

MINUTES OF AN ORDINARY MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBERS ON TUESDAY 15 MARCH 2005

1. COMMENCEMENT

The President declared the meeting open at 11.00am.

2. ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Attendance

Cr J. M. Schilling	President	West Ward
Cr N. J. McLean	Deputy President	South Ward
Cr V. A. Szczecinski		North Ward
Cr S. Leonhardt		North Ward
Cr M. R. Alexander		North Ward
Cr B. M. Foster		West Ward
Cr A. D. Bailey		West Ward
Cr M. G. Roberts		South Ward
Mr K. L. Byers	Chief Executive Officer	
Mr S. P. Gollan	Deputy Chief Executive Officer	
Miss C. Emanuel		Secretary

Apologies

Nil

3. PUBLIC QUESTION TIME

3.1 PROPOSED ONSITE AND MOBILE SERVICES AND REPAIRS BUSINESS

Karl and Lisa Morrell discussed the options of available land, suitable for conducting a heavy machinery repair business.

David Lodwick, Shire Planner, entered Council Chambers at 11.20am.

David Lodwick provided advice in relation to zoning of land required for a heavy machinery repair business. Mr Lodwick explained to the meeting that only land zoned 'Industrial' in Council's Town Planning Scheme No. 2 would be appropriate.

De Lisle Steel and portion of Reserve 2633 (lot 403, Old Aerodrome) were proposed as further potential properties to be investigated as both are zoned 'Industrial'.

6.3 MINUTES OF THE TOWNSCAPE COMMITTEE MEETING HELD ON 23rd FEBRUARY 2005.

Appendix 2

**M3/0305 Moved Cr Foster Seconded Cr Roberts
That the Minutes of the Townscape Committee Meeting held on 23rd February 2005, be received.**

CARRIED 8-0

6.4 MINUTES OF THE ANNUAL GENERAL MEETING OF ELECTORS HELD ON 8th MARCH 2005.

Appendix 3

**M4/0305 Moved Cr Foster Seconded Cr Leonhardt
That the Minutes of the Annual General Meeting of Electors held on 8th March 2005, be received.**

CARRIED 8-0

6.4.1 BUSINESS ARISING

6.4.1.1 Council considered each point in the Minutes of the Annual General Meeting of Electors and resolved the following:

7. CONSERVATION POLICY – FIRE CONTROL

It was resolved that no action be taken by Council to adopt a fire management plan for the commonage.

**M5/0305 Moved Cr Leonhardt Seconded Cr Roberts
That Council revisit the River Recovery Plan in conjunction with Fire Control Officers and the Department of Environment.**

CARRIED 8-0

8. HOBBS ROAD

Council agreed that Keith Byers, Chief Executive Officer and Steve Vincent, Works Supervisor investigate the potential traffic hazard at the flood crossing on Hobbs Road.

9. STREET SWEEPER

Council agreed that Steve Vincent, Works Supervisor arrange for the sweeping of Vincent Street to be undertaken on a weekly basis and other roads within the townsite when deemed necessary.

7.1.2 TRIANNUAL FINANCIAL REPORT FOR THE PERIOD ENDING 28th FEBRUARY 2005.

**M7/0305 Moved Cr Leonhardt Seconded Cr Roberts
That the Triannual Financial Report for the month ending 28th February 2005, as presented, be received.**

CARRIED 8-0

7.1.3 INVESTMENT OF SURPLUS FUNDS

BACKGROUND

Council has at present surplus funds that have been invested in line with Council's policy.

COMMENT

Listed below are surplus funds that have been invested during the month of February with Esanda Investments.

▪ Municipal Account	\$1,000,000.00
▪ Office Equipment Reserve	\$ 16,971.00
▪ Annual Leave Reserve	\$ 85,558.00
▪ Building Reserve	\$ 325,960.00
▪ Leave and Gratuity Reserve	\$ 16,481.00
▪ Plant Reserve	\$ 464,268.00
▪ Recreation Ground Reserve	\$ 200,862.00
▪ Bush Fire Fighters Reserve	\$ 54,055.00
▪ Avon River Development Reserve	\$ 22,688.00
▪ Community Bus Reserve	\$ 16,285.00
▪ Cropping Committee Reserve	\$ 61,175.00

The Investment terms are as follows:

Investment#	Term	Interest Rate	Amount	Expires
1708604005	1 Month	5.32%	\$1,264,303.00	23/03/05
1708605005	1 Month	5.32%	\$1,000,000.00	23/03/05

**M8/0305 Moved Cr McLean Seconded Cr Bailey
That Council receive the investments for the month of February 2005.**

CARRIED 8-0

David Lodwick, Shire Planner entered Council Chambers at 1.40pm.

Frank Buise, Environmental Health Officer / Building Surveyor entered Council Chambers at 1.40pm.

Alan Osborne, relief Environmental Health Officer entered Council Chambers at 1.40pm.

7.2 TOWN PLANNING

7.2.1 DRAFT HERITAGE TOURISM STRATEGY FOR WESTERN AUSTRALIA

Appendix 5 - Copy of Draft Heritage Tourism Strategy.

BACKGROUND

The Heritage Council and Tourism Western Australia have jointly developed this draft document to identify strategies that turn heritage places and historic themes into sought after tourist attractions.

Although heritage tourism exists in precincts, sites and destinations around the State, this strategy aims to deliver a coordinated approach to promoting our State's historical assets.

Comments can be made to the Heritage Council of Western Australia by Friday, 25 March 2005.

COMMENT

Heritage Tourism is defined by the Strategy as "Sustainable tourism activity that is, or can be, aligned to physical or intangible heritage."

In respect of Economic benefits the Strategy states that:

- The heritage tourism segment represents one of the highest yield tourism groups, ahead of both traditional mass markets and other niche tourism audiences such as arts. Heritage tourists spend 38% more per day, and stay 34% longer than traditional tourists (2001 US figures) and spend 20% more and stay 22% longer than arts oriented tourists (2002 US figures).

The Strategy notes that heritage and historic tourism has to ability to contribute to the rejuvenation of regional and rural economies.

The importance of heritage tourism as a central visitor attraction is highlighted on Tourism Western Australia's website. In the "Must See Towns" category, five of the ten towns listed (at June 2004) are strongly based on heritage attractions, namely Albany, Broome, Fremantle, New Norcia and Kalgoorlie-Boulder.

Unfortunately Council will have no option but to upgrade to Navision, as Logis will not be supported. The cost to upgrade is in the vicinity of \$15,000.00 to \$25,000.00 plus an increase will occur on both Annual Maintenance and D3 Gold Support fees.

I, along with other staff members have viewed two other Local Government accounting packages in 2004 namely IT Vision and Haines Norton.

The IT Vision package showed most of the operations to be fully integrated. Their package is of a similar nature to that of the Stenning Group. The cost to purchase the IT Vision software was in the vicinity of \$38,000.00.

The second package was the Haines Norton. This option is however, a different solution whereby not all the accounting functions are integrated.

Their solution comprises of the following software;

- Quick Books (General Ledger and Payroll)
- Rate Book Online
- Handi Asset (Asset Register)
- A Job Costing Solution

Quick Books software is fully integrated and includes;

- Cashbooks
- Receipting
- Payroll
- Debtors
- Creditors

The one off cost of this accounting package is \$28,455.00 (ex GST)

The benefits of this package include the user friendliness of the programs, its affordability, easy to follow reports that are effortless to generate and in the required statutory format. The most important aspect of this package is the support service offered.

This product has been developed by people who have worked in Local Government and who continue to support it. They will assist with the complete implementation and training phases of the new solution and ensure that our general ledger is correctly set up and that we are able to produce reports to meet our obligations.

Our staff have a number of major issues with the Stenning's package, both Prospect and Logis and their ability to handle current accounting requirements. Our Rates Officer Renny Karafil has had a number of

issues in regard to the way Prospect is operating. These include processing of rates notices, including interim and reminder notices. Administration Officer Gaye Mather also has issues with the Logis platform. A major concern is Logis cannot accurately provide information required for the monthly Business Activity Statement (BAS). Logis has only two tax categories in recording goods and services tax (GST), whereas the Shire is required to use four. Hence, all accounting regarding GST must be manually recorded and collated to complete the BAS.

Haines Norton currently has 10 Councils using their system. The various Councils I have spoken to who currently use this solution agreed that you are provided support from accountants who know Local Government accounting and the various day-to-day problems we encounter. It is a simple phone call or email to Haines Norton and you receive immediate support.

Listed below is the current breakdown of annual costs associated with both systems:

<u>Stenning Group</u>		<u>Haines Norton</u>	
D3 Gold Support	\$2,000.00	Rate Book On-Line	\$ 6,000.00
Logis Support	\$5,552.00	ASP Host Fee	\$ 600.00
		Handi Asset Fee	\$ 300.00
	<hr/> \$7,552.00		<hr/> \$ 6,900.00

As Council would be aware from our most recent Audits we have been having a number of problems with meeting our financial requirements as outlined by various legislation. The Accountant's position has not worked well for the past years due to a number of factors such as inexperienced staff in relation to how to use the current system from Logis and also a lack of Local Government accounting knowledge.

Haines Norton can also provide this function for Council in that they provide a full accounting package. The advantages of using this package are;

- A timely management reporting function which provides accurate information to allow Council to make informed decisions on the allocation of scarce resources
- Statutory compliance for monthly, quarterly, annual and budgeting reports
- Ability to cope with changes to accounting standards and statutory requirements
- Ability to cope with staff changes as it provided consistency of the accounting function

The cost to supply the full accounting solution is \$ 42,000.00 (ex GST). Council's Accountant was paid a cash component of \$ 41,840.00, extra costs such as Workers Compensation, Superannuation, and Rental etc

hours only and with a minimum of 1.8metre clearance on footpath at all times.

CARRIED 8-0

9. TABLED CORRESPONDENCE

- 9.1** 'Avon Investment Plan 2005/2006' Swan Avon Integrated Catchment Management - Avon Catchment Council – February 2005.

10. OTHER BUSINESS

11. CLOSURE

There being no further business the meeting closed at 5.05pm.

I hereby certify these Minutes as being confirmed in accordance with Section 5.22 of the Local Government Act 1995.

Presiding Member _____

Date _____