



Shire of  
Wongan-Ballidu

# Agenda

Ordinary Meeting of Council

Wednesday, 17 October 2018





# Shire of Wongan-Ballidu

## NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Elected Members

I advise that the Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 23 November 2022 commencing at 3.00pm at the Council Chamber, Shire of Wongan-Ballidu, Corner Quinlan Street and Elphin Crescent, Wongan Hills WA 6603.

STUART TAYLOR  
**CHIEF EXECUTIVE OFFICER**

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### **Disclaimer**

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wongan-Ballidu warns that any person(s) who has an application lodged with Council should rely only on written confirmation of the decision made at the Council meeting. No responsibility whatsoever is implied or accepted by the Shire of Wongan-Ballidu for any act, omission, statement or intimation taking place during a Council meeting.

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**Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS**

Acknowledgement of Country: -

*"I'd like to begin by acknowledging the first nations people of the land on which we meet today. I would also like to pay my respects to elders past, present and emerging."*

**Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED**

**Item 3. PUBLIC QUESTION TIME**

**Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

**Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS**

**Item 6. APPLICATION/S FOR LEAVE OF ABSENCE**

**Item 7. CONFIRMATION OF MINUTES**

**7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 26 OCTOBER 2022:**

**OFFICER RECOMMENDATION:**

That the Minutes of the Ordinary Meeting of Council held on Wednesday, 26 October 2022 be confirmed as a true and correct record of the proceedings.

**Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED**

12.1 Appointment of Chief Executive Officer

## **Item 9. REPORTS OF OFFICERS AND COMMITTEES**

### **9.1 GOVERNANCE**

Nil

## 9.2 ADMINISTRATION & FINANCIAL SERVICES

### 9.2.1 ACCOUNTS SUBMITTED FOR OCTOBER 2022

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	17 November 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Sam Dolzadelli – Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.1 Accounts October 2022

#### **PURPOSE OF REPORT:**

That the accounts as submitted be received.

#### **BACKGROUND:**

This information is provided to the Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and Local Government (Financial Management) Regulations 1996.

#### **COMMENT:**

Refer to attachment.

#### **POLICY REQUIREMENTS:**

There are no known policy requirements related to this item.

#### **LEGISLATIVE REQUIREMENTS:**

Local Government (Financial Management) Regulations 1996 Sections 12 & 13 require the attached reports to be presented to Council.

#### **Lists of Accounts**

Section 6.10 of the *Local Government Act 1995* regulation 12 of the Financial Management Regulations (FMR's) requires a list of accounts paid for the month, and where the Council has delegated the payment of these accounts to the CEO under regulation 13 there must be a list of accounts paid, and the listing shall disclose the following:

- The payee's name
- The amount of the payment
- The date of the payment
- The fund from which it is paid; and
- Sufficient information to identify the transaction.

## **STRATEGIC IMPLICATIONS:**

There are no strategic implications in relation to this item.

## **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

## **FINANCIAL IMPLICATIONS:**

All payments are within the confines of Councils adopted budget. There have been no other material outstanding creditors since the cheques were prepared.

## **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

## **OFFICER RECOMMENDATION:**

That the accounts submitted from 1 to 31 October 2022 totalling \$968,679.22 having been checked and certified in accordance with the requirements of the Financial Management Regulations 12 be received, as shown on the summary of accounts paid schedule and the payroll EFT batches.



LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL OCTOBER 2022				
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT23747	05/10/2022	WESTPAC BANKING CORPORATION	WAGES PPE 04.10.2022	-73602.29
EFT23748	05/10/2022	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	-25.90
EFT23749	05/10/2022	IOU SOCIAL CLUB	PAYROLL DEDUCTIONS	-280.00
EFT23750	06/10/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN NO. 151A REPAYMENT - WONGAN-BALLIDU AGED CARE ASSOCIATION (SELF-SUPPORTING LOAN)	-13074.81
EFT23751	07/10/2022	OFFICEWORKS BUSINESS DIRECT		<b>-235.85</b>
	05/09/2022	OFFICEWORKS BUSINESS DIRECT	STATIONERY	8.45
	09/09/2022	OFFICEWORKS BUSINESS DIRECT	STATIONERY	227.40
EFT23752	07/10/2022	T A MATTHEWS ELECTRICAL SERVICES		<b>-4402.59</b>
	03/10/2022	T A MATTHEWS ELECTRICAL SERVICES	ELECTRICAL WORK AT THE AIRPORT HUT	3478.59
	04/10/2022	T A MATTHEWS ELECTRICAL SERVICES	RAILWAY DAM FLOW SWITCH WORK	759.00
	04/10/2022	T A MATTHEWS ELECTRICAL SERVICES	ELECTRICAL WORK AT THE AIRPORT HUT	165.00
EFT23753	07/10/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2022 - 2023 FULL MEMBERSHIP - 1X STAFF	-531.00
EFT23754	07/10/2022	SYNERGY	ELECTRICITY CONSUMPTION - STREET LIGHTS	-4414.59
EFT23755	07/10/2022	WESTWATER ENTERPRISES PTY LTD	WASTE WATER SEWERAGE REPLACEMENT CELL	-2189.00
EFT23756	07/10/2022	WONGAN CUBBYHOUSE INC.		<b>-39477.90</b>
	27/07/2022	WONGAN CUBBYHOUSE INC.	GRANT FUNDING - DEPARTMENT OF COMMUNITIES FUNDED	27500.00
	05/08/2022	WONGAN CUBBYHOUSE INC.	COUNCIL COMMUNITY SUBSIDY	11977.90
EFT23757	07/10/2022	IRENE MYRING		<b>-223.25</b>
	30/09/2022	IRENE MYRING	RATES REFUND FOR ASSESSMENT A945	173.25
	03/10/2022	IRENE MYRING	RATES REFUND FOR ASSESSMENT A945	50.00
EFT23758	07/10/2022	WONGAN HILLS GOLF CLUB INC.	CONTRIBUTION TOWARDS MOWER PURCHASE	-25000.00
EFT23759	07/10/2022	SA & VM MACNAMARA	AUGUST GRAVEL USAGE 2022	-264.00
EFT23760	07/10/2022	GREAT SOUTHERN FUEL SUPPLIES	FUEL ACCOUNT SEPTEMBER 2022	-832.48
EFT23761	07/10/2022	BP AUSTRALIA	FUEL ACCOUNT SEPTEMBER 2022	-825.61
EFT23762	07/10/2022	SAM DOLZADELLI	REIMBURSEMENT OF RELOCATION COSTS AND BOOK PURCHASE FOR COMMUNITY AWARDS	-1819.95
EFT23763	07/10/2022	RICOH FINANCE	CONTRACT - ADMIN AND CRC PHOTOCOPIER LEASES	-1298.34
EFT23764	07/10/2022	DOUGLAS MACAULAY	GRATUITY PAYMENT	-114.57
EFT23765	07/10/2022	SERMAC CONTRACTING	WONGAN HILLS AIRPORT - SUPPLY AND INSTALL NEW SHELTER	-17050.00
EFT23766	07/10/2022	VERLINDENS ELECTRICAL SERVICE	WONGAN HILLS BOWLING GREEN ELECTRICAL WORKS	-46530.00
EFT23767	07/10/2022	BALLIDU HERITAGE CENTRE		<b>-525.00</b>
	28/09/2022	BALLIDU HERITAGE CENTRE	SUPPLY AFTERNOON TEA FOR COUNCIL MEETING 28/09/2022 IN BALLIDU	200.00
	30/09/2022	BALLIDU HERITAGE CENTRE	CLEANING OF ABLUTIONS AT ALPHA PARK BALLIDU	325.00

EFT23768	07/10/2022	CATRINA SMITH	BALLARDONG STARGAZING AND BUSHWALK WEEKEND	-840.00
EFT23769	07/10/2022	AUSTRALIAN ELECTORAL COMMISSION	FUNCTION ROOM BOND REIMBURSEMENT	-150.00
EFT23770	07/10/2022	RURAL RANGER SERVICES	RURAL RANGER SERVICES 07/09, 08/09, 13/09, 15/09 AND 27/09 2022	-1358.28
EFT23771	03/10/2022	WESTNET PTY LTD	OCTOBER WESTNET ACCOUNT	-609.90
EFT23772	13/10/2022	LANDGATE	RURAL UV INTERIM VALUATION	-86.94
EFT23773	13/10/2022	BOEKEMAN NOMINEES PTY LTD	ONE NEW GENERATION 2022 TOYOTA KLUGER GXL HYBRID AWD AUTOMATIC 7 SEAT WAGON, VEHICLE REGISTRATION FEE	-61979.51
EFT23774	13/10/2022	WONGAN HILLS IGA PLUS LIQUOR	IGA AUGUST ACCOUNT	-2684.25
EFT23775	13/10/2022	MOORE AUSTRALIA (WA) PTY LTD	FINANCIAL MANAGEMENT REVIEW AND AUDIT REGULATION 17 RISK REVIEW	-2750.00
EFT23776	13/10/2022	NUTRIEN AG SOLUTIONS LTD		<b>-628.65</b>
	20/09/2022	NUTRIEN AG SOLUTIONS LTD	PANZER FOR SPRAYING	594.00
	30/09/2022	NUTRIEN AG SOLUTIONS LTD	AMMONIUM SULPHATE 25KG FOR SPRAYING	34.65
EFT23777	13/10/2022	STAR TRACK EXPRESS PTY LTD		<b>-531.34</b>
	28/09/2022	STAR TRACK EXPRESS PTY LTD	FREIGHT EX HERSEYS SAFETY	430.64
	28/09/2022	STAR TRACK EXPRESS PTY LTD	FREIGHT EX STEWART & HEATON	100.70
EFT23778	13/10/2022	T A MATTHEWS ELECTRICAL SERVICES		<b>-1898.60</b>
	29/04/2022	T A MATTHEWS ELECTRICAL SERVICES	CALL OUT TO CHECK PUMP AT RAILWAY DAM. FUSE BLOWN, INSTALL NEW FUSE AND TEST	292.60
	07/10/2022	T A MATTHEWS ELECTRICAL SERVICES	STREET LIGHT INSTALLATION	1606.00
EFT23779	13/10/2022	SHIRE OF WONGAN-BALLIDU	WONGAN HILLS CIVIC CENTRE HIRE - 13/10/2022 FOR DFES TRAINING	-94.50
EFT23780	13/10/2022	METROCOUNT	ROAD NAILS, 6V BATTERY PACK, RUBBER TUBE, BITUMEN TAPE, FREIGHT	-2636.70
EFT23781	13/10/2022	TOLL IPEC PTY LTD	FREIGHT EX WESTRAC	-17.01
EFT23782	13/10/2022	CR BRAD WEST	SITTING FEES JULY TO SEPTEMBER 2022	-539.22
EFT23783	13/10/2022	DUN DIRECT PTY LTD	SEPTEMBER FUEL ACCOUNT	-42634.23
EFT23784	13/10/2022	DAVE WATSON CONTRACTING PTY.LTD	FORESTRY MULCHING OF SELECTED AREAS AT WONGAN HILLS AIRSTRIP	-4675.00
EFT23785	13/10/2022	TIGER BOX	SUPPLY CONCRETE PANEL RETAINING WALL AT WONGAN HILLS MUSEUM	-6123.00
EFT23786	13/10/2022	FORRESTFIELD MOWER AND CHAINSAW CENTRE	X2 SETS OF MOWER BLADES FOR HUSQVANA Z242	-130.00
EFT23787	13/10/2022	EXTERIA STREET + PARK OUTFITTERS	WONGAN HILLS CEMETERY - 3 X SEATING (SPECIAL)	-6276.60
EFT23788	13/10/2022	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE	FEES FOR 5X CALL OUTS - SEWERAGE	-510.00
EFT23789	13/10/2022	GR & NL MCGILL	BOARDROOM AND KEY BOND REIMBURSEMENT FOR 06/10/2022 BOOKING	-150.00
EFT23790	13/10/2022	BLACKWELL PLUMBING & GAS PTY LTD		<b>-15323.00</b>

	04/10/2022	BLACKWELL PLUMBING & GAS PTY LTD	SWIMMING POOL - SEPTIC WORK (SPECIAL)	9350.00
	10/10/2022	BLACKWELL PLUMBING & GAS PTY LTD	MITCHELL STREET - BACKFLOW REPAIRS	1342.00
	10/10/2022	BLACKWELL PLUMBING & GAS PTY LTD	BALLIDU, BINDI-BINDI ROAD STANDPIPE. SUPPLY AND INSTALLATION OF AIR GAP	2178.00
	10/10/2022	BLACKWELL PLUMBING & GAS PTY LTD	HOSPITAL ROAD AND BALLIDU SOUTH EAST ROAD - WATER METER REPAIRS FOR BACKFLOW TESTING THAT FAILED AND INSTALL NEW DEVICE	2453.00
EFT23791	13/10/2022	SAFE AVON VALLEY INC.	IMPOUND SERVICES FOR 22-012, 22-013, 22-014 AND 22-015	-300.00
EFT23792	13/10/2022	PW GEE WELDING SERVICES	50 X 10 FLAT BAR FOR AERODROME	-45.16
EFT23793	13/10/2022	CR MANDY STEPHENSON	SITTING FEES JULY - SEPTEMBER 2022	-905.00
EFT23794	13/10/2022	CR SUE FALCONER	SITTING FEES JULY - SEPTEMBER 2022	-595.00
EFT23795	13/10/2022	CR STUART BOEKEMAN	SITTING FEES JULY - SEPTEMBER 2022	-495.00
EFT23796	13/10/2022	AC HEALTHCARE PTY LTD	MEDICAL CENTRE DR SUBSIDY OCTOBER 2022	-21083.33
EFT23797	13/10/2022	TRACTUS AUSTRALIA		<b>-6795.00</b>
	08/09/2022	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 8 TYRES FOR MACK	5808.00
	16/09/2022	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 2 TYRES FOR RANGER UTE	490.00
	16/09/2022	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 5 TYRES FOR PIG TRAILER	370.00
	28/09/2022	TRACTUS AUSTRALIA	SOLID WHEEL FOR SUNDRY PLANT	127.00
EFT23798	13/10/2022	CR ANDREW TUNSTILL	SITTING FEES JULY - SEPTEMBER 2022	-511.30
EFT23799	13/10/2022	DWIGHT COAD	SITTING FEES JULY TO SEPTEMBER 2022	-495.00
EFT23800	13/10/2022	WALKERS DIESEL SERVICES	BOWLING GREEN SHADES - FABRICATION AND INSTALLATION	-17600.00
EFT23801	13/10/2022	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST		<b>-5374.66</b>
	07/10/2022	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	MICROSOFT AZURE SEPTEMBER 2022	234.36
	07/10/2022	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	COUNCIL FIRST / TEAMS NOVEMBER 2022	5140.30
EFT23802	13/10/2022	KELLIE ANSPACH	SITTING FEES JULY TO SEPTEMBER 2022	-450.00
EFT23803	13/10/2022	MAXIPARTS OPERATIONS PTY LTD		<b>-1119.34</b>
	28/09/2022	MAXIPARTS OPERATIONS PTY LTD	CABIN FILTER FOR MACK, FLEX EXHAUST AND CLAMP FOR TIP TRUCK, SPRING FLEXIGUARD AND MUDFLAT	575.61
	29/09/2022	MAXIPARTS OPERATIONS PTY LTD	DESSICANT CARTRIDGE FOR MACK	64.00
	05/10/2022	MAXIPARTS OPERATIONS PTY LTD	FILTER KIT FOR MACK, AIR BRAKE VALVE AND AIR RELAY VALVE FOR PIG TIPPER, TOW EYE BUSH FOR DOLLY	479.73

EFT23804	13/10/2022	SEEK LIMITED		<b>-836.00</b>
	05/10/2022	SEEK LIMITED	RECRUITMENT - SENIOR FINANCE OFFICER ADVERTISING	434.50
	06/10/2022	SEEK LIMITED	SWIMMING POOL MANAGER READVERTISED	401.50
EFT23805	13/10/2022	KIM WALSH	REIMBURSEMENT OF SPORTS EQUIPMENT - BIKE IT TO SCHOOL BREAKFAST EVENT	-115.80
EFT23806	13/10/2022	COURT DESIGNS	CONSTRUCTION OF SQUASH COURTS - CO LOCATION PRECINCT	-58850.00
EFT23807	11/10/2022	TELSTRA CORPORATION LIMITED	MEDICAL CENTRE TELSTRA ACCOUNT	-350.78
EFT23808	11/10/2022	TELSTRA CORPORATION LIMITED	TELSTRA MAIN ADMIN ACCOUNT	-1710.28
EFT23809	17/10/2022	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNT - SMS SERVICE TEST	-1.20
EFT23810	17/10/2022	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNT - SPORT AND RECREATION COUNCIL	-55.00
EFT23811	19/10/2022	WESTPAC BANKING CORPORATION	WAGES PPE 18.10.2022	-74917.98
EFT23812	19/10/2022	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	-25.90
EFT23813	19/10/2022	IOU SOCIAL CLUB	PAYROLL DEDUCTIONS	-280.00
EFT23814	24/10/2022	AVON WASTE		<b>-11492.58</b>
	30/09/2022	AVON WASTE	WASTE COLLECTION WONGAN HILLS AND BALLIDU	11208.52
	30/09/2022	AVON WASTE	WONGAN HILLS RECREATION COMPLEX RUBBISH COLLECTION	284.06
EFT23815	24/10/2022	WONGAN HILLS IGA PLUS LIQUOR	SEPTEMBER IGA ACCOUNT	-589.23
EFT23816	24/10/2022	MCINTOSH & SON		<b>-1020.88</b>
	01/09/2022	MCINTOSH & SON	ANTENNA WHIP AND BASE FOR CAT ROLLER	71.50
	06/09/2022	MCINTOSH & SON	NUTS AND BOLTS FOR PIG TRAILER	48.75
	07/09/2022	MCINTOSH & SON	PRESSURE SEAL KITS FOR GANG MOWER	651.86
	28/09/2022	MCINTOSH & SON	REMOTE O-RING AND FLAT COUPLING FOR PIG TIPPER	198.98
	28/09/2022	MCINTOSH & SON	WASHER FOR GANG MOWER	49.79
EFT23817	24/10/2022	STAR TRACK EXPRESS PTY LTD		<b>-403.35</b>
	05/10/2022	STAR TRACK EXPRESS PTY LTD	FREIGHT EX STEWART & HEATON	67.70
	05/10/2022	STAR TRACK EXPRESS PTY LTD	FREIGHT EX SUNNY SIGNS	335.65
EFT23818	24/10/2022	OFFICEWORKS BUSINESS DIRECT	STATIONERY	-70.58
EFT23819	24/10/2022	WALLIS COMPUTER SOLUTIONS	ANNUAL SUBSCRIPTION FOR CODETWO EMAIL SIGNATURE APPLICATION AND WALLIS SUPPORT	-1692.90
EFT23820	24/10/2022	WONGAN HILLS NEWSAGENCY	GOODS AND SERVICES SEPTEMBER 2022	-592.74
EFT23821	24/10/2022	HYMARK TRADING PTY LTD		<b>-1238.36</b>
	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	200.64
	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	120.18
	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	149.05
	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	176.55
	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	265.49

	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	169.73
	11/10/2022	HYMARK TRADING PTY LTD	PPE - STAFF CLOTHING - 1X STAFF	156.72
EFT23822	24/10/2022	IXOM OPERATIONS PTY LTD		<b>-122.76</b>
	30/09/2022	IXOM OPERATIONS PTY LTD	CHLORINE SERVICE CHARGE - P&G	40.92
	30/09/2022	IXOM OPERATIONS PTY LTD	WONGAN HILLS SWIMMING POOL CHLORINE SERVICE FEE	81.84
EFT23823	24/10/2022	AUSTRALIAN TAXATION OFFICE	BAS FOR SEPTEMBER 2022	-5080.00
EFT23824	24/10/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA		<b>-1810.00</b>
	11/10/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	RECRUITMENT - SENIOR FINANCE OFFICER ADVERTISING	165.00
	11/10/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	SWIMMING POOL MANAGER READVERTISED	165.00
	12/10/2022	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	2021 - 2022 LOCAL GOVERNMENT WA WORKFORCE FULL CONFERENCE	1480.00
EFT23825	24/10/2022	COAD COMMUNICATIONS	PROVIDE AND INSTALL WONGAN HILLS AIRSTRIP FENCING - FINAL PAYMENT	-74459.66
EFT23826	24/10/2022	CANNON HYGIENE AUSTRALIA PTY LTD	SANITARY SERVICES - SPORTS PAVILION, SWIMMING POOL, CIVIC CENTRE, ALPHA PARK, DEPOT, ADMIN, RAILWAY CENTRE, BALLIDU HALL, CADOUX SPORTS PAVILION, BALLIDU SPORTS COMPLEX, MEDICAL CENTRE, CRC, CADOUX TOILETS	-6767.02
EFT23827	24/10/2022	ADVANCED AUTOLOGIC PTY LTD	20KG GREASE AND FREE-IT AERO FOR BACKHOE	-326.00
EFT23828	24/10/2022	MARKETFORCE PRODUCTIONS		<b>-611.12</b>
	28/09/2022	MARKETFORCE PRODUCTIONS	CEO RECRUITMENT CREDIT NOTE	-463.83
	28/09/2022	MARKETFORCE PRODUCTIONS	CEO RECRUITMENT	1132.91
	03/10/2022	MARKETFORCE PRODUCTIONS	CEO RECRUITMENT CREDIT NOTE	-57.96
EFT23829	24/10/2022	WONGAN HILLS HARDWARE		<b>-7260.19</b>
	30/09/2022	WONGAN HILLS HARDWARE	HARDWARE ACCOUNT - BUILDING DEPT SEPTEMBER 2022	1152.93
	30/09/2022	WONGAN HILLS HARDWARE	CO-LOCATION BOWLING GARDENS RETIC AND SURROUNDS	3781.54
	30/09/2022	WONGAN HILLS HARDWARE	HARDWARE ACCOUNT - WORKS DEPT SEPTEMBER 2022	2325.72
EFT23830	24/10/2022	WONGAN HILLS SPORT & RECREATION COUNCIL INC	2022 - 2023 MANAGEMENT AGREEMENT PAYMENT	-11397.10
EFT23831	24/10/2022	TOLL IPEC PTY LTD		<b>-116.93</b>
	02/10/2022	TOLL IPEC PTY LTD	FREIGHT EX QUREMED	12.25
	02/10/2022	TOLL IPEC PTY LTD	FREIGHT EX DRAEGAR, SHIRE OF BINDOON AND ALEMLUBE	104.68
EFT23832	24/10/2022	SPECIALE SMASH REPAIRS	INSURANCE EXCESS FOR TOYOYTA FORTUNER WB 2 FRONT END DAMAGE	-300.00
EFT23833	24/10/2022	WONGAN MAIL SERVICE	GOODS AND SERVICES SEPTEMBER 2022	-459.16
EFT23834	24/10/2022	PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKETING SEPTEMBER 2022, LESS COMMISSION	-125.19

EFT23835	24/10/2022	SA & VM MACNAMARA	GRAVEL USAGE FOR SEPTEMBER 2022	-3537.60
EFT23836	24/10/2022	DAVE WATSON CONTRACTING PTY.LTD	TREE PRUNING OPPOSITE BP AND AT PLAYGROUND	-385.00
EFT23837	24/10/2022	FEGAN BUILDING SURVEYING	BUILDING SURVEYING FOR 7 ALPHA ST BALLIDU	-330.00
EFT23838	24/10/2022	CENTRAL REGIONAL TAFE		<b>-968.80</b>
	09/09/2022	CENTRAL REGIONAL TAFE	CERTIFICATE IV BUSINESS - 1X TRAINEE	1182.00
	09/09/2022	CENTRAL REGIONAL TAFE	CREDIT NOTE FOR ABOVE PAYMENT	-213.20
EFT23839	24/10/2022	BLACKWELL PLUMBING & GAS PTY LTD	REPAIR HOT WATER SYSTEM RELIEF VALVE ON SOLAR HART AT 8 ELLIS ST, WONGAN HILLS.	-485.00
EFT23840	24/10/2022	CEMETERIES & CREMATORIA ASSOC OF WA	MEMBERSHIP 2022 - 2023	-125.00
EFT23841	24/10/2022	MAREE SMARTT	UNIFORM REIMBURSEMENT	-196.85
EFT23842	24/10/2022	AGQUIRE RURAL HOLDINGS PTY LTD	COUNCIL MEETING CATERING	-174.16
EFT23843	24/10/2022	DRAEGER AUSTRALIA PTY LTD	SWIMMING POOL - SCBA EQUIPMENT SERVICE	-258.34
EFT23844	24/10/2022	DEPT OF PLANNING, LANDS & HERITAGE	LEASE RENT FOR 1 MONTH AS PER AGREEMENT	-45.84
EFT23845	24/10/2022	HERSEY'S SAFETY PTY LTD		<b>-5784.68</b>
	19/09/2022	HERSEY'S SAFETY PTY LTD	CHAIN LEG SLING TAG AND TEST	974.60
	28/09/2022	HERSEY'S SAFETY PTY LTD	DIAPHRAGM PUMP, PLANE SWIVEL, HOSE REEL, GREASE KIT AND PVC SUCTION HOSE	4810.08
EFT23846	24/10/2022	MARTY GRANT BULLDOZING		<b>-57750.05</b>
	10/10/2022	MARTY GRANT BULLDOZING	GRAVEL PUSHING - HOSPITAL ROAD	21997.80
	10/10/2022	MARTY GRANT BULLDOZING	GRAVEL PUSHING	21588.48
	10/10/2022	MARTY GRANT BULLDOZING	GRAVEL PUSHING - HINDLE'S PIT	14163.77
EFT23847	24/10/2022	MAXIPARTS OPERATIONS PTY LTD		<b>-2025.91</b>
	10/10/2022	MAXIPARTS OPERATIONS PTY LTD	RINGFEDER COUPLING - FOR TIP TRUCK	1595.00
	14/10/2022	MAXIPARTS OPERATIONS PTY LTD	BLACK PLASTIC MUDGUARDS, BRACKETS AND POLES	430.91
EFT23848	24/10/2022	RURAL RANGER SERVICES	RURAL RANGER SERVICES OCTOBER 04, 05, 06, 07, 13 AND 14 2022	-1269.84
EFT23849	24/10/2022	PERTH PARTY HIRE	RED CARPET HIRE FOR BALLROOM BINGO EVENT	-75.00
EFT23850	24/10/2022	DREW BURNS	REIMBURSEMENT OF LICENSING FEES	-146.50
EFT23851	25/10/2022	LGIS PROPERTY		<b>-193590.81</b>
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - MANAGEMENT LIABILITY	4705.87
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - BUSH FIRE	2189.00
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - CRIME	2387.03
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - PERSONAL ACCIDENT	258.34
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - TRAVEL	438.90

	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - WORKERS COMPENSATION	48601.19
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - PUBLIC LIABILITY	25193.19
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - MOTOR FLEET	39758.84
	03/10/2022	LGIS PROPERTY	2022-23 SECOND INSTALMENT - PROPERTY	70058.45
EFT23852	27/10/2022	LANDGATE		<b>-2481.20</b>
	01/10/2022	LANDGATE	COPY OF TRANSFER OF LAND ACT DOCUMENT	28.20
	01/10/2022	LANDGATE	ANNUAL SLIP SUBSCRIPTION	2453.00
EFT23853	27/10/2022	BOEKEMAN NOMINEES PTY LTD	PURCHASE OF ONE (1) NEW 2022 TOYOTA HILUX SR TURBO DIESEL DOUBLE CAB, PICK-UP HI-RIDER 2WD MANUAL WITH AIR CONDITIONING	-45064.44
EFT23854	27/10/2022	DEPARTMENT OF FIRE & EMERGENCY SERVICES	ESL FOR COUNCIL OWNED PROPERTIES	-5467.36
EFT23855	27/10/2022	WESTRAC EQUIPMENT PTY LTD		<b>-3387.72</b>
	30/09/2022	WESTRAC EQUIPMENT PTY LTD	FILTERS & ELEMENT FOR PG16, FILTERS FOR PROL15, LATCH FOR PROL16, LATCH FOR PROL15	1181.97
	09/10/2022	WESTRAC EQUIPMENT PTY LTD	370-1099 FRONT GLASS.	1334.18
	11/10/2022	WESTRAC EQUIPMENT PTY LTD	PARTS FOR GRADER PG16	302.35
	17/10/2022	WESTRAC EQUIPMENT PTY LTD	SUPPLY OF SEALS FOR PG16	9.24
	17/10/2022	WESTRAC EQUIPMENT PTY LTD	FILTERS, ELEMENT & COUPLER FOR PG16	559.98
EFT23856	27/10/2022	STEWART & HEATON CLOTHING CO PTY LTD		<b>-1416.07</b>
	30/09/2022	STEWART & HEATON CLOTHING CO PTY LTD	SUPPLY OF BUSHFIRE PPE - GOGGLES	438.35
	04/10/2022	STEWART & HEATON CLOTHING CO PTY LTD	SUPPLY OF BUSHFIRE PPE - VARIOUS	977.72
EFT23857	27/10/2022	WESFARMERS KLEENHEAT GAS PTY LTD	CYLINDER SERVICE CHARGE FOR CRC	-305.65
EFT23858	27/10/2022	BALLIDU TRADING POST	POSTAGE FOR BUSHFIRE NEWSLETTERS 07/9/2022	-19.00
EFT23859	27/10/2022	CADOUX PRIMARY SCHOOL	BUS FOR CADOUX PRIMARY SCHOOL FOR BIKE IT TO SCHOOL BREAKFAST EVENT	-316.80
EFT23860	27/10/2022	ARROW BRONZE	SUPPLY AND DELIVERY PLAQUE - SMITH (RECOVERABLE)	-257.46
EFT23861	27/10/2022	SUNNY SIGN COMPANY PTY LTD	ROAD WIDENING DOWERIN-KALANNIE ROAD AND ASSOCIATED SIGNAGE	-1333.15
EFT23862	27/10/2022	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	RENEWAL NOTICE FOR LICENCE 1622693/1 & 1622698/1	-150.00
EFT23863	27/10/2022	RBC RURAL		<b>-2408.04</b>
	21/10/2022	RBC RURAL	METERPLAN CHARGE FOR CRC OFFICE - COLOUR, METERPLAN CHARGE FOR CRC OFFICE - BLACK	1944.38
	21/10/2022	RBC RURAL	METER PLAN CHARGE FOR SHIRE ADMIN PHOTOCOPIER COLOUR, METER PLAN CHARGE FOR SHIRE ADMIN PHOTOCOPIER BLACK	463.66

EFT23864	27/10/2022	HILLS FIRE EQUIPMENT SERVICE		<b>-2732.40</b>
	18/10/2022	HILLS FIRE EQUIPMENT SERVICE	FIRE EQUIPMENT SERVICE 2022 - PCYC, WONGAN REC CENTRE, ADMIN, AIRSTRIP, CADOUX REC CENTRE, CRC, ARTS & CRAFTS, VISITORS CENTRE, ELIZABETH TELFER CENTRE, SWIMMING POOL INC PRESSURE TEST 9.0KG DCP, BALLIDU SPORTS COMPLEX, BALLIDU HALL, MEDICAL CENTRE, CIVIC CENTRE INC PRESSURE TEST 4.5KG DCP, MUSEUM INC PRESSURE TEST 4.5KG DCP, GOLF CLUB INC PRESSURE TEST 4.5KG DCP, TV TRANSMISSION TOWER, WH BOWLING CLUB INC PRESSURE TEST 2 X 4.5KG DCP, TENNIS CLUB, DEPOT	2058.10
	18/10/2022	HILLS FIRE EQUIPMENT SERVICE	FIRE EQUIPMENT SERVICE 2022 VEHICLE FLEET	674.30
EFT23865	27/10/2022	SIGMA CHEMICALS	PRE START CHEMICAL ORDER FOR SWIMMING POOL	-3185.60
EFT23866	27/10/2022	BULLIVANTS HANDLING SAFETY		<b>-2407.46</b>
	07/10/2022	BULLIVANTS HANDLING SAFETY	10MM CHAIN, D SHACKLE, TURN BUCKLE FOR WONGAN HILLS AIRSTRIP, FREIGHT CHARGES	2086.39
	20/10/2022	BULLIVANTS HANDLING SAFETY	25T SHACKLE	321.07
EFT23867	27/10/2022	KLEEN WEST DISTRIBUTORS	CLEANING SUPPLIES FOR SWIMMING POOL, RAILWAY CENTRE, ALPHA PARK, CIVIC CENTRE, MEDICAL CENTRE AND CRC	-639.26
EFT23868	27/10/2022	QUALITY PRESS	DFES VEHICLE IDENTIFIER STICKERS VALID TO SEPTEMBER 2024	-92.40
EFT23869	27/10/2022	WONGAN HILLS PROGRESS ASSOCIATION		<b>-396.00</b>
	19/10/2022	WONGAN HILLS PROGRESS ASSOCIATION	SHIRE ADMINISTRATION OFFICE - 2023 BUSINESS CALENDAR LISTING	165.00
	19/10/2022	WONGAN HILLS PROGRESS ASSOCIATION	CRC - 2023 BUSINESS CALENDAR LISTING	231.00
EFT23870	27/10/2022	INTEGRATED ICT - A MARKET CREATIONS COMPANY		<b>-848.32</b>
	30/09/2022	INTEGRATED ICT - A MARKET CREATIONS COMPANY	MICROSOFT OFFICE 365 FOR MEDICAL CENTRE	127.60
	30/09/2022	INTEGRATED ICT - A MARKET CREATIONS COMPANY	MANAGE BACK UP SERVICES	720.72
EFT23871	27/10/2022	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE SCRAP METAL RECYCLABLES	MANAGING OF WONGAN HILLS REFUSE SITE FOR OCTOBER 2022	-7791.63
EFT23872	27/10/2022	JB HI-FI GROUP PTY LTD	PURCHASE OF 1X APPLE LIGHTNING DIGITAL AV ADAPTER FOR DEPOT	-70.83
EFT23873	27/10/2022	QUEST INNALOO APARTMENTS	CRC TRAINING: 2 NIGHTS ACCOMMODATION FOR ADOBE COURSE	-424.00
EFT23874	27/10/2022	ST JOHN AMBULANCE AUSTRALIA	ASSORTED FIRST AID SUPPLIES	-176.04
EFT23875	27/10/2022	ITR PACIFIC PTY LTD	GRADER BLADES	-3861.00
EFT23876	27/10/2022	FSG RSP PTY LTD (FIELD SOLUTIONS)	INTERNET SUPPLY CHARGE	-2076.75



EFT23877	27/10/2022	CAFE OF NOTE		<b>-2932.50</b>
	13/10/2022	CAFE OF NOTE	CATERING FOR FCO AND BUSHFIRE AWARENESS TRAINING COURSES HELD ON 13.10.2022	562.50
	26/10/2022	CAFE OF NOTE	CATERING FOR FCO AND BUSHFIRE AWARENESS TRAINING COURSES HELD 20TH & 21ST OCTOBER 2022	1580.00
	26/10/2022	CAFE OF NOTE	BUSHFIRE TRAINING CATERING HELD ON TUESDAY 25 OCTOBER 2022	790.00
EFT23878	27/10/2022	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERING ENDING 30/9/2022	-433.40
EFT23879	27/10/2022	DGL WAREHOUSING & DISTRIBUTION PTY LTD	DELIVERY FEE FOR GRADER PARTS	-310.16
EFT23880	18/10/2022	DEPARTMENT OF TRANSPORT	DOT PAYMENTS TO 18/10/2022	-77265.20
EFT23881	14/10/2022	WESTPAC BANKING CORPORATION	WESTPAC CREDIT CARDS	-569.98
EFT23882	25/10/2022	TELETRAC NAVMAN	MONTHLY SATELLITE SERVICE 05/10/2022 - 04/11/2022	-2071.41
EFT23883	31/10/2022	DEPARTMENT OF TRANSPORT	DOT PAYMENTS TO 31/10/2022	-18476.85
DD11608.1	04/10/2022	AWARE SUPER ACCUMULATION	PAYROLL DEDUCTIONS	-10010.57
DD11608.2	04/10/2022	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-177.69
DD11608.3	04/10/2022	AIA AUSTRALIA PTY LTD	PAYROLL DEDUCTIONS	-564.38
DD11608.4	04/10/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-170.17
DD11608.5	04/10/2022	COMMONWEALTH ESSENTIAL SUPER	PAYROLL DEDUCTIONS	-444.23
DD11608.6	04/10/2022	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	-211.38
DD11608.7	04/10/2022	REST SUPERANNUATION	PAYROLL DEDUCTIONS	-609.81
DD11608.8	04/10/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	-1031.91
DD11608.9	04/10/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1261.45
DD11636.1	18/10/2022	AWARE SUPER ACCUMULATION	PAYROLL DEDUCTIONS	-9299.74
DD11636.2	18/10/2022	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	-192.19
DD11636.3	18/10/2022	AIA AUSTRALIA PTY LTD	PAYROLL DEDUCTIONS	-546.23
DD11636.4	18/10/2022	BT SUPER FOR LIFE	SUPERANNUATION CONTRIBUTIONS	-201.21
DD11636.5	18/10/2022	COMMONWEALTH ESSENTIAL SUPER	PAYROLL DEDUCTIONS	-444.23
DD11636.6	18/10/2022	CLEARVIEW WEALTH FOUNDATIONS SUPER	SUPERANNUATION CONTRIBUTIONS	-99.23
DD11636.7	18/10/2022	REST SUPERANNUATION	PAYROLL DEDUCTIONS	-661.52
DD11636.8	18/10/2022	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	-211.38
DD11636.9	18/10/2022	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	-1037.27
DD11608.10	04/10/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-500.71
DD11608.11	04/10/2022	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-507.70
DD11608.12	04/10/2022	AMP SUPERANNUATION LTD.	SUPERANNUATION CONTRIBUTIONS	-306.02
DD11608.13	04/10/2022	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-62.10

DD11636.10	18/10/2022	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	-1264.48
DD11636.11	18/10/2022	HESTA SUPER FUND	SUPERANNUATION CONTRIBUTIONS	-501.88
DD11636.12	18/10/2022	AMP SUPERANNUATION LTD.	SUPERANNUATION CONTRIBUTIONS	-304.11
DD11636.13	18/10/2022	CBUS SUPER	SUPERANNUATION CONTRIBUTIONS	-507.70
DD11636.14	18/10/2022	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	-59.89
			MUNICIPAL BANK	\$968,679.22
			TRUST BANK	
			TOTAL	\$968,679.22
			RECOVERABLE	\$ 13,777.55
			PARTIALLY RECOVERABLE	\$ 330.00

## 9.2.2 FINANCIAL REPORTS FOR OCTOBER 2022

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	16 November 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Sam Dolzadelli - Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.2a Financial Reports 9.2.2b Financial Health Check

### **PURPOSE OF REPORT:**

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature or Type) for the month ended 31 October 2022. The Capital Works report has been incorporated into this. A monthly financial health check has been appended to the report to give an overview of how the Shire is tracking against some key financial indicators.

### **BACKGROUND:**

Under the *Local Government (Financial Management) Regulations 1996* ('FMR') the Council is to prepare financial reports outlining the financial operations at the previous month end date.

The State Government has recently amended regulation 34 of the *Local Government (Financial Management) Regulations 1996* to require the Statement of Financial Activity to be presented according to nature or type classification.

Listed below is a compilation of the reports that will meet compliance, these are listed under Sections and the relevant regulations below.

### **Statement of Financial Activity Report**

Section 6.4 of the *Local Government Act 1995* regulation 34.1 of the FMR requires a local government to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget containing the following detail:

- Annual budget estimates;
- Budget estimates to the end of the month to which the statement relates (known as YTD Budget);
- Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates (known as YTD Actuals);
- Material variances between the comparatives of Budget v's Actuals; and
- The net current assets (NCA) at the end of the month to which the statement relates.

Regulation 34.2 - Each statement of financial activity must be accompanied by documents containing:

- An explanation of the composition of the net current assets of the month to which it relates, less committed assets and restricted assets; and
- An explanation of each of the material variances; and
- Such other supporting information as is considered relevant by the local government.

Regulation 34(3) - The information in a statement of financial activity must be shown according to nature or type classification.

Regulation 34(5) - Each financial year a local government is to adopt a percentage or value, calculation in accordance with AAS5, to be used in statements of financial activity for reporting material variances.

### **POLICY REQUIREMENTS:**

Council Policy 4.1 – Accounting

### **LEGISLATIVE REQUIREMENTS:**

- *Local Government Act 1995*
- Local Government (Financial Management) Regulations 1996

### **STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

### **SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known environmental impacts associated with this proposal.
- **Economic**  
There are no known economic impacts associated with this proposal.
- **Social**  
There are no known social implications associated with this proposal.

### **FINANCIAL IMPLICATIONS:**

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2022/23 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

In accordance with regulation 34 (5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, the level to be used in statements of financial activity in 2022/23 for reporting material variances shall be:

- (a) 10% of the amended budget; or
- (b) \$10,000 of the amended budget.

whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each Nature and Type classification and capital income and expenditure in the Statement of Financial Activity.

The financial reports for the period ending 31 October 2022 are attached to the Council Agenda.

**COMMENT:**

This report presents the Statement of Financial Activity by nature or type for the period ended 31 October 2022.

The following is a summary of the headline numbers from the attached report, and explanations for variances is provided in note 1 of the report.

	<b>Original Budget</b>	<b>YTD Budget</b>	<b>YTD Actuals – October 2022</b>
<b>Opening Surplus</b>	<b>2,501,372</b>	<b>2,643,589</b>	<b>2,670,466</b>
Operating Revenue	5,055,069	4,081,403	4,134,451
Operating Expenditure	(6,906,402)	(2,678,824)	(2,015,955)
Capital Expenditure	(8,087,837)	(2,745,992)	(1,426,521)
Capital Income	5,288,910	0	63,012
Financing Activities	(302,711)	(23,890)	(44,350)
Non-cash items	2,451,599	839,968	12,389
<b>Closing Surplus/(Deficit)</b>	<b>0</b>	<b>2,116,251</b>	<b>3,393,492</b>

- Rates notices were issued with an effective issuance date of 25 July 2022. As at 31 October, the Shire had receipted \$3,021,026 in rates, ESL and rubbish charges. Due date for payment in full or first instalment was 29 August 2022. As at 31 October 2022, the gross amount outstanding of rates, ESL and rubbish charges (including arrears, legal charges and interest) is **\$616,479** of this amount \$31,729 is made up of deferred rates. Total outstanding equates to 16.98% of the brought forward arrears and current year billing.
- The capital works program is yet to significantly commence as at 31 October, with \$1,426,521 in actual expenditure against an current budget of \$8,320,087, representing 17.1% of the budgeted works.

**VOTING REQUIREMENTS:** Simple Majority

**ABSOLUTE MAJORITY REQUIRED:** No

**OFFICER RECOMMENDATION:**

That Council:

1. RECEIVES the Monthly Financial Report (containing the Statement of Financial Activity by nature or type) for the month ended 31 October 2022, as presented as attachment 1 to this report.
2. NOTES the unrestricted municipal surplus of \$3,393,492 for the month ended 31 October 2022.
3. RECEIVES the Monthly Financial Health Check as presented as attachment 2 to this report.

SHIRE OF WONGAN-BALLIDU						
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 OCTOBER 2022						
	Approved Budget 2022-2023	Current Budget 2022-2023	YTD Budget	YTD Actual	Variance Over or Under	10%
<b>Opening Funding Surplus/(Deficit)</b>	<b>2,501,372</b>	<b>2,643,589</b>	<b>2,643,589</b>	<b>2,670,466</b>		
<b>INCOME</b>						
Rates	3,195,567	3,195,567	3,195,567	3,194,883	0.0%	✓
Operating grants, subsidies and contributions	892,474	1,153,607	491,426	479,827	2.4%	✓
Fees and charges	677,560	677,560	336,650	326,647	3.0%	✓
Other Revenue	128,550	128,550	42,824	88,594	(106.9%)	✗
Interest	44,824	44,824	14,936	44,500	(197.9%)	✗
Profit on sale of Assets	116,094	116,094	0	0	0.0%	✓
<b>a: TOTAL INCOME</b>	<b>5,055,069</b>	<b>5,316,202</b>	<b>4,081,403</b>	<b>4,134,451</b>		
<b>OPERATING EXPENSES</b>						
Employee Costs	(2,276,849)	(2,276,848)	(811,304)	(767,302)	5.4%	✓
Materials & Contracts	(1,003,491)	(1,044,130)	(422,731)	(643,041)	(52.1%)	✗
Utilities (Gas, Electricity) etc.	(393,557)	(393,556)	(130,836)	(103,725)	20.7%	✗
Interest	(45,324)	(45,324)	(15,104)	(9,102)	39.7%	✗
Insurance	(269,167)	(269,167)	(269,167)	(283,786)	(5.4%)	✓
Other General	(350,321)	(344,321)	(189,718)	(196,610)	(3.6%)	✓
Loss on Asset Disposals	(47,523)	(47,523)	0	(12,389)	0.0%	✓
Depreciation	(2,520,170)	(2,520,170)	(839,968)	0	100.0%	✗
<b>b: TOTAL OPERATING EXPENSES</b>	<b>(6,906,402)</b>	<b>(6,941,039)</b>	<b>(2,678,828)</b>	<b>(2,015,955)</b>		
<b>Operating activities excluded from budget</b>						
Add back Depreciation	2,520,170	2,520,170	839,968	0		
Adjust (Profit)/Loss on Asset Disposal	(68,571)	(68,571)	0	12,389		
	<b>2,451,599</b>	<b>2,451,599</b>	<b>839,968</b>	<b>12,389</b>		
<b>Amount attributable to operating activities</b>	<b>600,266</b>	<b>826,762</b>	<b>2,242,543</b>	<b>2,130,885</b>		
<b>INVESTING ACTIVITIES</b>						
Non-Operating grants, subsidies and contributions	4,881,339	5,004,306	0	0	0.0%	✓
Proceeds from disposal of assets	407,571	407,571	0	4,281	0.0%	✓
Proceeds from sale of land	0	0	0	58,731	0.0%	✓
<b>TOTAL CAPITAL INCOME</b>	<b>5,288,910</b>	<b>5,411,877</b>	<b>-</b>	<b>63,012</b>		
Capex - Land & Buildings	(1,806,660)	(1,806,660)	(590,924)	(326,288)	44.8%	✗
Capex - Furniture & Equipment	(180,000)	(180,000)	(60,000)	(58,080)	3.2%	✓
Capex - Motor Vehicles	(224,000)	(224,000)	(74,660)	(97,414)	(30.5%)	✗
Capex - Plant	(865,570)	(913,370)	(288,516)	(12,139)	95.8%	✗
Capex - Infrastructure - Other	(407,332)	(407,332)	(135,768)	(177,056)	(30.4%)	✗
Capex - Infrastructure - Roads	(4,448,485)	(4,632,935)	(1,544,200)	(727,344)	52.9%	✗
Capex - Infrastructure - Footpaths	(155,790)	(155,790)	(51,924)	(28,200)	45.7%	✗
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>(8,087,837)</b>	<b>(8,320,087)</b>	<b>(2,745,992)</b>	<b>(1,426,521)</b>		
<b>Amount attributable to investing activities</b>	<b>(2,798,927)</b>	<b>(2,908,210)</b>	<b>(2,745,992)</b>	<b>(1,363,509)</b>		
<b>FINANCING ACTIVITIES</b>						
Transfer from reserves	1,441,320	1,489,120	0	0	0.0%	✓
Transfer to reserves	(1,658,384)	(1,958,529)	0	(20,047)	0.0%	✓
Lease liabilities principal repayments	0	(7,082)	(2,360)	(2,951)	(25.0%)	✗
Loan principal repayment	(116,527)	(135,566)	(62,613)	(62,504)	0.2%	✓
SSL Principal Reimbursements	30,880	49,916	41,083	41,152	(0.2%)	✓
<b>Amount attributable to financing activities</b>	<b>(302,711)</b>	<b>(562,141)</b>	<b>(23,890)</b>	<b>(44,350)</b>		
<b>CLOSING SURPLUS / (DEFICIT)</b>	<b>0</b>	<b>0</b>	<b>2,116,251</b>	<b>3,393,492</b>		
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			<b>Key</b>	Within budget tolerance of 10%	✓	
				Over budget tolerance of 10%	✗	
				Under budget tolerance of 10%	⚠	

**Shire of Wongan-Ballidu**  
**Variance Report 31 October 2022**

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% as its threshold for line items on the nature or type report shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expense.

Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
<b>Operating Income</b>				
✓	(684)	Within Threshold	Rates	Within Council variance reporting threshold.
✓	(11,599)	Within Threshold	Operating grants, subsidies and contributions	Within Council variance reporting threshold.
✓	(10,003)	Within Threshold	Fees and charges	Within Council variance reporting threshold.
✗	45,770	Timing	Other Revenue	Favourable - Timing Variance.
✗	29,564	Permanent	Interest	Favourable - Banks have passed on the increase in interest rates by the RBA to curb inflation. The Shire's cash deposit investment account interest and reserves interest will be higher than the budget. Additional municipal interest can be allocated during budget review.
✓	0	Within Threshold	Profit on sale of Assets	Within Council variance reporting threshold.
<b>Operating Expenditure</b>				
✓	44,002	Within Threshold	Employee Costs	Within Council variance reporting threshold.
✗	(220,314)	Timing	Materials & Contracts	Unfavourable - Timing variance. Fuel tracking over budget (\$35k), monitor and re-assess at budget review. POC under-allocated to capex (\$72k). Plant depreciation under-allocated (\$53k).
✗	27,111	Timing	Utilities (Gas, Electricity) etc.	Favourable - Timing Variance.
✗	6,002	Timing	Interest	Favourable - Timing Variance.
✓	(14,619)	Within Threshold	Insurance	Within Council variance reporting threshold.
✓	(6,892)	Within Threshold	Other General	Within Council variance reporting threshold.
✓	(12,389)	Within Threshold	Loss on Asset Disposals	Within Council variance reporting threshold.
✗	839,968	Timing	Depreciation	Depreciation has not been processed in the system, as the asset register is to be audited for end of financial year. Will be processed for December monthly financial report.
<b>Investing</b>				
✓	0	Within Threshold	Non-Operating grants, subsidies and contributions	Within Council variance reporting threshold.
✓	4,281	Within Threshold	Proceeds from disposal of assets	Within Council variance reporting threshold.
✓	58,731	Within Threshold	Proceeds from sale of land	Within Council variance reporting threshold.
✗	264,636	Timing	Capex - Land & Buildings	Capital works program yet to substantially commence. See Capital Works Report.
✓	1,920	Within Threshold	Capex - Furniture & Equipment	Within Council variance reporting threshold.
✗	(22,754)	Timing	Capex - Motor Vehicles	Capital works program yet to substantially commence. See Capital Works Report.
✗	276,377	Timing	Capex - Plant	Capital works program yet to substantially commence. See Capital Works Report.
✗	(41,288)	Timing	Capex - Infrastructure - Other	Capital works program yet to substantially commence. See Capital Works Report.
✗	816,856	Timing	Capex - Infrastructure - Roads	Capital works program yet to substantially commence. See Capital Works Report.
✗	23,724	Timing	Capex - Infrastructure - Footpaths	Capital works program yet to substantially commence. See Capital Works Report.
<b>Financing</b>				
✓	0	Within Threshold	Transfer from reserves	Within Council variance reporting threshold.
✓	(20,047)	Within Threshold	Transfer to reserves	Within Council variance reporting threshold.
✗	(591)	Timing	Lease liabilities principal repayments	Timing Variance.
✓	109	Within Threshold	Loan principal repayment	Within Council variance reporting threshold.
✓	69	Within Threshold	SSL Principal Reimbursements	Within Council variance reporting threshold.



**SHIRE OF WONGAN-BALLIDU**  
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**For the Period Ended 31 October 2022**

**Note 2: Net Current Funding Position**

	Positive=Surplus (Negative=Deficit)		
	Budget	Actual	Current
Note	Last Years Closing 30 June 2022	Last Years Closing 30 June 2022	31 October 2022
	\$		\$
<b>Current Assets</b>			
Cash Unrestricted	3,017,114	3,017,367	4,225,293
Cash Restricted - Reserves	2,626,886	2,626,885	2,646,932
Receivables - Rates	136,174	127,801	538,097
Receivables - Other	807,720	847,174	1,514,392
Receivables - ATO	93,714	93,714	84,341
Inventories	47,828	64,968	21,729
	6,729,436	6,777,909	9,030,784
<b>Less: Current Liabilities</b>			
Payables	(270,689)	(348,218)	(178,489)
Payables - ATO	(118,837)	(132,007)	(126,916)
Contract Liabilities - Unspent grants	(853,587)	(642,196)	(2,344,716)
Provisions	(399,907)	(399,907)	(382,009)
	(1,643,020)	(1,522,328)	(3,032,130)
Less: Restricted Cash - Reserves	(2,626,886)	(2,626,885)	(2,646,932)
Add: Liabilities funded by restricted cash	41,842	41,842	41,842
Less: Trust Interfund Transfer Account		(72)	(72)
	(2,585,044)	(2,585,115)	(2,605,162)
<b>Net Current Funding Position</b>	<b>2,501,372</b>	<b>2,670,466</b>	<b>3,393,492</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 OCTOBER 2022**

Asset No	Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
<b>Land &amp; Buildings</b>						
Lot 251 Ballidu (CBH)	21,571	21,571	-			-
<b>Motor Vehicles</b>						
Toyota Landcruiser (CEO)	8,736	100,000	(91,264)			-
Toyota Fortuner (DCEO)	30,103	28,000	2,103			-
Mazda 3 (Admin Shared)	10,000	13,000	(3,000)			-
Grader Ute (PUT73)	13,916	7,500	6,416			-
Works Ute (PUT72)	9,080	7,500	1,580			-
<b>Plant &amp; Equipment</b>						
Mack Truck (PTK33)	123,630	85,000	38,630			-
Semi Water Tanker (PTRL26)	158,973	55,000	103,973			-
Multi-tyred roller (PROL14)	81,594	60,000	21,594			-
Dual Tip Pig Trailer (PTRL20)	9,986	15,000	(5,014)			-
Dual Tip Pig Trailer (PTRL23)	20,045	15,000	5,045			-
Multi-tyred roller (PROL10)	-	-	-	16,670	4,281	12,389
<b>TOTAL</b>	<b>487,634</b>	<b>407,571</b>	<b>80,063</b>	<b>16,670</b>	<b>4,281</b>	<b>12,389</b>
<b>By Program</b>						
<b>Governance</b>						
Toyota Landcruiser (CEO)	8,736	100,000	(91,264)			-
Toyota Fortuner (DCEO)	30,103	28,000	2,103			-
Mazda 3 (Admin Shared)	10,000	13,000	(3,000)	-	-	-
<b>Transport</b>						
Grader Ute (PUT73)	13,916	7,500	6,416			-
Works Ute (PUT72)	9,080	7,500	1,580			-
Mack Truck (PTK33)	123,630	85,000	38,630			-
Semi Water Tanker (PTRL26)	158,973	55,000	103,973			-
Multi-tyred roller (PROL14)	81,594	60,000	21,594			-
Multi-tyred roller (PROL10)	-	-	-	16,670	4,281	12,389
<b>Other Property &amp; Services</b>						
Dual Tip Pig Trailer (PTRL20)	9,986	15,000	(5,014)	-	-	-
Dual Tip Pig Trailer (PTRL23)	20,045	15,000	5,045	-	-	-
Lot 251 Ballidu (CBH)	21,571	21,571	-	-	-	-
				-	-	-
				-	-	-
				-	-	-
<b>TOTAL</b>	<b>487,634</b>	<b>407,571</b>	<b>80,063</b>	<b>16,670</b>	<b>4,281</b>	<b>12,389</b>

Motor Vehicle and Plant & Equipment Change Over	Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
<b>Motor Vehicles</b>						
Toyota Landcruiser (CEO)	74,000	100,000	(26,000)			-
Toyota Fortuner (DCEO)	52,000	28,000	24,000			-
Mazda 3 (Admin Shared)	28,000	13,000	15,000			-
Grader Ute (PUT73)	35,000	7,500	27,500			-
Works Ute (PUT72)	35,000	7,500	27,500			-
<b>Sub-total</b>	<b>224,000</b>	<b>156,000</b>	<b>68,000</b>			-
<b>Plant &amp; Equipment</b>						
Mack Truck (PTK33)	320,000	85,000	235,000			-
Semi Water Tanker (PTRL26)	160,000	55,000	105,000			-
Multi-tyred roller (PROL14)	190,000	60,000	130,000			-
Dual Tip Pig Trailer (PTRL20)	75,000	15,000	60,000			-
Dual Tip Pig Trailer (PTRL23)	75,000	15,000	60,000			-
						-
<b>Sub-total</b>	<b>820,000</b>	<b>230,000</b>	<b>590,000</b>			-
	<b>1,044,000</b>	<b>386,000</b>	<b>658,000</b>	-	-	-

**SHIRE OF WONGAN - BALLIDU**  
**REPORT ON BORROWINGS AS AT 31 OCTOBER 2022**

Existing Loans \* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Oct 22	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2022	Discount on early termination	Principal Repayments YTD	Loan Balance @ 31 Oct 22
147	Aged Persons	Ninan House*	Jul-2022		100,000	(5,226)	-	(25)	5,226	-	(5,226)	0
151A	Aged Persons	Ninan House*	Oct-2032		300,000	(8,943)	-	(2,145)	226,390	-	(8,943)	217,447
152	Co-Location Construction	Shire	Dec-2039		2,000,000	(21,351)	-	(6,989)	1,792,383	-	(21,351)	1,771,032
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025		40,000	(26,983)	-	-	28,136	(1,153)	(26,983)	(0)
<b>TOTAL EXISTING LOANS</b>				-	<b>2,440,000</b>	<b>(62,504)</b>	-	<b>(9,159)</b>	<b>2,052,135</b>	<b>(1,153)</b>	<b>(62,504)</b>	<b>1,988,478</b>

Shire Loan Summary  
Self Supporting Loan Summary

-	2,000,000	(21,351)	-	(6,989)	1,792,383	-	(21,351)	1,771,032
-	440,000	(41,152)	-	(2,170)	259,752	(1,153)	(41,152)	217,446

Current loan liability  
Non current liability  
**Total Loan Liability**

Loan Balance @ 31 Oct 22	SSL	Shire	Total
(54,023)	10,275	(64,299)	(54,023)
(1,934,455)	(227,722)	(1,706,733)	(1,934,455)
<b>(1,988,478)</b>	<b>(217,446)</b>	<b>(1,771,032)</b>	<b>(1,988,478)</b>

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 31 OCTOBER 2022															
Reserve Description	GL Acct.	ADOPTED FULL YEAR'S BUDGET						CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 OCTOBER 2022			
		Budget Opening Balance	Actual Opening Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	EOY Balance	Transfer in / Interest	Transfer to Reserve	Transfer from Reserve	EOY Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	Actual Balance
Long Service Leave Reserve	01935	41,842	41,842	-	-	-	41,842	-	-	-	41,842	-	-	-	41,842
Community Resource Centre Reserve	01989	37,439	37,439	-	-	-	37,439	-	-	-	37,439	-	-	-	37,439
Depot Improvement Reserve	01940	10,572	10,572	-	-	-	10,572	-	-	-	10,572	-	-	-	10,572
Historical Publications Reserve	01965	7,126	7,126	-	-	-	7,126	-	-	-	7,126	-	-	-	7,126
Housing Reserve	01955	363,162	363,162	-	17,682	(200,000)	180,844	-	17,682	(200,000)	180,844	-	-	-	363,162
Special Projects Reserve	01975	361,818	361,818	4,000	402,211	(30,000)	734,029	4,000	452,284	(30,000)	784,102	20,047	-	-	381,865
Patterson Street JV Housing Reserve	01988	54,357	54,357	-	5,000	-	59,357	-	5,000	-	59,357	-	-	-	54,357
Plant Reserve	01945	846,642	846,642	-	808,491	(728,570)	926,563	-	808,491	(776,370)	878,763	-	-	-	846,642
Quinlan Street JV Housing Reserve	01987	54,915	54,915	-	5,000	-	59,915	-	5,000	-	59,915	-	-	-	54,915
Stickland JV Housing Reserve	01986	58,582	58,582	-	5,000	-	63,582	-	5,000	-	63,582	-	-	-	58,582
Swimming Pool Reserve	01970	64,155	64,155	-	20,000	(49,000)	35,155	-	220,000	(49,000)	235,155	-	-	-	64,155
Waste Management Reserve	01920	55,366	55,366	-	5,000	-	60,366	-	5,000	-	60,366	-	-	-	55,366
Sporting Co-Location Reserve	01990	568,910	568,910	-	-	(331,750)	237,160	-	-	(331,750)	237,160	-	-	-	568,910
IT Replacement Reserve	01992	102,000	102,000	-	-	(102,000)	-	-	-	(102,000)	-	-	-	-	102,000
Building Asset Management Reserve	01993	-	-	-	390,000	-	390,000	-	440,072	-	440,072	-	-	-	-
<b>TOTALS</b>		<b>2,626,886</b>	<b>2,626,886</b>	<b>4,000</b>	<b>1,658,384</b>	<b>(1,441,320)</b>	<b>2,843,950</b>	<b>4,000</b>	<b>1,958,529</b>	<b>(1,489,120)</b>	<b>3,096,295</b>	<b>20,047</b>	<b>-</b>	<b>-</b>	<b>2,646,932</b>

**SHIRE OF WONGAN-BALLIDU - CAPITAL WORKS REPORT - 31 OCTOBER 2022**

COA	Description	Budget		YTD Actual	Variance	Indicator	Completion %	Asset Class
		Original Budget	Amendments					
04250	Administration Building (Buildings) - CAPEX	\$10,000.00	\$0.00	\$10,000.00	\$0.00		0%	Land & Buildings
04252	Computer Software (F&E) - CAPEX	\$180,000.00	\$0.00	\$180,000.00	\$58,080.00		32%	Furniture & Equipment
04255	CEO Vehicle (MV) - CAPEX	\$74,000.00	\$0.00	\$74,000.00	\$0.00		0%	Motor Vehicles
04256	DCEO Vehicle (MV) - CAPEX	\$52,000.00	\$0.00	\$52,000.00	\$56,400.92		108%	Motor Vehicles
04258	Administation Pool Vehicle	\$28,000.00	\$0.00	\$28,000.00	\$0.00		0%	Motor Vehicles
04260	Executive Housing (Buildings) - CAPEX	\$10,435.00	\$0.00	\$10,435.00	\$0.00		0%	Land & Buildings
06010	Cadoux Rec Centre (Buildings) - CAPEX	\$15,500.00	\$0.00	\$15,500.00	\$2,074.29		13%	Land & Buildings
06415	CRC Capital Expense (Buildings) - CAPEX	\$11,000.00	\$0.00	\$11,000.00	\$3,800.00		35%	Land & Buildings
07627	Wongan Hills Medical Centre (Buildings) - CAPEX	\$10,000.00	\$0.00	\$10,000.00	\$0.00		0%	Land & Buildings
10808	Cemetery WH Capex (Infras Other) - CAPEX	\$22,280.00	\$0.00	\$22,280.00	\$0.00		0%	Other Infrastructure
10815	WH Community Park Toilets (Buildings)- CAPEX	\$11,870.00	\$0.00	\$11,870.00	\$0.00		0%	Land & Buildings
10830	Railway Centre Toilets (Buildings)- CAPEX	\$240,000.00	\$0.00	\$240,000.00	\$0.00		0%	Land & Buildings
10840	Street Furniture (Infras Other)- CAPEX	\$14,247.00	\$0.00	\$14,247.00	\$0.00		0%	Other Infrastructure
11021	Wongan Hills Civic Centre (Buildings) - CAPEX	\$11,817.00	\$0.00	\$11,817.00	\$0.00		0%	Land & Buildings
11022	Burakin Hall (Buildings) - CAPEX	\$4,544.00	\$0.00	\$4,544.00	\$0.00		0%	Land & Buildings
11030	Community Park WH (Infras Other)- CAPEX	\$25,000.00	\$0.00	\$25,000.00	\$1,460.00		6%	Other Infrastructure
11210	WH Swimming Pool (Buildings) - CAPEX	\$160,042.00	\$0.00	\$160,042.00	\$40,966.78		26%	Land & Buildings
11480	Utility Parks & Gardens - CAPEX	\$0.00	\$0.00	\$0.00	\$0.00			Plant
11610	Radio & Television Tower (Buildings) - CAPEX	\$33,785.00	\$0.00	\$33,785.00	\$0.00		0%	Land & Buildings
11612	Purchase of land (Lot 251 Ballidu) (CAPEX)	\$21,571.00	\$0.00	\$21,571.00	\$2,910.16		13%	Land & Buildings
11620	W.H. Recreation Complex (Buildings) - CAPEX	\$923,436.00	\$0.00	\$923,436.00	\$246,590.52		27%	Land & Buildings
11621	Ballidu Sports Complex (Buildings) - CAPEX	\$9,800.00	\$0.00	\$9,800.00	\$0.00		0%	Land & Buildings
11622	Economic Stimulus Project	\$160,000.00	\$0.00	\$160,000.00	\$0.00		0%	Other Infrastructure
12080	Depot Bldg. Capital (Buildings) - CAPEX	\$46,643.00	\$0.00	\$46,643.00	\$24,379.44		52%	Land & Buildings
12610	Mack Truck - CAPEX	\$320,000.00	\$0.00	\$320,000.00	\$0.00		0%	Plant
12615	Rollers (P&E) - CAPEX	\$190,000.00	\$0.00	\$190,000.00	\$0.00		0%	Plant
12618	Water & Fuel Tankers - CAPEX	\$160,000.00	\$0.00	\$160,000.00	\$0.00		0%	Plant
12623	Backhoe	\$0.00	\$47,800.00	\$47,800.00	\$0.00		0%	Plant
12629	Sundry Plant and Equipment (CAPEX)	\$45,570.00	\$0.00	\$45,570.00	\$12,139.00		27%	Plant
12631	Dual Pig Trailer- P & E (CAPEX)	\$150,000.00	\$0.00	\$150,000.00	\$0.00		0%	Plant
13610	Museum - CAPEX	\$52,217.00	\$0.00	\$52,217.00	\$5,566.36		11%	Land & Buildings
14414	14 Ellis Street - CAPEX	\$34,000.00	\$0.00	\$34,000.00	\$0.00		0%	Land & Buildings
14418	Grader Utility (Motor Vehicles) - CAPEX	\$35,000.00	\$0.00	\$35,000.00	\$0.00		0%	Motor Vehicles
14419	Construction Utility - CAPEX	\$35,000.00	\$0.00	\$35,000.00	\$41,013.13		117%	Motor Vehicles
14841	Purchase of Old School Oval (CAPEX)	\$200,000.00	\$0.00	\$200,000.00	\$0.00		0%	Land & Buildings
14881	Wongan Hills Airport (Infr Other)	\$160,805.00	\$0.00	\$160,805.00	\$175,596.48		109%	Other Infrastructure
14932	Gravel Pit Assessments - Capex	\$25,000.00	\$0.00	\$25,000.00	\$0.00		0%	Other Infrastructure
AROAD	RRG Funded Capital Roadworks (Infras Roads)	\$1,040,090.00	\$184,450.00	\$1,224,540.00	\$75,447.47		6%	Roads
BROAD	R2R Funded Capital Roadworks (Infras Roads)	\$476,893.00	\$0.00	\$476,893.00	\$33,255.70		7%	Roads
DROAD	Own Funded Capital Footpaths (Infras footpaths)	\$155,790.00	\$0.00	\$155,790.00	\$28,200.04		18%	Footpaths
EROAD	Own Funded Capital Roadworks (Infras Roads).	\$123,723.00	\$0.00	\$123,723.00	\$21,397.49		17%	Roads
GROAD	Wheatbelt Secondary Freight Network Roadworks (Infra Roads)	\$2,807,779.00	\$0.00	\$2,807,779.00	\$597,243.45		21%	Roads
		<b>\$8,087,837.00</b>	<b>\$232,250.00</b>	<b>\$8,320,087.00</b>	<b>\$1,426,521.23</b>		<b>17%</b>	

	Budget		YTD Actual	Variance	Indicator	Completion %
	Original Budget	Amendments				
Land & Buildings	\$1,806,660.00	\$0.00	\$1,806,660.00	\$326,288.00		18%
Furniture & Equipment	\$180,000.00	\$0.00	\$180,000.00	\$58,080.00		32%
Motor Vehicles	\$224,000.00	\$0.00	\$224,000.00	\$97,414.00		43%
Plant	\$865,570.00	\$47,800.00	\$913,370.00	\$12,139.00		1%
Other Infrastructure	\$407,332.00	\$0.00	\$407,332.00	\$177,056.00		43%
Roads	\$4,448,485.00	\$184,450.00	\$4,632,935.00	\$727,344.00		16%
Footpaths	\$155,790.00	\$0.00	\$155,790.00	\$28,200.00		18%
	<b>\$8,087,837.00</b>	<b>\$232,250.00</b>	<b>\$8,320,087.00</b>	<b>\$1,426,521.00</b>		<b>17%</b>

Total Actual < Current Budget ■  
 No Current Budget ■  
 No YTD Actual ■  
 Total Actual > Current Budget ■

SHIRE OF WONGAN - BALLIDU  
INVESTMENT REPORT FOR 31 OCTOBER 2022

**MUNICIPAL INVESTMENTS**

Matured Municipal Investments

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
<b>Total of matured municipal investments</b>							\$ -	\$ -	\$ -	\$ -	\$ -

Current Municipal Investments

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160485	Westpac Online Saver Account		1/07/2022				\$ 2,820,469.83	\$ 1,100,000.00	\$ 7,437.50	\$ 3,927,907.33	\$ 7,437.50
<b>Total of current municipal investments</b>							\$ 2,820,469.83	\$ 1,100,000.00	\$ 7,437.50	\$ 3,927,907.33	\$ 7,437.50

**RESERVE INVESTMENTS**

Matured Reserve Investments

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
<b>Total of matured reserve investments</b>							\$ -	\$ -	\$ -	\$ -	\$ -

Current Reserve Investments

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160629	Westpac Reserve Saver		1-Jul-22				\$ 2,626,884.87	\$ -	\$ 20,047.46	\$ 2,646,932.33	\$ 20,047.46
<b>Total of reserve investments and cash</b>							\$ 2,626,884.87	\$ -	\$ 20,047.46	\$ 2,646,932.33	\$ 20,047.46

<b>Total of matured municipal and reserve investment</b>							\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total of current municipal and reserve investment and cash</b>							\$ 5,447,354.70	\$ 1,100,000.00	\$ 27,484.96	\$ 6,574,839.66	\$ 27,484.96

**SHIRE OF WONGAN-BALLIDU**  
**BANK RECONCILIATIONS FOR 31 OCTOBER 2022**

	Total	Municipal (01106+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
<b>Opening Balance</b>	7,661,280.90	4,979,934.15	40,749.56	2,639,747.19	850.00
<b>Add:</b> Receipts	444,298.85	437,113.68		7,185.17	
Adjustment	-				
Transfers In/(Out)	(5,434.00)		(5,434.00)		
Transfers In/(Out)	-				
<b>Less:</b> Payments - EFT & Cheques	(1,191,897.98)	(1,191,897.98)			
Payments - Bank Fees	(707.28)	(707.28)			
Adjustments & Transfers	-				
<b>Balance as per General Ledger</b>	<b>6,907,540.49</b>	<b>4,224,442.57</b>	<b>35,315.56</b>	<b>2,646,932.36</b>	<b>850.00</b>
<b>Balance as per Bank Statements</b>	309,245.33	273,929.77	35,315.56		
<b>Balance as per Bank Deposit Certificates</b>	2,646,932.33	-		2,646,932.33	
<b>Balance as per Holder Certificates</b>	3,928,757.33	3,927,907.33			850.00
<b>Add:</b> Outstanding Deposits	22,605.47	22,605.47			
Adjustments - Unallocated deposits	-	-			
<b>Less:</b> Unpresented Payments	-	-			
Adjustments & Transfers	0.03			0.03	
Rounding	-				
<b>Balance as per Cash Book</b>	<b>6,907,540.49</b>	<b>4,224,442.57</b>	<b>35,315.56</b>	<b>2,646,932.36</b>	<b>850.00</b>

SHIRE OF WONGAN - BALLIDU RATES AND CHARGES OUTSTANDING 31 OCTOBER 2022				
		Rates and Charges Raised for 2022/2023	\$ 3,450,636.19	Rates and service charges - raised 25.7.22
<b>Rates and Charges Outstanding Breakdown</b>				
Total Amount Outstanding		31.10.22	\$ 609,487.81	18%
Outstanding same time last year		31.10.21	\$ 730,209.28	21%
SUNDRY DEBTORS OUTSTANDING 31 OCTOBER 2022				
<b>Debtors Ageing Summary</b>				
Current			\$ 951,661.24	
30 Days			\$ 341.55	
60 Days			\$ 38.01	
90 Days & Over			\$ 525,677.56	
Credit Balance			\$ (9,020.47)	
<b>Total Outstanding</b>			<b>\$ 1,468,697.89</b>	
<b>Accounts 90 Days &amp; Over:</b>				
	<b>Date</b>	<b>Dr No.</b>	<b>Comments</b>	<b>Amount</b>
	17/05/2019	1370	Standpipe Fees	\$ 1,328.25
	30/06/2021	1382	Refund	\$ 55,860.40
	30/06/2022	1367	Fuel	\$ 794.20
	30/06/2022	6	WSFN Roadworks	\$ 467,227.20
	30/06/2022	1535	Private works	\$ 467.51
	<b>Total</b>			<b>\$ 525,677.56</b>



# MONTHLY FINANCIAL HEALTH CHECK

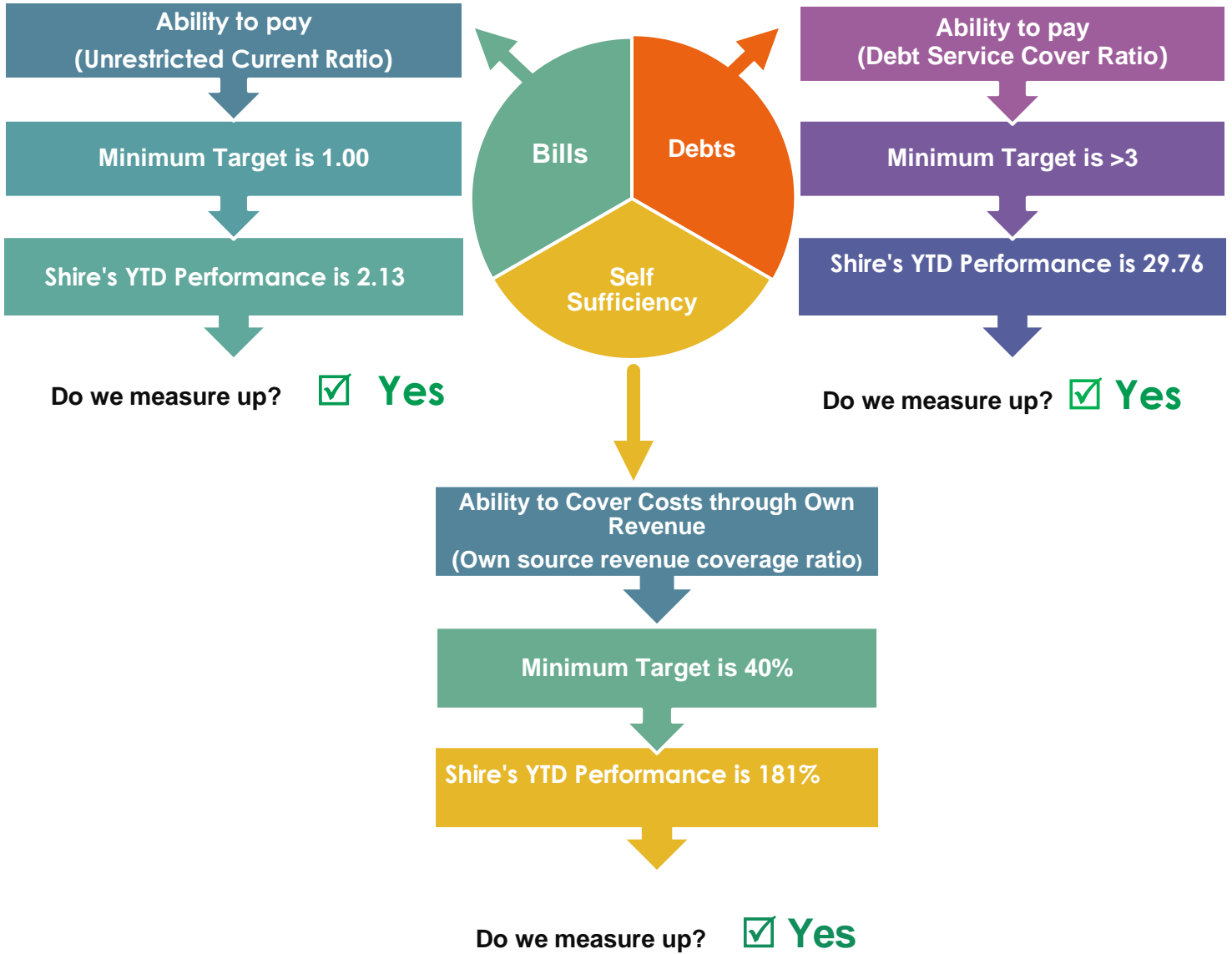


As at 31 October 2022

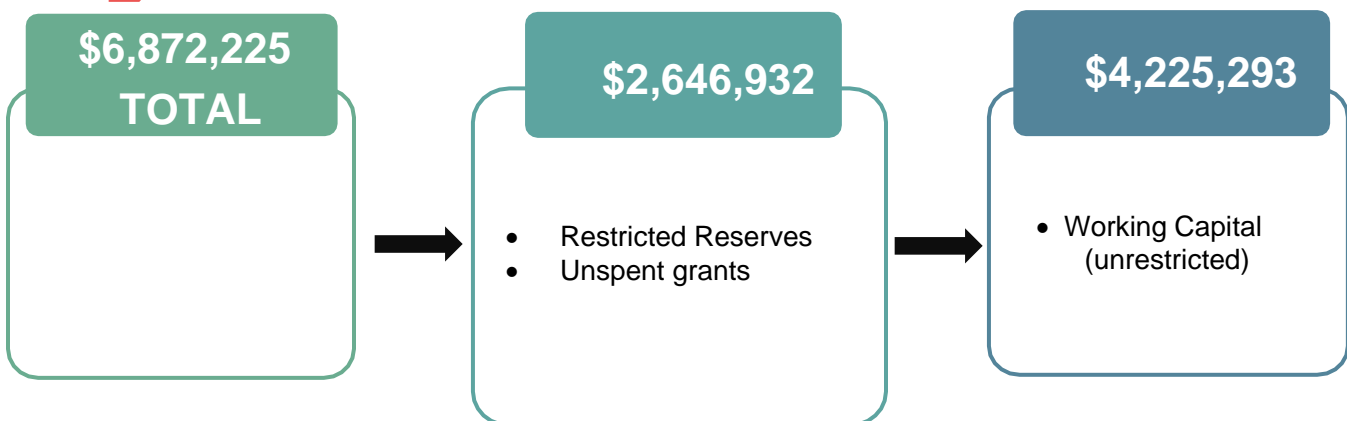
Highlighting how the Shire of Wongan-Ballidu is tracking against financial ratios

Financial Snapshot (Year to Date)	Actual
Operating Revenue	\$4,134,451
Operating Expenditure (Including Non-Cash Items)	(\$2,015,955)
Non-Cash Items	\$12,389
Capital Revenue	\$63,012
Capital Expenditure	(\$1,426,521)
Loan Repayments	(\$62,504)
Lease Liability Principal Repayments	(\$2,951)
Transfers (to)/from Reserves	(\$20,047)
Surplus Brought Forward 1 July 2022	\$2,670,466
<b>Current Municipal Surplus</b>	<b>\$3,393,492</b>

## Financial health indicators



## Cash in the bank



## How are we tracking against our budgeted targets?

### Adjusted Operating Surplus

A measure of the Shire's ability to cover its operational costs including depreciation and have funds left over to cover capital expenditure (including principal loan repayments) without relying on debt or reserves.

Minimum Target is 1%

Shire's YTD Performance is 57.97%

Do we measure up?  Yes

- Adjusted operating surplus and self-sufficient ratios are high in the earlier part of the year due to rates being fully billed in July. However, as the year progresses, operating expenditure will continue to draw on this revenue source reducing to target by 30 June 2023. Depreciation yet to be processed also inflates this figure.

### Asset Sustainability Ratio

Measures if the Shire is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.

Minimum Target is 90%

Shire's YTD Performance is N/A

Do we measure up? **N/A**

- Depreciation has not been processed in the asset register yet as final audit is to be completed.
- Capital works program is yet to significantly commence, this ratio will increase as the year goes on and more capital works are completed.

### 9.2.3 WRITE OFF SUNDRY DEBT FOR DEBTOR 1370

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	4 November 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Sam Dolzadelli - Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	Nil

#### **PURPOSE OF REPORT:**

The purpose of this report is to seek Council's authority to write off the outstanding sundry debt owed by debtor 1370 'Indigenous Construction Resource Group' (ICRG) for standpipe charges.

#### **BACKGROUND:**

In May 2019, ICRG were undertaking work on truck bays south of Wongan Hills as a contractor for Main Roads WA. They used the standpipes and were subsequently charged \$326.25 on 17 May 2019 and \$1,002.00 on 17 June 2019, totalling \$1,328.25. On 27 May 2019, liquidators were formally appointed, and the Shire submitted a Formal Proof of Debt Claim Form, per Regulation 5.6.49(2) of the *Corporations Regulations 2001*.

The debt is deemed to not be recoverable, as the insolvent company does not have the requisite assets to pay creditors.

#### **POLICY REQUIREMENTS:**

Council Policy 4.9 – Debt Collection (Rates & Sundry Debtors)

#### **LEGISLATIVE REQUIREMENTS:**

- *Local Government Act 1995*
  1. Section 6.12(1)(c) of the Act states the local government has the power to write off any amount of money which is owed to the local government.

#### **STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

#### **SUSTAINABILITY IMPLICATIONS:**

- **Environment**

There are no known environmental impacts associated with this proposal.
- **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

**FINANCIAL IMPLICATIONS:**

The Shire currently has a balance for provision for bad debts of \$1,082 on the balance sheet. This means only the difference of \$246 will have a negative impact on the funding position of the Shire. This can be reviewed during the annual budget review process, to determine if any other provision for bad debt is to be made.

**COMMENT:**

It is recommended to write off the total amount owing for debtor 1370 (ICRG) under section 6.12(1)(c) of the *Local Government Act 1995*, as there is no possibility of recovering the debt.

**VOTING REQUIREMENTS:** Simple Majority

**OFFICER RECOMMENDATION:**

That Council:

1. Pursuant to section 6.12(1)(c) of the *Local Government Act 1995*, AUTHORISE the Chief Executive Officer to write off the total amount owing in rates on sundry debtor 1370 of \$1,328.25.

## 9.3 WORKS AND SERVICES

### 9.3.1 WORKS AND SERVICES POLICY REVIEWS

<b>FILE REFERENCE:</b>	
<b>REPORT DATE:</b>	16 November 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Karl Mickle, Manager of Works & Services
<b>ATTACHMENTS:</b>	Nil

#### **PURPOSE OF REPORT:**

The purpose of this report is to present sufficient information to Council to enable the increase to gravel royalties' payments for local works.

#### **BACKGROUND:**

The current pricing of gravel is set at \$1.00 per cubic meter. Feedback received from the farming community within the Shire of Wongan-Ballidu is that the current rate is not sufficient and not comparable to the rate other Shires are paying.

#### **COMMENT:**

The Manger of Works and Services has discussed this matter with Elected Members at the Informal Council Meeting held on 26 October 2022 and it was agreed to support the recommendation to increase the rate per cubic meter from \$1.00 to \$1.50.

#### **POLICY REQUIREMENTS:**

Nil

#### **LEGISLATIVE REQUIREMENTS:**

Nil

#### **STRATEGIC IMPLICATIONS:**

Nil

#### **SUSTAINABILITY IMPLICATIONS:**

##### ➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

**FINANCIAL IMPLICATIONS:**

This will be a financial impact on the yearly works program, however this is not anticipated to significantly impact the proposed works to be carried out this financial year.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: Yes**

**OFFICER RECOMMENDATION:**

That Council:

1. APPROVE the increase for Gravel rate from \$1.00 to \$1.50 per cubic meter.

## 9.4 HEALTH, BUILDING AND PLANNING

### 9.4.1 WONGAN-HILLS SWIMMING CLUB MANAGEMENT AGREEMENT

<b>FILE REFERENCE:</b>	A2.19.1
<b>REPORT DATE:</b>	11 November 2022
<b>APPLICANT/PROPONENT:</b>	Wongan Hills Swimming Club Inc
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Melissa Marcon – Manager of Regulatory Services
<b>ATTACHMENTS:</b>	Management Agreement Wongan Hills Swimming Club Inc

#### **PURPOSE OF REPORT:**

To consider a request from the Wongan Hills Swimming Club Inc (WHSC) to enter into a one (1) year Management Agreement for the use of the Wongan Hills Memorial Swimming Pool, 100 Ninan Street, Wongan Hills.

#### **BACKGROUND:**

The Shire and the WHSC has a Management Agreement for use of the Wongan Hills Swimming Pool at allocated times during the swimming season.

#### **COMMENT:**

WHSC committee members and staff from Regulatory Services have discussed the agreement and present the attached Management Agreement for approval by Council.

Previous agreements have permitted use of three (3) lanes of the main swimming pool on a Tuesday when the pool is open to the general public and exclusive use on Thursday afternoon and Sunday morning.

The Manager of Regulatory Service has spoken to the Secretary of the WHSC and there has been a decline in the number of members attending swim club.

WHSC have requested the times vary to entice new members to join the club.

The WHSC have created a new program called 'Junior Dolphins' for 5–8-year-old children which requires exclusive use of the medium size pool on training days.

The new program has been created to boost member numbers and to get children more confident in the swimming pool at a younger age. The aim of this program is to teach children the basics of swimming such as floating, gliding, blowing bubbles and stroke techniques.

This will also give parents and children an insight into swim club and hopefully continue into their older years, therefore reducing the chances of the WHSC ceasing.



The new agreement terms are below -

- Swimming Club training Tuesday 5pm to 6 pm – 3 lanes only main pool during hours of normal pool operation
- Swimming Club training Tuesday 5pm to 6 pm – medium size pool exclusive use (closed for public use) during normal pool operation
- Swimming Club events alternate Friday nights from 6 pm to 8pm
- Any time outside of the above hours requires the approval of the Shire

The Management Agreement allows the WHSC to have exclusive use of the club room.

**POLICY REQUIREMENTS:**

There are no policy requirements in relation to the item.

**LEGISLATIVE REQUIREMENTS:**

There are no legislative requirements associated with this item.

**STRATEGIC IMPLICATIONS:**

There are no known strategic implications associated with this item.

**SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this item.

➤ **Social**

There is significant social value in providing an opportunity for community.

**FINANCIAL IMPLICATIONS:**

There are no financial implications associated with this item.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**OFFICER RECOMMENDATION:**

That Council **AGREE** to a one (1) year Management Agreement with Wongan Hills Swimming Club Inc for the use of the Wongan Hills Memorial Swimming Pool, Ninan Street, Wongan Hills for the term commencing 1 November 2022 to 30 October 2023.



# **MANAGEMENT AGREEMENT**

**Shire of Wongan-Ballidu**

**and**

**Wongan Hills Swimming Club Inc**

**Commencing  
1 November 2022**

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## 1.0 AGREEMENT

This document represents an informal 'Management Agreement' made BETWEEN THE **Shire of Wongan Ballidu** of Post Office Box 84, Wongan Hills, Western Australia, 6603 ("the Shire")

AND ("the **Organisation**") Wongan Hills Swimming Club Inc

Addressing the proportioned responsibility for the '**day-to-day management**' of the Premises and the **equipment** of the Shire (located at the premises) to the Organisation for a period, subject to the agreed terms contained in this Agreement.

## 2.0 INTERPRETATION

Definitions used in this Agreement:

"**Chief Executive Officer**" means the Chief Executive Officer for the Shire of Wongan Ballidu;

"**Equipment**" means the items of equipment listed in Schedule 10.3 and each of them;

"**Organisation**" means the community body who by this Agreement undertakes to manage the 'day-to-day' operation of Premises for the use by the whole community;

"**Premises**" means the land described in Schedule 10.1, together with all buildings and improvements thereon or hereafter erected thereon;

"**Shire**" includes its successors and the reversioner for the time being immediately expectant upon the term created by this Agreement;

"**Plan**" means any plan annexed to this Agreement;

"**Reserve**" means where the Premises or portion thereof are on a Reserve or portion of a Reserve with a 'Management Order' vested in the Shire, under and by virtue of legislation, for the Reserve; and

"**Schedules**" *The included Schedules form part of this Agreement.*

## 3.0 PREMISES USAGE

### 3.1 Permitted Use

By this Agreement the Organisation is permitted to;

- Use the Clubrooms to hold meetings, events, etc, organised by the Wongan Hills Swimming Club Inc.
- To utilise the swimming pools and surrounds during the Shire designated pool season and hours for the following purposes:
  - Swimming Club training Tuesday 5pm to 6 pm – 3 lanes only main pool during hours of normal pool operation
  - Swimming Club training Tuesday 5pm to 6 pm – medium size pool exclusive use (closed for public use) during normal pool operation
  - Swimming Club events alternate Friday nights from 6 pm to 8pm
  - Any time outside of the above hours requires the approval of the Shire
- Prior to use outside of normal operational hours, the Club must conduct a chlorine and pH test using the provided equipment. Results are to be recorded in the register provided and be available for the Shire to inspect at all times.
- The Club must provide the Shire with the names and a copy of certification of all first aid accredited people within the Club.

- The Club must provide the Shire with the names and a copy of Certification of all people with a Bronze Medallion within the Club.
- The Club is to ensure that only Swimming WA affiliated swimmers have use of the pool during times that are held outside of the normal operating hours of the pool.
- It is the responsibility of the Swim Club to remove pool blankets prior to use and put back on after use. Any damage is to be reported to the Shire.
- At least two (2) people with Bronze Medallion and Senior First Aid must be present at all times outside of pool opening hours.
- Dive blocks shall not be used at the shallow end of the swimming pool.

### **3.2 Not Permitted Use**

The Organisation is not permitted to;

- Use the premises or to permit them to be used for any purpose whatsoever other than for the purposes and objects for which the 'Management Order' of the reserve was granted to the shire as specified in Schedule 10.2.
- Effect any structural alterations, improvements or additions to the premises without the express prior written consent of the Shire.
- Permit any person to exhibit or affix to or upon any part of the premises, any placard, poster, sign, board or other advertisement unless first obtaining the written approval of the Shire
- Sell or dispense alcohol from the premises without a current licence obtained and the prior written consent of the Chief Executive Officer and Director of Liquor Licensing and compliance with all terms and conditions imposed.
- Permit any person to live on the premises or use the premises as living accommodation
- To assign, mortgage, or part with management of the premises or any part thereof.
- Operate training or any organised event without the minimum two (2) persons who have Bronze Medallion and Senior First Aid outside of pool opening hours.
- Operate or use the swimming pools without, first conducting a chlorine and pH test.

Chlorine is required to have a reading of 2 or above.

pH is required to have a reading between 7.2 -7.7

- If the chlorine or pH differs from these readings the swimming pool is not to be used and the Swimming Pool Manager is to be notified immediately.

- Consume alcohol without the express permission in writing of the Chief Executive Officer.

#### **4.0 SHIRE TERMS**

Under the terms of this Agreement the Shire agrees to;

##### **4.1 Quiet Enjoyment**

Grant the Organisation the peaceable enjoyment of the Premises without unreasonable interruption by the Shire or authorised officer.

##### **4.2 Building Insurance**

Ensure all buildings and improvements, of an insurable nature, erected with the approval of the Shire on the Premises, under its 'Asset Register', against loss or damage by fire, storm, tempest, earthquake and any other normal insurable risks. The Shire will be responsible for any excess as a result of a claim on insurances.

##### **4.3 Insurance of Equipment**

Insure and keep insured all Shire owned Equipment that is set out in the schedule, as amended, as being on the 'Asset Register' of the Shire.

##### **4.4 Maintenance Costs**

- Maintain (including servicing), of exit lights, fire extinguishers and fire hoses.
- Responsible for Council, Sewer and Water Rates
- Cost of termite inspections
- Annual FESA Levy

##### **4.5 Entry Fees**

- All participating Swimming Club members are to hold season tickets or pay for entry to the swimming pool complex during normal pool operating hours.
- The Club is to ensure that there are no spectators or non-participating community members and/or children attending the swimming pool for activities listed under clause 3.1 that are held outside of the normal operating hours of the pool.

#### **5.0 ORGANISATIONS TERMS**

By the terms of this Agreement, the Organisation will undertake;

##### **5.1 Public Liability**

The Organisation is responsible for any 'Public Liability Claim' deriving from the use of the Premises and are therefore to insure and keep insured, with an insurance office approved by the Shire, a public risk policy for an amount of TWENTY MILLION DOLLARS (\$20,000,000).

The Organisation will deposit with the Shire, a renewed copy of the policy of insurance, within seven (7) days of the renewal and payment of premiums.

## **5.2 Indemnity**

The Organisation will indemnify and keep indemnified the Shire against any claim, demand, action, suit or proceeding that may be made or brought by any person, volunteer employee, contractor, sub-contractor, against the Shire, any staff member of the Shire or any agent of the Shire in respect of personal injury to, or the death of, any person whom-so-ever or loss or damage to any property whatsoever arising out of, or as a consequence of, the activities of the Organisation under this Agreement, and also from any costs and expenses that may be incurred in connection with any such claim, demand, action, suit or proceeding;

## **5.3 Alterations and Additions**

The Organisation will not erect or alter any building or structure, including internal alterations, on the Premises without prior written consent of the Shire.

Any consent granted for alterations and/or additions will be under the direct supervision and to the satisfaction of the Shire's building or engineering manager.

## **5.4 Insurance of Assets of the Organisation**

Any assets / equipment of the Organisation kept at the premises that are not included in schedule 10.8 will not be insured by the Shire. It is recommended therefore the Organisation insure and keep insured the assets against loss or damage by fire, storm, tempest, earthquake and any other risks.

## **5.5 Water, Electricity, Gas and Telephone**

The Organisation, to duly and punctually pay and discharge all charges and meter rents in respect of water, electricity, gas and telephone used, consumed or incurred on the Premises excluding rates; where there are separate and independent services to the clubroom facility that are not connected to the pool complex.

## **5.6 Cleaning**

The Organisation will undertake to keep and maintain the Premises and all buildings, improvements and fixtures thereon orderly, clean, tidy and free from dirt, in good order and tenantable to the satisfaction of the Shire (fair wear and tear excepted) and for that purpose, to supply all cleaning equipment.

## **5.7 Maintenance and Repair of Clubrooms**

The Organisation agrees to undertake building maintenance and structural repair tasks, including;

- Repair/replace defective light globes and fittings (eg. covers) including power points and switches, and faulty electrical wiring.
- Repair/replace defective electrical appliances and fixtures
- Repair/replace taps and washers, and damaged plumbing fixtures including hot water heaters, dishwashers etc) water supply or wastewater pipes.
- Repair/replace refrigeration units (including freezers and cool rooms),

- Repair/replace gas fixtures and fittings (including gas stoves)
- Replace worn window treatments and fitted floor coverings
- Repair/Replace door and window locks in consultation with the Shire
- Maintain the premises guttering and stormwater system, in a clean condition, free of organic litter,
- Maintain the internal painting of the Premises in good order to the satisfaction of the Shire.

## 5.8 Emergency Exits and Procedures

The Organisation is to ensure all users / hirers of the Premises are made aware of the location of fire fighting equipment, emergency exits and assembly areas and of the need to ensure these emergency facilities are not obstructed.

## 5.9 Pool Operation requirements during club organised events and programs

Must comply with provisions of the 'Code of Practice' for the Design, Construction, Operations, Management & Maintenance of Aquatic Facilities. (September 2008 as provided or later) Category 3.

## 6.0 NOTICES

Any notice between the parties to this Agreement, shall be sufficiently served if sent to it by post to the address hereinbefore mentioned or last known and shall be deemed to have been served on the day on which it would in the ordinary course of post reach the address to which it was sent.

## 7.0 FINANCIAL CONSIDERATION

There is nothing in this agreement that prevents the Organisation from seeking financial assistance from the Shire or making applications for grants, to assist with operating costs and improvements to the Premises.

Any proposed application for improvements to the Premises and for new or replacement of existing Equipment must first be approved in writing by the Shire

The Organisation is advised that any **budget requests** to the Shire for financial assistance with the provision of improvements to the Premises and for new or replacement of existing Equipment should be **made prior to February each year**, for consideration inline with the Shire's budget.

## 8.0 TERMINATION OF AGREEMENT

Reflecting the nature of this Agreement, this agreement will expire on the date as provided for within the schedules.

If the organisation seeks to renew the term the organisation will give the Shire notice in writing not earlier than 6 months but no later than three months prior to the expiration of this agreement.

## 9.0 DISPUTES

Given the nature of this agreement, dispute or difference between the parties, shall be addressed through consultation between the parties.



## **10.0 SCHEDULES**

**Schedule 10.1 – Description of Premises**

**Schedule 10.2 – Purpose for which Premises are to be used**

**Schedule 10.3 – Term**

**Schedule 10.4 – Rent**

**Schedule 10.5 – Business Name**

**Schedule 10.6 – Public Risk Insurance**

**Schedule 10.7 – Address for Service**

**Schedule 10.8 – Equipment**

## **SCHEDULES**

### **10.1 – Description of Premises**

Lot 100 Ninan Street Wongan Hills

Shire of Wongan Ballidu Swimming Pool; Clubrooms

### **10.2 – Purpose for which Premises to be used**

Club Rooms and Pools for training and scheduled events

### **10.3 – Term**

1 year

Date of Commencement – 1 November 2022

Date of Expiry – 30 October 2023

### **10.4 – Lease**

Lease payable shall be \$1.00pa payable on demand by the Shire

### **10.5 – Business Name (Organisation)**

Wongan Hills Swimming Club Inc

### **10.6 – Public Risk Insurance**

Minimum \$20,000,000

### **10.7 – Address for Service**

Shire of Wongan Ballidu

P.O. Box 84

Wongan Hills WA 6603

Phone 9671 2500

Email [shire@wongan.wa.gov.au](mailto:shire@wongan.wa.gov.au)

Wongan Hills Swimming Club Inc

P.O. Box 130

Wongan Hills WA 6603

### **10.8 – Equipment**

NIL

**11.0 EXECUTION**

The Signatures of the Shire of Wongan-Ballidu’s President and Chief Executive Officer were hereunto affixed by authority of a resolution of the Council:

.....  
*Shire President*  
Cr Mandy Stephenson

.....  
*Chief Executive Officer*  
Mr Stuart Taylor

The Signatures of the Organisation’s office bearers were hereunto affixed pursuant to a resolution of the Committee:

.....  
*President (Organisation)*

.....  
*Name of President (print)*

.....  
*Secretary (Organisation)*

.....  
*Name of Secretary (print)*

## 9.4.2 WONGAN-HILLS SWIMMING POOL - REMOVAL OF GENERAL ENTRY FEES

<b>FILE REFERENCE:</b>	A1221
<b>REPORT DATE:</b>	11 November 2022
<b>APPLICANT/PROPONENT:</b>	Nil
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Melissa Marcon – Manager of Regulatory Services
<b>ATTACHMENTS:</b>	

### PURPOSE OF REPORT:

To consider a request to remove the general entry fees for the Wongan Hills Swimming Pool.

### BACKGROUND:

Over the past few years, patronage of the swimming pool has decreased and the costs of living have been increasing.

### COMMENT:

Royal Life Saving Australia has stated that the hours for our current pool manager are too high. Due to Work Health & Safety requirements, the opening hours are currently being assessed by the Manager of Regulatory Services.

If the opening hours of the swimming pool are reduced this would see a further decline in patronage at the pool. Allowing patrons access with no general entry fee would make the facility more attractive to the community and make it more accessible to more people at the planned adjusted pool opening hours.

The request is to remove the following general entry fees and all season pass fees -

Adult Swimming	\$3.60
Spectator	\$2.00
Concession – seniors card/pension health benefits card	\$3.10
Child 3 to 5 years	\$3.10
Family Pass - Season (2 Adults & 2 Children)	\$305.00
Family Pass - Half Season (2 Adults & 2 Children) (Open - 31 December)	\$155.00
Family Pass - Half Season (2 Adults & 2 Children) (1 January - Close)	\$155.00
Adult Pass - Season	\$110.00
Adult Pass - Half Season (Open - 31 December)	\$55.00
Adult Pass - Half Season (1 January - Close)	\$55.00
Concession Pass - Season	\$85.00
Concession Pass - Half Season (Open - 31 December)	\$45.00
Concession Pass - Half Season (1 January - Close)	\$45.00
Child 3 to 15 yrs. - Season	\$85.00
Child 3 to 15 yrs. - Half Season (Open - 31 December)	\$45.00
Child 3 to 15 yrs. - Half Season (1 January - Close)	\$45.00

And retain the following fees and charges for programs and exclusive use –

Beach Volley Ball - per player	\$5.00
Aqua - per class	\$7.00
Aqua - 10 classes	\$50.00
Swimming Lessons - Private per lesson (7 weeks 1st Child)	\$90.00
Swimming Lessons - Private per lesson (7 weeks 2 or more children per each additional child)	\$70.00
<b>Exclusive Use</b>	
Corporate (per hour) with Manager in attendance	\$140.00
Corporate (per hour) with two (2) Managers in attendance	\$280.00
Community Group (per hour) with Manager in attendance	\$70.00
Community Group (per hour) with two (2) Managers in attendance	\$140.00
Non- Community Group/ Individual (per hour) with Manager in attendance	\$70.00
Non- Community Group/ Individual (per hour) with two (2) Managers in attendance	\$140.00
School Carnival or school function hire (including manager) per hour	\$70.00
School Carnival or school function hire per hour including two (2) managers	\$140.00
Bond without alcohol - refundable on satisfactory inspection after hire	\$100.00
Bond with alcohol - refundable on satisfactory inspection after hire	\$400.00

**POLICY REQUIREMENTS:**

There are no policy requirements in relation to the item.

**LEGISLATIVE REQUIREMENTS:**

There are no known legislative requirements in relation to this item.

**STRATEGIC IMPLICATIONS:**

There are no known strategic implications associated with this item.

**SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

This will assist the community as the cost of living continues to rise.

➤ **Social**

There is significant social value in providing an opportunity for community.

## FINANCIAL IMPLICATIONS:

This will have a financial impact on the annual budget of approximately \$24,000 per annum.

## VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY REQUIRED:** No

## OFFICER RECOMMENDATION:

That Council **AGREE** to remove the general entry fees and season passes as per below for the Wongan Hills Swimming Pool -

Adult Swimming	\$3.60
Spectator	\$2.00
Concession – seniors card/pension health benefits card	\$3.10
Child 3 to 5 years	\$3.10
Family Pass - Season (2 Adults & 2 Children)	\$305.00
Family Pass - Half Season (2 Adults & 2 Children) (Open - 31 December)	\$155.00
Family Pass - Half Season (2 Adults & 2 Children) (1 January - Close)	\$155.00
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Concession Pass - Season	\$85.00
Concession Pass - Half Season (Open - 31 December)	\$45.00
Concession Pass - Half Season (1 January - Close)	\$45.00
Child 3 to 15 yrs - Season	\$85.00
Child 3 to 15 yrs - Half Season (Open - 31 December)	\$45.00
Child 3 to 15 yrs - Half Season (1 January - Close)	\$45.00

And **RETAIN** the following program and exclusive use fees as per below for the Wongan Hills Swimming Pool –

Beach Volley Ball - per player	\$5.00
Aqua - per class	\$7.00
Aqua - 10 classes	\$50.00
Swimming Lessons - Private per lesson (7 weeks 1st Child)	\$90.00
Swimming Lessons - Private per lesson (7 weeks 2 or more children per each additional child)	\$70.00
<b>Exclusive Use</b>	
Corporate (per hour) with Manager in attendance	\$140.00
Corporate (per hour) with two (2) Managers in attendance	\$280.00
Community Group (per hour) with Manager in attendance	\$70.00
Community Group (per hour) with two (2) Managers in attendance	\$140.00
Non- Community Group/ Individual (per hour) with Manager in attendance	\$70.00
Non- Community Group/ Individual (per hour) with two (2) Managers in attendance	\$140.00
School Carnival or school function hire (including manager) per hour	\$70.00
School Carnival or school function hire per hour including two (2) managers	\$140.00
Bond without alcohol - refundable on satisfactory inspection after hire	\$100.00
Bond with alcohol - refundable on satisfactory inspection after hire	\$400.00

## 9.5 COMMUNITY SERVICES

### 9.5.1 COMMUNITY SERVICES POLICY AMENDMENT: 2.2 VOLUNTEER DAY FUNCTION

<b>FILE REFERENCE:</b>	F1.11.2
<b>REPORT DATE:</b>	November 2022
<b>APPLICANT/PROPONENT:</b>	Shire of Wongan-Ballidu
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Jack McNulty – Manager Community Services
<b>ATTACHMENTS:</b>	Policy 2.2 Volunteer Day Function

#### **PURPOSE OF REPORT:**

Council is requested to adopt the proposed amendment to the attached policy, 2.2 Volunteer Day Function. The purpose of this report is to demonstrate the considerations on which the proposed amendments were made.

#### **BACKGROUND:**

The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative and Council decisions to be familiar with the philosophy behind individual decisions. Policy statements enable much of the day-to-day business of Council to be handled by the administration, freeing up the time of the Elected Members in determining major policy and strategic direction.

An up-to-date policy manual of any organisation proves to be a valuable tool in improving the decision-making process. Policies contained within the manual are those that project a corporate image and are not controlled by individual directorates. The development of the policies involves input from staff across the organisation and elected members.

A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.

Each policy is developed in order to address specific matters. They relate to objectives to the Shire of Wongan-Ballidu, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.

It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters.



## **COMMENT:**

Community Services policies selected for the June 2022 review included 2.2 Volunteer Day Function, of which no recommended changes were proposed to the existing policy. However, changes to the State Government Volunteer Funding Program are recognised to encourage organisations to host volunteer recognition events or associated activities on 5 December – formally recognised as International Volunteer Day. The current Volunteer Day Function policy is therein observed to misalign with relevant State Government Funding Programs. Discussion with Department of Communities has clarified grant funding criteria is flexible, whereby applicant organisations may propose to hold a Volunteer Day Function on a more suitable date other than International Volunteer Day (5 December) should external factors be demonstrated to deem the date unsuitable.

Furthermore, policy wording posits a restriction to the scope of event type as a BBQ function. As such, the following amendment is proposed as to greater align with relevant external funding opportunities and reduce restrictions for the planning of future events:

### **2.2 Volunteer Day Function**

*Recommendation to rephrase wording of policy to enable Volunteer Day Function in the future to be held beyond the current timeframe scope of October.*

*Current policy sentence states: "Volunteer BBQ open to all volunteers of the Shire and to be held in October, ideally in conjunction with the State Governments Volunteer Funding Program." Is proposed to be rephrased as "Volunteer function open to all volunteers of the Shire and ideally to be held in conjunction with the State Governments Volunteer Funding Program".*

## **POLICY REQUIREMENTS:**

Policy 2.2 – Volunteer Day Function.

## **LEGISLATIVE REQUIREMENTS:**

The Local Government Act 1995 outlines the roles of Council and the CEO.

## **STRATEGIC IMPLICATIONS:**

Ongoing review and refinement of the Policy Manual is in line with Council's strategic direction on Governance (Implement and develop policy based on economic, social, cultural, governance and environmental elements).

## **SUSTAINABILITY IMPLICATIONS:**

### ➤ **Environment**

There are no known Environmental implications associated with this policy.

➤ **Economic**

Reducing restrictions in Policy 2.2 Volunteer Day Function would improve eligibility for relevant State Government Funding.

➤ **Social**

Expanding flexibility to hold Volunteer Day Function within and beyond October enables event planning to be more inclusive of volunteers in the local community.

**FINANCIAL IMPLICATIONS:**

There are no financial implications associated with this item.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**OFFICER RECOMMENDATION:**

That Council;

1. ADOPT Policy, 2.2 Volunteer Day Function, with variation.

## 2.2 Volunteer Day Function

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<b>Policy Owner:</b>	Community Development
<b>Person Responsible:</b>	Manager Community Services
<b>Adoption Resolution:</b>	190906
<b>Date of Last Review:</b>	23 November 2022 – Resolution TBA - Amended

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### **OBJECTIVE**

To recognise and thank all the volunteers within the Shire of Wongan-Ballidu.

### **POLICY**

Volunteer function open to all volunteers of the Shire and ideally to be held in conjunction with the State Governments Volunteer Funding Program.

### **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer is responsible for the implementation of this policy.

**Item 10. QUESTIONS FROM MEMBERS WITHOUT NOTICE**

**Item 11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

**Item 12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

**12.1 APPOINTMENT OF CHIEF EXECUTIVE OFFICER**

**Item 13. CLOSURE**