



MINUTES 20 DECEMBER 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 20 December 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 Barrett-Lennard	Cr David Brown
Cr Michael Godfrey	

STAFF:

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

3. PUBLIC QUESTION TIME

Nil

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Shire President reminded Councillors that there would not be a dinner tonight after the Council meeting.

5. PETITIONS AND PRESENTATIONS

The Shire President announced that representatives from the Mens Shed would be attending Council at 3.45pm.

6. APPLICATION/S FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON THURSDAY 15 NOVEMBER 2012

STAFF RECOMMENDATION:

That the minutes of the Ordinary meeting of Council held on Thursday 15 November 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:	7 January 2013
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Dennis Coates, Deputy Chief Executive Officer
ATTACHMENTS:	November 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 requires 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
01/11/2012 - 30/11/2012**

	Date	Name	Description	Amount
EFT8991	06/11/2012	CORPORATE EXPRESS		-\$ 737.91
	25/10/2012	CORPORATE EXPRESS	Stationery Order CRC	\$ 264.45
	24/10/2012	CORPORATE EXPRESS	Stationery Order Administration	\$ 473.46
EFT8992	06/11/2012	CJD EQUIPMENT PTY LTD	Premix coolant, sealing ring & seal - PG11	-\$ 171.67
EFT8993	06/11/2012	COURIER AUSTRALIA INTERNATIONAL	LISWA- 4 book boxes & RBC Toner - CRC	-\$ 53.55
EFT8994	06/11/2012	LANDMARK OPERATIONS	2 x Kestral Weather Stations	-\$ 726.00
EFT8995	06/11/2012	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight Corporate Express, Freight Westrac, Freight Westrac &	-\$ 220.19
EFT8996	06/11/2012	TRUCKLINE PARTS	Type 24 brake booster diaphragm, 4mm airline joiner - PTK30 & PTK25	-\$ 52.61
EFT8997	06/11/2012	WATER CORPORATION		-\$ 578.75
	04/10/2012	WATER CORPORATION	Water usage Sports Ground Wongan Hills 4/09/2012 to 3/10/2012	\$ 303.35
	04/10/2012	WATER CORPORATION	Water usage Wongan Hills Swimming Pool 4/09/2012 to 3/10/2012	\$ 275.40
EFT8998	06/11/2012	BOC LIMITED	Oxygen Indust D Size - Depot	-\$ 79.76
EFT8999	06/11/2012	MOORA GLASS SERVICE	Unit 3/20 Stickland Street Reglaze smashed toilet window	-\$ 150.70
EFT9000	06/11/2012	ORICA/SPECTRUM AUSTRALIA PTY LTD	555	-\$ 731.24
EFT9001	06/11/2012	COVS		-\$ 334.88
	24/10/2012	COVS	spark plug - PWT1, Yellow stretch spout - PG11, safety glasses - staff	\$ 81.71
	24/10/2012	COVS	1 5/16 deep socket 3/4 drive - PTK28	\$ 56.36
	24/10/2012	COVS	Spark plug, on off switch, 240g abrasive cloth, 5ltr drum, sikaflex black - PG11	\$ 196.81
EFT9002	06/11/2012	ADVANCED AUTOLOGIC PTY LTD	Free it aerosol - Depot	-\$ 72.00
EFT9003	06/11/2012	WESTERN DIAGNOSTIC PATHOLOGY	Drug Screen New Employee Administration	-\$ 35.04
EFT9004	06/11/2012	RBC RURAL	Meterplan charge colour & B & W - Administration	-\$ 764.36
EFT9005	06/11/2012	WILDING T.B. & SON		-\$ 572.00
	01/11/2012	WILDING T.B. & SON	Hire of Vertimower for 4 days - Wongan Hills Oval	\$ 264.00
	28/10/2012	WILDING T.B. & SON	Supply air compressor for foam generator - PSP1	\$ 308.00
EFT9006	06/11/2012	METAL ARTWORK CREATIONS	2 Name badges CRC Staff	-\$ 24.75
EFT9007	06/11/2012	ROYAL LIFE SAVING (WA BRANCH)	400 x 400mm No Diving Sticker	-\$ 277.20
EFT9008	06/11/2012	D J & P R HAWKINS	10 x 15litre water bottles - depot, 3 x 15 litre water bottles - admin, 1 x carton 100 disposable cups	-\$ 200.00
EFT9009	06/11/2012	FLUIDMASTERS PTY LTD	20 litre farm and garden tyre seal - PTR8, hand pump for tyre seal - PTR8, 5ltr rapid cleaner & rapid fix small - OH020	-\$ 623.15
EFT9010	06/11/2012	SHIRE OF WYALKATCHEM	Three days WALGA member training for Cr deGrussa	-\$ 1,230.00
EFT9011	06/11/2012	DIRECT UNIFORM DISTRIBUTORS PTY LTD	4 x Podium Cool Polo - Swimming Pool	-\$ 162.80
EFT9012	06/11/2012	WONGAN HILLS HOTEL	Drinks council dinner March, May & August 2012 not included in original charges & Council dinner for August 2012	-\$ 418.98
EFT9013	06/11/2012	MEDICAL CENTRE OF WONGAN HILLS	August 2012 quarter PIP payment \$18000.00 less payment received Medicare \$11510.24	-\$ 6,489.76
EFT9014	06/11/2012	NATIONAL BUILDPLAN GROUP	Wongan Hills CRC - Progress claim No 2	-\$ 264,798.84
EFT9015	06/11/2012	BASHAM HOLDINGS PTY LTD	Rental of office space and warehouse Elphin Street 1/09/2012 to 1/09/2013	-\$ 12,012.00
EFT9016	12/11/2012	CORPORATE EXPRESS	A4 Staples Diary for 2013	-\$ 74.29
EFT9017	12/11/2012	BOEKEMAN MACHINERY		-\$ 4,768.45
	25/10/2012	BOEKEMAN MACHINERY	Cooling System Leak parts & repair- Volvo PTK28	\$ 3,059.28
	30/10/2012	BOEKEMAN MACHINERY	Rear Fender & Freight - PTR8	\$ 38.28
	26/10/2012	BOEKEMAN MACHINERY	Cap Radiator & Freight - PUT61	\$ 43.56
	25/10/2012	BOEKEMAN MACHINERY	Element air cleaner - PUT61	\$ 75.85
	19/10/2012	BOEKEMAN MACHINERY	Mirror assembly - PUT55	\$ 249.98
	12/10/2012	BOEKEMAN MACHINERY	Pin greased & Bush plus freight - PTR8	\$ 140.60
	15/10/2012	BOEKEMAN MACHINERY	Throttle control - PTR8	\$ 293.08
	19/10/2012	BOEKEMAN MACHINERY	Broken down grader, repairs, travel & parts - PG10	\$ 867.82
EFT9018	12/11/2012	CJD EQUIPMENT PTY LTD	Booster kit - PG11	-\$ 319.56
EFT9019	12/11/2012	COURIER AUSTRALIA INTERNATIONAL	Toner delivery & freight - CRC	-\$ 87.30
EFT9020	12/11/2012	LANDMARK OPERATIONS	32 x Chlorine Liquid - 40 litres, 4 x acid - 40 litres -Swimming Pool	-\$ 708.40
EFT9021	12/11/2012	MCINTOSH & SON		-\$ 237.59
	08/10/2012	MCINTOSH & SON	Joiner Link - PSP1	\$ 6.69
	11/10/2012	MCINTOSH & SON	Roller bearings, Nilos Ring Cover & Freight _ PSP3	\$ 202.44
	22/10/2012	MCINTOSH & SON	Cog Belt & Off set Link Rs1/2' - PSP3	\$ 27.99

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	Date	Name	Description	Amount
	16/10/2012	MCINTOSH & SON	Cap Screw - PSP1	\$ 0.47
EFT9022	12/11/2012	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight - Corporate Express, CJD, Fluidmasters, Hino, Elliot's	-\$ 258.50
EFT9023	12/11/2012	WATER CORPORATION		-\$ 1,727.60
	01/11/2012	WATER CORPORATION	Water charges 3 Oct - 31 Oct 2012 - Sports Ground	\$ 44.30
	01/11/2012	WATER CORPORATION	Water usage 3/10/2012 - 31/10/2012 - Swimming Pool	\$ 1,683.30
EFT9024	12/11/2012	WHEATBELT TYRES		-\$ 430.51
	31/10/2012	WHEATBELT TYRES	Fit Tyre & Tube to Grader- PG11	\$ 57.50
	31/10/2012	WHEATBELT TYRES	Repair puncture to Mechanic Vehicle - WB006	\$ 49.16
	31/10/2012	WHEATBELT TYRES	Repair Puncture, Patch Tube & Fit Tyre to Case Tractor - PTR8	\$ 99.75
	31/10/2012	WHEATBELT TYRES	Fit Tyre and tube, Repairs to Tyre - Case Tractor- PTR8	\$ 224.10
EFT9025	12/11/2012	WONGAN CONCRETE SERVICES	Install concrete driveway off footpath on Johnston St	-\$ 803.00
EFT9026	12/11/2012	WONGAN NEWSAGENCY		-\$ 445.36
	31/10/2012	WONGAN NEWSAGENCY	Stationery & Newspapers October 2012- administration	\$ 340.32
	31/10/2012	WONGAN NEWSAGENCY	Stationery October 2012 - CRC	\$ 105.04
EFT9027	12/11/2012	J N & Y E PANTON	Modify HWS - Medical Centre	-\$ 368.50
EFT9028	12/11/2012	ORICA/SPECTRUM AUSTRALIA PTY LTD	70kg Chlorine- Swimming Pool	-\$ 185.59
EFT9029	12/11/2012	BALLIDU TRADING POST	100 Council Whispers to Ballidu Residents	-\$ 15.00
EFT9030	12/11/2012	ALLMARK & ASSOCIATES PTY LTD	500 Business cards for Mechanical Services Coordinator	-\$ 242.00
EFT9031	12/11/2012	COVS		-\$ 355.86
	31/10/2012	COVS	242308 bow shackle - PSP4	\$ 18.70
	30/10/2012	COVS	Pin socket small, black max, master gasket, LED strobe beacon, bow shackle - PTK25, PSP1, PSP4	\$ 337.16
EFT9032	12/11/2012	RBC RURAL	Service and repairs for Ricoh Photocopier - Administration	-\$ 88.00
EFT9033	12/11/2012	OVERLAND FREIGHT		-\$ 10,605.73
	12/10/2012	OVERLAND FREIGHT	Supply and deliver 6240 Midland Brick Pavers - Wilson Street	\$ 7,126.24
	05/10/2012	OVERLAND FREIGHT	Supply and Deliver 2496 Midland Brick Pavers - Wilson Street	\$ 2,850.50
	11/10/2012	OVERLAND FREIGHT	General Cartage 2 1000ltr asphalt from Boral - M0199 & M0193	\$ 251.02
	24/10/2012	OVERLAND FREIGHT	15 litre x 6 Water Bottles	\$ 72.00
	12/10/2012	OVERLAND FREIGHT	Dangerous Goods cartage - Chlorine x 2 from Orica - Swimming Pool	\$ 220.44
	15/10/2012	OVERLAND FREIGHT	Dangerous Goods Cartage- Empty Chlorine - Swimming Pool	\$ 85.53
EFT9034	12/11/2012	RADIOWEST BROADCASTERS PTY LTD	Radio West Around The Towns October 2012 - June 2013	-\$ 110.00
EFT9035	12/11/2012	SHANNON ABBOTT	Repair A/C, replace condenser - PBH2	-\$ 2,272.27
EFT9036	12/11/2012	B C & M G HUGGETT	Annual back flow test - Medical Centre	-\$ 233.75
EFT9037	12/11/2012	AUSTRALIA'S GOLDEN OUTBACK	Shire editorial in the 2013 Australia's Golden Outback Holiday planner	-\$ 1,675.00
EFT9038	12/11/2012	RELIANCE PETROLEUM	Monthly fuel purchase for October for CEO & DCEO	-\$ 164.95
EFT9039	12/11/2012	WONGAN MAIL SERVICE		-\$ 277.31
	04/11/2012	WONGAN MAIL SERVICE	Monthly Mail Account for October 2012	\$ 247.98
	04/11/2012	WONGAN MAIL SERVICE	Mail service- October	\$ 29.33
EFT9040	12/11/2012	DUNNINGS INVESTMENTS P/L	Supply of fuel for the month of October 2012 all shire vehicles	-\$ 4,742.58
EFT9041	12/11/2012	W.A. HINO SALES & SERVICE	Priming pump, cab filter, fan belt, coolant - PTK30	-\$ 457.53
EFT9042	12/11/2012	ARTCRAFT PTY LTD	Pedestrian Grab rail - Quinlan Street	-\$ 108.90
EFT9043	12/11/2012	WESTERN RURAL EARTHMOVING		-\$ 19,965.00
	04/10/2012	WESTERN RURAL EARTHMOVING	Push up 5000 cubic mtrs gravel for resheeting on Kirwan West Road	\$ 8,745.00
	10/10/2012	WESTERN RURAL EARTHMOVING	Push up 2000cubic mtrs of gravel for resheeting Freestone Rd	\$ 3,795.00
	04/10/2012	WESTERN RURAL EARTHMOVING	Mobilization not included in original account to push up 3000 cubic mtrs Gravel for Dowerin Kalannie Road	\$ 495.00
	04/10/2012	WESTERN RURAL EARTHMOVING	Push up 3000cubic mtrs gravel for Rabbit Proof Fence Road	\$ 5,445.00
	04/10/2012	WESTERN RURAL EARTHMOVING	Mobilization not included in original account to push up 2000 cubic mtrs gravel on Gabalong East Road	\$ 495.00
	04/10/2012	WESTERN RURAL EARTHMOVING	Mobilization not included in original account to push up 7000 cubic mtrs gravel for Waddington Road	\$ 495.00
	04/10/2012	WESTERN RURAL EARTHMOVING	Mobilization not included in original account to push up Gravel for Smith Road	\$ 495.00
EFT9044	12/11/2012	LAM-VY PHAN	Chaplaincy Wages	-\$ 1,720.62
EFT9045	12/11/2012	COMPUTER ESSENTIALS		-\$ 194.00
	07/11/2012	COMPUTER ESSENTIALS	Toner for licensing computer	\$ 109.00
	05/11/2012	COMPUTER ESSENTIALS	Supply of new network cable and relocation of PC - CRC	\$ 85.00
EFT9046	12/11/2012	ELLIOTTS IRRIGATION PTY LTD	Hunter I25 Sprinklers - Wongan Hills Oval	-\$ 1,100.00

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01/11/2012 - 30/11/2012**

Date	Name	Description	Amount	
EFT9047	12/11/2012	BRYAN RURAL SERVICE	Annual treatment of spiders - Swimming Pool	-\$ 250.25
EFT9048	12/11/2012	DUN DIRECT PTY LTD	17500ltrs diesel, 3 x 20ltr Rando HD68, 1 x 205ltr Rando HD68, 24 x 450g EP Grease Cartridges	-\$ 26,636.61
EFT9049	12/11/2012	FUJI XEROX AUSTRALIA PTY LTD	12 boxes x A3 paper for Boomer	-\$ 312.84
EFT9050	12/11/2012	GISEL PINIERO	Reimbursement removal expenses - CRC	-\$ 2,470.00
EFT9051	12/11/2012	SHERMAC ENGINEERING	One New Roadserve 3000 Series Semi Water Cart	-\$ 108,504.00
EFT9052	14/11/2012	ANZ BANK (NETT WAGES)	Wages PPE 13/11/2012	-\$ 57,622.27
EFT9053	14/11/2012	WALGS SUPERANNUATION PLAN	Superannuation contributions	-\$ 7,251.59
EFT9054	14/11/2012	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$ 22.90
EFT9055	14/11/2012	IOU SOCIAL CLUB	Payroll deductions	-\$ 270.00
EFT9056	14/11/2012	HOSPITAL BENEFIT FUND	Payroll deductions	-\$ 374.25
EFT9057	14/11/2012	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-\$ 19.40
EFT9058	14/11/2012	COLONIAL FIRST STATE FIRSTCHOICE	Superannuation contributions	-\$ 169.39
EFT9060	15/11/2012	JASON SIGNSMAKERS	Signage for; Shield Crescent Land Sale Directional Sign for Land Sale CRC Directional Sign for Business board on Wongan Road	-\$ 2,878.48
EFT9061	15/11/2012	WONGAN STEEL MANUFACTURERS	Make new shaft PSP3	-\$ 228.65
EFT9062	15/11/2012	PEERLESS JAL PTY LTD	Carton VIST724 Vistex Blue Cloth	-\$ 298.68
EFT9063	15/11/2012	COUNTRY HOUSING AUTHORITY	Loan No. 140 Interest payment - Development Group	-\$ 11,588.50
EFT9064	15/11/2012	AVON WASTE	513 Domestic Rubbish collection x 4 weeks, 182 Commercial Rubbish collection x 4 weeks, 695 recycling services	-\$ 8,117.60
EFT9065	15/11/2012	COURIER AUSTRALIA INTERNATIONAL	Paper delivery for Boomer & 4 x LISWA boxes delivery	-\$ 104.78
EFT9066	15/11/2012	WONGAN HILLS IGA LIQUOR	Refreshments administration & council meeting	-\$ 594.83
	31/10/2012	WONGAN HILLS IGA LIQUOR	Refreshments administration & council meeting	\$ 518.92
	31/10/2012	WONGAN HILLS IGA LIQUOR	CRC Refreshments October 2012	\$ 75.91
EFT9067	15/11/2012	DEPARTMENT OF FIRE & EMERGENCY	2012/13 ESL Services Levy	-\$ 3,328.13
EFT9068	15/11/2012	UHY HAINES NORTON	Nuts and Bolts financial workshop x 2 admin staff	-\$ 1,606.00
EFT9069	15/11/2012	LANDMARK OPERATIONS	Poly pipe, elbows and phil tee & Galstar post - Sportsground dams	-\$ 1,337.38
EFT9070	15/11/2012	MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight from JSM - M0022, Artcraft - MO196, CJD - PG11	-\$ 211.70
EFT9071	15/11/2012	WHEATBELT TYRES		-\$ 2,443.49
	27/10/2012	WHEATBELT TYRES	Replace Grader Tyres - PG11	\$ 2,404.99
	27/10/2012	WHEATBELT TYRES	Fit truck tyre - PTRL25	\$ 38.50
EFT9072	15/11/2012	WONGAN STEEL MANUFACTURERS		-\$ 174.42
	18/10/2012	WONGAN STEEL MANUFACTURERS	Welding Rod & Flint light cup - Civic Centre	\$ 73.50
	30/10/2012	WONGAN STEEL MANUFACTURERS	Flat Bar - PTRL13	\$ 12.92
	10/10/2012	WONGAN STEEL MANUFACTURERS	Repair skimmer basket - Swimming Pool	\$ 88.00
EFT9073	15/11/2012	C FOLLETT & CO	Repair to standpipe at Kirwan	-\$ 347.60
EFT9074	15/11/2012	RURALVISION	New gas bottle - 8 Ellis Street	-\$ 136.50
EFT9075	15/11/2012	CANNON HYGIENE AUSTRALIA PTY LTD	Annual account for sanitary unit monthly service WH Pool	-\$ 442.04
EFT9076	15/11/2012	WONGAN HILLS HARDWARE	Account for month of October 2012 including potting mix, plants,water jug, solenoids, fittings, reticulation accessories, work boots, pvc, shirts, pliers,hats,sthil blades, joiners, tool box fly nets, brooms, pipe insulators, minor tools etc.	-\$ 4,401.01
EFT9077	15/11/2012	SHANNON ABBOTT	Pressure test A/c oil change & sundries - PTK29, regas A/C PROL13, Replace fan motor and regas A/C - PROL10	-\$ 2,236.08
EFT9078	15/11/2012	B D & K M FOWLER	Gravel Royalties for Private works job X0495 - Hospital Road Pit	-\$ 42.90
EFT9079	15/11/2012	THE FARM SHOP (WA) 1999 PTY LTD	Truckwash broom and spare broom head, battery - PTK26	-\$ 459.11
EFT9080	15/11/2012	JI & PA KALAJZIC	Gravel Royalties October 2012 - Kalajzic Rd Pit	-\$ 564.30
EFT9081	15/11/2012	PUBLIC TRANSPORT AUTHORITY OF	Account for TransWa tickets- 31/10/12	-\$ 227.21
EFT9082	15/11/2012	WESTERN RURAL EARTHMOVING	Mobilization payment - Mt O'Brien	-\$ 495.00
EFT9083	15/11/2012	JOLLY & SONS DALWALLINU	30,000 km service for Manager Building Services Vehicle	-\$ 269.70
EFT9084	15/11/2012	WONGAN HILLS HOTEL	Dinner and Drinks for Councillors October Meeting	-\$ 303.60
EFT9085	15/11/2012	TKB MECHANICAL	15,000 service Deputy CEO vehicle	-\$ 221.71
EFT9086	15/11/2012	WONGVALE NOMINEES PTY LTD	Gravel royalties October 2012 - Bowen Rd Pit	-\$ 198.00
EFT9088	15/11/2012	SHIRE WONGAN-BALLIDU (TRUST	Rates Incentive Prize money	-\$ 500.00
EFT9089	28/11/2012	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight charges for Ink Cartridges sent from RBC Rural	-\$ 9.82
EFT9090	28/11/2012	WATER CORPORATION		-\$ 839.00
	13/11/2012	WATER CORPORATION	Water use charges 10/07/2012 to 12/11/2012 Pioneer Road Grass V- Ballidu	\$ 478.70

**List of Accounts Paid & Submitted to Finance Committee
01/11/2012 - 30/11/2012**

	Date	Name	Description	Amount
	09/11/2012	WATER CORPORATION	Water use charges Reserve Kondut west Rd 11/07/2012 to 8/11/2012	\$ 26.20
	13/11/2012	WATER CORPORATION	Water use charges Standpipe 3427L Ninghan Rd Grass V-Ballidu 10/07/2012 to 12/11/2012	\$ 22.25
	14/11/2012	WATER CORPORATION	Water Usage 12/07/2012 - 13/11/2012 - LA Standpipe Summers East	\$ 114.75
	14/11/2012	WATER CORPORATION	Water Charges 11/07/2012 - 13/11/2012 - Standpipe Kondut East Rd	\$ 41.10
	13/11/2012	WATER CORPORATION	Water use charges standpipe Manmanning Rd 12/074/2012 to 12/11/2012	\$ 44.55
	09/11/2012	WATER CORPORATION	Water use charges standpipe Kondut West Rd 11/07/2012 to 8/11/2012	\$ 5.15
	01/11/2012	WATER CORPORATION	Water usage charges - Ballidu Hall - 8/08/20125 to 15/11/2012	\$ 5.25
	12/11/2012	WATER CORPORATION	Water use charges standpipe at Davies Rd Koorda Buntine 11/07/2012 - 9/11/2012	\$ 92.50
	12/11/2012	WATER CORPORATION	Water use charges standpipe at Podmore 10/07/2012 to 9/11/2012	\$ 8.55
EFT9091	28/11/2012	WONGAN AUTO BODY REPAIRS	Supply and fit new rear screen to Christine Godfrey car	-\$ 385.00
EFT9092	28/11/2012	J N & Y E PANTON	Hire of 2 portaloos from Friday 9 Nov to Mon 12 Nov- Ballidu Bowling Club	-\$ 308.00
EFT9093	28/11/2012	SUNNY INDUSTRIAL BRUSHWARE(SUNNY	Hydrapower Broom 1920mm x 24 - PRB4	-\$ 750.20
EFT9094	28/11/2012	MOORA GLASS SERVICE	Repair damaged window and lock - 2/20 Stickland Street	-\$ 209.99
EFT9095	28/11/2012	LGIS INSURANCE BROKING	Premium adjustment for 2011-2012 - Additional premium as at June 2012	-\$ 3,965.25
EFT9096	28/11/2012	AVON MIDLAND COUNTRY ZONE OF	Membership Subscription 2012/2013	-\$ 2,200.00
EFT9097	28/11/2012	RBC RURAL		-\$ 3,197.91
	16/11/2012	RBC RURAL	Meterplan Charges - 15/10/2012 - Administration	\$ 3,109.91
	12/11/2012	RBC RURAL	Travel charge to fix Boomer printer	\$ 88.00
EFT9098	28/11/2012	M & S FALCONER AGRICULTURAL CONT.	Control of Patterson's Curse throughout shire	-\$ 2,630.10
EFT9099	28/11/2012	WONGAN HILLS ROTARY CLUB	Senior Citizen Christmas Dinner 2012 donation	-\$ 500.00
EFT9100	28/11/2012	ALLGLOVE INDUSTRIES	Fireproof Wildfire gloves 7 x Medium 8 x Extra Large	-\$ 330.70
EFT9101	28/11/2012	THE WATERSHED WATER SYSTEMS	Arkal filter cartridge - Dam/Water Catchment	-\$ 491.26
EFT9102	28/11/2012	ALSTONE HIAB SERVICE	Freight donga to Wongan Hills	-\$ 1,037.30
EFT9103	28/11/2012	FUJI XEROX AUSTRALIA PTY LTD	Label medium for a customer job including postage	-\$ 113.03
EFT9104	28/11/2012	SHERMAC ENGINEERING	Licence and stamp duty on PTRL 26 (roadserve 3000 semi tanker)	-\$ 48.55
EFT9105	28/11/2012	CORPORATE EXPRESS	Epson Ink Cartridges & Stationery	-\$ 549.06
EFT9106	28/11/2012	BOEKEMAN MACHINERY	Mirror & Freight - VMSC	-\$ 86.71
EFT9107	28/11/2012	CJD EQUIPMENT PTY LTD	Pressure sensor - PG11	-\$ 336.82
EFT9108	28/11/2012	DEPARTMENT OF FIRE & EMERGENCY	20123/2013 ESL Quarter 2 Emergency Services Levy	-\$ 17,293.81
EFT9109	28/11/2012	WATER CORPORATION		-\$ 2,317.30
	16/11/2012	WATER CORPORATION	Water Use Charges 8/08/2012 to 15/11/2012 - 8 Ellis Street	\$ 64.15
	16/11/2012	WATER CORPORATION	Water Use Charges 8/08/2012 to 15/11/2012 14 Ellis Street	\$ 60.10
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 49 Quinlan Street	\$ 200.40
	16/11/2012	WATER CORPORATION	Water Use charges 8/08/2012 to 15/11/2012 11 Wandoo Cres	\$ 97.55
	19/11/2012	WATER CORPORATION	Water use charges 9/08/2012 to 16/11/2012 - 7 Wandoo Cres	\$ 2.65
	19/11/2012	WATER CORPORATION	Water use charges 9/08/2012 to 16/11/2012 - 27D Quinlan St	\$ 97.55
	19/11/2012	WATER CORPORATION	Water use charges 9/08/2012 to 16/11/2012 - 16 Moore St	\$ 122.90
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 - CRC	\$ 108.30
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 - Lot 139 Fenton (Park)	\$ 62.90
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 - Park Fenton Place	\$ 490.90
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 - Community Housing	\$ 134.95
	16/11/2012	WATER CORPORATION	Water charge use Standpipe James St Koorda - 13/07/2012 to 15/11/2012	\$ 95.95
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 - standpipe Fairbank St	\$ 176.45
	16/11/2012	WATER CORPORATION	Water use charges Park Federation St Ballidu - 8/08/2012 to 15/11/2012	\$ 8.75
	16/11/2012	WATER CORPORATION	Water use charges Alpha Park 8/08/2012 to 15/11/2012	\$ 324.95
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 - 42 Mitchell Street	\$ 57.45
	16/11/2012	WATER CORPORATION	Water use charges Art & Tourism Centre 8/08/2012 to 15/11/2012	\$ 141.50
	16/11/2012	WATER CORPORATION	Water use charges vacant land 51 King St Koorda-Buntine 13/07/2012 to 15/11/2012	\$ 68.15
	16/11/2012	WATER CORPORATION	Water use charges 8/08/2012 to 15/11/2012 Hall - 16 Mitchell Street	\$ 1.75
EFT9110	28/11/2012	BOC LIMITED	Oxygen Industrial G size bottle	-\$ 179.15
EFT9111	28/11/2012	(KANYANA) WONGAN HILLS YOUTH &	Bags of rags	-\$ 30.00

**List of Accounts Paid & Submitted to Finance Committee
01/11/2012 - 30/11/2012**

	Date	Name	Description	Amount
EFT9112	28/11/2012	LGIS LIABILITY	Members expenses, Finance & Admin operating expenses, Ovals operating expenses, Swimming pool operating expenses, PWO Insurance expenses	-\$ 20,779.80
EFT9113	28/11/2012	LGIS PROPERTY	Property Insurance all shire buildings	-\$ 47,330.55
EFT9114	28/11/2012	MCG ARCHITECTS PTY LTD	Contract Administration - New CRC	-\$ 3,795.00
EFT9115	28/11/2012	HART SPORT	1 x Zenus Medallions - Swimming Pool	-\$ 52.50
EFT9116	28/11/2012	PORTNER PRESS PTY LTD	OH & S Update	-\$ 77.00
EFT9117	28/11/2012	ARTCRAFT PTY LTD	Road signs for Dowerin-Kalannie Road	-\$ 1,090.32
EFT9118	28/11/2012	INDUSTRIAL AUTOMATION GROUP	Presumed solenoid blocked investigation and repair - J0045	-\$ 3,133.55
EFT9119	28/11/2012	MRGTV PTY LTD	Best Country Town Series November 2012	-\$ 2,750.00
EFT9120	28/11/2012	OCP SALES	UHF Highband 1 x Desk Top Charger 1 x Submersible Speaker Microphone & Freight	-\$ 736.39
EFT9121	28/11/2012	DAVE WATSON CONTRACTING PTY.LTD	Tree maintenance in Ballidu	-\$ 4,240.50
EFT9122	28/11/2012	ANZ BANK (NETT WAGES)	WAGES PPE 27/11/2012	-\$ 57,477.87
EFT9123	28/11/2012	WALGS SUPERANNUATION PLAN	Superannuation contributions	-\$ 7,312.42
EFT9124	28/11/2012	AUSTRALIAN SERVICES UNION	Payroll deductions	-\$ 22.90
EFT9125	28/11/2012	IOU SOCIAL CLUB	Payroll deductions	-\$ 270.00
EFT9126	28/11/2012	HOSPITAL BENEFIT FUND	Payroll deductions	-\$ 374.25
EFT9127	28/11/2012	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-\$ 19.40
EFT9128	28/11/2012	COLONIAL FIRST STATE FIRSTCHOICE	Superannuation contributions	-\$ 170.75
19305	06/11/2012	WESTNET PTY LTD	Email administration 1/11/2012 to 1/12/2012, Email depot 1/11/2012 to 1/12/2012, Email swimming pool 1/11/2012 to 1/12/2012	-\$ 349.79
19306	06/11/2012	TELSTRA CORPORATION LIMITED		-\$ 2,917.46
	14/10/2012	TELSTRA CORPORATION LIMITED	Internet - Wandoo Crescent 11/09/2012 to 10/10/2012	\$ 45.95
	23/10/2012	TELSTRA CORPORATION LIMITED	Telephone account all shire phones to 15th November 2012	\$ 2,871.51
19307	06/11/2012	ANZ BUSINESS ONE	Gift - MWS, Uniforms - CEO, CRC Conference - Manager, Business lunch, Interest	-\$ 1,450.58
19308	06/11/2012	SYNERGY		-\$ 7,110.65
	10/10/2012	SYNERGY	Electricity 12/09/2012 to 9/10/2012 Wongan Hills Oval	\$ 1,119.25
	16/10/2012	SYNERGY	Electricity Wongan Hills swimming pool 18/09/2012 to 15/10/2012	\$ 2,184.10
	24/10/2012	SYNERGY	Electricity Cadoux-Manmanning Fire Brigade - 21/08/2012 to 18/10/2012	\$ 29.20
	24/10/2012	SYNERGY	Electricity Alpha Park Toilets - 22/08/2012 to 19/10/2012	\$ 87.20
	24/10/2012	SYNERGY	Electricity Burakin Hall 21/08/2012 to 19/10/2012	\$ 54.90
	25/10/2012	SYNERGY	Electricity Cadoux toilets 21/08/2012 to 18/10/2012	\$ 23.55
	25/10/2012	SYNERGY	Electricity Ballidu Hall 22/08/2012 to 19/10/2012	\$ 71.45
	25/10/2012	SYNERGY	Electricity Art, Craft, Tourism Centre - 23/08/2012 to 22/10/2012	\$ 201.75
	25/10/2012	SYNERGY	Electricity CRC 23/08/2012 to 22/10/2012	\$ 529.65
	25/10/2012	SYNERGY	Electricity Aerodrome 23/08/2012 to 22/10/2012	\$ 64.05
	25/10/2012	SYNERGY	Electricity WH Town Centre gardens 23/08/2012 to 22/10/2012	\$ 202.90
	25/10/2012	SYNERGY	Electricity Administration building 23/08/2012 to 22/10/2012	\$ 1,213.80
	25/10/2012	SYNERGY	Electricity Depot 23/08/2012 to 22/10/2012	\$ 704.25
	25/10/2012	SYNERGY	Electricity 30 Wandoo Cres 23/08/2012 to 22/10/2012	\$ 624.60
19309	12/11/2012	LANDGATE	Mining Tenements Schedule No: M2012/10	-\$ 34.95
19310	12/11/2012	WALLIS COMPUTER SOLUTIONS	Configured outlook on MCS Laptop and remove MCS mail account	-\$ 99.00
19311	12/11/2012	WILLIAMS & WILLIAMS	Calendar advertising Wongan Hills Swimming Pool	-\$ 121.00
19312	12/11/2012	SYNERGY		-\$ 7,347.00
	09/11/2012	SYNERGY	Electricity charges 24/08/2012 - 23/10/2012 - Medical Centre	\$ 2,052.80
	09/11/2012	SYNERGY	Electricity usage 25/08/2012 - 24/09/2012 - Streetlight account	\$ 3,203.90
	09/11/2012	SYNERGY	Electricity usage 15/06/2012 - 22/10/2012 - 8 Ellis St	\$ 90.55
	09/11/2012	SYNERGY	Electricity 24/0/2012 - 23/10/2012 - H/West Joint Venture Gardens	\$ 25.35
	09/11/2012	SYNERGY	Electricity usage 24/8/2012-23/10/2012 - Wongan Hills Museum	\$ 92.80
	09/11/2012	SYNERGY	Electricity usage 24/8/2012 - 23/10/2012 - Community park	\$ 299.75
	09/11/2012	SYNERGY	Electricity usage 24/08/2012 - 24/10/2012 - Civic Centre	\$ 819.00
	09/11/2012	SYNERGY	Electricity usage 24/8/2012 - 24/10/2012 - Transmission tower	\$ 708.90
	09/11/2012	SYNERGY	Electricity usage 14/8/2012 - 11/10/2012 - Railway Dam	\$ 53.95
19313	12/11/2012	DEPT OF ENVIRONMENT &	Licence Fee period renewal - Wongan Hills Landfill Site	-\$ 700.80
19314	12/11/2012	VICTOR LINDSAY BASHAM	Repair lights in passage - WH Civic Centre	-\$ 55.40
19315	12/11/2012	MICHAEL THORNTON	Refund for animal sterilisation	-\$ 20.00
19316	12/11/2012	DANIEL & LEANNE APPLEBY	Refund for animal sterilisation	-\$ 20.00

**List of Accounts Paid & Submitted to Finance Committee
01/11/2012 - 30/11/2012**

	Date	Name	Description	Amount
19317	14/11/2012	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-\$ 515.00
19318	14/11/2012	REST SUPERANNUATION	Superannuation contributions	-\$ 247.61
19319	14/11/2012	AMP SUPERANNUATION LTD.	Superannuation contributions	-\$ 352.82
19320	14/11/2012	AUSTRALIAN SUPER	Superannuation contributions	-\$ 164.71
19321	14/11/2012	PRIME SUPER	Superannuation contributions	-\$ 435.28
19322	14/11/2012	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-\$ 154.38
19323	14/11/2012	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-\$ 165.03
19324	15/11/2012	WILLIAMS & WILLIAMS	1000 Letterhead stationary	-\$ 257.40
19325	15/11/2012	TELSTRA CORPORATION LIMITED	Telstra Bill- October- CRC phone and fax line	-\$ 351.13
19326	15/11/2012	WESTERN POWER	Application fee for disconnection and re connection of power to new CRC building	-\$ 500.00
19327	15/11/2012	SHIRE OF WONGAN-BALLIDU	Boomer advertising 17 full page colour advertisements Edition 608-612 Boomer advertising Editions 608-612 black and white	-\$ 923.00
19328	15/11/2012	WONGAN HILLS TIDY TOWNS COMMITTEE	Tidy towns grant as per 2012/2013 budget	-\$ 500.00
19329	15/11/2012	L W BOOKHAM & CO	Gravel royalties October 2012 - Gabalong East Rd pit	-\$ 739.20
19330	28/11/2012	WESTNET PTY LTD	Westnet account administration, depot, pool and CRC 1/11/2012 to 1/12/2012	-\$ 579.64
19331	28/11/2012	WILLIAMS & WILLIAMS	Building Envelopes 250 each for Wongan-Ballidu, Dalwallinu and Moora	-\$ 759.00
19332	28/11/2012	ANZ BUSINESS ONE	LGMA Conference - Accommodation - Learners HC Staff	-\$ 1,433.30
19333	28/11/2012	SYNERGY		-\$ 5,202.90
	13/11/2012	SYNERGY	Electricity Charges 10/10/2012 - 13/11/2012 - Wongan Hills Oval	\$ 2,102.35
	13/11/2012	SYNERGY	Electricity charges 25/09/2012 to 24/10/2012 - Street lighting	\$ 3,100.55
19334	28/11/2012	AUSTRALIAN COMMUNICATIONS & MEDIA	Licences for all broadcast services to Wongan	-\$ 320.00
19335	28/11/2012	DEPT OF ENVIRONMENT &	Licence fee period renewal Ballidu & Cadoux Tip sites	-\$ 1,401.60
19336	28/11/2012	WONGAN HILLS & DISTRICTS MUSEUM &	Garden maintenance contract	-\$ 2,500.00
19337	28/11/2012	TELSTRA CORPORATION LIMITED	Internet Account 30 Wandoo Cres 11/10/2012 to 10/11/2012	-\$ 45.95
19338	28/11/2012	SYNERGY	Electricity account 16/10/2012 to 19/11/2012 Swimming Pool	-\$ 3,605.90
19339	28/11/2012	DEPT OF ENVIRONMENT &	Wongan Hills Landfill site fee	-\$ 292.00
19340	28/11/2012	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-\$ 600.00
19341	28/11/2012	REST SUPERANNUATION	Superannuation contributions	-\$ 198.58
19342	28/11/2012	AMP SUPERANNUATION LTD.	Superannuation contributions	-\$ 352.32
19343	28/11/2012	AUSTRALIAN SUPER	Superannuation contributions	-\$ 164.59
19344	28/11/2012	PRIME SUPER	Superannuation contributions	-\$ 401.77
19345	28/11/2012	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-\$ 155.18
19346	28/11/2012	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-\$ 165.04
19347	28/11/2012	ONEPATH LIFE LIMITED	Superannuation contributions	-\$ 509.94
		Bank Code	Bank Name	
		1	Municipal Bank	\$825,584.25
		2	Trust Account	
			TOTAL	
			Partial Recoverable (75%)	\$1,539.60

9.1.2 FINANCIAL REPORTS

FILE REFERENCE:	F1.4
REPORT DATE:	7 January 2013
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 November 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.

i. Loans Schedule

Discretionary

**CARRIED: 9/0
RESOLUTION NO: 041212**

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 30 NOVEMBER 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)	(2,233,264)		1.5%	✓
Grants Operating, Subsidies & Contributions	(1,412,210)	(1,412,210)	(760,421)	(469,960)		38.2%	0
Non Operating Grants, Subsidies & Contributions	(2,923,148)	(2,923,148)	(1,574,003)	(1,030,530)		34.5%	0
Fees & Charges & Service Charges	(506,493)	(506,493)	(295,454)	(314,367)		(6.4%)	✓
Other Revenue	(75,783)	(75,783)	(50,522)	(77,429)		(53.3%)	x
Interest	(106,084)	(106,084)	(59,672)	(90,486)		(51.6%)	x
Profit on sale of Assets	(62,393)	(62,393)	(12,479)	(5,707)		54.3%	0
a: TOTAL INCOME	(7,449,733)	(7,449,733)	(5,020,673)	(4,221,743)			
OPERATING EXPENSES							
Employee Costs	1,941,262	1,941,262	821,303	863,321		5.1%	✓
Materials & Contracts	896,702	896,702	325,626	278,956		(14.3%)	0
Utilities (Gas, Electricity) etc.	241,924	241,924	125,728	124,728		(0.8%)	✓
Interest #	136,223	136,223	20,000	19,696	11	(1.5%)	✓
Insurance	230,853	230,853	230,853	229,071		(0.8%)	✓
Other General	245,117	245,117	102,132	102,054		(0.1%)	✓
Loss on Asset Disposals	29,836	29,836	9,945	41,650		318.8%	x
Depreciation	2,365,973	2,365,973	981,560	980,596		(0.1%)	✓
b: TOTAL OPERATING EXPENSES	6,087,890	6,087,890	2,617,147	2,640,070			
c: NET OPERATING (SURPLUS) / DEFICIT	(1,361,843)	(1,361,843)	(2,403,525)	(1,581,673)			
CAPITAL EXPENSES							
Land & Buildings	3,745,021	3,745,021	840,562	839,987		(0.1%)	✓
Furniture & Equipment	16,000	16,000	6,000	5,686		(5.2%)	✓
Motor Vehicles	227,366	227,366	75,789	71,295		(5.9%)	✓
Plant	275,000	275,000	98,765	98,640		(0.1%)	✓
Infrastructure Other	520,000	520,000	230,116	225,016		(2.2%)	✓
Infrastructure Roads	1,674,760	1,674,760	502,428	497,682		(0.9%)	✓
d: TOTAL CAPITAL	6,458,147	6,458,147	1,753,660	1,738,305			
e: TOTAL OPERATING & CAPITAL	5,096,304	5,096,304	(649,866)	156,633			
ADJUST - NON CASH ITEMS							
Depreciation	(2,365,973)	(2,365,973)	(985,755)	(980,596)			
Profit on sale of assets	62,393	62,393	25,995	5,707	6		
Loss on sale of assets	(29,836)	(29,836)	(12,430)	(41,650)	6		
Transfer from reserves	(759,954)	(759,954)	(759,954)	-	9		
Transfer to reserves	200,000	200,000	-	-	9		
Interest paid to reserves #	-	-	-	19,471	9		
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)	(24,918)	(24,918)			
Less Surplus/(deficit) B/Fwd	(1,888,825)	(1,888,825)	(1,565,623)	(550,992)			
ADJUSTED CLOSING SURPLUS / DEFICIT	90,882	90,882	(4,947,633)	(2,528,452)			

** 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 Wongan-Ballidu
Variance Report for 30 November 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.

Code	Report Section	Comments
Operating Income		
ⓘ	Operating grants and non operating grants	On a prorated YTD basis, these figures are below budget. With work on the CRC and other capital works these will likely be on budget by year end.
×	Other revenue.	On a prorated YTD basis, these figures are above budget and will likely be on budget by year end.
×	Interest	Earnings will likely exceed budget, how much is unclear and depends on how much longer cash is greater than normal.
ⓘ	Profit on sale of assets	No activity in this month. Resolution may require taking expected activity into profiling the prorate budget.
Operating Expenditure		
ⓘ	Materials & Contracts	Timing issue in relation to provision of services.
×	Loss on Asset Disposals	Loss on Sale of Ackland Street (Dental property – see Page 6.) Timing of settlement brought transaction into 2012-2013 financial year
Capital Expenditure		

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

	APPROVED BUDGET	CURRENT BUDGET	YTD BUDGET *	YTD ACTUAL
INCOME				
General Purpose Funding	(4,095,907)	(4,095,907)	(1,950,062)	(2,710,372)
Governance	(214,210)	(214,210)	(89,240)	(20,385)
Law, Order & Public Safety	(39,847)	(39,847)	(16,590)	(13,183)
Health	(5,000)	(5,000)	(2,080)	(4,581)
Education & Welfare	(7,923)	(7,923)	(3,295)	(2,363)
Housing	(97,568)	(97,568)	(40,645)	(49,377)
Community Amenities	(177,798)	(177,798)	(74,045)	(152,387)
Recreation & Culture	(1,355,695)	(1,355,695)	(564,850)	(735,201)
Transport	(1,081,401)	(1,081,401)	(450,570)	(355,189)
Economic Services	(15,550)	(15,550)	(6,475)	(15,107)
Other Property & Services	(358,834)	(358,834)	(149,460)	(163,598)
a: TOTAL INCOME	(7,449,733)	(7,449,733)	(3,347,312)	(4,221,743)
OPERATING EXPENSES				
General Purpose Funding	95,502	95,502	39,780	49,051
Governance	384,358	384,358	159,975	122,400
Law, Order & Public Safety	106,631	106,631	44,310	42,203
Health	149,767	149,767	62,330	107,016
Education & Welfare	137,125	137,125	57,065	72,891
Housing	214,671	214,671	89,315	100,996
Community Amenities	366,964	366,964	152,735	157,379
Recreation & Culture	1,331,078	1,331,078	554,255	644,188
Transport	2,710,953	2,710,953	1,129,250	1,106,221
Economic Services	118,080	118,080	49,070	51,710
Other Property & Services #	472,761	472,761	203,153	186,014
b: TOTAL OPERATING EXPENSES	6,087,890	6,087,890	2,541,238	2,640,070
c: NET OPERATING (SURPLUS)/DEFICIT	(1,361,843)	(1,361,843)	(806,074)	(1,581,673)
CAPITAL EXPENSES				
General Purpose Funding	-	-	-	-
Governance	66,000	66,000	27,490	2,111
Law, Order & Public Safety	-	-	-	-
Health	10,000	10,000	4,165	100
Education & Welfare	3,393,807	3,393,807	1,414,085	708,828
Housing	216,292	216,292	90,120	35,671
Community Amenities	330,192	330,192	137,575	35,783
Recreation & Culture	367,130	367,130	152,960	216,082
Transport	1,997,126	1,997,126	831,815	667,617
Economic Services	2,600	2,600	1,080	-
Other Property & Services	75,000	75,000	31,250	72,114
d: TOTAL CAPITAL EXPENSES	6,458,147	6,458,147	2,690,540	1,738,305
e: TOTAL OPERATING & CAPITAL	5,096,304	5,096,304	1,884,466	156,633

* 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 NOVEMBER 2012

	Actual	Comments
CURRENT ASSETS		
CASH ASSETS		
Cash on Hand	850	
Cash at Bank (Excluding Overdraft)	297,628	* Outstanding Transport Payments
At Call Investments	1,300,001	
Reserves & Other Restricted Cash	1,638,868	Detailed on pages 8, 9 & 10
TOTAL CASH ASSETS	3,237,347	
RECEIVABLES		
Sundry Debtors	937,897	
Rates & Rubbish Debtors	441,154	
TOTAL RECEIVABLES	1,379,051	
OTHER ASSETS		
Sundry Provisions and Accruals	-	
Stock on Hand	14,455	
Land held for Resale	-	
Accrued Interest	-	
TOTAL OTHER ASSETS	14,455	
TOTAL CURRENT ASSETS	4,630,853	
ADJUSTMENTS FOR EXCLUDED ASSETS		
Reserves & Other Restricted Cash	1,638,868	Detailed on pages 8, 9 & 10
TOTAL EXCLUDED ASSETS	1,638,868	
TOTAL CURRENT ASSETS	2,991,985	
CURRENT LIABILITIES		
CASH LIABILITIES		
Overdraft (Excluding Restricted Cash)	-	
Loan Principal Repayable	(57,250)	Detailed on page 11
TOTAL CASH LIABILITIES	(57,250)	
CREDITORS & PAYABLES		
Sundry Creditors	(131,915)	
Other payables	(500)	Detailed on page 8
TOTAL CREDITOR & PAYABLES	(132,415)	
PROVISIONS		
Employee Provisions	(273,868)	
Other Provisions and Accruals	-	
TOTAL PROVISIONS	(273,868)	
TOTAL CURRENT LIABILITIES	(463,533)	
NET CURRENT ASSETS/(LIABILITIES)	2,528,452	

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

SHIRE OF WONGAN-BALLIDU
RATE SETTING STATEMENT AS AT 30 NOVEMBER 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)	(476,835)
Governance	(214,210)	(214,210)	(20,385)
Law, Order & Public Safety	(39,847)	(39,847)	(13,183)
Health	(5,000)	(5,000)	(4,581)
Education & Welfare	(7,923)	(7,923)	(2,363)
Housing	(97,568)	(97,568)	(49,377)
Community Amenities	(177,798)	(177,798)	(152,387)
Recreation & Culture	(1,355,695)	(1,355,695)	(735,201)
Transport	(1,081,401)	(1,081,401)	(355,189)
Economic Services	(15,550)	(15,550)	(15,107)
Other Property & Services	(358,834)	(358,834)	(163,598)
A	(5,086,111)	(5,086,111)	(1,988,205)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	95,502	95,502	49,051
Governance	384,358	384,358	122,400
Law, Order & Public Safety	106,631	106,631	42,203
Health	149,767	149,767	107,016
Education & Welfare	137,125	137,125	72,891
Housing	214,671	214,671	100,996
Community Amenities	366,964	366,964	157,379
Recreation & Culture	1,331,078	1,331,078	644,188
Transport	2,710,953	2,710,953	1,106,221
Economic Services	118,080	118,080	51,710
Other Property & Services	472,761	472,761	186,014
B	6,087,890	6,087,890	2,840,070
C= A and B	1,001,779	1,001,779	651,864
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Revenue</u>			
Depreciation on Assets	(2,365,973)	(2,365,973)	(980,596)
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	839,987
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	98,640
Purchase of other infrastructure #	520,000	520,000	225,016
Purchase of roads infrastructure #	1,674,760	1,674,760	497,682
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)	(24,918)
<u>Reserve Movements</u>			
Transfers to Reserves	200,000	200,000	-
Interest paid to Reserves	-	-	19,471
Transfer from Reserves	(759,954)	(759,954)	-
Estimated Muni (Surplus/Deficit) July 1 B/Fwd.	(1,888,825)	(1,888,825)	(550,992)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(2,528,452)
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,454,504	2,454,504	(294,915)
TOTAL RATES RAISED	2,363,622	2,363,622	2,233,537

**SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 30 NOVEMBER 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

* CEO vehicle traded November 2012 - awaiting paperwork of trade-in and purchase

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

Rates Statistics			
Total rates outstanding		30-Nov-12	18.48%
Outstanding same time last year		30-Nov-11	15.56%
Rates Outstanding Breakdown			
Total Amount Outstanding		30-Nov-12	461,468.15
Outstanding same time last year		30-Nov-11	388,580.48

SUNDRY DEBTORS OUTSTANDING 30 NOVEMBER 2012

Debtors Ageing Summary			
Current			778,439.34
30 Days			3,147.25
60 Days			531.50
90 Days & Over			0.00
Total Outstanding			782,118.09
Accounts 90 Days & Over:			
Date	Dr No.	Comments	Amount
Total			0.00

**SHIRE OF WONGAN-BALLIDU
BANK RECONCILIATION FOR 30 NOVEMBER 2012**

	Total	Municipal	Trust	Reserve	Muni Investments
Opening Balance	3,766,307.02	306,499.69	11,834.78	1,633,377.72	1,814,594.83
Add:					
Receipts	940,196.09	939,695.60	500.00	0.49	3,285.74
Investment Interest	8,775.49			5,489.75	
Less:					
Payments - EFT & Cheques	(1,329,369.99)	(825,584.25)	(500.00)		(503,285.74)
Payments - Bank fees and Rounding	(748.55)	(748.55)			
Transport Payments	(65,650.35)	(65,650.35)			
Balance as per General Ledger	3,319,509.71	354,212.14	11,834.78	1,638,867.96	1,314,594.83
Balance as per Bank Statement	302,112.59	294,289.96	7,462.78	359.85	1,314,594.83
TD/Investments	2,953,102.94			1,638,508.11	
Add:					
Outstanding Deposits	14,188.09	14,188.09			
Tenancy Bonds - Separate Bank Accounts	4,452.00		4,452.00		
Less:					
Adjustments - Creditors from October Processed	60,976.45	60,976.45			
Unpresented Cheques	(9,658.86)	(9,658.86)	(80.00)		
Transport payments pending	(5,332.15)	(5,332.15)			
Dishonour Cheque - DPI	(331.35)	(331.35)			
Balance as per Cash Book	3,319,509.71	354,212.14	11,834.78	1,638,867.96	1,314,594.83
Figure should equal same as Creditor Payment List					

SHIRE OF WONGAN - BALLIDU
INVESTMENT REPORT FOR 30 NOVEMBER 2012

MUNICIPAL INVESTMENTS

Matured 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
9990-20997	Term Deposit - ANZ	Current	ANZ	20-Jun-12	19-Jul-12	29	5.30%	600,000.00	600,000.00			475.33	600,475.33	YES	
9990-21068	Term Deposit - ANZ	Current	ANZ	20-Sep-12	23-Oct-12	33	4.80%	608,015.34	608,015.34			497.73	608,513.07	YES	
9993-12674	Term Deposit - ANZ	Current	ANZ	3-Sep-12	5-Nov-12	63	4.40%	250,000.00	250,000.00			1,891.76	251,891.76	YES	
9993-12615	Term Deposit - ANZ	Current	ANZ	3-Sep-12	9-Nov-12	67	4.95%	250,000.00	250,000.00			1,393.98	251,393.98	YES	

Current municipal 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%	264,594.83	264,594.83		264,594.83	2699.59	3,232.41	267,827.24	
9993-12666	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Mar-13	181	4.90%	250,000.00	250,000.00		250,000.00	2953.42	6,074.66	256,074.66	
9993-12658	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Mar-13	181	4.90%	250,000.00	250,000.00		250,000.00	2953.42	6,074.66	256,074.66	
9993-12623	Term Deposit - ANZ	Current	ANZ	3-Sep-12	3-Dec-12	91	4.95%	250,000.00	250,000.00		250,000.00	2983.56	3,085.27	253,085.27	
9702-16339	Term Deposit - ANZ	Current	ANZ	19-Sep-12	19-Dec-12	91	4.90%	300,000.00	300,000.00		300,000.00	2899.73	3,664.93	303,664.93	
Total of current municipal investments								1,314,594.83	1,314,594.83	0.00	1,314,594.83	14,489.73	22,131.93	1,336,726.76	

RESERVE INVESTMENTS

Matured reserve 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
9811-62903	Term Deposit - ANZ	Current	ANZ	2-Sep-12	2-Dec-12	91	4.95%	763,364.95	763,364.95		763,364.95	6107.97	9,420.76	772,786	
9815-83724	Term Deposit - ANZ	Current	ANZ	29-Sep-12	29-Oct-12	30	4.90%	137,028.41	137,028.41		137,028.41	18.40	551.87	137,580	
9702-20338	Term Deposit - ANZ	Current	ANZ	3-Aug-12	19-Sep-14	777	5.00%	280,125.00	280,125.00		280,125.00	1803.54	29,816.04	309,941	
9991-36391	Term Deposit - ANZ	Current	ANZ	3-Nov-12	3-Feb-13	92	4.60%	457,989.75	457,989.75		457,989.75	1558.42	5,310.17	463,300	
Bank Account Balance											359.85				
Total of reserve investments and cash								1,638,508.11	1,638,508.11		1,638,867.96	9,488.33	45,098.84	1,683,606.95	0.00

Current reserve 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%	763,364.95	763,364.95		763,364.95	6107.97	9,420.76	772,786	
9815-83724	Term Deposit - ANZ	Current	ANZ	29-Sep-12	29-Oct-12	30	4.90%	137,028.41	137,028.41		137,028.41	18.40	551.87	137,580	
9702-20338	Term Deposit - ANZ	Current	ANZ	3-Aug-12	19-Sep-14	777	5.00%	280,125.00	280,125.00		280,125.00	1803.54	29,816.04	309,941	
9991-36391	Term Deposit - ANZ	Current	ANZ	3-Nov-12	3-Feb-13	92	4.60%	457,989.75	457,989.75		457,989.75	1558.42	5,310.17	463,300	
Bank Account Balance											359.85				
Total of current municipal and reserve investment and cash								2,953,102.94	2,953,102.94		2,953,462.79	23,978.05	67,230.77	3,020,333.71	-

Terminated
Current Municipal Investments
Current Reserve Investments

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 30 NOVEMBER 2012

		CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 30 NOVEMBER 2012					
Reserve Description	GL Acct.	Opening Balance	Intra reserve transfers	Transfer in / Interest	Transfer out / to Muni	Transfer in / from Muni	EOY Balance	Transfer in / Interest	Transfer in / from Muni	Transfer from Muni	Actual Balance
Centenary Celebrations Reserve	01925	51,918	(51,918)	-	-	-	-	-	-	-	-
Community Resource Centre Reserve	01989	11,261		327			11,588	128			11,389
Depot Improvement Reserve	01940	5,392		156			5,548	61			5,453
Historical Publications Reserve	01965	5,886		171			6,057	67			5,953
Housing Reserve	01955	87,096		2,526			89,622	991			88,086
Land & Buildings Reserve	01930	128,859	(128,859)	-			-	-			-
Loan Principal Reserve	01950	89,763	190,361	10,796			290,920	4,235			284,359
LSL Reserve	01935	68,192		1,978			70,170	776			68,968
Medical Facilities & R4R Special Projects Reserve	01975	555,841		16,119	(560,845)		11,115	6,323			562,165
Patterson Street JV Housing Reserve	01988	6,704		194		5,000	11,898	76			6,780
Plant Reserve	01945	530,734		15,391	(169,109)	180,000	557,016	6,038			536,772
Quinlan Street JV Housing Reserve	01987	13,293		385		5,000	18,678	151			13,444
Stickland JV Housing Reserve	01986	8,744		254		5,000	13,998	100			8,843
Swimming Pool Reserve	01970	1,776		52		5,000	6,828	20			1,796
Waste Management Reserve	01920	44,357		1,286	(30,000)		15,643	504			44,861
WH Industrial/LIA Park Reserve	01985	9,584	(9,584)	-			-	-			-
TOTALS		1,819,397	(0)	49,635	(759,954)	200,000	1,109,078	19,471	-	-	1,638,868

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

Existing Loans * Denotes (SSL) Self Supporting Loan

CHA advised the principal outstanding for loan 140 as at the 30th June 2012.

Loan No.	Particulars	Recipient	Maturity Date	Amount Borrowed	Principal & borrowings due in Nov 12	Accrued Interest	YTD Int @ 30 Nov 12	Loan Balance @ 1 July 2012	Refinancing	Principal Repayments YTD	Loan Balance @ 30 Nov 12
140	Housing Construction#	Wongan-Ballidu Development*	May-2015	430,000	(11,588)	(3,175)	8,414	429,945	-	-	429,945
142	Housing Construction	WB Community Association*	Mar-2020	400,000	-	(4,923)	3,094	257,289	-	(12,694)	244,595
143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	270,000	-	(45)	2,017	128,514	-	(7,125)	121,388
145	Land Development	Shire of Wongan-Ballidu	Jul-2012	1,000,000	-	(30,408)	1,232	1,000,000	(1,000,000)	-	-
145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	500,000	-	-	-	-	500,000	-	500,000
145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	500,000	-	-	-	-	500,000	-	500,000
147	Aged Persons	Ninan House*	Jul-2022	100,000	-	(2,404)	380	79,803	-	(2,649)	77,154
149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019	115,000	-	(203)	4,797	92,451	-	(2,450)	90,002
150	Sports Pavilion	Wongan Hills Sports Council*	May-2016	50,000	-	(239)	(239)	50,000	-	-	50,000
TOTAL EXISTING LOANS				3,365,000	(11,588)	(41,396)	19,696	2,038,002	-	(24,918)	2,013,083

Interest ledger balance after accruals

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

During November we paid the CHA \$1,588.50 by EFT 9063

The current loan liability

The non current liability

19,696

(11,588)

(24,918)

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

FILE REFERENCE:	A2.20.4
REPORT DATE:	8 May 2012
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Dennis Coates – Deputy Chief Executive Officer
ATTACHMENTS:	Current and replacement investment policy.

PURPOSE OF REPORT:

The purpose of this report is to present sufficient information to Council to enable a detailed review of existing policies to be carried out.

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 and thus to be aware of 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 to better focus their resources on major policy items and formulation of 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. It is also possible for members of the community to seek an early review of a specific policy.

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. Council's intention is to review the entire policy manual at least every two years.

COMMENT:

Council has fourteen (14) policies relating to the Finance and Administration and it is proposed these will be reviewed during the remainder of this financial year over the next six months.

This report relates to the current investment policy (as shown in attachment 1) which was issued in February 2005 and last reviewed in October 2006 and which the author recommends be revised (as shown in attachment 2.)

During the November Committee meeting, a question was asked about where our cash and investments were being held and this led to an internal review of our existing policies and practices. The research conducted included looking at the equivalent policies of various other local

governments, the current statute and regulations and Department of Local Government (DLG) Operational Guidelines. Oral and email correspondence was also conducted to clarify possible concerns about our practices.

1. The enquiry referred to above was in regards to which financial institution we hold our funds with. The answer was "YES". At the meeting we also flagged the 'losses' we had in breaking term deposits before their maturity date.
2. After the meeting we enquired of Vern McKay (DLG) "whether we could use a third facility which will provide us more flexibility than a term deposits (TD) and an intermediate rate of interest between the operating accounts and TD. The controls over this new third facility will be the ones that we employ generally such as dual signatures for withdrawal transactions and banking with a reputable agency." Vern's response "*Regulation 8 of the Local Government (Financial Management) Regulations 1996 requires a local government to have separate bank accounts for the municipal fund, trust fund and reserve accounts. Funds from each of these can be invested in the same investment as they will be accounted for through the general ledger. The Department's view is that the requirement to have three separate bank accounts does not limit the number to three. A local government can in fact operate several municipal fund bank accounts if it chooses. We would however expect sufficient controls to be in place including authority to make withdrawals from all bank accounts.*" The purpose of this disclosure is to establish a third account facility with our bankers and still be in compliance with our Council policy and applicable regulations.
3. DLG issued the LG Operational Guidelines 19 "Investment Policy" in February 2008 and this included a suggested investment policy in Attachment A. Our proposed revised policy is substantially based on this document.
4. Our review of neighbouring shires and larger WA shires found that the larger shires had updated their policies and modelled these in line with the DLG proposal and that there were approximately four pages, without repeating definitions that are in the DLG policy.

POLICY REQUIREMENTS:

The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision making process. Policies should not relate to operational or staff related matters. The Policy Manual is a fluid document and should be reviewed in its entirety at least every 2 years.

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:

- Ø **Environment**
There are no significant environmental implications.
- Ø **Economic**
There are no significant economic implications.
- Ø **Social**
There are no significant social implications.

SCOPE

This policy applies to all officers involved in the investment of Council funds.

POLICY

Delegation of Authority

Authority for implementation of the Investment Policy is delegated by Council to the CEO in accordance with the Local Government Act 1995. The CEO may in turn delegate the day-to-day management of Council's investment to senior finance staff subject to regular reviews.

Prudent Person Standard

Investments are to be managed with the care, diligence and skill that a "prudent person" (as derived by legislation, Trustees Act 1962, and case law) would exercise. Officers are to manage investments to safeguard the portfolio in accordance with the spirit of this investment Policy, and not for speculative purposes.

Ethics and Conflicts of Interest

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investments. Where there is a conflict of interest, it should be disclosed to the CEO as soon as possible.

Approved Investments

All investment must be denominated in Australian dollars. Without Council approval, investment of the Shire funds is limited to:-

- State/Commonwealth Government Bonds;
- Interest Bearing Deposits;
- Bank accepted/endorsed bank bills;
- Bank negotiable Certificate of Deposits; and

Prohibited Investments

This policy prohibits any investment carried out for speculative purposes including:

- Derivative based instruments
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

Risk Management Guidelines

Investments obtained are to comply with three key criteria (described below) relating to:

- Portfolio Credit Framework - to limit overall credit exposure of the portfolio
- Counterparty Credit Framework - to limit exposure to individual counterparties/institutions
- Term to Maturity Framework - limits based upon maturity of securities

a) Overall Portfolio Limits

To control quality on the entire portfolio, the following framework limits the percentage of the portfolio exposed to a particular credit rating category:

S & P Long Term Rating	S & P Short Term Rating	Direct Investment Maximum %	Managed Funds Maximum %
AAA	A-1+	100%	100%
AA	A-1	100%	100%
A	A-2	60%	80%

b) Counterparty Credit Framework

Exposure to an individual institution will be restricted by its credit rating so that single entity exposure is limited as detailed in the table below:

S & P Long Term Rating	S & P Short Term Rating	Direct Investment Maximum %	Managed Funds Maximum %
AAA	A-1+	45%	50%
AA	A-1	35%	45%
A	A-2	20%	40%

If any of the investments are downgraded such that they no longer fall within the investment policy, they will be divested as soon as practicable.

Investments fixed for greater than 12 months are to be approved by Council, reviewed on a regular term and invested for no longer than 5 years.

c) Term to Maturity Framework

The following maturity constraints will apply:

Overall Portfolio Term to Maturity Limits

Portfolio % < 1 year	100 Max; 40% Min
Portfolio % > 1 year	60%
Portfolio % > 3 year	35%
Portfolio % > 5 year	25%

Individual Investment Maturity Limits

Authorised Deposit Institution	5 years
Non Authorised Deposit Institution	3 years

Note: Authorised Deposit Institutions are corporations that are authorised under the Banking Act 1959 to take deposits from customers.

Investment Guidelines

Municipal funds will be invested for short to medium terms, and reserve funds for medium to long terms. To maintain accountability and transparency, municipal funds and reserve funds are to be invested in separate accounts.

For the purposes of this policy:

- “Long term” refers to a term of up to 12 months.
- “Medium term” refers to a term of up to 6 months.
- “Short term” refers to liquid investments (at call) or up to 3 months or less that is readily convertible to cash with no impairment to the original value of the investment.

Appendix B - Investment Policy checklist from Local Government Operational Guidelines - Number 19 - Investment Policy (February 2008) shall be used to assess each new investment. The form shall be retained as evidence. Three quotes will be obtained when investing any funds. Once the rate is finalised the investment must be approved by two signatories to the bank account.

Investment Strategy

An Investment Strategy will run in conjunction with this investment policy. The investment strategy will be presented to Councils Finance Committee every six months. The Strategy will outline:

- Council’s cash flow expectations

- Optimal target allocation of investment types, credit rating exposure, and term to maturity exposure and
- Appropriateness of overall investment types for Council's Portfolio

Investment Advisor

Any Investment Advisor be appointed must be approved by Council and be licensed by the Australian Securities and Investment Commission. The advisor appointed must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended; and is free to choose the most appropriate product within the terms and conditions of the investment policy.

Approved Borrowers

The following are approved by Council as financial institutions in which the Shire's funds may be invested.

- Westpac Banking Corporation (WBC)
- Australia and New Zealand Bank (ANZ)
- Commonwealth Bank of Australia (CBA)
- National Australia Bank (NAB)
- St George Bank
- Bankwest of WA

From time to time, new parties emerge wanting to participate in the Shire's investment program they will be assessed, evaluated and recommended to Council for approval. Their inclusion in the above listing is subject to approval by the Council.

Reporting and Review

A monthly report must be provided to Council detailing the investment portfolio in terms of performance, percentage exposure of total portfolio, maturity date and changes in market value (if applicable). The report will also detail investment income earned against budget.

Documentary evidence must be held for each investment and details thereof maintained in an investment register. For audit purposes, certificates will be obtained from financial institutions confirming the amounts of investments held on Council's behalf as at 30 June each year and reconciled to the Investment Register.

This policy should be reviewed if there is a marked change in the economic landscape affecting financial markets and interests and / or if there are state or federal legislative changes affecting the movement and investment of Council funds.

9.1.4 ANNUAL REPORT

FILE REFERENCE:	F1.5
REPORT DATE:	13 December 2012
APPLICANT/PROPONENT:	Deputy Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Dennis Coates – Deputy Chief Executive Officer
ATTACHMENTS:	Annual Report

PURPOSE OF REPORT:

To present to Council the Annual Report for the year-ended 30th June 2012.

BACKGROUND:

Under the provisions of Section 5.54 of the Local Government Act 1995, Council is to consider and accept the Annual Report prior to 31 December 2012.

COMMENT:

The Annual Report will be made available to the public on Monday 7 January 2013.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

Sections 5.53 – 5.55 of the Local Government Act 1995.

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

9.1.5 APPOINTMENT OF AUDITORS

FILE REFERENCE:	F 1.4
REPORT DATE:	14 th December 2012
APPLICANT/PROPONENT:	Dennis Coates – DCEO
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Dennis Coates - DCEO
ATTACHMENTS:	

PURPOSE OF REPORT:

To confirm the appointment of Auditors for a three year term.

BACKGROUND:

The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than five financial years, but an auditor is eligible for reappointment.

The Department of Local Government (DLG) issued Guideline 09: Audit Committees in Local Government – their appointment, function and guidelines and this was last revised in March 2006. Our working relationship with UHY has been consistent with these guidelines

COMMENT:

UHY our existing auditors have been auditing this Council for a number of years and in July 2009 were reappointed for the three financial years 2009-12. They have recently provided the Council, through the Shire President, their most recent signoff (audit opinion and management report) for publication with our annual financial statements and for Council's consideration. Our experience of UHY and our working relationship has been positive and their audit has been professional and thorough and hence the staff recommendation to continue this arrangement with the audit firm of UHY

When Council last appointed UHY for the period 2009-12, it received a quote for costs in the range of \$15,455 for 2011 and \$16,060 for 2012. The actual costs in both years exceeded the quotation, perhaps largely due to the condition of our accounting processes and reports.

During this most recent audit, it is evident that we have made significant internal performance improvements which resulted in a fair audit signoff, which was obtained two months earlier than last year. In the author's opinion, we need to improve and can do; with perhaps the goal to have our audit signoff received in September. To do so, the author, would with Council approval schedule the interim audit visit to occur in March and the subsequent follow up audit in late August.

The scope of the audit is not expected to vary from prior years as our systems and processes have not changed. Consequently the overall audit fee will likely be the same or lower than recent past actual costs.

There are two or three other matters that have to be addressed in conjunction with the appointment of the auditor and effectively a 'clean skin' audit report. Staff reports will address these in more detail in the February, March and April meetings and endeavour to provide Councillors with more information.

A 'clean skin' audit report will requires us to have our assets revalued before the audit (please note this is a current management letter point) and we will have to disclose a new set of financial ratios in 2013-14 comply with new financial regulations and guidelines which are scheduled for release in Feb 2013. Finally but not least our information systems will also need to be altered to allow us to have this available for reporting purposes. The expected cost of these measures – professional fees and system changes will be between \$60,000 and \$70,000 excluding GST. These are significant changes which have a payback over three years – a payback which should help us more easily comply and more importantly use the information for asset management.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

Local Government Act 7.3 Appointment of Auditors : A local government is to, from time to Time, whenever such an appointment is necessary or expedient, appoint* a person to be its auditor.

** Absolute majority required.*

- (2) The local government may appoint one or more persons as its auditor.
- (3) The local government's auditor is to be a person who is —
 - (a) a registered company auditor; or
 - (b) an approved auditor.

7.6. TERM OF OFFICE OF AUDITOR

- (1) The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than 5 financial years, but an auditor is eligible for re-appointment.

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 proposal.

FINANCIAL IMPLICATIONS:

A quotation is being sought with the expectation that and will be presented for your consideration at the Council meeting for inclusion in this year's budget and in future budgets.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

STAFF RECOMMENDATION:

9.2 GENERAL PURPOSES

9.2.1 ABOLITION OF THE WEST BALLIDU LAND CARE CONSERVATION DISTRICT COMMITTEE (LCDC) AND THE KONDUT-MOCARDY LAND CONSERVATION DISTRICT COMMITTEE (LCDC)

FILE REFERENCE:	CA3.4.5
REPORT DATE:	3 December 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 West Ballidu Land and Kondut-Mocardy Conservation District Committees (LCDC).

BACKGROUND:

Gail Arnold of the Department of Agriculture and Food writes advising that the Department of Agriculture and Food intends to abolish of the West Ballidu and Kondut-Mocardy LCDC's.

Before presenting their recommendation to the Minister the Department of Agriculture & Food seeks the Councils support to abolish the West Ballidu and Kondut-Mocardy LCDCs.

COMMENT:

We are advised that the LCDC's ceased to exist when the members term of appointment expired on June 2000 and 2006 respectively, and it is further stated that since that time the LCDCs have 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's.

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.

9.2.2 DRAFT LOCAL PLANNING STRATEGY

FILE REFERENCE:	D2.4.1
REPORT DATE:	11 December 2012
APPLICANT/PROPONENT:	Len deGrussa - Manager Building Services
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Ordinary Council Meeting – 16 August 2012
AUTHOR:	Len deGrussa - Manager Building Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To ask Council to endorse the renumbering of strategy 12 in the new draft Local Planning Strategy.

BACKGROUND:

Resolution No: 050812, which was passed at the ordinary meeting of Council held in the Shire of Wongan-Ballidu Council Chambers on 16 August 2012, contained a typographical error whereas the ten (10) components of strategy 12 were incorrectly flagged 12a to 12k with the number 12e omitted.

COMMENT:

Peter Wright, Senior Planner, from the Department of Planning has requested the numbering of strategy 12 be in continuous order from 12a to 12j. This is obviously a simple formality with no bearing on the wording of the strategies.

POLICY REQUIREMENTS:

Satisfies Regulation 12A(3) of the Town Planning Amendment Regulations 1999 that requires that a Local Planning Strategy shall:

- a) set out the long-term planning directions for the local government
- b) apply State and Regional Planning Policies; and
- c) provide the rationale for the zones and other provisions of the Scheme.

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2005

STRATEGIC IMPLICATIONS:

The Local Planning Strategy provides a long term plan to guide staff and future Councils in their decision making process.

SUSTAINABILITY IMPLICATIONS:

Ø Environment

The LPS will ensure that the effect proposals have on the environment will be properly considered in the decision making process

Ø Economic

There are no known economic implications associated with this proposal.

Ø Social

There are no known social implications associated with this item.

Support modest development in Ballidu recognising its role as a service centre to the northern part of the Shire.

Actions

12a) Identify and acquire vacant lots for non payment of rates, to provide a land bank for release as the market demands.

12b) Support modest expansion of the town on lots already subdivided and on the school oval should it become surplus to the needs of the education department.

12c) Recognise land surplus to the golf course on Reserve 20462 as future rural residential land following the occupation of adjacent rural residential land.

12d) Rationalise the zones to exclude areas identified for conservstion and recreation.

12e) Support the investigation of a “sky park” (fly in) estate adjacent to the airport.

12f) Investigate the viability of establishing a large lot residential estate with access to the airport for private aircraft on Lot 3000 (Reserve 48920) Ballidu including detailed site investigations and environmental studies including the ability to meet the Environmental Protection Agency requirements for development near airports.

12g) Work with stakeholders including LandCorp to acquire the identified land.

12h) Initiate a scheme amendment to rezone the site and implement any required noise amelioration requirements.

12i) Prepare and submit an outline development plan to WAPC (in accordance with action 1a) showing how the existing land will be developed in the context of the surrounding land and road network.

12j) Apply for subdivision and development of the subject land for in accordance with the adopted ODP.

**CARRIED: 9/0
RESOLUTION NO: 091212**

9.2.3 SERVICE ARRANGEMENTS –2012/2013 CHRISTMAS AND NEW YEAR PERIOD

FILE REFERENCE:	ST6.2
REPORT DATE:	12 December 2012
APPLICANT/PROponent:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

The purpose of this report is to authorise the closure of the Administration Office.

BACKGROUND:

Council has a current policy that deals with the Christmas – New Year Shutdown. The policy states “*That the Shire Administration Office be closed from close of business on 24 December in any given year and reopen at 8.00am 2 January in any given year, where normal opening hours will resume.*”

All administration staff will be required to consume annual leave days (with leave loading) or any approved accumulated bonus days or RDO’s during this period. This will also assist in managing the Shire’s accrued leave liability.”

COMMENT:

The policy allows for the closure as follows:

Friday	21 December 2012	Business Working Day
Saturday	22 December 2012	
Sunday	23 December 2012	
Monday	24 December 2012	Business Working Day
Tuesday	25 December 2012	Christmas Day
Wednesday	26 December 2012	Boxing Day
Thursday	27 December 2012	Closed
Friday	28 December 2012	Closed
Saturday	29 December 2012	
Sunday	30 December 2012	
Monday	31 December 2012	Closed
Tuesday	1 January 2013	New Years Day
Wednesday	2 January 2013	Business Working Day

It is therefore recommended that the Shire Administration Office closes on 24 December 2012.

The issue of closing the office over the Christmas/New Year Period surrounds the service obligations of the Shire and whether there is a demand from the general public for services during this period. The Christmas period is historically a very quiet time with many residents leaving the area. It is also a time when most staff plan travel arrangements to spend time with family. With the provision of adequate public notice, any possible inconvenience to the public during the Christmas and New Year Period would be minimised. In addition, suitable emergency contacts will be made available to the public whereby senior staff will be on hand to respond to emergency issues. A “skeleton” works crew will also remain over this period to manage external issues.

9.2.4 MEDICAL CENTRE PRACTICE MANAGEMENT

FILE REFERENCE:	HS1.4
REPORT DATE:	12 December 2012
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	NIL
AUTHOR:	Stuart Taylor – Chief Executive Officer

PURPOSE OF REPORT:

For Council to consider options for the ongoing management of the Medical Practice in the Shire of Wongan-Ballidu

BACKGROUND:

The Shire of Wongan-Ballidu at a Special Meeting on 3rd December 2012 agreed to undertake the management of the medical practice following the news that Dr Richard Walkey has had to relinquish the surgery due to illness.

Part of the information provided at that meeting was that the Shire had been approached by Wheatbelt GP Network to take over the management of the practice.

The CEO was tasked with investigating alternative models of management and report to Council following receipt of a proposal from the Wheatbelt GP Network

On the 6th December 2012 a proposal was received from the Wheatbelt GP Network for the Wongan-Ballidu Practise. This was circulated to Councillors

COMMENT:

Status Quo

The current situation is that the Shire recruits a doctor and hands the practice over as a going concern, with all operational costs and income the responsibility of the doctor.

The Shire of Wongan-Ballidu provides a house, motor vehicle the practice building, staff and equipment, including computers and software to enable the new doctor to walk in and operate the business immediately albeit the paperwork required to formalise the transfer can take a few days.

Option One

The shire to continue operating the practice on a fulltime permanent capacity employing the doctor on a profit share basis(that is percentage of billing plus share of profit generated), this ensures all costs are covered and that there is incentive for the doctor to generate income.

The above provision of benefits would still apply (house, car, and practice building etc)

Option Two

Similar to option one except that that the doctor is salaried rather than profit share with all costs and profits being the responsibility of the Shire

Option Three

Enter into an arrangement with a third party to take over the management of the practise who will recruit and employ doctors to cover the needs of the Shire.

This generally requires the Shire to provide the house, car, practice building and the payment of a management or administration fee, and possibly underwriting of the income of the practise.

Option one and two have been presented to Council previously and were rejected on the basis that the Shire was probably not in a position to manage the practice with its other responsibilities.

This report will therefore concentrate on retaining the status quo and option three.

Status Quo Review

This has been operating reasonably effectively for quite some considerable time, however the assumption has always been that the Shire has the capacity to intervene when an issue arises with the operation of the practice (public perception?).

In reality while the shire owns the assets it does not have the ability to directly intervene and take action in any aspect of the operation of the practice.

It does however have leverage with the provision of the house, car and practise building and equipment which gives the Shire the ability to have influence.

This was evident prior to Dr Walkey's arrival, where while the Shire was aware of issues and problems at the Surgery it could not directly intervene in the operations of it. However the lesson was that the doctor regardless who or where they are from must have experience in their own practice or have been responsible for the performance of a practice.

The decision of the Council to enable the Shire to take over and manage the practice in-between doctors has it's benefits and flaws of equal standing.

The additional work load on the office to change everything over to the shires name, manage the practice, source and engage locums and a new permanent doctor, together with keeping the community involved takes up considerable resources' and funds.

The overriding benefit is that the practice continues to operate, the staff are maintained and the Shire has significant say in who is eventually the doctor.

Option Three

This option provides for an outside service provider to take over the running of the Practice, the service provider usually contracts the Doctor, hires the staff and pays for the operational costs of the practice and retains any profit from the practice. Generally these service providers are a business and operate efficient systems to ensure that there is a profit and that the Doctor is reasonably paid.

Under these arrangements the Shire is requested to provide housing, motor vehicle and practice building with contractual arrangements regarding the service delivery and input to a small extent as to the levels of service.

The service providers generally source the locum doctor during periods of leave, and should the permanent doctor leave, provide locum services during the recruitment process with costs coming out of the practice.

It is becoming more common for administration or management fees to be charged to the Shire.

The proposal put forward by the Wheatbelt GP Network would fall into this category

With the Shire paying an administration fee of \$55,000 per annum, providing the house the car and the practice building.

Reading the information provided the Shire would be responsible for all losses made and would be required to cover the cost of locum services and recruitment between doctors

The recovery or reimbursement of permanent doctor agency recruitment fees is dependent on the doctor agreeing to be part of the Network centre and the application submitted to SIHI for approval.

As stated in the Wheatbelt GP Network proposal the doctor would be recruited to be a part of the program thus would be required to undertake a 12hr shift at Northam least 4 times a month and therefore eligible for the application to recover recruitment costs to be submitted.

The primary benefit put forward by the Wheatbelt GP Network is the continuity of staff relationship with the one employer, if doctor leaves the service provider retains the staff, the utility accounts Medicare etc is all retained in the one organisational change rather than swapping between the Shire and a doctor.

The Wheatbelt GP network would field all enquiries relating to the recruitment process and the management of the Practice rather than the Shire

POLICY REQUIREMENTS:

NIL

LEGISLATIVE REQUIREMENTS:

NIL

STRATEGIC IMPLICATIONS:

The long term impact of any decision whether to continue with the status quo or engage a third party service provider is minimal as the risk and cost of either will be the responsibility of the Shire.

This will be equally so if the Shire should seek to expand services at the Practice

SUSTAINABILITY IMPLICATIONS:

Ø Environment

Nil

Ø Economic

The overall economic impact is minimal, as in any scenario good and bad decisions could be made in the recruitment process of any party involved in management of the practice and as is normal practice the Shire is quite capable of underpinning the practice

Ø Social

This is an interesting situation whereby the Shire could remove itself from the direct management of the Practice; however it is unlikely to have any effect on the passion of the community on this subject with the Shire at the Councillor and administration level receiving input on the Doctor

FINANCIAL IMPLICATIONS:

The Shire of Wongan-Ballidu has over the past four financial years, financially supported the recruitment process and underwritten the Surgery during that time, the situation with the PIP payments following Doctor Victor had the highest cost impact on the Shire, however this did not equal or exceed the proposed administration fee of \$55k per annum the overall deficit for the operations not including recruitment was \$30, 000 over that four financial year period

9.3 HEALTH, PLANNING & BUILDING COMMITTEE

Nil

9.4 WORKS & SERVICES

Nil

9.5 BUSH FIRE ADVISORY COMMITTEE

Nil

10. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Cr Macnamara asked if there was any monies in the budget for standpipes.
The CEO advised that funds had been budgeted and expended.

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

Nil

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

13. CLOSURE

There being no further business the President, Cr Brennan declared the meeting closed at 3.54pm.
These minutes were confirmed at a meeting on February 2013

Signed _____
President