



SHIRE OF PEPPERMINT GROVE

MINUTES OF THE

**WORKS AND FINANCE
COMMITTEE MEETING**

HELD ON

10 August 2009

WORKS & FINANCE COMMITTEE MEETING

10 August 2009

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MINUTES

Minutes of the Shire of Peppermint Grove Works and Finance Committee held on 16 July 2009 in the Council Chambers, 1 Leake Street, Peppermint Grove, commencing at 5.00

A1 DECLARATION OF OPENING AND RECORDING OF ATTENDANCE AND APOLOGIES

The Chief Executive Officer declared the meeting open at 5.05pm and called for nominations for the position of Committee Presiding Member.

Cr Kavanagh was declared elected unopposed.

Attendance: Cr B C Kavanagh, Presiding Member
Cr R L Thomas, Member
Cr D A Ward, Member

Mr G K Simpson, Chief Executive Officer
Mr P J Howard, Manager of Finance

Apologies: Cr A Grice

A2 DELEGATION OF VISITORS

Nil

A3 QUESTIONS BY MEMBERS OF THE PUBLIC

Nil

A4 DECLARATION OF INTEREST

Nil

A5 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Moved Cr Ward seconded Cr Thomas that

The Minutes of the Works and Finance Committee Meeting held on 16 July 2009, be confirmed as a true and accurate record of proceedings.

CARRIED

A6 PROJECT REPORT LIST

Distributed with the Agenda

FE FINANCE CONTROL & EXPENDITURE

FE1 ACCOUNTS FOR PAYMENT

File Ref: ACC3
Author: P J Howard, Manager Finance
Date: 6 August 2009

Purpose

The purpose of this report is to obtain approval for cheques, electronic funds payments and direct debits drawn since the last report and accounts now presented for payment.

Background

Nil

Report

Appendix 4.1 lists details of all cheques drawn since the last report and accounts now presented for payment. The following summarises the cheques, electronic fund transfers, direct debits and accounts included in the list presented for payment.

MUNICIPAL FUND	PAYMENT TYPE	<u>AMOUNT</u>
	Cheque numbers 10111 – 10128 (inclusive)	
	Electronic Funds Transfers 2808 – 2919 (Inclusive)	
	Direct Debits 819 – 826 (inclusive)	
	TOTAL	\$464,010.85

Policy Implications

Nil

Budget Implications

Nil

Committee Recommendation

Moved Cr Ward seconded Cr Thomas it be recommended to Council that

The payment of the cheques, electronic funds payments and direct debits drawn and accounts presented for payment, be approved.

CARRIED

FE2 FINANCIAL STATEMENTS

File Ref: ACC3
Author: P J Howard, Manager Finance
Date: 6 August 2009

Purpose

The purpose of this report is to provide Council with the financial reports for the period ended 31 July 2009.

Background

Nil

Report

The financial reports are provided for the period ended 31 July 2009.

Policy Implications

Nil

Budget Implications

Nil

Committee Recommendation

Moved Cr Ward seconded Cr Thomas it be recommended to Council that

The financial reports for the period ended 31 July 2009 be received and adopted.

CARRIED

FE3 INVESTMENTS

File Ref: INV1
Author: P J Howard, Manager Finance
Date: 6 August 2009

Purpose

The purpose of this report is to provide details of Council's investments as at 31 July 2009 including details of the investing authority and terms.

Background

Nil

Report

INVEST #	INVESTMENT	INVESTING AUTHORITY	DATE INVESTED	MATURITY DATE	TERMS	INTEREST RATE	AMOUNT
1	Reserve Fund	NAB	27.04.2009	27.07.2009	90 Days	3.60%	\$4,157,876.65
2	POS Fund	NAB	29.06.2009	30.07.2009	31 Days	3.15%	\$521,452.72
3	General Fund	NAB	29.06.2009	30.07.2009	31 Days	3.15%	\$30,515.47

TOTAL \$4,709,844.84

For members information, it is advised that the Reserve Funds Investment at 31 July 2009 is comprised as follows:-

Staff Leave Reserve	\$ 25,330.44
Plant Replacement Reserve	\$ 173,876.49
Infrastructure/Building Reserve	\$3,688,629.47
Sitting Fee Reserve	\$ 29,878.25
Library Leave Reserve	\$ 43,150.61
Library Infrastructure Reserve	\$ 71,728.67
Road Reserve	\$ 125,282.73
	<u>\$ 4,157,876.65</u>

For Members information:

At the same period last year the reserve balances were as follows:

Staff Leave Reserve	\$ 21,423.02
Plant Replacement Reserve	\$ 165,897.22
Infrastructure/Building Reserve	\$3,875,676.63
Sitting Fee Reserve	\$ 21,748.40
Library Leave Reserve	\$ 37,913.17
Library Infrastructure Reserve	\$ 33,280.39
Road Reserve	\$ 61,169.26

\$ 4,217,108.09

For Members information:

Interest earnings of \$39,877.32 have been credited to the fund at maturity on 27 July, 2009. The fund has now been invested for a further one month to mature on 26 August 2009 (with interest of \$11,311.71).

On 20 July \$250,000 was transferred to the Municipal Operating account to cover operating cash required for July. This amount will be repaid to the term deposit as rate income is received.

Total amount held in Reserves as at 31 July 2009, was \$4,679,329 as shown in the Balance Sheet under heading Cash Restricted.

The amount of \$30,515 held in the General term deposit is included in Cash At Bank on the Balance Sheet.

Policy Implications

Nil

Budget Implications

Nil

Committee Recommendation

Moved Cr Ward seconded Cr Thomas it be recommended to Council that

The Investment Register for 31 July 2009 be received.

CARRIED

FE4 LIBRARY PROJECT SUMMARY COSTS

Works and Finance Committee Meeting
10 August 2009

09/10 year	All figures are exclusive of GST										
	Cox	Davson Ward	Fundraising m'm	IBMS	Josh Byrne	Misc	PS Structures	Kooperman	J&S drilling		
Jul-09	16,131			4676.754545		4,805		6,800.00		1,480,592	b/f 08/09
Aug-09							693,920			32,412	
Sep-09										693,920	
Oct-09										-	
Nov-09										-	
Dec-09										-	
Jan-10										-	
Feb-10										-	
Mar-10										-	
Apr-10										-	
May-10										-	
Jun-10	16,131	-	-	4,677	-	4,805	693,920	6,800	-	\$ 2,206,924	
Payments under cost sharing arrangement											
	Cottesloe	MP	PG	PG Office		Total					b/f 08/09
Jul-09	11,103	12,625	2,418	6,267		1,480,592				32,412	
Aug-09	237,699	270,294	51,759	134,169		693,920					
Sep-09											
Oct-09											
Nov-09											
Dec-09											
Jan-10											
Feb-10											
Mar-10											
Apr-10											
May-10											
Jun-10											
TOTALS	\$ 248,801	\$ 282,919	\$ 54,177	\$ 140,435	\$ -	\$ 2,206,924					
				Total expended to date		\$ 2,206,924					
	\$ 700,246	\$ 793,258		PG to date	\$ 531,627						
	Cott to date	MP to date		3 councils contributions	\$ 2,025,132						
				funded from reserves	\$ 181,793						
					\$ 2,206,924						

Recommendation

Moved Cr Ward seconded Cr Thomas it be recommended to Council that

The report on Library Project Summary Costs be received.

CARRIED

W WORKS

W1 STIRLING HIGHWAY/JOHNSTON STREET INTERSECTION

Ref: ROA13, GRA2

Author: G K Simpson, Chief Executive Officer

Date: 28 July 2009

Purpose

The purpose of this report is to seek Councils endorsement of the application submitted for \$480,000 from the National Black Spot Funding Programme of 2010/11.

Background

Mr Brad Harris of Porter Consulting Engineer and the Chief Executive Officer met with Mr Abu Shamleh, Mr Snook and Mr Wooldridge of Main Roads WA, to discuss methodology to enable progress to be made on determining what improvements should be made to the Stirling Highway/Johnston Street intersection.

Mr Harris and the CEO outlined the results of the community consultation and the impasse reached whereby Council prefers the full set of traffic signals and Main Roads has only allocated Black Spot funds for the full median closure.

The outcome of the meeting was that the Shire would leave the existing \$150,000 Black Spot allocation for 2008/09 to remain in reserve and an additional application be made for \$480,000 for a set of traffic signals with no filter right turn pockets. This funding pool is in the 2010/11 financial year.

Report

The funding application was submitted to Main Roads WA (MRWA) on Thursday 23 July 2009 and MRWA has advised that it will undertake a review of all of the traffic movement in the wider precinct, that is include from Jarrad Street southwards.

Policy Implication

Nil

Budget Implication

The agreement to make an application for 2010/11 funding and for MRWA to review traffic movement in the precinct will mean that the existing grant will be held in reserve and not expended.

Committee Recommendation

Moved Cr Ward seconded Cr Thomas it be recommended to Council that

Council endorse the administrative action taken to apply for funding of \$480,000 from the National Black Spot Programme to upgrade Johnston St/Stirling Highway intersection.

CARRIED

W2 REGIONAL COOPERATION AND RESOURCE SHARING

Ref: REG18
Author: G K Simpson, Chief Executive Officer
Date: 28 July 2009

Purpose

The purpose of this report is to seek Councils comments on the Model for Regional Cooperation and Resource Sharing in the western suburbs as proposed by Anne Banks-McAllister Consulting in her report to the Western Suburbs Regional Organisation of Councils. (WESROC)

Background

The report has been written against the background of the past few years of the WESROC initiatives and the Dollery Report.

A substantial background is written on pages 4 and 5 of the report.

Report

The WESROC Board has received the report and referred it to member Councils for comment.

This Shire also has to make a formal submission to the Minister on reform proposals and it is suggested that the Banks-McAllister report be appended to the submission with Councils comment on what it means to the Council.

In addition to receipt of the report it also needs to be noted that the WESROC Executive has resolved to engage Ms Banks-McAllister to commence duties to form a WESROC part time secretariat. It is envisaged that this will amount to the equivalent of one (1) day per week for a three (3) month period.

At the conclusion of this establishment period a proposal will be submitted to the WESROC Board to further develop the secretariat.

Policy Implications

Shire's Policy No A1 supports the concepts of regional cooperation and resource sharing.

Budget Implications

Provision has been made in the WESROC budget to accommodate the establishment of a secretariat and the Shire has made provision for its share.

Committee Recommendation

Moved Cr Thomas seconded Cr Ward it be recommended to Council that

1. Endorse the Banks-McAllister report on A Model for Regional Cooperation and Resource Sharing in the Western Suburbs.

2. Support the WESROC Executive proposal to establish a part time secretariat to support WESROC.

CARRIED

FOP OPERATIONAL ISSUES

FOP1 RANGER REPORT - (July)

File Ref: LAW3
Author: A Jackson, Ranger
Date: 5 August 2009

1 Activity Statistics

	PARKING	DOGS
Infringements	1	0
Written cautions	7	6
Verbal cautions	5	9
Vehicle tow notices	3	-
Impounded vehicles	-	-
Dogs Impounded	-	-
Barking complaints	-	-
Dog attacks	-	-
Dogs Returned to Owners	-	3

2 Current Issues

- 22 hours patrol
- Animal Supervision on parks and reserves
- Parking patrols in all school areas morning and evening
- Monitoring trades vehicles on building sites

Committee Recommendation

Moved Cr Thomas seconded Cr Ward it be recommended to Council that:

The information be received.

CARRIED

CLOSURE

There being no further business the meeting closed at 6.08pm