public Questions taken on notice

Nil

4. Public Question Time

Nil

5. Application for Leave of Absence

Nil

6. Public Forum (Petitions/Deputations/Presentations)

Mr Damien Quirk, National Bank Manager in Wagin addressed Council regarding Council's banking tender. He explained that the National Bank has been servicing the town of Wagin for over 100 years and would like to retain the Shire's business. He advised that the National Australian Bank had again revised its proposal to the Shire as late as today and this proposal would equate to a further saving of approximately \$1260.00, the main change to the proposal was a reduction of its credit card merchant facility to 0.71%.

He explained that the National Australia Bank could not match the Commonwealths proposal as they were aggressively seeking new business and new money. Mr Quirk also explained the National Australia Bank only dealt in one year contracts with a review at the end of that year. The question of the National Australia Bank providing an ATM facility in Wagin, Mr Quirk explained that an ATM in Wagin would not be viable, however he suggested that Council write to him and he would put the proposal to the National Australia Bank.

Mr Finlay Campbell addressed Council outlining his proposed workshop development at Lot 213 Tudhoe Street Wagin. He advised Council that he may in the future build a shop on the northern side (facing Tudhoe Street) of the shed, however he had no plans at this stage. The future planning of a shop front is the reasoning behind the proposed setbacks.

7. Confirmation of Previous Meeting Minutes

10838 HANSEN/JOHNSON

That the minutes of the Ordinary Council Meeting held on 20th April 2004 be confirmed as a true and accurate record.

CARRIED
Vote 9/0

8. Disclosure of Financial and other Interests

Cr Blight declared impartiality interest in item 9.2.6 as he is a member of the Telecentre Management Committee.

Cr Brockway declared impartiality interest in item 9.2.6 as she is a member of the Telecentre Management Committee.

9. Reports of Committees and Officers

9.1 Health, Building and Planning

9.1.1	Extended Trading Permit
Location:	Pt 1 (Lot 285) Tudhoe Street Wagin (Palace Hotel) - Zoned Commercial
Proponent:	Ruben Nominees (G Seaton)
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	A442

Summary

The proponent has applied to the Department of Racing, Gaming and Liquor to trade from midnight to 1am on Friday and Saturday nights.

Background

The above extension was originally granted on the 27th April 2001.

Comment

We have not received any adverse comment with regard to operation of the extended hours and the local police support the application therefore I believe it would be reasonable for Council to support the application.

Statutory Environment: Liquor Licensing Act 1988

Policy Implications: Nil

Budget Implications: Nil

Officer's Recommendation

Council advise the Department of Racing, Gaming and Liquor that it supports the extension of trading at the Palace Hotel from midnight to 1am on Friday and Saturday nights.

Council Resolution

10839 BLIGHT/PIESSE

That the Officer's Recommendation be adopted.

CARRIED
Vote 7/2

9.1.2	Amendment to licence to Store Dangerous Goods
Location:	Lot 507 Pt 10 Arthur Road Wagin (Fuel Depot) - Zoned Commercial
Proponent:	M Burrows
Reporting Officer:	Principal Environmental Health Officer/ Building Surveyor
File:	A1612

Summary

The proponent wishes to increase diesel fuel storage by 160,000 litres and reduce kerosene storage from 12,000 litres to 1250 litres.

Background

The fuel depot was first established in 1994.

Comment

The submission prepared by an accredited consultant states that an above ground cylindrical storage tank 12.5m long by 4.15m diameter will be placed in a plastic lined bund on the northern side of the existing storage tanks to the specifications of the Department of Industry and Resources.

Such development complies with our Town Planning Scheme.

Statutory Environment: Town Planning Scheme No2
Explosives and Dangerous Goods (Dangerous Goods Handling and Storage) Regulations 1992

Policy Implications: Nil

Budget Implication: Nil

Officer's Recommendation

That Council advise the Department of Industry and Resources that it supports the additional storage of 160,000 litres of diesel and reduction in storage of 12,000 litres of kerosene to 1250 litres on Lot 507 Pt10 Arthur Road Wagin subject to compliance with the requirements of the Dangerous Goods Safety Branch.

Council Resolution

10840 CUMMING/ROWELL

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.1.3	Building Extension
Location:	Lot 1890 Tudor Street Wagin (Grainfeeds) - Zoned Railway Reserve
Proponent:	P Rowe on behalf of Grainfeeds
Reporting Officer:	Principal Environmental Health Officer/ Building Surveyor
File:	A657

Summary

The proponent wishes to construct rooves over existing concrete slabs to provide weather protection during operations.

Background

The factory has been operating for many years with continual upgrades and extensions. The proposed is another stage in their development.

Comment

By erecting a roof over the above areas the control of dust, floor washings and noise will be improved and as the main factory buildings and silos dominate the site the proposed additions should not increase the overall bulk of the structures.

Statutory Environment: Town Planning Scheme No2

Policy Implications: Nil

Budget Implications: Nil

Officer's Recommendation

That Council approve the construction of two new roof sections being 7m x 6m and 7m x 8.5 so as to provide weather protection at Grainfeeds Lot 1890 Tudor Street Wagin subject to;

- 1) Development consistent with the submission dated April 2004.
- 2) Obtaining a building permit.
- 3) Approval will lapse if not substantially completed within 2 years from the date of Council Planning approval.

Council Resolution

10841 PIESSE/MORGAN

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.1.4	Access Ramp
Location:	Lot 62 Tudor Street Wagin (Court House) - zoned Public Purpose
Proponent:	Department of Housing and Works
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	A1090

Summary

The proponent wishes to construct a brick paved ramp 3.5m long and 1.2m wide to complement the existing entrance steps.

Background

The Court House is used daily as the National Australia Bank has lease of a room.

Comment

In the absence of survey information the actual front boundary is estimated, but it is more likely that the ramp will be on Lot 62 and not encroach on to the footpath.

However I have assessed this proposal on the assumption it does encroach on to the footpath.

The footpath is particularly wide in front of the Court House and the ramp will be only 300mm high therefore it will not impede pedestrian movement.

I consider this proposal is reasonable and should be of assistance to users of the building.

Statutory Environment: Local Government Act 1995
Schedule 9.1 Clause 3

Policy Implications: Nil

Budget Implications: Nil

Officer's Recommendation

That Council permit the Department of Housing and Works to construct a brick paved ramp to serve the entrance to the Court House on Lot 62 Tudor Street Wagin consistent with the submission dated the 13th May 2004.

Council Resolution

10842 HANSEN/JOHNSON

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.1.5	Workshop
Location:	Lot 213 Tudhoe Street – Zoned Industrial
Proponent:	F M Campbell
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	A1737

Summary

The proponent wishes to erect a zincalume and colourbond fully enclosed gable roofed shed 18m x 12m x 4.8m (wall height) for use as a mechanical workshop.

Background

Development requirements for the Industrial zone are;

- a) Frontset back 7.5m
- b) Rear (average) 7.5m
- c) Sides determined by Council

Lot 213 has a frontage length of 27.76m and a depth of 34.20m.

The application states the proposed shed would be 6m from the rear with a nil setback on the western side so as to allow movement of machinery and space at the front (Tudhoe Street) for a shop front in the future.

Comment

As a drain is on the western side of Lot 213 a nil setback seems reasonable.

Encroaching the rear setback by 1m considering the adjacent Lot is part of a larger industrial business site may be acceptable, but should be referred to the adjoining owner for comment.

Developing the site without including the shop front, in such a prominent position may detract the visual appearance, and the area left for the shop front is narrow, being only 2.5m.

I have difficulty in visualising the completed development and wonder if the most appropriate design layout is presented.

Statutory Environment: Town Planning Scheme No2

Policy Implications: Nil

Budget Implications: Nil

Officer's Recommendation

Council request the applicant to provide plans of the overall development including the shop front and notify the applicant the encroachment of the rear setback will be referred to the adjoining property owner prior to Council making a decision and should the project proceed it will be on the understanding that the shop front is included at the time of construction of the workshop.

Council Resolution**10843 RISEBOROUGH/CUMMING**

That Council approve the construction of the workshop to be positioned on Lot 213 Tudhoe Street with a nil setback on the western side, being the 18metres length of wall and 5 metres from the southern boundary subject to agreement by the adjoining property owner.

CARRIED

Vote 9/0

9.1.6	Dangerous Dog
Location:	Lot 491 Johnston Street Wagin – Zoned Rural
Owner:	J Painter
Dog:	Ridgeback/Bullmastiff Cross, Brown/Tan Tag No 0400135
File:	A493, RNG2

Summary

The dog has attacked several other dogs over the past months.

Background

Staff detained the dog in the pound, being voluntarily surrendered, but the pound was broken into, by person/s unknown and the dog disappeared.

The dog reappeared at Lot 491 Johnston Street Wagin.

Comment

Staff consider the property is not suitably enclosed to ensure the dog does not leave and as this animal has repeatedly shown a tendency to attack, staff believe this dog should be declared dangerous.

Should this occur then Council may instruct an enclosure to be constructed that confines the dog so as it cannot escape, young children can not enter and the dog wears a collar which identifies it as a dangerous dog.

Should Council so declare the dog dangerous the owner has the right of appeal to Council and/or the Local Court.

Statutory Environment: Dog Act 1976 as amended.

Policy: Nil

Budget Implications: Nil

Officer's Recommendation

That Council declare the brown/tan Ridgeback/Bullmastiff cross dog, Tag Number 0400135 owned by J Painter of 64 Johnston Street Wagin to be dangerous and hereby instruct the dog is kept in accordance with the requirements of the Dog (Restricted Breeds) Regulations 2002.

Council Resolution

10844 HANSEN/RISEBOROUGH

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.2 Administration and Finance

9.2.1 Tourism and Development Marketing Strategy

Proponent: Menzies and Associates Pty Ltd
Location: Wagin
Reporting Officer: Chief Executive Officer
File: TRS1

Summary

Mr Ian Menzies has prepared a Tourism and Development and Marketing Strategy for the Shire of Wagin but the document has not been adopted by Council or acted upon.

Comment

I am advised all Councillors have previously been presented with a copy of the Tourism and Development and Marketing Strategy document. The document was prepared in April 2003 and reports on tourism attractions within the district and gives recommendations as to how they can be improved and marketed to help attract people to Wagin.

One of the recommendations contained in the strategy is that "The Shire of Wagin in co-operation with the Tourism Association, Chamber of Commerce, community and sporting organisations produce a quality printed promotional package that can be adopted to suit a variety of target markets and is used to attract visitors, future residents and investors".

To develop the recommendations within the strategy it will be necessary to develop an action plan including the holding of public meetings to present the strategy and seek input. I know from attending Chamber of Commerce meetings that they are keen to work with Council and community groups to help promote Wagin and attract new residents and business to the town. The Wagin Tourist Committee are also keen to promote our tourist attractions and help attract people to the area.

Statutory Environment:	Local Government Act 1995
Policy Implications:	Nil
Budget Implications:	Until an Action Plan is developed and costed the cost to Council is unknown.

Officer's Recommendation

That Council:

- resolve to formally receive the Tourism Development and Marketing Strategy for the Shire of Wagin prepared by Menzies and Associated Pty Ltd
- hold a meeting, in conjunction with the Wagin Tourist Committee and Mr Menzies on Wednesday 9th June to discuss the strategy
- make the strategy available for interested persons to read.

Council Recommendation

10845 BLIGHT/HANSEN

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.2.2	Date of Future Local Government Elections
Proponent:	W A Local Government Association
Location:	Wagin
Reporting Officer:	Chief Executive Officer
File:	CNL7

Summary

Member Councils views are being sought by WALGA on a possible change in the timing of the local government elections.

Comment

Currently the Local Government Act requires all ordinary Council Elections are held on the first Saturday in May every second year, with the next election to be held in 2005.

A number of zones have suggested a September / October date for the elections as this will give newly elected members the ability to settle in and have input into the budget process. As it stands now many Councils have already completed a large proportion of their budgets by the time of the elections and new members have the opportunity for limited input.

Should the timing of the elections be altered to September/October newly elected Councillors would have input into the next budget but they would be working for 8 – 9 months with a budget they had no input into rather than the 2 months under the current timetable. Arguments could be put both for and against for either option with it basically coming down to which date is perceived to best suit an individual Council. In the case of Wagin where the bulk of the budget discussions are after the May elections there may be little benefit in changing. It is acknowledged new councillors may have little direct input but they will be a part of the process and have some understanding of the budget as it is discussed during the next twelve months.

<i>Statutory Environment:</i>	Local Government Act 1995 Section 4.7
<i>Policy Implications:</i>	Nil
<i>Budget Implications:</i>	Nil

Officer's Recommendation

That Council advise the WA Local Government Association it supports the retention of the May election timeframe.

Council Resolution

10846 ROWELL/BLIGHT

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.2.3 Review of Councillor Numbers

Proponent: Staff
Reporting Officer: Chief Executive Officer
File: DEP18/6

Summary

Council conducted a review of its Councillor numbers prior to the 2003 elections and resolved to reduce from 13 to 11 elected members with a further review to be conducted prior to the 2005 election.

Comment

The document that was prepared for public comment outlined in detail the options available to Council and the trend amongst other Councils to reduce their numbers. The rates of Councillors to electors were outlined including what it would be if the numbers were reduced from 13 to 11 and from 13 to 9.

There were not a large number of submissions received but interestingly two suggested the number of Councillors should be reduced to 9, one suggesting the number be decreased in 2003 with the other suggesting a staged reduction in 2003 and 2005. Only one suggestion for a Council of 11 was received from the community with one Councillor suggesting 10 and another 11 Councillors.

I raise this matter now as should Council wish to reduce its numbers of elected members to 9 for the 2005 elections it will be necessary for the process to be commenced so as to meet the Local Government Advisory Board timetable.

The advice from the Advisory Board is that a new discussion paper will not be required as the previous paper did include the option to reduce the number for Councillors to 9. However they recommend that if Council does consider reducing its numbers from 11 to 9 the matter be advertised for public comment for 6 weeks.

Under the previous structure of 13 Councillors there was a ratio of 1:95. The current rates with 11 Councillors is 1:112 and should the number be reduced to 9 Councillors the ratio would be 1:137. This would not be a significant increase and would still see the Shire of Wagin with a far better representation than many other country councils that also operate on a no ward system. I have attached a chart which shows a number of councils with the number of councillors and elector representation ratio for Council information.

I acknowledge some Councillors may have concerns to the extra workload should their numbers be further reduced. From the records extracted since the May 2003 elections it would appear committees have not met all that frequently other than the Townscape and Tidy Towns Committee. There have been a number of Special Council Meetings during the period relating to the tenders for the recreation complex redevelopment and also the recruitment of a new Chief Executive Officer which

would not take place in a normal year. A summary of the records extracted are attached for Councillors information.

If Council resolves to reduce to 9 elected members the number of members per committee could be reduced from 5 to 4 which would help to distribute the workload between all Councillors.

<i>Statutory Environment:</i>	Local Government Act 1995
<i>Policy Implications:</i>	Nil
<i>Budget Implications:</i>	A reduction in members may see a minor reduction in member's expenses through reduced sitting fees and administration support.

Officer's Recommendation

That Council;

- a) resolve to reduce the number of elected members from 11 to 9 at the 2005 elections.
- b) advertise the proposed reduction in elected members and seek public comment.

Council Resolution

10847 RISEBOROUGH/CUMMING

That Council are to retain eleven elected members at the 2005 elections.

CARRIED
Vote 7/2

Note: Reason for difference in Council Resolution was that Council agreed 11 elected members was working well and giving a good distribution of work.

Wagin Medical Centre Financial Statements**– April 2004****Reporting Officer: Deputy Chief Executive Officer**

Summary

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a local authority is to prepare monthly financial reports in such a form as the local authority considers appropriate.

Background

The Wagin Medical Centre has been running under the control of Council since 1st March 2003. Like the monthly financial reports Council already receives relating to the Municipal fund and list of payments made from the Municipal, Trust and Reserve accounts, Council is required to disclose the same information regarding the Wagin Medical Centre.

Comment

A Profit and Loss statement and Balance Sheet have been prepared for the period ending 30th April 2004, and a list of payments made from the cheque account are attached to this item.

Statutory Requirement: Local Government (Financial Management) Regulation 34(1)(a).

Budget Implications: Nil

Officer's Recommendation

That Council;

1. Receive the Profit and Loss Statement and Balance Sheet for the period ending 30th April 2004.
2. Approve for payment the following list of vouchers;

Wagin Medical Centre Account from 000128 to 000131 \$40,441.75
including Direct Debit.

Council Resolution

10848 ROWELL/HANSEN

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

Wagin Medical Centre
 Minutes of A Ordinary Council Meeting **Profit & Loss**
 July 2003 through April 2004

18th May 2004

	July 2003 through April 2004
Ordinary Income/Expense	
Income	
Agency Fee Reimbursement	1,350.00
Hospital Visits	65,556.49
Interest	608.69
Practice Incentive Payments	39,167.17
Reimbursements	568.65
Surgery Visits	227,196.20
WACRRM Practice Support	5,000.00
Total Income	339,447.20
Expense	
Bank Service Charges	3,039.59
Computer Equipment	10,858.35
Gardening Service - Nenke St	859.51
Insurance	
Workers Compensation	4,299.16
Total Insurance	4,299.16
Internet Access	154.76
Office Supplies	
Cleaning	718.18
Office Supplies - Other	232.02
Total Office Supplies	950.20
Payroll Expenses	
Administration Wages	43,590.05
Cleaners Wages	9,012.79
Doctors Wages	140,912.63
Payroll Tax	7,659.00
Practice Nurse Wages	7,779.00
Superannuation	14,732.50
Total Payroll Expenses	223,685.97
Postage and Delivery	2,788.80
Printing and Reproduction	705.14
Professional Fees	
Consulting	8,095.00
Locum Recruitment	1,500.00
X-Ray Service	591.16
Total Professional Fees	10,186.16
Rent	1,028.21
Repairs	
Equipment Repairs	504.46
Total Repairs	504.46
Software Expense	1,469.10
Subscriptions	90.45
Supplies	
Marketing	648.86
Medical	4,423.93
Office	4,544.39
Total Supplies	9,617.18
Telephone	
Mobile	441.47
Telephone - Other	5,773.00
Total Telephone	6,214.47
Travel & Ent	
Accommodation	164.09
Travel	504.54
Total Travel & Ent	668.63
Utilities	
Gas and Electric	3,729.95
Water	123.00
Total Utilities	3,852.95

	July 2003 through April 2004
Vehicle Running Costs W.1479	463.78
Waste Removal	450.00
Total Expense	281,886.87
Net Ordinary Income	57,560.33
Net Income	57,560.33

Wagin Medical Centre
 Minutes of A Ordinary Council Meeting **Balance Sheet**
 As of April 30, 2004

18th May 2004

	<u>As of April 30, 2004</u>
ASSETS	
Current Assets	
Current/Savings	
Cheque Account	78,490.66
Total Current/Savings	78,490.66
Accounts Receivable	
Accounts Receivable	26,022.00
Total Accounts Receivable	26,022.00
Other Current Assets	
Cash on Hand	100.00
Total Other Current Assets	100.00
Total Current Assets	104,612.66
TOTAL ASSETS	104,612.66
LIABILITIES	
Current Liabilities	
Accounts Payable	
Accounts Payable	31,134.34
Total Accounts Payable	31,134.34
Other Current Liabilities	
Tax Payable	1,811.16
Total Other Current Liabilities	1,811.16
Total Current Liabilities	32,945.50
TOTAL LIABILITIES	32,945.50
NET ASSETS	71,667.16
EQUITY	
Retained Earnings	14,106.83
Net Income	57,560.33
TOTAL EQUITY	71,667.16

Wagin Medical Centre
Transaction List by Supplier
April 21 through May 18, 2004

	Type	Date	Num	Memo	Amount
AMA Services	Bill	30/04/2004	403061	Medical Supplies	-184.89
	Bill Pmt -Cheque	03/05/2004	Debit	Medical Supplies	-184.89
	Bill	11/05/2004	404295	Medical Supplies	-47.67
	Bill	11/05/2004	404091	Medical Supplies	-1,165.71
	Bill	11/05/2004	404050	Recruitment Fee Dr Lewis 5/5/2004 to 4/5/2005	-7,150.00
	Bill Pmt -Cheque	11/05/2004	Debit		-8,363.38
Australia Post	Bill	30/04/2004	2004033106	Postage	-235.42
	Bill Pmt -Cheque	03/05/2004	Debit	Postage	-235.42
	Bill	11/05/2004	2004043006	Postage for April 2004	-100.66
	Bill Pmt -Cheque	11/05/2004	Debit	Postage for April 2004	-100.66
Boc Limited	Bill	30/04/2004	1532295	Medical D Size Industrial Gas	-230.08
	Bill Pmt -Cheque	03/05/2004	Debit	Medical D Size Industrial Gas	-230.08
	Bill	11/05/2004	328845508	N20 Medical D Size Gas	-147.80
	Bill Pmt -Cheque	11/05/2004	Debit	N20 Medical D Size Gas	-147.80
Courier Australia	Bill	30/04/2004	310304	Freight	-423.50
	Bill Pmt -Cheque	03/05/2004	Debit	Freight	-423.50
	Bill	11/05/2004	300404	Freight	-41.80
	Bill Pmt -Cheque	11/05/2004	Debit	Freight	-41.80
Joanne Pearce	Bill	03/05/2004		Refund of overpayment for consultations	-77.10
	Bill Pmt -Cheque	03/05/2004	000131	Refund of overpayment for consultations	-77.10
Medi-Collect	Bill	11/05/2004	00029037	Clinical Waste Service	-55.00
National Heart Foundation	Bill	30/04/2004	353770	Heart Foundation Cook book and posters	-29.25

Wagin Medical Centre
Transaction List by Supplier
April 21 through May 18, 2004

	Type	Date	Num	Memo	Amount
Rural press Regional Media	Bill Pmt -Cheque	03/05/2004	000130	Heart Foundation Cook book and posters	-29.25
	Bill	30/04/2004	31032004	Advertising	-346.72
	Bill Pmt -Cheque	03/05/2004	Debit	Advertising	-346.72
	Bill	11/05/2004	30042004	Advertising	-346.72
Shire of Wagin	Bill Pmt -Cheque	11/05/2004	Debit	Advertising	-346.72
	Bill	30/04/2004	6436	Alarm System Monitoring Oct - Dec 2003	-139.21
	Bill	30/04/2004	6295	Alarm System Monitoring Jul - Sep 03 and 10 weel	-1,270.24
	Bill	30/04/2004	6727	Alarm System Monitoring Apr - Jun 04	-139.21
Slicker Stickers	Bill	30/04/2004	6560	Alarm System Monitoring Jan - Mar 04	-139.21
	Bill Pmt -Cheque	03/05/2004	Debit		-28,252.82
	Bill	30/04/2004	10169	Promotional Material	-44.22
	Bill Pmt -Cheque	03/05/2004	000129	Promotional Material	-44.22
Stirling Confectionery Plus	Bill	30/04/2004	21086	Water Cooler Rental	-24.20
	Bill Pmt -Cheque	03/05/2004	Debit	Water Cooler Rental	-24.20
	Bill	11/05/2004	22144	Water Cooler Rental	-24.20
	Bill Pmt -Cheque	11/05/2004	Debit	Water Cooler Rental	-24.20
Telstra	Bill	30/04/2004	T311	Dr Lewis Mobile Phone to 26/3/2004	-40.01
	Bill	30/04/2004	T9272289006	Surgery Telephone to 15/04/2004	-500.69
	Bill	11/05/2004	T311	Dr Lewis Mobile Phone to 26 April 2004	-39.99
Viking Office Products Pty Ltd	Bill	30/04/2004	638137	Stationery	-451.53
	Bill Pmt -Cheque	03/05/2004	Debit	Stationery	-451.53
W/A Country Health Service - Narrogin					

Wagin Medical Centre
Transaction List by Supplier
April 21 through May 18, 2004

Type	Date	Num	Memo	Amount
Bill	30/04/2004	4281	6 Private Xrays	-78.24
Bill	30/04/2004	4282	2 Private Xrays	-14.31
Bill	30/04/2004	747	2 Private Xrays	-42.11
Bill	30/04/2004	1513	6 Private Xrays	-114.74
Bill	30/04/2004	1537	4 Private Xrays	-74.23
Bill Pmt -Cheque	03/05/2004	Debit		-323.63
Wagin District Farmers Coop				
Bill	30/04/2004	200304	Groceries for Locum Doctor	-64.39
Bill Pmt -Cheque	03/05/2004	Debit	Groceries for Locum Doctor	-64.39
Bill	11/05/2004	30042004	Cleaning and Kitchen Supplies	-80.69
Bill Pmt -Cheque	11/05/2004	Debit	Cleaning and Kitchen Supplies	-80.69
Wagin Newsagency				
Bill	30/04/2004	25441	Newspapers	-23.00
Bill Pmt -Cheque	03/05/2004	000128	Newspapers	-23.00
Western Power				
Bill Pmt -Cheque	27/04/2004		Surgery Electricity	-625.75
Bill	30/04/2004	5624885226	Surgery Electricity	-625.75
Total				40441.75

9.2.5 Financial Statements – April 2004**Reporting Officer:** Deputy Chief Executive Officer**Summary**

In accordance with the Local Government (Financial Management) Regulations 1996, regulation 34 stipulates that a local authority is to prepare monthly financial reports in such a form as the local authority considers appropriate.

Background

The form of the monthly financial statements presented to Council has been an Operating Statement by function / activity, Statement of Financial Position, and an Operating Statement by Nature / Type. Council is also required to receive a list of payments made from all of Councils bank during the period from the last ordinary Council meeting onwards.

Comment

A copy of all three reports for the month ending 30th April 2004 have been included in the agenda along with a listing of all payments made from each of Councils bank accounts for this corresponding period.

Statutory Requirement: Local Government (Financial Management) Regulation 34(1)(a).

Budget Implications: Nil

Officer's Recommendation

That Council;

1. Receive the Operating Statement by Function / Activity, Statement of Financial Position, and Operating Statement by Nature / Type for the period ending 30th April 2004.
2. Approve for payment the following list of vouchers;

Municipal Account	from 18241 to 18411	total	\$334,734.44
Trust Account	from 1336 to 1340	total	\$ 5,628.03
Municipal Account	(Direct Debit)	total	<u>\$298,984.06</u>
			<u>\$639,346.53</u>

Council Resolution

10849 BLIGHT/HANSEN

That the Officer's Recommendation be adopted.

CARRIED

Vote 9/0

Printed on : 13.05.04 at 10:02

SHIRE OF WAGIN
(P3802A)

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Accounts Due And Submitted To Council Meeting Meeting Held On 18.05.04

Cheque No. (Print)...	Payee.....	Description.....	Municipal Bank	Trust Bank	Other Cheque..... Funds Amount.....
18241	AGED & COMMUNITY SERVICES AUST	HANDBOOK FOR HOMECARE WORKERS	60.00	0.00	0.00 60.00
18322	EXPOFOCUS	LGMA NATIONAL CONFERENCE 2004	975.00	0.00	0.00 975.00
18323	WAGIN-CORRIGIN PEST CONTROL	REPLACEMENT CHEQUE ISSUED	0.00	0.00	0.00 0.00
18324	IAN FITZGERALD	BALANCE OF REMOVAL EXPENSES	1126.35	0.00	0.00 1126.35
18325	SHIRE OF WAGIN	LICENSING OF NEW DEPUTY CEO VEHICLE	169.40	0.00	0.00 169.40
18326	WALKER FORD	CHANGEOVER OF DCEO VEHICLE W001	800.00	0.00	0.00 800.00
18327	SHIRE OF WAGIN	PAYROLL DEDUCTION APRIL 2004	250.00	0.00	0.00 250.00
18328	SHIRE OF WAGIN	PAYROLL DEDUCTIONS APRIL 2004	180.00	0.00	0.00 180.00
18329	SHIRE OF WAGIN	PAYROLL DEDUCTIONS APRIL 2004	160.00	0.00	0.00 160.00
18330	SHIRE OF WAGIN	PAYROLL DEDUCTIONS APRIL 2004	190.00	0.00	0.00 190.00
18331	LGRCEU	UNION DEDUCTIONS APRIL 2004	28.60	0.00	0.00 28.60
18332	AUSTRALIAN SERVICES UNION	UNION DEDUCTIONS APRIL 2004	217.00	0.00	0.00 217.00
18333	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS APRIL 2004	400.00	0.00	0.00 400.00
18334	CANCELLED	CANCELLED	0.00	0.00	0.00 0.00
18335	TREVOR PARSONS BUILDING	REC CENTRE DEVELOPMENT 4TH PAYMENT	155784.64	0.00	0.00 155784.64
18336	CHAS GARDEN CENTRE	PLANTS AND FLOWERS	600.60	0.00	0.00 600.60
18337	WALGSP PH 94803500	SUPER CONTRIBUTIONS APRIL 2004	14092.37	0.00	0.00 14092.37
18338	SHIRE OF WAGIN	HACC PETTY CASH RECOUP	157.10	0.00	0.00 157.10
18339	GEORGE SMITH	LANDCARE ENVIROFUNDS	660.00	0.00	0.00 660.00
18340	TR AND HM SOUTH	ZONE INCENTIVE FUNDS	952.00	0.00	0.00 952.00
18341	MICK DOAK	ZONE INCENTIVE FUNDS	3248.00	0.00	0.00 3248.00
18342	GP HAMERSLEY AND CO	LANDCARE ENVIROFUNDS	2038.96	0.00	0.00 2038.96
18343	AL AND CJ HORNSBY	LANDCARE ENVIROFUNDS	4400.00	0.00	0.00 4400.00
18344	KEEDAC	SEEDLING ORDER	22357.60	0.00	0.00 22357.60
18345	GREAT SOUTHERN FUEL SUPPLY	FUEL - LANDCARE	265.83	0.00	0.00 265.83
18346	CA MADER & CO	ZONE INCENTIVE FUNDS	204.20	0.00	0.00 204.20
18347	CR ANTHONY HANSEN	SITTING FEES	550.00	0.00	0.00 550.00
18348	DOWD CORPORATION PTY LTD	STAFF UNIFORM - LONDA HEGARTY	558.50	0.00	0.00 558.50
18349	E N & B PUGH	REFUSE REMOVAL APRIL 2004	4201.86	0.00	0.00 4201.86
18350	L B MUDGWAY-BENDIGO BANK	LANDCARE CREDIT CARD EXPENSES	160.10	0.00	0.00 160.10
18351	FIRE & EMERGENCY SERVICES WA	ESL ON SHIRE PROPERTIES	1071.01	0.00	0.00 1071.01
18352	SHIRE OF WAGIN	HACC HIRE OF COMMUNITY BUS	32.45	0.00	0.00 32.45
18353	SHIRE OF WAGIN	DRIVERS LICENCE RENEWAL-R KELLY	33.10	0.00	0.00 33.10
18358	EWEN-FOLEY AGENCIES	NPK BLUE UREA AND AMMONIA	269.50	0.00	0.00 269.50
18359	TERRY BROWN AND CO	REPAIR QUICK HITCH & NEW TOWBAR	529.10	0.00	0.00 529.10
18360	CANCELLED	CANCELLED	0.00	0.00	0.00 0.00
18361	CANCELLED	CANCELLED	0.00	0.00	0.00 0.00
18362	AG WEST MACHINERY	PLANT REPAIRS AND PARTS	415.14	0.00	0.00 415.14
18363	ALEXANDER GALT AND CO PTY LTD	HORTICULTURAL SUPPLIES, RETIC PARTS, BULLETS, TOOLS, PINT, DOG CHAINS, GAS, MOP, SHOVEL, CEMENT & COPPER SULPHATE	571.56	0.00	0.00 571.56
18364	AUSTRALIA POST	POSTAGE APRIL 04	413.59	0.00	0.00 413.59
18365	BEAUREPAIRES	NEW TYRES AND TYRE REPAIRS	408.72	0.00	0.00 408.72
18366	BORAL CONSTRUCTION MATERIALS	DENSE GRADE GRANITE FOR BALLAGIN RD SURFACE REPAIRS	44825.63	0.00	0.00 44825.63
18367	BOSS BUSINESS PRINT PTY LTD	PAYSLIPS	341.00	0.00	0.00 341.00
18368	CANCELLED	CANCELLED	0.00	0.00	0.00 0.00

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(P3807A)

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Accounts Due And Submitted To Council Meeting Meeting Held On 18.05.04

Cheque No. (Print)...	Payee.....	Description.....	Municipal Bank	Trust Bank	Other Cheque..... Funds Amount.....
18369	COLLIE RIVER VALLEY MEDICAL	FLU VACCINES FOR DARKAN HACC STAFF	79.20	0.00	0.00 79.20
18370	COTA NATIONAL SENIORS P'SHIP	AUST JOURNAL ON THE AGEING	104.50	0.00	0.00 104.50
18371	COURIER AUSTRALIA	FREIGHT	124.91	0.00	0.00 124.91
18372	CR GRAHAM RISEBOROUGH	TRAVEL REIMBURSEMENT	358.05	0.00	0.00 358.05
18373	CR HELEN ROWELL	SITTING FEES & TRAVELLING REIMBURSE	1034.19	0.00	0.00 1034.19
18374	D I BLAKE	HIRE 6 WHEEL TIPPER	2931.50	0.00	0.00 2931.50
18375	DARKAN ROADHOUSE	DIESEL FUEL - HACC	121.10	0.00	0.00 121.10
18376	DE NEEFE SIGNS PTY LTD	STREET SIGNS	48.40	0.00	0.00 48.40
18377	DICK SMITH ELECTRONICS PTY LTD	BATTERY	49.98	0.00	0.00 49.98
18378	DOAK PLUMBING & GAS PTY LTD	RETICULATION AND TOILET REPAIRS	525.04	0.00	0.00 525.04
18379	ENCHANTED FLORIST	FLOWERS AND ANZAC DAY WREATH	97.00	0.00	0.00 97.00
18380	EWEN-FOLEY AGENCIES	FERTILISER	367.40	0.00	0.00 367.40
18381	GA & CJ FROOME	ELECTRICAL WORK AT SPORTS GROUND	2215.40	0.00	0.00 2215.40
18382	GREAT SOUTHERN FUEL SUPPLY	LANDCARE FUEL	224.08	0.00	0.00 224.08
18383	HAMERSLEY REFRIGERATION	REPAIRS TO REC CENTRE COOL ROOM	510.62	0.00	0.00 510.62
18384	J R AND A HERSEY PTY LTD	RAGS, GREASE GUN, BROOM & SHOVEL	351.98	0.00	0.00 351.98
18385	JASON SIGNMAKERS	SIGNS & SIGN POSTS	2072.40	0.00	0.00 2072.40
18386	JEM TRUCK SALES	TRUCK SERVICE AND REPAIRS	1361.01	0.00	0.00 1361.01
18387	KATANNING RETRAVISION	MOBILE PHONE ACCECORIES AND ANTENNA	597.00	0.00	0.00 597.00
18388	M J AND M HOES	LIBRARY BRICK PAVING & DOWNPIPES	1795.23	0.00	0.00 1795.23
18389	NARROGIN PACKAGING	CLEANING SUPPLIES	129.14	0.00	0.00 129.14
18390	PALACE HOTEL	ALCOHOLIC BEVERIDGES	338.78	0.00	0.00 338.78
18391	PUTLAND MOTORS	HACC PLANT REPAIRS	56.50	0.00	0.00 56.50
18392	RURAL PRESS REGIONAL MEDIA WA	COUNCIL CORNER, ADVERTS & ENVELOPES	1631.62	0.00	0.00 1631.62
18393	SFM ENGINEERING	REPAIRS TO TWO WAY SIDE TIPPER	1045.00	0.00	0.00 1045.00
18394	TELSTRA	PHONE, FAX, MOBILE & MODEM ACCOUNTS	2520.84	0.00	0.00 2520.84
18395	THERESA DAVIDSON	CLEANING OF INFANT HEALTH CLINIC	96.00	0.00	0.00 96.00
18396	TOLL IPEC PTY LTD	FREIGHT	98.32	0.00	0.00 98.32
18397	UNIVERSAL PRESS PTY LTD	ADVERT IN THE WA COUNTRY ROAD ATLAS	550.00	0.00	0.00 550.00
18398	WAGIN AG CENTRE	PLANT PARTS & REPAIRS TO ROLLER	954.72	0.00	0.00 954.72
18399	WAGIN CO-OP	GROCERIES	282.20	0.00	0.00 282.20
18400	WAGIN MEATS	SAUSAGES AND MINCE	56.00	0.00	0.00 56.00
18401	WAGIN NEWSAGENCY	NEWS PAPERS	23.00	0.00	0.00 23.00
18402	WAGIN PHARMACY	FLU VACCINES & PHOTO PRODUCTION	433.00	0.00	0.00 433.00
18403	WAGIN SPRAYING SERVICE	SPRAY SPORTS OVAL	110.00	0.00	0.00 110.00
18404	WAGIN STABLE GEAR	EMBROIDERY FOR CARAVAN PARK MANAGER	35.20	0.00	0.00 35.20
18405	WAGIN TELECENTRE	LAMINATING & LASER PRINTING	302.95	0.00	0.00 302.95
18406	WAGIN TRUCKSTOP	FUEL	1205.12	0.00	0.00 1205.12
18407	WALKER FORD	TRAILER INSPECTION & FUEL CAP	133.70	0.00	0.00 133.70
18408	WA LOCAL GOVERNMENT ASSOC	ADVERTISING	2191.68	0.00	0.00 2191.68
18409	WESTERN POWER	STREET LIGHTING AND ELECTRICITY	2366.90	0.00	0.00 2366.90
18410	WESTERN STABILISERS	CEMENT STABILISATION & WET MIXING	41428.91	0.00	0.00 41428.91
18411	WESTRAC EQUIPMENT	PADLOCKS AND KEYS FOR ROLLER	76.96	0.00	0.00 76.96
			334734.44	0.00	0.00 334734.44

87 records listed.

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SHIRE OF WAGIN

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(P380ZA)

Accounts Due And Submitted To Council Meeting Meeting Held On 18.05.04

Reque No. Payee..... (print)...	Description.....	Municipal Bank	Trust Bank	Other Cheque..... Funds Amount.....
1336 BCITF	BCITF LEVIES COLLECTED	0.00	479.23	0.00 479.23
1337 BUILDERS REGISTRATION BOARD	BRB LEVIES COLLECTED	0.00	73.50	0.00 73.50
1338 SHIRE OF WAGIN	BCITF & BRB COMMISSION	0.00	25.30	0.00 25.30
1339 SHIRE OF WAGIN	DEPOSIT-SALE OF 10 TARBET ST	0.00	5000.00	0.00 5000.00
1340 ELAINE JEFFS	TRESTLE HIRE BOND REFUND	0.00	50.00	0.00 50.00
		0.00	5628.03	0.00 5628.03

records listed.

Shire of Wagin Statement of Financial Position For the Period Ending 30/04/2004			
	2003/2004		2002/2003
Current Assets			
Cash	1,136,538.44		1,311,363.11
Receivables	201,155.65		402,784.78
Stock on Hand	25,061.10		25,061.10
Total Current assets	1,362,755.19		1,739,208.99
Current Liabilities			
Creditors	- 208,520.63	-	236,572.76
Accrued Expenditure	- 206,212.68	-	206,212.68
Accrued Interest	- 4,514.20	-	4,514.20
Loan Principal - Current	- 12,593.50	-	36,072.20
Total Current Liabilities	- 431,841.01		- 483,371.84
Net Current Assets	930,914.18		1,255,837.15
Non-Current Assets			
Receivables	97,779.16		97,779.16
Land	220,164.29		220,164.29
Provision for Depn - Land	- 2,281.13	-	2,281.13
Buildings	3,720,074.79		3,029,458.87
Provision for Depn - Buildings	- 922,266.15	-	859,659.07
Plant & Equipment	2,386,150.74		2,072,006.29
Provision for Depn - Plant & Equipment	- 677,506.97	-	638,511.58
Furniture & Equipment	504,109.88		413,425.31
Provision for Depn - Furniture & Equipment	- 260,018.66	-	241,472.71
Tools	5,599.09		5,489.95
Provision for Depn - Tools	- 4,036.53	-	3,623.43
Infrastructure Assets	19,524,045.38		19,207,521.36
Provision for Depn - Infrastructure Assets	- 3,205,246.07	-	2,805,326.20
Total Non-Current Assets	21,386,567.82		20,494,971.11
Non-Current Liabilities			
Loan Liability	- 246,303.65	-	246,303.65
Provision for Long Service Leave	- 8,136.67	-	8,136.67
Provision for Annual Leave	- 7,396.08	-	7,396.08
Total Non-Current Liabilities	- 261,836.40		- 254,440.32
Net Assets	22,055,645.60		21,496,367.94
Equity			
Capital Accumulation Account	21,488,971.86		21,496,367.94
Accumulated Surplus	566,673.74		
Adjustment	-		-
Total Equity	22,055,645.60		21,496,367.94

Shire of Wagin Operating Statement by Function / Activity For the Period Ending 30/04/2004			
	2003/2004 Budget		2003/2004 Actual
Operating Revenues			
General Purpose Funding	1,970,082.00		1,808,769.53
Governance	7,500.00		114,352.96
Law, Order, Public Safety	20,100.00		32,801.90
Health	34,294.00		80,794.97
Education and Welfare	382,498.00		386,547.21
Community Amenities	106,410.00		113,948.34
Recreation and Culture	1,257,610.00		237,984.33
Transport	382,980.00		420,451.95
Economic Services	160,139.00		208,968.17
Other Property and Services	2,123,870.00		1,529,063.32
Total Operating Revenue	6,445,483.00		4,933,682.68
Operating Expenses			
General Purpose Funding	267,326.00		78,756.62
Governance	293,427.00		416,693.61
Law, Order, Public Safety	53,077.00		34,442.73
Health	142,547.00		123,569.40
Education and Welfare	413,027.00		278,366.74
Community Amenities	161,134.00		126,401.99
Recreation and Culture	512,642.00		359,746.69
Transport	1,114,605.00		1,021,814.10
Economic Services	579,275.00		360,736.04
Other Property and Services	2,124,988.00		1,566,481.02
Total Operating Expenses	5,662,048.00		4,367,008.94
Change in Net Assets Resulting from Operations	783,435.00		566,673.74

Shire of Wagin Operating Statement by Nature & Type For the Period Ending 30/04/2004			
	2003/2004 Budget		2003/2004 Actual
Expenditure Categories			
Employee Costs - Salary & Wages	1,331,636.00		991,742.91
Utility Charges	169,550.00		124,492.18
Finance / Interest Expense	33,312.00		29,826.80
Depreciation on Fixed Assets	689,044.00		616,589.99
Materials	372,008.00		345,558.37
Insurance	81,069.00		113,404.47
Other Expenses	1,742,403.00		1,660,984.40
Plant Costs Allocated	- 30,598.00	-	26,460.83
Employee Costs - Other	200,279.00		113,683.68
Contracts	1,123,081.00		428,549.02
Labour Overheads	- 49,736.00	-	34,864.98
Total Expenditure Categories	5,662,048.00		4,363,506.01
Income Categories			
Rates	1,072,767.00		1,122,229.21
Fees & Charges - Council Property	80,660.00		50,840.96
Grants / Subsidies - Operating	1,155,517.00		968,537.43
Reimbursments	85,596.00		72,722.32
Contributions & Donations	276,596.00		252,988.49
Interest	67,000.00		60,533.29
Fees & Charges - Other	76,210.00		139,971.22
Other Revenue	2,905,515.00		1,670,648.79
Grants / Subsidies - Capital	725,622.00		302,195.00
Total Income Categories	6,445,483.00		4,640,666.71
Profit / Loss on Sale of Asset	-	-	289,513.04
Operating Surplus	783,435.00		566,673.74

Shire of Wagin
MUNICIPAL ACCOUNT

Listing of payments made direct from the Municipal Account
for the month of April 2004
Submitted to the Council meeting held on 18th May 2004

Journal No	Payee	Description	Municipal Bank	Trust Bank	Total
GJ10-04	National Australia Bank	Net Pays - Fortnight Ending 24/04/2004	\$43,510.00		\$43,510.00
GJ10-05	National Australia Bank	Merchant Credit Card Fees	\$751.99		\$751.99
GJ10-08	FESA	ESL Repayment	\$929.38		\$929.38
GJ10-09	National Australia Bank	Dishonour Cheque Fees	\$9.00		\$9.00
GJ10-10	National Australia Bank	Net Pays - Fortnight Ending 09/04/2004	\$46,844.00		\$46,844.00
GJ10-17	National Australia Bank	Corporate Credit Card Fees and Purchases	\$335.20		\$335.20
GJ10-18	National Australia Bank	Bank Fees and Charges	\$308.07		\$308.07
GJ10-23	Dept of Transport	Payment of Licensing Services	\$172,201.60		\$172,201.60
GJ10-28	ATO	Payment of Net GST	\$20,506.00		\$20,506.00
GJ10-29	National Australia Bank	Loan 124 Repayment of Principal and Interest	\$13,588.82		\$13,588.82
			<u>\$298,984.06</u>		<u>\$298,984.06</u>

Councillors Brockway and Blight declared that as they are members of the Telecentre Management Committee that there may be some perception that their impartiality in respect to item 9.2.6 may be affected. Both Councillors declared that they would consider this matter on its merits and vote accordingly.

9.2.6 Review of Banking Services

Proponent: Deputy Chief Executive Officer

Location: Shire of Wagin

Reporting Officer: Deputy Chief Executive Officer

File:

Summary

The Finance and General Purposes Committee at its meeting on 10th May 2004 perused some Banking Service proposals from the National, Westpac, and Commonwealth Banks.

Background

Currently Council is banking with the National Australia Bank operating three cheque accounts, one cash management account, two eftpos facilities, and an online banking service.

Based on the large amount of bank fees and charges Council is currently paying it is felt that consideration should be given to an alternative provider if our current banker cannot reduce our existing fee structure.

For the benefit of examining the quotations received Council should be aware of the current fees and charges it is currently paying for the 2003/2004 financial year. Based on the information supplied by the National and the summary of charges printed on the bank statements I have estimated the fees and charges to be approximately \$17,048 for 2003/2004. To support this estimate Council has already been charged \$15,062 up to 31st March 2004. This figure also includes some dishonoured cheques and takes into account the busy period that the eftpos machine is used during the rate discount period.

Financial Provider	Quote	Amount (Summary)
National Bank	Current Charges	\$17,048
National Bank	Proposed Charges	\$16,433
Commonwealth Bank	Proposed Charges	\$8,205
Westpac Bank	Proposed Charges	\$12,714
National Bank	Further Revised Offer	\$12,043

After initial quotations were received the CEO and myself met with the National Bank Manager and requested that their offer be revised as it was not very competitive. Discussions were also held with the Westpac Bank however they have declined to revise their charges.

Clearly the Commonwealth Bank's offer is by far the most attractive. Whilst there is no full branch service available, Council could be easily serviced by their nominated branch in Narrogin, and utilise the Commonwealth Bank, Business Banking Service Agency at the Post Office.

In addition to our existing banking requirements, preliminary investigations have been undertaken to determine if an ATM facility can be provided in Wagin either within an existing bank or as an in store service. All banks have indicated that there is not enough demand for a wall mounted service in a bank. Westpac are considering an in store service but have not provided my any further information and I therefore suspect they have gone cold on this idea. The National do not support in store ATM's, and the Commonwealth have provided a firm and competitive offer to Council to support an ATM service in Wagin.

The proposal from the Commonwealth requires Council to purchase an ATM (Cash Dispensing Machine) and have it installed. This cost is approximately \$17,500 and a firm quotation is currently being obtained. The Commonwealth will pay for the Telstra phone line and its calls, and pay a transaction rebate to Council of \$0.50 per transaction. Council will be responsible for the maintenance of the machine which entails cleaning of the unit and also the card reader. Consumables used by the machine such as thermal paper will be provided by the Commonwealth. Council will also be required to cash the machine which is capable of holding 2,000 x \$50 and 2,000 x \$20 notes (\$140,000 in total).

The security of cashing an ATM is a issue that Council should consider as it will be necessary to transport such cash from a bank to the in store ATM. Ideally a security firm such as Chubb security who travel through Wagin on a weekly basis to service the Katanning branch of the Commonwealth Bank could quite feasibly also stop in Wagin and refill our ATM. A preliminary cost has been estimated at \$160 - \$200 per visit.

Based on the current in store ATM service at Doms Deli I have confirmed that a limit of \$5,000 is dispensed per day with an average of 50 transactions occurring. If the cash limit was increased to cater for its increasing demand. In summary the cost of servicing an ATM is minimal compared to the income it will derive that can be used to replace future ATM purchases.

Transactions @ 100 per day	\$16,500
Less Cash Handling by Chubb	(\$9,500)
Balance	\$7,000

Comment

Whilst staff have some minor issues to finalise with the provision of an ATM service in theory it would seem a viable proposition and a worthwhile community service. The fact that Bankwest has declines to submit any form of banking proposal, and Westpac has since showed little interest in our needs leaves only the National and Commonwealth to seriously consider becoming Council financial provider. With the National not providing in store ATM services and their banking proposal costing \$5,000 more per year, Council could easily justify a change in financial services provider based on a cash saving and an additional service of an ATM to the community.

If Council was supportive of the proposal to install an ATM service in Wagin, the location would need to be determined. The Proprietor of Doms Deli has indicated his willingness to remove the existing in store ATM from his shop and allow Council to replace it with our own ATM. To protect Councils interest a lease agreement should

be prepared by our Solicitor to cover items such as ownership, access, cleaning, electricity costs, telephone costs, and insurance.

Statutory Environment: *Nil*

Budget Implications: *Nil*

Officer's Recommendation

That Council delegate authority to the Chief Executive Officer to negotiate;

1. A Banking Services Contract for a period of three years
2. An ATM service contract for a period of five years

with the Commonwealth Bank as per their quotations supplied, and negotiate a suitable contract for the provision of housing the ATM service with the proprietor of Doms Deli.

Council Resolution

10850 BLIGHT/PIESSE

That Council accept the National Bank's revised banking proposal which is to be reviewed on a yearly basis.

CARRIED
Vote 9/0

Note: Reason for the difference in Council Resolution was that Council agreed as the National Australia Bank had a full presence in Wagin they should remain with then rather than move to a bank only represented by an agency.

10851 JOHNSON/RISEBOROUGH

That Council write to the National Australia Bank requesting they provide an ATM facility in Wagin.

CARRIED
Vote 9/0

Shire of Wagin
Current Charges

EFTPOS Facility		National	Westpac	Commonwealth
Yearly - Credit Cards	\$ 850,019.00	1.21% \$ 10,285.23	0.97% \$ 8,245.18	0.56% \$ 4,760.11
Yearly Transactions	724.00	0 \$ -		0.05 \$ 36.20
Yearly - Debit Cards	\$ 96,608.00			
Yearly Transactions	497.00	0.216 \$ 107.35	0.32 159.04	0.05 \$ 24.85
Terminal Fee		35 \$ 420.00	33 396	16.50 +24 \$ 222.00
Imprint Fee		1.1 \$ 13.20		0 \$ -
Cheque Account				
Account Mlce Fee	3	20 \$ 720.00	11 264	65 \$ 195.00
Cheques Deposited	3500	0.6 \$ 2,100.00	0.55 1331	0.35 \$ 1,225.00
Cheques Issued	1225	0.6 \$ 735.00	0.55 673.75	0.35 \$ 428.75
Direct Payment	229	0.11 \$ 25.19	0.16 36.64	0.11 \$ 25.19
		\$ 14,405.97	\$ 11,105.61	\$ 6,917.10

Shire of Wagin
Proposed Charges

EFTPOS Facility		National	Westpac	Commonwealth
Yearly - Credit Cards	\$ 850,019.00	0.80% \$ 6,800.15	0.97% \$ 8,245.18	0.56% \$ 4,760.11
Yearly Transactions	724.00	0 \$ -		0.05 \$ 36.20
Yearly - Debit Cards	\$ 96,608.00			
Yearly Transactions	497.00	0.216 \$ 107.35	0.32 159.04	0.05 \$ 24.85
Terminal Fee		35 \$ 420.00	33 396	16.50 +24 \$ 222.00
Imprint Fee		1.1 \$ 13.20		0 \$ -
Cheque Account				
Account Mlce Fee	3	20 \$ 720.00	11 264	65 \$ 195.00
Cheques Deposited	3500	0.6 \$ 2,100.00	0.55 1331	0.35 \$ 1,225.00
Cheques Issued	1225	0.6 \$ 735.00	0.55 673.75	0.35 \$ 428.75
Direct Payment	229	0.11 \$ 25.19	0.16 36.64	0.11 \$ 25.19
		\$ 10,920.89	\$ 11,105.61	\$ 6,917.10

Wagin Medical Centre
Current Charges

EFFPOS Facility		National		Westpac		Commonwealth	
Yearly - Credit Cards	\$ 18,119.00	2.23%	\$ 404.05	0.97%	\$ 175.75	0.56%	\$ 101.47
Yearly Transactions	444.00	0	\$ -			0.05	\$ 22.20
Yearly - Debit Cards	-						
Yearly Transactions	498.00	0.216	\$ 107.57	0.32	159.36	0.05	\$ 24.85
Terminal Fee		35	\$ 420.00	33	396	16.50 +24	\$ 222.00
Imprint Fee		1.1	\$ 13.20			0	\$ -
Cheque Account							
Account Mlce Fee	1	20	\$ 240.00	11	132	65	\$ 65.00
Cheques Deposited	2300	0.6	\$ 1,380.00	0.55	671	0.35	\$ 805.00
Cheques Issued	120	0.6	\$ 72.00	0.55	66	0.35	\$ 42.00
Direct Payment	50	0.11	\$ 5.50	0.16	8	0.11	\$ 5.50
			\$ 2,642.32		\$ 1,608.11		\$ 1,288.02

Wagin Medical Centre
Proposed Charges

EFTPOS Facility		National		Westpac		Commonwealth	
Yearly - Credit Cards	\$ 18,119.00	0.80%	\$ 144.95	0.97%	\$ 175.75	0.56%	\$ 101.47
Yearly Transactions	444.00	0	\$ -			0.05	\$ 22.20
Yearly - Debit Cards	-						
Yearly Transactions	498.00	0.216	\$ 107.57	0.32	159.36	0.05	\$ 24.85
Terminal Fee		35	\$ 420.00	33	396	16.50 +24	\$ 222.00
Imprint Fee		1.1	\$ 13.20			0	\$ -
Cheque Account							
Account Mfice Fee	1	20	\$ 240.00	11	132	65	\$ 65.00
Cheques Deposited	2300	0.6	\$ 1,380.00	0.55	671	0.35	\$ 805.00
Cheques Issued	120	0.6	\$ 72.00	0.55	66	0.35	\$ 42.00
Direct Payment	50	0.11	\$ 5.50	0.16	8	0.11	\$ 5.50
			\$ 2,383.22		\$ 1,608.11		\$ 1,288.02

9.2.7	Home and Community Care Policy
Location:	Wagin
Proponent:	Home and Community Care Staff
Reporting Officer:	Home and Community Care Coordinator
File:	WLF2/1

Summary

Councillors have previously been given copies of the new Home and Community Care Policy and Procedure Manual and staff now propose that Council adopt the new policy manual.

Comment

The manual is linked to the National Service Standards and measures how well an agency complies with the seven national standards.

These being:

- Access to Service
- Information and Consultation
- Efficient and Effective Management
- Coordinated, Planned and reliable service delivery
- Private, Confidentiality and Access to Personal Information
- Complaints and Disputes
- Advocacy

The objective of this process is to ensure that the processes and procedures require providing services to HACC eligible clients is maintained and enhanced where required. We undertook a verification visit from the project officer which resulted in us being up to date with all policy.

Statutory Environment: Local Government Act 1995

Policy Implications:

Budget Implications: Nil

Officer's Recommendation

That Council adopt the Home and Community Care Policy and Procedure Manual.

Council Resolution

10852 ROWELL/HANSEN

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

9.4 Other Committees and Reports

9.4.1 Minutes of a Finance and General Purposes Committee held on Monday 10th May 2004.

Council Resolution

10853 BLIGHT/PIESSE

That the minutes of a Finance and General Purposes Committee held on Monday 10th May 2004 be received.

CARRIED
Vote 9/0

9.2.4 Home and Community Care Report – May 2004

Council Resolution

10854 PIESSE/ROWELL

That the Home and Community Care Report for May 2004 be received.

CARRIED
Vote 9/0

9.4.3 Minutes of the Annual General Meeting of the Bushfire Advisory Committee held on Thursday 13th May 2004.

Council Resolution

10855 BLIGHT/MORGAN

That the minutes of the Annual General Meeting of the Bushfire Advisory Committee be received.

CARRIED
Vote 9/0

BA44 KROWELL/GBROCKWAY

K Rowell/ G Brockway nominated Cr G Riseborough. There being no further nominations Cr G Riseborough was declared elected as Chairman and resumed the chair.

BA45 G BROCKWAY/R GOLDSMITH

G Brockway/R Goldsmith nominated the Shire of Wagin Chief Executive Officer. There being no further nominations the Chief Executive Officer was declared elected as Secretary.

*Chief Bushfire Control Officer***BA46 C MOFFATT/G BROCKWAY**

C Moffatt/G Brockway nominated Mr R Goldsmith. There being no further applications Mr R Goldsmith was declared elected as Chief Bushfire Control Officer.

*Deputy Chief Bushfire Control Officer***BA47 G BROCKWAY/M EDWARD**

G Brockway/M Edward nominated Mr I McDougall. There being no further applications Mr I McDougall was declared elected as Deputy Chief Bushfire Control Officer.

Chief Fire Weather Officer and Deputy Chief Fire Weather Officer

In accordance with the previous discussions of the Committee the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer are appointed as Chief and Deputy Chief Fire Weather Officers respectively.

Council Resolution**10856 JOHNSON/BLIGHT**

That the Committees Recommendations be adopted.

CARRIED
Vote 9/0

9.4.4 Minutes of the Wagin Bushfire Advisory Committee meeting held on Thursday 13th May 2004.**Council Resolution**

10857 BLIGHT/MORGAN

That the minutes of a Wagin Bushfire Advisory Committee held on Thursday 13th May 2004 be received.

CARRIED

Vote 9/0

FIRE BREAKS**BA53 G.BROCKWAY/I.MCDOUGALL**

That the Committee recommend to Council that the date for firebreaks to be completed by be set at 15th November with a firebreak inspection to be conducted within 7 days of this date after appropriate advertising.

Council Resolution

10858 ROWELL/JOHNSON

That the Committee Recommendations be adopted.

CARRIED

Vote 9/0

10. ANNOUNCEMENTS BY THE PRESIDENT AND COUNCILLORS

The Shire President advised she had attended;

- 29th April 2004 attended Council's annual building inspections.
- 3rd May 2004 attended the Regional Road Group Meeting.
- 10th May 2004 attended a Shire Finance and General Purpose Committee Meeting.
- 11th May attended a LEMAC, Roadwise and Safer WA Meeting.
- 13th May attended the Annual General Meeting of the Bushfire Advisory Committee and also a committee meeting of the Bushfire Advisory Committee.
- 14th May 2004 attended Council's annual road inspection.
- 16th May 2004 attended a Telecentre meeting along with Cr Blight and the Chief Executive Officer.

- 18th May together with the Chief Executive Officer met with Dumbleyung Shire President and Chief Executive Officer to discuss Doctor's Dumbleyung visitation programme.

Cr Johnson advised he had attended;

- together with the Chief Executive Officer he represented the Shire at the Anzac Day service on 25th April 2004. He noticed the increase in attendance this year which is very pleasing.

Cr Piesse advised he had attended;

- He together with the Chief Executive Officer and Environmental Health Officer met with the makers of Pulastic sports floors. They also visited Fremantle pool facility. Cr Piesse was very impressed with their set up which gives hope for Wagin to have a similar heated facility.

11. Elected Members Motions of which previous notice has been given.

Nil

12. Urgent Business introduced by decisions of the meeting

a) Elected Members

Potential New Business

10859 CUMMING/JOHNSON

That Council agree to discuss a potential new business in Wagin.

CARRIED

Vote 9/0

Chief Executive Officer Ian Fitzgerald has had discussions with a South Australian businessman who is looking at setting up a solar power generation business in either Wagin or Narrogin.

The Chief Executive Officer requested from Council ideas on what incentives could he could offer to entice the business to Wagin. Council agreed to offer rates and rental subsidies to a maximum of \$1200.

Komatsu Grader

10860 JOHNSON/ROWELL

That Council agree to discuss the Komatsu grader.

CARRIED
Vote 9/0

Cr Blight asked the Works Manager Mr Allen Hicks to outline the current mechanical problems with the Komatsu grader. Mr Hicks advised that the grader has a dusted motor which is why it is currently operating below normal power. Also the turbo and fuel pump has not been fitted properly. The grader will under go a full service shortly.

Power at Showgrounds

10861 PIESSE/ROWELL

That Council agreed to discuss power at the Showgrounds.

CARRIED
Vote 9/0

Cr Johnson explained that the current Showgrounds transformer is adequate for the Recreation Centre upgrade. During Woolorama the transformer is wound up 25% above its maximum capacity, however Western Power has advised that Shire and Agricultural Society that this can no longer be done. This 25% extra power is critical to Woolorama which means the Agricultural Society will have to revise its decision not to upgrade the current transformer. Upgrading to a 500 K V A transformer will cost over \$40,000. Cr Johnson on behalf of the Agricultural Society asked Council whether it would consider lending support to the Agricultural Society in its endeavours to source sponsorship or subsidies from Western Power to upgrade the existing transformer.

10862 PIESSE/MORGAN

That Council will lend its support to the Wagin Agricultural Society in its endeavours to source sponsorship or subsidies from Western Power to upgrade the existing transformer.

CARRIED
Vote 9/0

13. Confidential Business as per Local Government Act s5.23 (2)**13.1 Sale of Land**

Location:	Lot 61 Pederick Drive Wagin – Zoned Residential R17.5
Proponent:	R J & J M Nalder
Reporting Officer:	Principal Environmental Health Officer/Building Surveyor
File:	TPL 4/3

Summary

The proponents submit an offer to purchase Lot 61 Pederick Drive Wagin for \$16,000.

Background

On the 20th April 2004 Council authorised staff to instigate action in accordance with Section 3.58 (3) of the Local Government Act 1995 with the intention of selling the Lot.

Comment

On the 22nd April 2004 a written valuation of \$16,000 was issued by a licensed real estate business.

On the 24th April 2004 notice of the proposed sale was published in the West Australian and in the Wagin Argus on the 28th April 2004.

No submissions were received therefore Council may now consider accepting or rejecting the offer.

I believe this is a reasonable offer, being the first Lot sold, and is acceptable but it should be expected that any future sales may be at an increased price.

Statutory Environment: Local Government Act 1995
Section 3.58 (3)

Policy Implications: Nil

Budget Implications: Sale proceeds to be transferred to reserve.

Officer's Recommendation

That Council approve the sale of Lot 61 Pederick Drive Wagin to R J & J M Nalder for \$16,000 having complied with Section 3.58 (3) of the Local Government Act 1995.

Council Resolution

10863 BLIGHT/HANSEN

That the Officer's Recommendation be adopted.

CARRIED
Vote 9/0

14. Closure

There being no further business the Shire President thanked those in attendance and closed the meeting at 9.56pm.

These Minutes were confirmed at a meeting held on _____

Signed _____

Presiding Member at the meeting at which the Minutes were confirmed.

Dated _____