



MINUTES 18 OCTOBER 2012

**ORDINARY MEETING
OF COUNCIL**



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**SHIRE OF WONGAN-BALLIDU
MINUTES
FOR THE ORDINARY MEETING OF COUNCIL**

Held in the Council Chambers
on Thursday 18 October 2012



1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President Cr Michael Brennan declared the meeting opened at 3.00pm.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

ATTENDANCE:

Cr Michael Brennan	Cr Peter Macnamara
Cr David Armstrong	Cr Brad West
Cr Tracey deGrussa	Cr Alfreda Lyon
Cr Michael Godfrey	Cr Barrett-Lennard
Cr David Brown	

STAFF:

Stuart Taylor	Chief Executive Officer
Irene Myring	(Minutes)
Tanya Greenwood	Manager Community Services
Dennis Coates	Deputy Chief Executive Officer

APOLOGIES:

Len deGrussa	Manager Building Services
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3. PUBLIC QUESTION TIME

Nil

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Councillors extended thanks to the Works Coordinator – Karl Mickle for his assistance on the bus tour with Councillors earlier in the day.

5. PETITIONS AND PRESENTATIONS

Nil

6. APPLICATION/S FOR LEAVE OF ABSENCE

Cr Godfrey requested leave of absence for November meetings. The Shire President congratulated him and his fiancé on behalf of Council on his forthcoming wedding.

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON THURSDAY 20 SEPTEMBER 2012

STAFF RECOMMENDATION:

That the minutes of the Ordinary meeting of Council held on Thursday 20 September 2012 be confirmed as a true and correct record of the proceedings.

9. REPORTS OF OFFICERS AND COMMITTEES

9.1 ADMINISTRATION & FINANCIAL SERVICES

9.1.1 ACCOUNTS SUBMITTED

FILE REFERENCE:	F1.4
REPORT DATE:	26 October 2012
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Dennis Coates, Deputy Chief Executive Officer
ATTACHMENTS:	September 2012

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 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.

List of Accounts Paid & Submitted to Finance Committee
01/9/2012 - 30/09/2012

Date	Name	Description	Amount	
EFT8775	04/09/2012	JASON SIGNMAKERS	22 x street name plates with logo B & W and Black & Yellow	-1089.00
EFT8776	04/09/2012	WONGAN RETRAVISION	Replace damaged Camera	-228.95
EFT8777	04/09/2012	WATER CORPORATION	Water Consumption 10/04/2012 to 8/08/2012 all shire buildings & gardens	-5455.10
EFT8778	04/09/2012	IT VISION AUSTRALIA PTY LTD	Webinar training - budget - Administration staff	-324.50
EFT8779	04/09/2012	ARROW BRONZE	Ballidu Residents Niche Wall Plaque	-180.40
EFT8780	04/09/2012	BURGESS RAWSON (WA) PTY LTD	Water Usage at the railway barracks from 11 April to 9 August 2012	-98.18
EFT8781	04/09/2012	WONGAN TREES	Everlasting seeds 750gms & 258 native sapling trees	-312.84
EFT8782	04/09/2012	WESTERN DIAGNOSTIC PATHOLOGY	Drug screen for new employee - works	-35.04
EFT8783	04/09/2012	THE CHURCHES COMM. ON EDUCATION		-15532.00
	27/08/2012	THE CHURCHES COMM. ON EDUCATION	Donation to Wongan Hills Youthcare for Chaplaincy at WHDHS	7500.00
	27/08/2012	THE CHURCHES COMM. ON EDUCATION (INC)	Donation to Wongan Hills Youthcare for Wages for Chaplain at WHDHS	8032.00
EFT8784	04/09/2012	ESPLANADE HOTEL FREMANTLE	Course accommodation for Pool Manager - Perth	-539.00
EFT8785	04/09/2012	MICHAEL HENRY PERRY	Install waste dump to temporary facilities near temporary tourism	-320.00
EFT8786	04/09/2012	LOCK, STOCK & FARRELL	Supply key CRC	-24.50
EFT8787	04/09/2012	LIWA AQUATICS (INC)	Liwa Conference 27 and 28 August 2012 and 12 Month Liwa membership/Accreditation - Pool Manager	-580.00
EFT8788	04/09/2012	ROCHELLE TIDYMAN	Reimbursement for Cat Sterilisation	-20.00
EFT8789	05/09/2012	ANZ BANK (NETT WAGES)	PPE 4/09/2012	-57194.44
EFT8790	12/09/2012	WALGS SUPERANNUATION PLAN	Superannuation contributions	-8255.89
	12/09/2012	CHILD SUPPORT	Payroll deductions	-349.91
EFT8792	12/09/2012	AUSTRALIAN SERVICES UNION	Payroll deductions	-22.90
EFT8793	12/09/2012	IOU SOCIAL CLUB	Payroll deductions	-270.00
EFT8794	12/09/2012	HOSPITAL BENEFIT FUND	Payroll deductions	-374.25
EFT8795	12/09/2012	MUNICIPAL EMPLOYEES UNION	Payroll Deductions	-19.40
EFT8796	12/09/2012	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-169.77
EFT8797	14/09/2012	ANZ BANK (NETT WAGES)	Termination Pay B White 14092012	-10186.22
EFT8798	14/09/2012	WALGS SUPERANNUATION PLAN	Payroll deductions	-833.88
EFT8799	14/09/2012	CHILD SUPPORT	Payroll deductions	-349.91
EFT8800	14/09/2012	WESTERN AUSTRALIAN TREASURY		-33783.36
	14/09/2012	WESTERN AUSTRALIAN TREASURY	Loan No. 142 Fixed Component - Community Housing	20711.02
	14/09/2012	WESTERN AUSTRALIAN TREASURY	Loan No. 143 Fixed Component - Land development	9187.44
	14/09/2012	WESTERN AUSTRALIAN TREASURY	Loan No. 149 Fixed Component - Resurface Greens	3884.90
EFT8801	20/09/2012	ANZ BANK (NETT WAGES)	Wages PPE 18/09/2012	-59888.86
EFT8802	20/09/2012	WALGS SUPERANNUATION PLAN	Superannuation contributions	-7179.94
EFT8803	20/09/2012	AUSTRALIAN SERVICES UNION	Payroll deductions	-22.90
EFT8804	20/09/2012	IOU SOCIAL CLUB	Payroll deductions	-280.00
EFT8805	20/09/2012	HOSPITAL BENEFIT FUND	Payroll deductions	-374.25
EFT8806	20/09/2012	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT8807	20/09/2012	COLONIAL FIRST STATE FIRSTCHOICE	Superannuation contributions	-168.91
EFT8808	24/09/2012	AVON WASTE	511 Domestic Bins - 5 Weeks collection , 182 Commercial Bins x 5 weeks, 693 Recycling bins	-10287.80
EFT8809	24/09/2012	BOEKEMAN MACHINERY		-24595.00
	10/09/2012	BOEKEMAN MACHINERY	Supply of one new Toyota Workmate 4x2 (WB002)	23170.00
	20/08/2012	BOEKEMAN MACHINERY	Engine Oil, Fuel Filter - PTRAB	58.34
	20/08/2012	BOEKEMAN MACHINERY	Hydraulic Filter & akcela nexpleore - PTRAB	228.02
	24/08/2012	BOEKEMAN MACHINERY	filter & freight - PTRAB	106.52
	14/08/2012	BOEKEMAN MACHINERY	Player,CD Tuner MP3- PG11	228.91
	15/08/2012	BOEKEMAN MACHINERY	Assorted Parts - VRNG	635.46
	01/08/2012	BOEKEMAN MACHINERY	Micro Switches Check door VBUS2	167.75
	29/08/2012	BOEKEMAN MACHINERY	Mirror & Freight VMSC	69.66
	29/08/2012	BOEKEMAN MACHINERY	Mirror & Freight VMSC - Credit on above invoice	-69.66
EFT8810	24/09/2012	C.Y. O'CONNOR INSTITUTE	CY O'Connor fees for trainee course - CRC	-240.13
EFT8811	24/09/2012	CJD EQUIPMENT PTY LTD	Coolant & Temperature Sensor - PG11	-200.08
EFT8812	24/09/2012	COURIER AUSTRALIA INTERNATIONAL	Freight - Reflex Paper from Corporate Express -CRC	-59.32
EFT8813	24/09/2012	CUTTING EDGES PTY LTD		-2223.28
	24/08/2012	CUTTING EDGES PTY LTD	Grader blades - PG13	1980.00
	21/08/2012	CUTTING EDGES PTY LTD	Lock - PLDR6	243.28
EFT8814	24/09/2012	WONGAN HILLS IGA LIQUOR		-1652.04

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Date	Name	Description	Amount	
	24/09/2012	WONGAN HILLS IGA LIQUOR	Refreshments	1233.43
	31/08/2012	WONGAN HILLS IGA LIQUOR	Refreshments August CRC	418.61
EFT8815	24/09/2012	JOLLY & SONS PTY LTD	Parts for Mower - PSP1	-766.23
EFT8816	24/09/2012	MCINTOSH & SON		-1302.69
	31/08/2012	MCINTOSH & SON	Deliver & Empty Skip Bin 2/09/2012 for football	110.00
	21/08/2012	MCINTOSH & SON	Deliver & Empty Skip Bin 12/08/2012 for football	110.00
	16/08/2012	MCINTOSH & SON	Nuts - PLDR6	15.84
	29/08/2012	MCINTOSH & SON	Depth Stop Kit PROL11	27.72
	29/08/2012	MCINTOSH & SON	Tapper Roller Bearing, Rubber V Seal & Freight - PROL11	864.34
	23/08/2012	MCINTOSH & SON	Hydraulic Filter, Bolt & Nut - PTK25	60.05
	23/08/2012	MCINTOSH & SON	Bolt & Nut- PROL10	2.99
	28/08/2012	MCINTOSH & SON	Hydraulic Sealant & Loctite Threadlocker - PROL10	91.65
	10/08/2012	MCINTOSH & SON	Fuel Hose - PSP1	6.02
	20/08/2012	MCINTOSH & SON	Flat Head Screw & Zinc Bolt - H0112	14.08
EFT8817	24/09/2012	MULTIGROUP DISTRIBUTION SERVICES PTY		-566.80
	05/09/2012	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight Truck Centre & Stagecraft - PTK28, PTK25 & H0220	90.32
	29/08/2012	MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight Horwood Bagshaw, A & B Canvas & Howard Porter - G0051, PTRL25, PTRL23 & G0050	416.85
	22/08/2012	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight CJD & Howard Porter - PG11, PTK25 & PTK23	59.63
EFT8818	24/09/2012	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)		-3955.76
	13/09/2012	WALGA	Advertisement for Manager Works & Services	2887.90
	13/09/2012	WALGA	Advertisement for call for nominations	1067.86
EFT8819	24/09/2012	WATER CORPORATION		-1048.80
	03/10/2012	WATER CORPORATION	Water consumption Swimming pool 1/08/2012 to 4/09/2012	380.45
	04/09/2012	WATER CORPORATION	Industrial Waste charges 1/07/2012 to 30/06/2013 -Civic Centre	306.75
	04/09/2012	WATER CORPORATION	Industrial Waste charges 1/07/2012 to 30/06/2013 - Caravan Dump Point	213.10
	03/10/2012	WATER CORPORATION	Water consumption Sports Ground 1/08/2012 to 4/09/2012	148.50
EFT8820	24/09/2012	WHEATBELT TYRES		-1025.16
	28/08/2012	WHEATBELT TYRES	Nipple Brass Hex, Reducing Bush, Nitto Coupling - PTK28	32.06
	28/08/2012	WHEATBELT TYRES	Puncture Repair - VMSC	37.00
	28/08/2012	WHEATBELT TYRES	Fit Truck Tyre, Scrap Tyres - PTRL25	807.60
	13/08/2012	WHEATBELT TYRES	Puncture Repair - PROL10	90.00
	28/08/2012	WHEATBELT TYRES	Fit Tyre & Tube - PTR8	58.50
EFT8821	24/09/2012	WONGAN AUTO BODY REPAIRS		-2808.81
	07/09/2012	WONGAN AUTO BODY REPAIRS	Repairs to PUT55	1488.81
	04/09/2012	WONGAN AUTO BODY REPAIRS	Windscreen - PTK30	495.00
	29/08/2012	WONGAN AUTO BODY REPAIRS	Windscreen - PBH2	330.00
	07/09/2012	WONGAN AUTO BODY REPAIRS	Windscreen - VMSC	495.00
EFT8822	24/09/2012	WONGAN NEWSAGENCY		-239.26
	31/08/2012	WONGAN NEWSAGENCY	Papers & Stationery August 2012 - CRC	93.76
	01/09/2012	WONGAN NEWSAGENCY	Papers & Stationery August 2012 - Admin	145.50
EFT8823	24/09/2012	WONGAN STEEL MANUFACTURERS		-1583.02
	09/08/2012	WONGAN STEEL MANUFACTURERS	Weld up ram for case loader - PTR8	110.00
	03/08/2012	WONGAN STEEL MANUFACTURERS	Heavy duty pin, BSP Nipple, flat bar check valve for PTRL20,PTK28,PG13	691.26
	24/08/2012	WONGAN STEEL MANUFACTURERS	Make bush shaft - VCTV	14.87
	27/08/2012	WONGAN STEEL MANUFACTURERS	Repair backhoe bucket - PBH2	766.89
EFT8824	24/09/2012	HOWARD PORTER	Torque rod bushes - PTRL25	-128.30
EFT8825	24/09/2012	BORAL CONSTRUCTION MATERIALS	Emulsion - 1000 litres Cadoux-Koorda Road	-1210.00
EFT8826	24/09/2012	ORICA/SPECTRUM AUSTRALIA PTY LTD	Service Fee Chlorine 70kg cylinder	-155.50
EFT8827	24/09/2012	WONGAN HILLS TOURISM GROUP INC	Contract Cleaning of Toilets at Railway Station - 1/07/2012 to 26/08/2012	-255.00
EFT8828	24/09/2012	CLAW ENVIRONMENTAL	Plastic Drums x 1390 20 litres & 620 Plastic Drums 20/25 litres	-757.35
EFT8829	24/09/2012	IT VISION AUSTRALIA PTY LTD	Managing Financials in SynergySoft Course IT Vision	-1012.00
EFT8830	24/09/2012	LOCAL GOVERNMENT MANAGERS AUSTRALIA	LGMS National Community Development Conference - Manager Community Services	-989.00

List of Accounts Paid & Submitted to Finance Committee
01/9/2012 - 30/09/2012

Date	Name	Description	Amount	
EFT8831	24/09/2012	ARROW BRONZE	2 x 8 Line Niche Plates - Heavy & deGrussa	400.40
EFT8832	24/09/2012	SUNNY SIGN COMPANY PTY LTD	400 PVC Guideposts - M0193, M0008 & M0199	-6525.20
EFT8833	24/09/2012	AVON CONCRETE	Supply and install 3 barrel 1200mm x 750mm reinforced box culvert with inlet and outlet treatments and downstream rock protection as specified on Danubin Street, Wongan Hills.	-54583.10
EFT8834	24/09/2012	COVS	Male & Female Bullets, directional swivel, air hose & safety glasses - PLDR6	-1213.47
EFT8835	24/09/2012	BENARA NURSERIES	(245) Plants - J0170	-1946.78
EFT8836	24/09/2012	ADVANCED AUTOLOGIC PTY LTD	20kg EP2 grease -PLDR6 & OH020	-268.00
EFT8837	24/09/2012	WESTERN DIAGNOSTIC PATHOLOGY	Drug Screen Std Charge - Gisela Pineiro	-35.04
EFT8838	24/09/2012	RBC RURAL		-6533.28
	20/08/2012	RBC RURAL	CRC Meterplan charge MPC5000 and MPC4000	6445.28
	22/08/2012	RBC RURAL	PCU Black Assy x 2 Fusing Unit - CRC	88.00
EFT8839	24/09/2012	OVERLAND FREIGHT	General Cartage - August Sunny Signs & Cutting Edges - M0173	-246.13
EFT8840	24/09/2012	SHANNON ABBOTT	Repair air conditioner - PTK28	-808.61
EFT8841	24/09/2012	TRUCK CENTRE (WA) PTY LTD	Wiper Stalk - PTK 25 & ptk28	-517.24
EFT8842	24/09/2012	A & B CANVAS AUSTRALIA	Standard white windsock (ASA Size 3650mm x910mm) -G0051 & G0050	-948.64
EFT8843	24/09/2012	INSTANT WEIGHING		-1977.50
	17/08/2012	INSTANT WEIGHING	Services to weighing computer	767.50
	17/08/2012	INSTANT WEIGHING	Upgrade Computer program & USB Downloader port	1210.00
EFT8844	24/09/2012	EASIBIND	Rapid tata punch Pin & discs - Admin	-152.00
EFT8845	24/09/2012	SIGMA CHEMICALS	Electrical Vac Repairs - swimming pool vacuum	-9958.12
EFT8846	24/09/2012	RELIANCE PETROLEUM	Fuel usage for August 2012 - WB1 & WB2	-434.25
EFT8847	24/09/2012	ELIZABETH TELFER BUILDING MANAGEMENT COMM. INC.	Community Development fund allocation - tinting of existing windows and replace existing internal lighting	-2695.00
EFT8848	24/09/2012	WORKFORCE CLOTHING PTY LTD	25 pairs cotton drill pants	-1402.23
EFT8849	24/09/2012	THE FARM SHOP (WA) 1999 PTY LTD		-4621.95
	02/08/2012	THE FARM SHOP (WA) 1999 PTY LTD	8 x Reflective Blue tape - M0004/M0008/M0012	1168.00
	02/08/2012	THE FARM SHOP (WA) 1999 PTY LTD	2 x blue reflective tape & 10 x tar tape M0031 & M0025	1270.00
	09/08/2012	THE FARM SHOP (WA) 1999 PTY LTD	75 x 20kg bags manure	2100.00
	16/08/2012	THE FARM SHOP (WA) 1999 PTY LTD	2 x ring fastener guns	83.95
EFT8850	24/09/2012	WONGAN MAIL SERVICE		-413.84
	05/09/2012	WONGAN MAIL SERVICE	Monthly mail service August - CRC	129.04
	04/09/2012	WONGAN MAIL SERVICE	Monthly mail service August - Administration	284.80
EFT8851	24/09/2012	DUNNINGS INVESTMENTS P/L	Monthly fuel - all shire vehicles August 2012	-4721.98
EFT8852	24/09/2012	HIGH STANDARD SECURITY	Security System Monitoring 01/10/12 - 31/12/12 - CRC	-114.40
EFT8853	24/09/2012	PUBLIC TRANSPORT AUTHORITY OF	TransWa local passenger issue tickets	-90.04
EFT8854	24/09/2012	J & AJ BRENNAN	Refund for Pet Sterilisation	-20.00
EFT8855	24/09/2012	FIRE & SAFETY AUSTRALIA PTY LTD	Breathing Apparatus Training Course 28/09/2012	-2000.00
EFT8856	24/09/2012	LAM-VY PHAN	Wages Chaplaincy September 2012	-1720.62
EFT8857	24/09/2012	COMPUTER ESSENTIALS	VGA Extension Cable	-15.95
EFT8858	24/09/2012	WONGAN HILLS HOTEL	Accommodation for Volunteering WA Trainer 23rd August 2012	-110.00
EFT8859	24/09/2012	TKB MECHANICAL		-134.40
	16/08/2012	TKB MECHANICAL	Replacement throttle cable- PSP3	79.40
	29/08/2012	TKB MECHANICAL	Wheel Alignment - PUT61	55.00
EFT8860	24/09/2012	DUN DIRECT PTY.LTD		-14887.73
	24/09/2012	DUN DIRECT PTY.LTD	10100 litres bulk diesel	13989.49
	24/09/2012	DUN DIRECT PTY.LTD	Thurban Gear Oil & Delo Gold Ultra	898.24
EFT8861	24/09/2012	DEPARTMENT OF COMMERCE BUILDING	BRB Commission - Shire of Wongan-Ballidu	-70.99
EFT8862	24/09/2012	STAGECRAFT PTY.LTD	Supply red velvet drapes - Civic Centre	-3861.00
EFT8863	24/09/2012	KATHLEEN RUSSELL	Lease payment for Garden Centre 1 October 2012 to 31December	-1875.00
EFT8864	24/09/2012	WA FLOOR CARE	7 Wandoo Cres: Construct retaining wall	-38000.00
EFT8865	24/09/2012	CHRIS WILDING	Reimbursement tools purchased by staff member	-64.00
EFT8866	24/09/2012	GEORGIA COUSINS	Refund animal sterilisation	-20.00
EFT8867	24/09/2012	NELLA GLOBAL SOLUTIONS	Bullying and Harassment Investigation - Travel and Interview	-11727.69
EFT8868	24/09/2012	BOB WHITE	Payroll 04/09/2012 - due to closed bank account credited back to muni account	-100.00
EFT8869	24/09/2012	IOU SOCIAL CLUB	Reimbursements social club function staff	-243.00
EFT8870	24/09/2012	AUSTRALIAN TAXATION OFFICE	August BAS - PAYG	-24844.00
EFT8871	26/09/2012	COURIER AUSTRALIA INTERNATIONAL	Freight Corporate Express 18/9/12 - CRC	-59.32

List of Accounts Paid & Submitted to Finance Committee**01/9/2012 - 30/09/2012**

Date	Name	Description	Amount	
EFT8872	26/09/2012	CANNON HYGIENE AUSTRALIA PTY LTD	Monthly Sanitary Service Ballidu Sports Pavilion, Ballidu Hall & Wongan-Ballidu Medical Centre	-515.72
EFT8873	26/09/2012	RBC RURAL		-1869.93
	18/09/2012	RBC RURAL	Meterplan Charge Colour & B& W Administration	1781.93
	10/09/2012	RBC RURAL	Meterplan Charge Colour & B& W-CRC	88.00
EFT8874	26/09/2012	WONGAN HILLS HARDWARE	Monthly account September incl plants, hoses, assorted tools, PVC piping, reticulation fittings, manure, storage boxes, post hole shovel, fibre glass repair kit, gloves, paint, safety boots, taps, masonry bits etc	-8915.48
EFT8875	26/09/2012	PORTNER PRESS PTY LTD	OHSA Update 5 (2012)	-77.00
EFT8876	26/09/2012	COMPUTER ESSENTIALS	Reformat and re-Install windows to front counter desk - CRC	-190.00
EFT8877	26/09/2012	EVERGREEN SYNTHETIC GRASS	40% payment required on start date	-83262.40
19240	01/08/2012	TELSTRA CORPORATION LIMITED		-3481.65
	01/08/2012	TELSTRA CORPORATION LIMITED	Telephone Account for August 2012 - Useage to 15/08/2012 & Service & Equipment to 15/09/2012	3435.70
	15/08/2012	TELSTRA CORPORATION LIMITED	Internet connection 30 wandoo crescent 11/07/20102 - 10/08/2012	45.95
19241	04/09/2012	SYNERGY	Electricity Account all shire buildings June - August 2012	-9204.75
19242	04/09/2012	JAN DUPLESSIS	Reimbursement animal sterilisation	-20.00
19243	12/09/2012	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-495.00
19244	12/09/2012	REST SUPERANNUATION	Superannuation contributions	-40.58
19245	12/09/2012	AMP SUPERANNUATION LTD.	Superannuation contributions	-348.54
19246	12/09/2012	AUSTRALIAN SUPER	Superannuation contributions	-163.91
19247	12/09/2012	PRIME SUPER	Superannuation contributions	-385.96
19248	12/09/2012	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-154.63
19250	12/09/2012	AXA SECURITY RETIREMENT PLAN	Superannuation contributions	-165.03
19251	20/09/2012	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-495.00
19252	20/09/2012	REST SUPERANNUATION	Superannuation contributions	-354.04
19253	20/09/2012	AMP SUPERANNUATION LTD.	Superannuation contributions	-356.13
19254	20/09/2012	AUSTRALIAN SUPER	Superannuation contributions	-170.00
19255	20/09/2012	PRIME SUPER	Superannuation contributions	-540.19
19256	20/09/2012	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-154.53
19257	20/09/2012	AXA SECURITY RETIREMENT PLAN	Superannuation contributions	-165.03
19258	24/09/2012	LANDGATE	Land Enquiry - August 2012 & Minimum Charge	-130.95
19259	24/09/2012	WESTNET PTY LTD	All shire internet 1/10/2012 - 01/11/2012	-339.79
19260	24/09/2012	WALLIS COMPUTER SOLUTIONS	Dell Optiplex stated as per quote 18779770/2 for Mechanical Services	-1617.00
19261	24/09/2012	TELSTRA CORPORATION LIMITED	CRC telephone/ business line rental to 01/10/2012	-347.44
19262	24/09/2012	DEPARTMENT OF PREMIER & CABINET	Bush Fire Act	-165.90
19263	24/09/2012	SHIRE OF WONGAN-BALLIDU	HR License - P & G Staff	-294.55
19264	24/09/2012	SYNERGY		-1691.40
	04/09/2012	SYNERGY	Electricity account Railway Dam 15/06/2012 to 13/08/2012	152.55
	12/09/2012	SYNERGY	Electricity account Sports Complex Wongan Hills 8/08/2012 to 11/09/2012	1538.85
19265	24/09/2012	CR. PETER MACNAMARA	Councillor Nomination Refund	-80.00
19266	24/09/2012	BUILDING & CONSTRUCTION INDUSTRY	BCITF Commission - Shire of Wongan-Ballidu	-41.40
19267	24/09/2012	ANGLICAN PARISH OF WONGAN HILLS-DALWALLINU	Mocardy Centre Draft Plans Project	-4000.00
19268	26/09/2012	SYNERGY		-4290.00
	18/09/2012	SYNERGY	Electricity account Swimming Pool 21/08/2012 to 17/09/2012	1087.10
	10/09/2012	SYNERGY	Street lighting electricity account 25/07/2012 to 24/08/2012 2012	3202.90
		Bank Code	Bank Name	
		1	Municipal Bank	\$586,429.86
		2	Trust Account	
			TOTAL	\$586,429.86
			Total Recoverable	\$ 1,338.15
19249	12/09/2012	GESB Super deductions	Cancelled	158.00

9.1.2 FINANCIAL REPORTS- SEPTEMBER

FILE REFERENCE:	F1.4
REPORT DATE:	26 October 2012
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Dennis Coates, Deputy Chief Executive Officer
ATTACHMENTS:	Financial Reports

PURPOSE OF REPORT:

That the following statements and reports for the month ended September 2012 be received:

BACKGROUND:

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

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

Financial activity statement report

Section 6.4 of the Local Government Act 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
- 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:-

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

Regulation 34.3 - The information in a statement of financial activity may be shown:

- According to nature and type classification
- By program; or
- By business unit

Each financial year a Local government is to adopt a % value, calculation in accordance with AAS5, to be used in reporting material variances.

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

Policy F64 - Monthly Financial Reporting Requirements

LEGISLATIVE REQUIREMENTS:

- 1. Local Government Act 1995
- 2. Local Government (Financial Management) Regulations 1996

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

Ø **Environment**

There are no known environmental implications associated with the proposals.

Ø **Economic**

There are no known economic implications associated with the proposals.

Ø **Social**

There are no known social implications associated with the proposals.

FINANCIAL IMPLICATIONS:

The financial reports for the period ending September 2012 are attached to the Council agenda.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: YES

STAFF RECOMMENDATION:

That the following Statements and reports for the month ended September 2012 be received:

- 1. Monthly Statements as follows;
 - a. Statement of Financial Activity (by Nature and Type) FM Regs 34
 - b. Statement of Operating Activities by Programme/Activity (Summary) FM Regs 34
 - c. Statement of Capital Expenses by Program/Activity (Summary) FM Regs 34
 - d. Statement of Net Current Assets (NCA) FM Regs 34
 - e. Rate setting statement Discretionary
 - f. Disposal of Assets Discretionary
 - g. Bank Reconciliation Report Discretionary
 - h. Reserve Account Balances Report Discretionary
 - i. Loans Schedule Discretionary

COMMITTEE RECOMMENDATION:

That the following Statements and reports for the month ended September 2012 be received:

- 1. Monthly Statements as follows;
 - a. Statement of Financial Activity (by Nature and Type) FM Regs 34
 - b. Statement of Operating Activities by Programme/Activity (Summary) FM Regs 34
 - c. Statement of Capital Expenses by Program/Activity (Summary) FM Regs 34
 - d. Statement of Net Current Assets (NCA) FM Regs 34
 - e. Rate setting statement Discretionary
 - f. Disposal of Assets Discretionary
 - g. Bank Reconciliation Report Discretionary
 - h. Reserve Account Balances Report Discretionary
 - i. Loans Schedule Discretionary

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 30 SEPTEMBER 2012

	Approved Budget 2012- 2013	Current Budget 2012-2013	YTD BUDGET *	YTD Actual	Page	Variance Over or Under	10%
INCOME							
Rates	(2,363,622)	(2,363,622)	(2,268,122)	(2,233,537)		1.5%	✓
Grants Operating, Subsidies & Contributions	(1,412,210)	(1,412,210)	(217,263)	(200,672)		7.6%	✓
Non Operating Grants, Subsidies & Contributions	(2,923,148)	(2,923,148)	(337,286)	(342,278)		(1.5%)	✓
Fees & Charges & Service Charges	(506,493)	(506,493)	(253,247)	(238,815)		5.7%	✓
Other Revenue	(75,783)	(75,783)	(37,891)	(37,472)		1.1%	✓
Interest	(106,084)	(106,084)	(46,412)	(44,500)		4.1%	✓
Profit on sale of Assets	(62,393)	(62,393)	(6,239)	(5,707)		8.5%	✓
a: TOTAL INCOME	(7,449,733)	(7,449,733)	(3,166,461)	(3,102,981)			
OPERATING EXPENSES							
Employee Costs	1,941,262	1,941,262	522,647	548,677		5.0%	✓
Materials & Contracts	896,702	896,702	224,176	223,698		(0.2%)	✓
Utilities (Gas, Exelectricity) etc.	241,924	241,924	80,641	90,420		12.1%	x
Interest #	136,223	136,223	51,084	8,107	11	(84.1%)	(0)
Insurance	230,853	230,853	153,902	165,312		7.4%	✓
Other General	245,117	245,117	61,279	82,735		35.0%	x
Loss on Asset Disposals	29,836	29,836	9,945	41,650		318.8%	x
Depreciatlon	2,365,973	2,365,973	545,994	588,772		7.8%	✓
b: TOTAL OPERATING EXPENSES	6,087,890	6,087,890	1,649,668	1,749,370			
c: NET OPERATING (SURPLUS) / DEFICIT	(1,361,843)	(1,361,843)	(1,516,792)	(1,353,611)			
CAPITAL EXPENSES							
Land & Buildings	3,745,021	3,745,021	187,251	146,999		(21.5%)	(0)
Furniture & Equipment	16,000	16,000	6,400	5,686		(11.2%)	(0)
Motor Vehicles	227,366	227,366	75,789	71,295		(5.9%)	✓
Plant	275,000	275,000	27,500	-		(100.0%)	(0)
Infrastructure Other	520,000	520,000	156,000	164,454		5.4%	✓
Infrastructure Roads	1,674,760	1,674,760	167,476	219,711		31.2%	x
d: TOTAL CAPITAL	6,458,147	6,458,147	620,416	608,144			
e: TOTAL OPERATING & CAPITAL	5,096,304	5,096,304	(896,377)	(745,466)			
ADJUST - NON CASH ITEMS							
Depreciation	(2,365,973)	(2,365,973)	(591,453)	(588,772)			
Profit on sale of assets	62,393	62,393	15,597	5,707	6		
Loss on sale of assets	(29,836)	(29,836)	(7,458)	(41,650)	6		
Transfer from reserves	(759,954)	(759,954)	(759,954)	-			
Transfer to reserves	200,000	200,000	-	-			
Interest paid to reserves #	-	-	-	9,765			
Proceeds from Sale of Assets	(252,408)	(252,408)	-	(137,026)	6		
Loan proceeds / refinancing CL to NCL adj	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)			
Loan principal repayment	1,082,167	1,082,167	24,918	24,918	11		
Loan to SSL Parties	-	-	-	-			
SSL Principal Reimbursements	(52,986)	(52,986)	(24,596)	(24,596)			
Less Surplus/(deficit) B/Fwd	(1,888,825)	(1,888,825)	(1,565,623)	(574,204)			
ADJUSTED CLOSING SURPLUS / DEFICIT	90,882	90,882	(4,804,946)	(3,071,324)			

** This sheet illustrates the variance analysis. After completing the annual accounts, changes will be made to Synergy records to hold prorata (YTD Budget) so these columns on pages 1 and 3 will be the same.

Key	Within budget tolerance of 10%	✓
	Over budget tolerance of 10%	x
	Under budget tolerance of 10%	(0)

Shire of Wongah-Ballidu
Variance Report for 31 September 2012

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented on a monthly basis to council. Council has adopted 10% as its threshold for line items on the nature and 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.

Page 1 of finance reporting pack contains YTD variances against budget, for which the following comments are made. Page 2 of the finance pack also contains 'YTD' budget information which differs from the 'YTD budget' shown on page 2. As mentioned in the last report, once our annual reporting obligations are completed, the budget profiles for each of our almost 3,000 line items will be revised taking into consideration past patterns and our projections for this year. This is a substantial exercise which needs to be done properly to give better management control.

Report Section	Comments
Operating Income	
All	Within range
Interest	Seemingly on par with budget; however our level of cash holdings may allow us to exceed the budget.
Operating Expenditure	
Employee Costs, Materials & Contracts	Flagged as within range on consumption -- may become an area of concern later in the year.
Utilities	Over budget – could be seasonal. Will need to monitor as these costs are known to have increased.
Interest expense	Arises due to our error- a WATC loan re-payment was started and payment delayed until after the month ended.
Loss on Asset Disposals	Loss on Sale of Ackland Street (Dental property -- see Page 6.)
Capital Expenditure	
Buildings	Less than anticipated on all buildings budgeted items. CRC development costs not yet reflected.
Furniture & Equipment	Less than anticipated on all budgeted items. CRC development yet to be commenced.
Infrastructure Others	Less than anticipated on Mocardy Dam, Standpipes and Bowling synthetic green. Activities yet to be commenced.
Motor Vehicles	Motor vehicle purchased and paid in July. Budget profile to be corrected.
Plant	Replacement yet to be purchased.

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 30 SEPTEMBER 2012

	APPROVED BUDGET	CURRENT BUDGET	YTD BUDGET *	YTD ACTUAL
INCOME				
General Purpose Funding	(4,095,907)	(4,095,907)	(1,336,992)	(2,475,605)
Governance	(214,210)	(214,210)	(53,544)	(8,318)
Law, Order & Public Safety	(39,847)	(39,847)	(9,954)	(1,217)
Health	(5,000)	(5,000)	(1,248)	(4,315)
Education & Welfare	(7,923)	(7,923)	(1,977)	(2,248)
Housing	(97,568)	(97,568)	(24,387)	(23,114)
Community Amenities	(177,798)	(177,798)	(44,427)	(148,884)
Recreation & Culture	(1,355,695)	(1,355,695)	(338,910)	(28,899)
Transport	(1,081,401)	(1,081,401)	(270,342)	(352,580)
Economic Services	(15,550)	(15,550)	(3,885)	(2,872)
Other Property & Services	(358,834)	(358,834)	(89,676)	(54,928)
a: TOTAL INCOME	(7,449,733)	(7,449,733)	(2,175,342)	(3,102,981)
OPERATING EXPENSES				
General Purpose Funding	95,502	95,502	23,868	31,293
Governance	384,358	384,358	95,985	89,356
Law, Order & Public Safety	106,631	106,631	26,586	24,251
Health	149,767	149,767	37,398	76,459
Education & Welfare	137,125	137,125	34,239	53,166
Housing	214,671	214,671	53,589	59,133
Community Amenities	366,964	366,964	91,641	94,505
Recreation & Culture	1,331,078	1,331,078	332,553	375,017
Transport	2,710,953	2,710,953	677,550	708,051
Economic Services	118,080	118,080	29,442	27,198
Other Property & Services #	472,761	472,761	137,373	210,941
b: TOTAL OPERATING EXPENSES	6,087,890	6,087,890	1,540,224	1,749,370
c: NET OPERATING (SURPLUS)/DEFICIT	(1,361,843)	(1,361,843)	(635,118)	(1,353,611)
CAPITAL EXPENSES				
General Purpose Funding	-	-	-	-
Governance	66,000	66,000	16,494	2,111
Law, Order & Public Safety	-	-	-	-
Health	10,000	10,000	2,499	100
Education & Welfare	3,393,807	3,393,807	848,451	16,133
Housing	216,292	216,292	54,072	35,671
Community Amenities	330,192	330,192	82,545	31,991
Recreation & Culture	367,130	367,130	91,776	159,019
Transport	1,997,126	1,997,126	499,089	291,006
Economic Services	2,600	2,600	648	-
Other Property & Services	75,000	75,000	18,750	72,114
d: TOTAL CAPITAL EXPENSES	6,458,147	6,458,147	1,614,324	608,144
e: TOTAL OPERATING & CAPITAL	5,096,304	5,096,304	979,206	(745,466)

* Note this sheet shows the prorata (YTD Budget) figures as stored on Synergy. After completing the annuals, our Synergy records will be changed to show expected cash flow for each account. To enhance comparison of the information on pages 1 and 3, the description (narrative) column has been tagged at the summary level.

SHIRE OF WONGAN-BALLIDU ANALYSIS OF NET CURRENT ASSETS AS AT 30 SEPTEMBER 2012

	Actual	Comments
CURRENT ASSETS		
CASH ASSETS		
Cash on Hand	750	
Cash at Bank (Excluding Overdraft)	381,799	* Outstanding Transport Payments
At Call Investments	2,407,409	
Reserves & Other Restricted Cash	1,629,162	Detailed on pages 8, 9 & 10
TOTAL CASH ASSETS	4,419,119	
RECEIVABLES		
Sundry Debtors	147,017	
Rates & Rubbish Debtors	638,151	Includes Excess Rates
TOTAL RECEIVABLES	785,168	
OTHER ASSETS		
Sundry Provisions and Accruals	-	
Stock on Hand	25,057	
Land held for Resale	-	
Accrued Interest	-	
TOTAL OTHER ASSETS	25,057	
TOTAL CURRENT ASSETS	5,229,344	
ADJUSTMENTS FOR EXCLUDED ASSETS		
Reserves & Other Restricted Cash	1,629,162	Detailed on pages 8, 9 & 10
TOTAL EXCLUDED ASSETS	1,629,162	
TOTAL CURRENT ASSETS	3,600,182	
CURRENT LIABILITIES		
CASH LIABILITIES		
Overdraft (Excluding Restricted Cash)	-	
Loan Principal Repayable	(57,250)	
TOTAL CASH LIABILITIES	(57,250)	
CREDITORS & PAYABLES		
Sundry Creditors	(194,966)	
Other payables	-	* Trust refund
TOTAL CREDITOR & PAYABLES	(194,966)	
PROVISIONS		
Employee Provisions	(276,643)	
Other Provisions and Accruals	-	
TOTAL PROVISIONS	(276,643)	
TOTAL CURRENT LIABILITIES	(528,859)	
NET CURRENT ASSETS/(LIABILITIES)	3,071,323	

Please note the highlighted value above is shown on pages 1 and 5.

SHIRE OF WONGAN-BALLIDU
RATE SETTING STATEMENT AS AT 30 SEPTEMBER 2012

	2012-2013 APPROVED BUDGET	2012-2013 CURRENT BUDGET	2012-2013 ACTUAL
<u>OPERATING INCOME</u>			
General Purpose Funding	(1,732,285)	(1,732,285)	(242,068)
Governance	(214,210)	(214,210)	(8,318)
Law, Order & Public Safety	(39,847)	(39,847)	(1,217)
Health	(5,000)	(5,000)	(4,315)
Education & Welfare	(7,923)	(7,923)	(2,248)
Housing	(97,568)	(97,568)	(23,114)
Community Amenities	(177,798)	(177,798)	(148,884)
Recreation & Culture	(1,355,695)	(1,355,695)	(28,899)
Transport	(1,081,401)	(1,081,401)	(352,580)
Economic Services	(15,550)	(15,550)	(2,872)
Other Property & Services	(358,834)	(358,834)	(54,928)
A	(5,086,111)	(5,086,111)	(869,444)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	95,502	95,502	31,293
Governance	384,358	384,358	89,356
Law, Order & Public Safety	106,631	106,631	24,251
Health	149,767	149,767	76,459
Education & Welfare	137,125	137,125	53,166
Housing	214,671	214,671	59,133
Community Amenities	366,964	366,964	94,505
Recreation & Culture	1,331,078	1,331,078	375,017
Transport	2,710,953	2,710,953	708,051
Economic Services	118,080	118,080	27,198
Other Property & Services	472,761	472,761	210,941
B	6,087,890	6,087,890	1,749,370
C= A and B	1,001,779	1,001,779	879,926
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Revenue</u>			
Depreciation on Assets	(2,365,973)	(2,365,973)	(588,772)
Profit/(Loss) on Asset Sales	32,557	32,557	(35,943)
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings #	3,745,021	3,745,021	146,999
Purchase of furniture & equipment	16,000	16,000	5,686
Purchase of motor vehicles #	227,366	227,366	71,295
Purchase of plant & machinery #	275,000	275,000	-
Purchase of other infrastructure #	520,000	520,000	184,454
Purchase of roads infrastructure #	1,674,760	1,674,760	219,711
Proceeds from sale of assets	(252,408)	(252,408)	(137,026)
<u>Financing Activities</u>			
Repayment of Loan Principal*	1,082,167	1,082,167	24,918
Loan proceeds / refinancing CL to NCL adj	(1,000,000)	(1,000,000)	(1,000,000)
Loans paid to SSL parties	-	-	-
Self Supporting Loan Income	(52,986)	(52,986)	(24,596)
<u>Reserve Movements</u>			
Transfers to Reserves	200,000	200,000	-
Interest paid to Reserves	-	-	9,765
Transfer from Reserves	(759,954)	(759,954)	-
Estimated Muni (Surplus/Deficit) July 1 B/Fwd.	(1,888,825)	(1,888,825)	(574,204)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(3,071,324)
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,454,504	2,454,504	(837,787)
TOTAL RATES RAISED	2,363,622	2,363,622	2,233,537

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 30 SEPTEMBER 2012

Asset No	Budget Net Book Value	Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Motor Vehicles						
CEO Vehicle	41,168	(38,000)	3,168			-
Ranger Utility	4,031	(10,000)	(5,969)			-
Parks & Gardens utility	MV0052 345	(10,000)	(9,655)	2,277	(7,727)	(5,450)
MWS Utility	MV0065 29,686	(29,181)	505	29,042	(29,300)	(258)
Plant & Equipment						
Toyota Coaster Bus	-	(37,500)	(37,500)			-
Single Cab Tipper Ute	3,458	(7,727)	(4,269)			-
Isuzu NPR400 Tip truck	41,163	(15,000)	26,163			-
Vertimower	-	(5,000)	(5,000)			-
Land & Buildings						
1 Ackland Street	L0032 -	(100,000)	-	141,649	(99,999)	41,650
TOTAL	119,851	(252,408)	(32,557)	172,969	(137,026)	35,943
By Program						
Governance						
CEO Vehicle	41,168	(38,000)	3,168			-
Other Property & Services						
Ranger Utility	4,031	(10,000)	(5,969)			-
Parks & Gardens utility	MV0052 345	(10,000)	(9,655)	2,277	(7,727)	(5,450)
MWS Utility	MV0065 29,686	(29,181)	505	29,042	(29,300)	(258)
Toyota Coaster Bus	-	(37,500)	(37,500)			-
Single Cab Tipper Ute	3,458	(7,727)	(4,269)			-
Isuzu NPR400 Tip truck	41,163	(15,000)	26,163			-
Vertimower	-	(5,000)	(5,000)			-
Land & Buildings						
1 Ackland Street		(100,000)	-	141,649	(99,999)	41,650
TOTAL	119,851	(252,408)	(32,557)	172,969	(137,026)	35,943
Motor Vehicle and Plant & Equipment Change Over						
	Budget Purchase Price	Budget Sale	Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
Motor Vehicles						
CEO Vehicle	50,000	(38,000)	12,000			-
MWS Vehicle	MV0070 43,757	(29,181)	14,576	43,277	(29,300)	13,977
Ranger Utility	25,000	(10,000)	15,000			-
Parks & Garden utility	MV0071 25,000	(10,000)	15,000	28,554	(7,727)	20,827
Plant & Equipment						
Vertimower	25,000	(5,000)	20,000			-
Toyota Coaster Bus	150,000	(37,500)	112,500			-
Single Cab Tipper Ute	28,791	(7,727)	21,064			-
Isuzu NPR400 Tip truck	90,000	(15,000)	75,000			-
TOTAL	437,548	(152,408)	285,140	71,831	(37,027)	34,804

**SHIRE OF WONGAN - BALLIDU
RATES OUTSTANDING 30 SEPTEMBER 2012**

Rates Statistics

Total rates outstanding	30-Sep-12	26.13%
Outstanding same time last year	30-Sep-11	21.18%

Rates Outstanding Breakdown

Total Amount Outstanding	652,692.11
Total Rates Outstanding	652,692.11

SUNDRY DEBTORS OUTSTANDING 30 SEPTEMBER 2012

Debtors Ageing Summary

Current	36,263.09
30 Days	1,252.32
60 Days	7,905.21
90 Days & Over	2,695.65
Total Outstanding	48,116.27

Accounts 90 Days & Over:

Date	Dr No.	Comments	Amount
4/05/2012	892*	Private Works	2,017.55
8/05/2012	897	Water Consumption	659.40
17/04/2012	848	Boomer Advertising	8.80
17/04/2012	678	Boomer Advertising	9.90
Total			2,695.65

* Debtor 892 paid account in full on 5 October 2012

SHIRE OF WONGAN-BALLIDU
BANK RECONCILIATION FOR 30 SEPTEMBER 2012

	Total	Municipal	Trust	Reserve	Muni Investments
Opening Balance	4,000,324.00	1,507,221.00	12,235.00	1,619,566.00	861,302.00
Add:					
Receipts	1,032,909.01	1,032,908.00		1.01	
Investment Interest	20,903.17			9,595.00	11,308.17
Less:					
Payments - EFT & Cheques	(586,429.86)	(586,429.86)			
Payments - Bank fees and Rounding	(2,471.75)	(2,471.75)			
Transport Payments	(59,407.00)	(59,407.00)			
New Term Deposits	-	(1,550,000.00)			1,550,000.00
Balance as per General Ledger	4,405,827.57	341,820.39	12,235.00	1,629,162.01	2,422,610.17
Balance as per Bank Statement	412,377.16	392,055.45	7,463.00	12,858.71	2,422,610.17
TD/Investments	4,038,913.47			1,616,303.30	
Add:					
Outstanding Deposits	1,530.28	1,530.28			
Tenancy Bonds - Separate Bank Accounts	4,852.00		4,852.00		
Less:					
Adjustments - Loans Repayment	(33,783.36)	(33,783.36)			
Unpresented Cheques	(5,198.78)	(5,198.78)	(80.00)		
Transport payments pending	(12,594.20)	(12,594.20)			
Dishonour Cheque - DPI	(269.00)	(269.00)			
Balance as per Cash Book	4,405,827.57	341,820.39	12,235.00	1,629,162.01	2,422,610.17
Check Figure (Must = 0.00)					

SHIRE OF WONGAN BELLERUP
INVESTMENT REPORT FOR 30 SEPTEMBER 2012

MUNICIPAL INVESTMENTS

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Investment Redeemed	Current Investment	Accrued Interest	Interest Earned	Closing Balance	Back into Muni
036177-140803	Term Deposit - Westpac	Current	Westpac	15-Jan-12	17-Feb-12	33	6.05%	500,000.00	500,000.00		264,594.83	532.61	3,232.41	512,634.78	YES
9975-18951	Term Deposit - ANZ	Current	ANZ	15-Mar-12	15-Jun-12	92	5.30%	250,000.00	250,000.00		608,015.34	798.58	7,276.19	258,927.55	YES
9977-63199	Term Deposit - ANZ	Current	ANZ	25-Jan-12	25-Apr-12	91	5.70%	250,000.00	250,000.00		250,000.00	906.16	6,074.66	256,568.31	YES
9977-63172	Term Deposit - ANZ	Current	ANZ	25-Jan-12	25-Apr-12	91	5.70%	250,000.00	250,000.00		250,000.00	906.16	6,074.66	257,439.99	YES
9990-20997	Term Deposit - ANZ	Current	ANZ	20-Jun-12	20-Sep-12	92	5.30%	600,000.00	600,000.00		300,000.00	443.01	3,085.27	600,475.33	YES

Current Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Investment Redeemed	Current Investment	Accrued Interest	Interest Forecast	Closing Balance	Back into Muni
9975-19073	Term Deposit - ANZ	Current	ANZ	15-Sep-12	15-Dec-12	91	4.90%	264,595	264,594.83		264,594.83	532.61	3,232.41	267,827.24	
9990-21068	Term Deposit - ANZ	Current	ANZ	20-Sep-12	20-Dec-12	91	4.80%	608,015	608,015.34		608,015.34	798.58	7,276.19	615,291.53	
9993-12674	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Nov-12	61	4.40%	250,000	250,000.00		250,000.00	813.70	1,838.36	251,838.36	
9993-12666	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Mar-13	181	4.90%	250,000	250,000.00		250,000.00	906.16	6,074.66	256,074.66	
9993-12668	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Mar-13	181	4.90%	250,000	250,000.00		250,000.00	906.16	6,074.66	256,074.66	
9993-12623	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Dec-12	91	4.95%	250,000	250,000.00		250,000.00	915.41	3,085.27	253,085.27	
9993-12615	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Dec-12	91	4.95%	250,000	250,000.00		250,000.00	915.41	3,085.27	253,085.27	
9702-16389	Term Deposit - ANZ	Current	ANZ	19-Sep-12	19-Dec-12	91	4.90%	300,000	300,000.00		300,000.00	443.01	3,085.27	303,664.93	

Municipal Investments Total

								2,422,610.17	2,422,610.17	0.00	2,422,610.17	6,222.66	49,967.58	2,456,944.92	
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Current Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Investment Redeemed	Current Investment	Accrued Interest	Interest Earned	Closing Balance	Back into Muni
9861-83335	Term Deposit - ANZ	Current	ANZ	20-Mar-12	20-Jun-12	92	5.30%	154,328.14	150,907.16		150,907.16	183.099	1,630.99	152,538.15	NO
9865-39186	Term Deposit - ANZ	Current	ANZ	3-Mar-12	3-Jun-12	92	5.80%	219,028.94	227,323.53		227,323.53	280.707	2,807.07	230,130.60	YES
036177-139993	Term Deposit - Westpac	Current	Westpac	15-Jan-12	15-Jun-12	152	5.75%	500,000.00	512,680.14		512,680.14	523.956	5,239.56	517,919.70	NO

Current Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Investment Redeemed	Current Investment	Accrued Interest	Interest Forecast	Closing Balance	Back into Muni
9811-62903	Term Deposit - ANZ	Current	ANZ	2-Sep-12	2-Dec-12	91	4.95%	753,364.95	753,364.95		753,364.95	288.70	3,420.16	756,785.11	
9815-83724	Term Deposit - ANZ	Current	ANZ	29-May-12	29-Sep-12	123	5.70%	132,813.35	132,813.35		132,813.35	194.953	2,551.11	135,364.46	
9702-20336	Term Deposit - ANZ	Current	ANZ	3-Aug-12	19-Sep-14	777	5.00%	280,125.00	280,125.00		280,125.00	613.97	23,946.04	304,071.04	
9991-36391	Term Deposit - ANZ	Current	ANZ	3-Aug-12	3-Nov-12	92	4.95%	440,000.00	440,000.00		440,000.00	954.74	5,489.75	445,489.75	

Bank Account Balance Cash at bank 12,858.23

Reserve Account								1,629,161.53	1,629,161.53		1,629,161.53	6,472.03	47,777.67	1,683,501.13	
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TOTALS

								4,008,916.97	4,008,916.97		4,008,916.97	17,649.93	156,094.21	4,172,612.11	
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Terminated
Current Municipal Investments
Current Reserve Investments

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 30 SEPTEMBER 2012

		CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 30 SEPTEMBER 2012					
Reserve Description	GL Acct.	Opening Balance	Intra reserve transfers	Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Interest Allocated	Transfer to Muni	Transfer from Muni	Actual Balance
Centenary Celebrations Reserve	01112	51,918	(51,918)	-	-	-	-	-	-	-	-
Community Resource Centre Reserve	01128	11,261		327			11,588	64			11,325
Depot Improvement Reserve	01115	5,392		156			5,548	31			5,422
Historical Publications Reserve	01120	5,885		171			6,056	34			5,919
Housing Reserve	01119	87,096		2,526			89,622	497			87,592
Land & Buildings Reserve	01113	128,859	(128,859)	-			-	-			-
Loan Principal Reserve	01117	89,763	190,361	10,796			290,920	2,124			282,248
LSL Reserve	01114	68,192		1,978			70,170	389			68,581
Medical Facilities & R4R Special Projects Reserve	01122	555,841		16,119	(560,845)		11,115	3,171			559,012
Patterson Street JV Housing Reserve	01127	6,704		194			11,898	38			6,742
Plant Reserve	01116	530,734		15,391	(169,109)	5,000	557,016	3,028			533,762
Quinian Street JV Housing Reserve	01126	13,293		385		180,000	18,678	76			13,369
Stickland JV Housing Reserve	01125	8,744		254		5,000	13,998	50			8,794
Swimming Pool Reserve	01121	1,776		52		5,000	6,828	10			1,786
Waste Management Reserve	01111	44,357		1,286	(30,000)		15,643	253			44,610
WH Industrial/LIA Park Reserve	01124	9,584	(9,584)	-			-	-			-
TOTALS		1,619,397	(0)	49,635	(759,954)	200,000	1,109,078	9,765	-	-	1,629,162

**SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 30 SEPTEMBER 2012**

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Principal & borrowings due in Sep 12	Accrued Interest	YTD Int @ 30 Sep 12	Loan Balance @ 1 July 2012	Refinancing	Principal Repayments YTD	Loan Balance @ 30 Sep 12
140	Housing Construction	Wongan-Ballidu Development*	May-2015	-	(3,175)	(3,175)	430,000	-	-	430,000
142	Housing Construction	WB Community Association*	Mar-2020	20,711	(4,923)	3,094	257,289	-	(12,694)	244,595
143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	9,187	(45)	2,017	128,514	-	(7,125)	121,388
145	Land Development	Shire of Wongan-Ballidu	Jul-2012	-	(30,408)	1,232	1,000,000	(1,000,000)	-	-
145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	-	-	-	-	500,000	-	500,000
145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	-	-	-	-	500,000	-	500,000
147	Aged Persons	Ninan House*	Jul-2022	-	(2,404)	380	79,803	-	(2,649)	77,154
149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019	3,885	(203)	4,797	92,451	-	(2,450)	90,002
150	Sports Pavilion	Wongan Hills Sports Council*	May-2016	-	(239)	(239)	50,000	-	-	50,000
TOTAL EXISTING LOANS				33,783	(41,396)	8,107	2,038,057	-	(24,918)	2,013,139

Interest ledger balance after accruals

8,107

The net amount after refinancing Loan 145 into 145B and 145B

Amount scheduled and paid by EFT 8800

(24,918)

The current loan liability

The non current liability

SSL	Shire	Total
(35,193)	(22,056)	(57,250)
(856,502)	(1,099,332)	(1,955,834)
(891,695)	(1,121,388)	(2,013,083)

9.1.3 POLICY REVIEW- CREDIT CARD

FILE REFERENCE:	A2.20.4 & F1.9.2
REPORT DATE:	8 October 2012
APPLICANT/PROPONENT:	Stuart Taylor - Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Financial – Author holds the corporate credit card
PREVIOUS MEETING REFERENCES:	February 2008
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Policy - Credit and Fuel Cards

PURPOSE OF REPORT:

To review the policy for the credit card and increase the credit card limit from \$5,000 to \$7,500.

BACKGROUND:

The Shire has a corporate credit card to enable the Chief Executive Officer to make payments via the corporate credit card in accordance with Western Australian Government Corporate Credit Card Guidelines with a limit of \$5000.

Since obtaining the credit card it has become apparent that the limit needed to be raised. This was most obvious when Councillors and staff travelled over East and the corporate credit card was insufficient to cover costs and it was quicker to increase the limit than have a cheque drawn to replenish the card.

COMMENT:

There is a Council Policy for the use of the credit card. It is recommended that Council raise the limit of the credit card to \$7500.

POLICY REQUIREMENTS:

Councils current policy Credit And Fuel Cards applies

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995, Section 5.42, Section 5.44 and Section 6.5 and Regulation 11 of the Local Government (Financial Management) Regulations 1996. Sections 53 and 55 of the Financial Administration and Audit Act 1985.

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

Ø Environment

There are no known environmental implications associated with this item.

Ø Economic

There are no known economic implications associated with this proposal.

Ø Social

There are no known social implications associated with this item.

Title:	CREDIT AND FUEL CARDS
Policy Owner:	Administration & Financial Services
File No:	A2.20.4
Minute No:	
Date:	18 October 2012
Scheduled Review:	October 2014

Objective:

To provide details for the use, allocation, control and safe custody of corporate credit cards.

Policy

Definitions

“Credit Card” is defined as a facility allowing the cardholder to pay for goods and services on credit.

“Fuel Card” is defined as a facility allowing the cardholder to pay for fuel on credit.

“Business Expense” is defined as any expense necessary to the conduct of the business or is allowed under the terms of the employee’s contract of employment with the Shire or relevant Council policies.

“Personal Expense” is defined as any expense not of a business nature.

The following policy statements govern the issue and use of corporate credit cards.

1. Credit Cards may be issued to the following members of staff:

Staff members consist of: Chief Executive Officer

- a) The use of credit cards by employees is restricted to business expenses only. The use of corporate credit cards for any item of personal expenditure is expressly disallowed.
- b) Corporate credit cards are issued with a credit limit of **\$7,500** as defined in the agreement with the provider of the credit card.
- c) The use of credit cards by employees is restricted to business expenses only.

1. Fuel Cards may be issued to the following members of staff:

Chief Executive Officer, Fuel and Expense Card
 Manager Finance and Administration, Fuel Card Only
 Manager Works and Services, Fuel Card Only
 Manager Environmental Health and Building Services, Fuel Card only

- a. The use of fuel cards for any item of personal expenditure is expressly disallowed.
- b. The Chief Executive Officer is permitted to utilise his fuel card for his personal vehicle under the following circumstances.

- i) Periods of leave
- ii) If impracticable to utilise the Shire provided vehicle

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for implementing this policy.

9.1.4 LEASE OF A NEW MULTI PURPOSE PHOTOCOPIER

FILE REFERENCE:	RC4.4.2
REPORT DATE:	11 October 2012
APPLICANT/PROPONENT:	Community Resource Centre
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Tanya Greenwood – Manager Community Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council agrees to enter into a financial lease agreement with FujiXerox Australia for a lease for a new multi-function copier for the Community Resource Center over a period of 60 months.

BACKGROUND:

The Community Resource Centre currently has two Richo multi-function copiers (supplied by RBC Rural) that are used to;

- a) Print the Wonga-Balli Boomer
- b) Provide photocopying and printing services to the Wongan-Ballidu community
- c) In house business documents

These copiers are currently outputting an average of 36 550 colour pages and 36 050 black and white pages per month with an average cost of \$5 372.70 per month.

Although the output of these machines is lower than they are capable of, the issue lies with the machines doing large volumes in one hit. This has caused issues with excessive wear and tear on the copier's consumables such as fuser units, drums and feeders. In the last two months both machines have needed repairs on a weekly basis. There have been instances where we have been reduced to only one machine which has led to the Boomer still being printed until 7pm in the evening.

The Richo C5000 was bought outright and the Richo C4000 is on loan to the CRC by RBC Rural to spread the load over both machines.

COMMENT:

In order to (a) continue to produce the Boomer and (b) increase the level of printing service to the Wongan-Ballidu community it was necessary to investigate other multi-function copiers on the market. OKI, Richo & FujiXerox were invited to provide quotations for the supply of a multi-function copier that would meet our output needs.

FujiXerox provide a machine that is capable of meeting our demands and whose click per page fee is lower than our current agreement with RBC Rural.

The outright purchase price of the FujiXerox AP4C7780 + D2 Finisher + Z Fold is \$27,961. The lease price is \$550.00 over 60 months.

Although there may be options to apply for a grant for part of the cost of the machine, it would take approximately four months from submission of the grant for an outcome and it is unlikely that the current machines will last that long with their current output.

POLICY REQUIREMENTS:

Policy F1.9.0 Purchasing & Procurement Policy

LEGISLATIVE REQUIREMENTS:

There are no legislative requirements relating to this item

STRATEGIC IMPLICATIONS:

There are no strategic implication relating to this item

SUSTAINABILITY IMPLICATIONS:

Ø Environment

There are no environmental implications in relation to this item.

Ø Economic

Although leasing the machine adds an additional \$5039 to the cost, this option would reduce the need for the machine to be written off due to being obsolete as after 42 months (3.5 years) FujiXerox would be at a point where they could internally absorb any residual costs and upgrade the equipment to the same or greater specification. The CRC's current income for services offered using the multi-purpose copiers will more than cover the lease fee.

Ø Social

By leasing the proposed multi-purpose copier we will be able to not only meet but increase one of the objectives of the Community Resource Centre; to provide services to the community of the Shire of Wongan-Ballidu.

FINANCIAL IMPLICATIONS:

To lease a FujiXerox AP4C7780 + D2 Finisher + Z Fold unit will cost \$550.00 per month. The click charge will be \$0.009c per black and white and Colour \$0.09 copy.

There will also be an additional one off \$600 delivery and installation fee.

These costs will be covered by the Community Resources Centre's fee for service income.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

STAFF RECOMMENDATION:

That Council enters into a financial lease agreement with FujiXerox Australia to lease a FujiXerox AP4C7780 + D2 Finisher + Z Fold multi-purpose copier for the Community Resource Center over a period of 60 months at a cost of \$550.00 per month.

COMMITTEE RECOMMENDATION:

That Council enters into a financial lease agreement with FujiXerox Australia to lease a FujiXerox AP4C7780 + D2 Finisher + Z Fold multi-purpose copier for the Community Resource Center over a period of 60 months at a cost of \$550.00 per month.

9.2 GENERAL PURPOSES

9.2.1 APPOINTMENT OF COUNCILLORS TO COMMITTEES

FILE REFERENCE:	A1.2.1
REPORT DATE:	12 September 2011
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council nominate its representatives to Council committees.

BACKGROUND:

Council has in recent years nominated Councillors to various committees; with the election of Cr Macnamara it is felt that it would be prudent to renominate Councillors.

COMMENT:

Currently the Council has the following Committees,

Ø **Works Committee**

This Committee currently comprises five elected members with the Chief Executive Officer and the Manager, Works and Services attending the meetings in an advisory capacity only.

Ø **Finance and Audit Review Committee**

This Committee currently comprises five elected members with the Chief Executive Officer and the Manager, Administration and Financial Services attending the meetings in an advisory capacity only.

Ø **General Purposes Committee**

This Committee currently comprises five elected members with the Chief Executive Officer and the Community Development Officer attending the meetings in an advisory capacity only.

Ø **Health, Building & Planning Committee**

This Committee currently comprises five elected members with the Chief Executive Officer and the Manager Building Services attending the meetings in an advisory capacity only.

Ø **Bush Fire Advisory Committee**

This Committee currently comprises one elected member, the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer, one representative from each Bush Fire Brigade and one representatives from Wongan Hills with the Manager Administration & Financial Services attending the meetings in an advisory capacity only. Council is therefore required to nominate one elected member to this Committee.

Ø **Local Emergency Management Committee**

This Committee currently comprises one elected member with the Chief Executive Officer and attending the meetings in an advisory capacity only.

POLICY/LEGISLATIVE REQUIREMENTS:

Local Government Act Subdivision 2 – Committees and their meetings.
Council may establish committees of 3 or more persons being either,
Council members only,
Council members and employees,
Council members, employees and other persons,
Council members and other persons,
Employees and other persons, or
Other persons only

At any given time each council member is entitled to be a member of a least one committee.

Council is to appoint the President to a committee (requiring council members) if he/she requests to be a member.

Council is to appoint the Chief Executive Officer or his/her representative to a committee (requiring employee members) if he/she requests to be a member.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

Ø **Environment**
Nil

Ø **Economic**
Nil

Ø **Social**
Nil

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

FINANCIAL IMPLICATIONS:

Councillors attending Committee meetings are paid a sitting fee and travel allowance.

STAFF RECOMMENDATION:

That Council appoint the Councillor to the Works Committee,

1. Cr
2. Cr
3. Cr
4. Cr
5. Cr

That Council appoint the following Councillors to the Finance Audit Committee

1. Cr
2. Cr
3. Cr
4. Cr
5. Cr

9.2.2 ABOLITION OF THE EAST BALLIDU LAND CARE CONSERVATION DISTRICT COMMITTEE (LCDC)

FILE REFERENCE:	CA3.4.5
REPORT DATE:	3 October 2012
APPLICANT/PROPONENT:	Department of Agriculture & Food
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council not object to the abolition of the East Ballidu Land Conservation District Committee (LCDC).

BACKGROUND:

Gail Arnold of the Department of Agriculture and Food writes advising that they intend to abolish of the East Ballidu LCDC.

Before presenting their recommendation to the Minister the Department of Agriculture & Food seeks the Councils support to abolish the East Ballidu LCDC.

COMMENT:

We are advised that the LCDC ceased to exist when the members term of appointment expired on June 2007, and it is further stated that since that time the LCDC has had no authority to operate. Ms Abbott also notes that it is apparent that there is now a lack of interest in continuing the LCDC.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

The power for LCDCs comes from the Soil and Land Conservation Act and Minister for Agriculture and Food.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

Ø Environment

The proposal to abolish the LCDC may have an adverse impact on raising awareness and on ground land care activities unless a regional or whole of shire approach can redress the situation.

Ø Economic

There are no economic implications in relation to this item

The Review was conducted on Sunday 15th November 2009 at 7.45pm.

COMMENT:

The Chief Executives Officers contract has been discussed informally on a few occasions with the view of formalising and subsequently extending it to 2016.

FURTHER CONTRACTS

There is no compulsion on either the Council or the CEO to agree to a new Contract. The Council and/or the CEO shall initiate discussions not later than 12 months prior to the expiry of the Term for the parties to enter into a new Contract for a further term with the Council making a decision to finalise those discussions not later than 9 months prior to the expiry of the term of this Contract. In the event that the Council and the CEO agree to a new contract, a new contract will be executed.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995

5.36. LOCAL GOVERNMENT EMPLOYEES

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied* with the provisions of the proposed employment contract.

** Absolute majority required.*

- (3) A person is not to be employed by a local government in any other position unless the CEO —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.
- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

5.39. CONTRACTS FOR CEO AND SENIOR EMPLOYEES

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.
- (1a) Despite subsection (1) —

- (a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and
 - (b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.
- (2) A contract under this section —
- (a) in the case of an acting or temporary position, cannot be for a term exceeding one year;
 - (b) in every other case, cannot be for a term exceeding 5 years.
- (3) A contract under this section is of no effect unless —
- (a) the expiry date is specified in the contract;
 - (b) there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and
 - (c) any other matter that has been prescribed as a matter to be included in the contract has been included.
- (4) A contract under this section is to be renewable and subject to subsection (5), may be varied.
- (5) A provision in, or condition of, an agreement or arrangement has no effect if it purports to affect the application of any provision of this section.
- (6) Nothing in subsection (2) or (3)(a) prevents a contract for a period that is within the limits set out in subsection 2(a) or (b) from being terminated within that period on the happening of an event specified in the contract.
- (7) A report made by the Salaries and Allowances Tribunal, under section 7A of the *Salaries and Allowances Act 1975*, containing recommendations as to the remuneration to be paid or provided to a CEO is to be taken into account by the local government before entering into, or renewing, a contract of employment with a CEO.

[Section 5.39 amended by No. 49 of 2004 s. 46(1)-(3).]

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

Ø **Environment**

There are no known environmental implications associated with this item.

Ø **Economic**

There are no known economic implications associated with this proposal.

Ø **Social**

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

13. CLOSURE

There being no further business the President, Cr Brennan declared the meeting closed at 4.21pm.

These minutes were confirmed at a meeting on 15 November 2012.

Signed _____
President
Date 15 November 2012