



**MINUTES 26 February 2014**

**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 Wednesday 26 February 2014



## 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President Cr Peter Macnamara declared the meeting opened at 3.00pm and welcomed everyone back including new DCEO, David Taylor

## 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

### ATTENDANCE:

Cr Peter Macnamara  
Cr David Armstrong  
Cr Tracey deGrussa  
Cr Michael Godfrey

Cr Brad West  
Cr Sandra Hartley  
Cr Alfreda Lyon  
Cr Hugh Barrett – Lennard

### STAFF:

Stuart Taylor  
Len deGrussa  
Tanya Greenwood  
Karl Mickle  
Irene Myring

Chief Executive Officer  
Manager Building Services  
Manager Community Services  
Works & Services Coordinator  
(Minutes)

### APOLOGIES

Cr Richard Morgan was granted leave of absence for this meeting.

## 3. PUBLIC QUESTION TIME

Nil

## 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Shire President announced that the Citizen of the Year ceremony would be held on Friday 28 March 2014 in the Lesser hall. He also advised that this year the attendance figures were down this year for the Australia Day breakfast

## 5. PETITIONS AND PRESENTATIONS

Nil

## 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 WEDNESDAY 18 DECEMBER 2013

**STAFF RECOMMENDATION:**

That the minutes of the Ordinary meeting of Council held on Wednesday 18 December 2013 be confirmed as a true and correct record of the proceedings.

**MOTION:** **MOVED** **Cr Armstrong/Cr Barrett-Lennard**

**That the minutes of the Ordinary meeting of Council held on Wednesday 18 December 2013 be confirmed as a true and correct record of the proceedings.**

**CARRIED: 8/0**  
**RESOLUTION NO: 010214**

## 8. MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

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

### **9.1 ADMINISTRATION & FINANCIAL SERVICES**

#### **9.1.1 ACCOUNTS SUBMITTED**

FILE REFERENCE:	F1.4
REPORT DATE:	5 March 2014
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	December 2013 and January 2014

#### **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.

## Environment

**Ø Economic**

**Ø Social**

### VOTING REQUIREMENTS:

**MOTION:** **MOVED** **Cr West/Cr Hartley**

**CARRIED: 8/0**  
**RESOLUTION: 020214**

List of Accounts Paid & Submitted to Finance Committee 1 December - 31 December 2013				
Direct	02/12/2013	DEPARTMENT OF HOUSING	Department Of Housing - 9a Wilding St Rental	-508.00
Direct	09/12/2013	CRC - FUJI XEROX AUSTRALIA PTY LTD -	Fuji Xerox Australia Pty Ltd - CRC Photocopier	-553.30
Direct	27/12/2013	WESTNET PTY LTD	Medical Centre Internet	-89.95
EFT10594	11/12/2013	WALGS SUPERANNUATION PLAN	Employee Superannuation	-6707.44
EFT10595	11/12/2013	AUSTRALIAN SERVICES UNION	Employee Union Fees	-24.44
EFT10596	11/12/2013	IOU SOCIAL CLUB	Employee Social Club Deductions	-240.00
EFT10597	11/12/2013	HOSPITAL BENEFIT FUND	Employee Payroll Deductions	-378.05
EFT10598	11/12/2013	MUNICIPAL EMPLOYEES UNION	Employee Union Fees	-19.40
EFT10599	11/12/2013	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-167.12
EFT10600	11/12/2013	KYLEREAN SUPERANNUATION FUND	Superannuation contributions	-1044.01
EFT10601	11/12/2013	STAPLES	Stationary	-221.43
EFT10602	11/12/2013	AVON WASTE	November Rubbish Collection 2013	-8348.08
EFT10603	11/12/2013	BOEKEMAN MACHINERY		-196.50
		BOEKEMAN MACHINERY	Parts and testing on PTK25	176.00
		BOEKEMAN MACHINERY	Clamp PTK31	10.25
		BOEKEMAN MACHINERY	Exh Clamp PTK 31	10.25
EFT10604	11/12/2013	C.Y. O'CONNOR INSTITUTE	Training For Access Learning And Career Development Opportunities - Depot Staff	-2190.60
EFT10605	11/12/2013	CUTTING EDGES PTY LTD	Nuts, Bolts and blades for PG12, PG13, and PG14	-2816.00
EFT10606	11/12/2013	WONGAN HILLS IGA	Purchases for November 2013	-733.63
EFT10607	11/12/2013	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2013/2014 ESL 2nd Quarter Contribution	-18773.14
EFT10608	11/12/2013	UHY HAINES NORTON	2012-2013 Annual Financial Report	-2238.50
EFT10609	11/12/2013	MCINTOSH & SON	Parts for PTRAG6, PTK29, PBH2, MPL2, PTK27, PVM2, PTRL23	-554.93
EFT10610	11/12/2013	MULTIGROUP DISTRIBUTION SERVICES PTY LTD	November Freight Charges	-997.81
EFT10611	11/12/2013	RURAL PRESS REGIONAL MEDIA (WA)	Advertisement advising of the two new Councillors	-322.52
EFT10612	11/12/2013	TRUCKLINE PARTS		-310.11
		TRUCKLINE PARTS	710.0005 10 stud trailer rim to suit 11R 22.5, 335 stud centres PTRL25	293.28
		TRUCKLINE PARTS	Seal Kit PTK30	16.83
EFT10613	11/12/2013	WATER CORPORATION		-1993.68
		WATER CORPORATION	Standpipe Kondut East	372.30
		WATER CORPORATION	Wongan Hills Sports Ground	49.13
		WATER CORPORATION	Swimming Pool	1520.91
		WATER CORPORATION	Civic Centre	51.34
EFT10614	11/12/2013	WESTRAC EQUIPMENT PTY LTD	Parts for PLDR7,PG13, PG12	-1211.53
EFT10615	11/12/2013	WHEATBELT TYRES	Fit and wheel balance PTK30	-2071.81
EFT10616	11/12/2013	WONGAN NEWSAGENCY	Stationery and Papers for November 2013	-101.19
EFT10617	11/12/2013	WONGAN STEEL MANUFACTURERS	Parts purchases for November 2013, PG13, PTK31, PSP4, PG14, PTK30, HO132, PTK29, PTRL23,G004, PTK27	-1136.17
EFT10618	11/12/2013	C FOLLETT & CO	Repair burst water main	-479.20
EFT10619	11/12/2013	G R & N W WALTON	Provide 2 x additional outlets for Centrelink lines rearrange connection for EFTPOS terminal at CRC	-258.50
EFT10620	11/12/2013	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Emulsion 1000L IBC-CRS 170	-1210.00
EFT10621	11/12/2013	STATE LAW PUBLISHER	Government Gazette Notice for authorised persons	-190.40
EFT10622	11/12/2013	ORICA/SPECTRUM AUSTRALIA PTY LTD		-540.98
		ORICA/SPECTRUM AUSTRALIA PTY LTD	Service Fee	163.68
		ORICA/SPECTRUM AUSTRALIA PTY LTD	Supply of 1 x Cylinder Chlorine	377.30
EFT10623	11/12/2013	WONGAN HILLS BETTA HOME LIVING	Swimming Pool1 x new bbq gas cylinder full and 1 x exchange cylinder	-124.00
EFT10624	11/12/2013	DALLIMORE NOMINEES PTY LTD	14 Ellis Street Lay new vinyl as quote no: 8247	-2540.00
EFT10625	11/12/2013	WESTERN AUSTRALIAN TREASURY CORPORATION		-13072.34
		WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 143 Fixed Component - Land development	9187.44
		WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 149 Fixed Component - Resurface Greens	3884.90
EFT10626	11/12/2013	COVS	AP302 Noise filter	-47.00
EFT10627	11/12/2013	CANNON HYGIENE AUSTRALIA PTY LTD	Monthly Service - Sports Pavilion	-229.64
EFT10628	11/12/2013	JTAGZ PTY LTD	Lifetime Dog tags, 2015 and 2017 Dog tags	-434.50
EFT10629	11/12/2013	RBC RURAL		-732.62
		RBC RURAL	Administration Office - Meter plan charges	727.86
		RBC RURAL	CRC - Meter plan charges	4.76
EFT10630	11/12/2013	OVERLAND FREIGHT		-350.28
		OVERLAND FREIGHT	Freight for November 2013 Water for CRC	48.00
		OVERLAND FREIGHT	Freight for November 2013 - Various	302.28
EFT10631	11/12/2013	WONGAN HILLS HARDWARE		-6315.21
		WONGAN HILLS HARDWARE	Building	1315.95
		WONGAN HILLS HARDWARE	Works	99.00
		WONGAN HILLS HARDWARE	Works	1950.00
		WONGAN HILLS HARDWARE	Works	2950.26
EFT10632	11/12/2013	B C & M G HUGGETT	Wongan Hills Medical Centre - Backflow check and Travel	-265.38
EFT10633	11/12/2013	LOCK, STOCK & FARRELL	Keys for Civic Centre	-82.00
EFT10634	11/12/2013	SIGMA CHEMICALS	Freight for Chemicals	-52.80
EFT10635	11/12/2013	RELIANCE PETROLEUM	Fuel for November 2013	-357.02

List of Accounts Paid & Submitted to Finance Committee 1 December - 31 December 2013				
EFT10636	11/12/2013	VISIMAX	Cat Control Notices x 3	-106.80
EFT10637	11/12/2013	WONGAN MAIL SERVICE	Mail for November 2013	-349.96
EFT10638	11/12/2013	DUNNINGS INVESTMENTS P/L	Fuel Purchases for November 2013	-5293.40
EFT10639	11/12/2013	HIGH STANDARD SECURITY	Security System Monitoring - CRC	-128.70
EFT10640	11/12/2013	MULTISPARES LTD	30V2804 oil pressure sensor - PTK25	-271.70
EFT10641	11/12/2013	WONGAN HILLS HOTEL	Dinner for Council Meeting	-337.70
EFT10642	11/12/2013	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL Reconciliation	-144.50
EFT10643	11/12/2013	OPUS INTERNATIONAL CONSULTANTS (PCA) PTY LTD	Roman II data base update	-3300.00
EFT10644	11/12/2013	AIR LIQUIDE WA PTY LTD	Cylinder Fee - Med Oxy D	-54.68
EFT10645	11/12/2013	LOGIC NETWORKS		-3025.00
		LOGIC NETWORKS	Managed IT Services for November	1512.50
		LOGIC NETWORKS	Manager IT Services for December	1512.50
EFT10646	11/12/2013	DAIMLER TRUCKS PERTH	MK664952 fuse box cover PTK31	-95.70
EFT10647	11/12/2013	CADOUX TRADERS	Poly Coupling 32mm	-8.30
EFT10648	11/12/2013	AIRCONS 4 YOU PLUS ELECTRICAL	11 Wandoo Cresc- Repair / replace faulty light switches in kitchen & bathroom	-100.22
EFT10649	11/12/2013	MEDITECH AUST-ASIA PTY LTD	Reimbursement of Rent - Medical Centre	-1878.94
EFT10650	11/12/2013	JAPANESE TRUCK & BUS SPARES PTY LTD	Economy clutch kit to suit Isuzu NPR75L - PTK29	-527.55
EFT10651	11/12/2013	IGNITE	Community Development Fund	-4000.00
EFT10652	11/12/2013	ANN-MARIE TRINDALL	50th Birthday Cake - Swimming Pool	-150.00
EFT10653	11/12/2013	ANZ BANK (NETT WAGES)	PPE 10.12.2013	-60529.75
EFT10654	23/12/2013	WALGS SUPERANNUATION PLAN	Employee Superannuation	-6364.16
EFT10655	23/12/2013	AUSTRALIAN SERVICES UNION	Employee Union Fees	-24.44
EFT10656	23/12/2013	IOU SOCIAL CLUB	Employee Social Club Deductions	-260.00
EFT10657	23/12/2013	HOSPITAL BENEFIT FUND	Employee Payroll Deductions	-378.05
EFT10658	23/12/2013	MUNICIPAL EMPLOYEES UNION	Employee Union Fees	-19.40
EFT10659	23/12/2013	COLONIAL FIRST STATE FIRST CHOICE PERSONAL SUPER	Superannuation contributions	-166.09
EFT10660	23/12/2013	KYLEREAN SUPERANNUATION FUND	Superannuation contributions	-1044.01
EFT10661	23/12/2013	ANZ BANK (NETT WAGES)	PPE 24122013	-56750.62
EFT10662	23/12/2013	AVON WASTE	December Rubbish Collection	-8288.28
EFT10663	23/12/2013	BROOKS HIRE SERVICE PTY LTD	Hire of komatsu Loader for Widening work on the Dowerin Kalannine Road (Kirwan )	-11215.60
EFT10664	23/12/2013	COURIER AUSTRALIA INTERNATIONAL	Freight	-19.20
EFT10665	23/12/2013	WONGAN HILLS IGA	Refreshments November 2013 CRC	-121.57
EFT10666	23/12/2013	JASON SIGNMAKERS		-3360.50
		JASON SIGNMAKERS	Sticker overlays plus brackets	1809.50
		JASON SIGNMAKERS	Galv Post /Cap	1551.00
EFT10667	23/12/2013	JR & A HERSEY PTY LTD		-1647.69
		JR & A HERSEY PTY LTD	Uniforms /Protective clothing	64.35
		JR & A HERSEY PTY LTD	Oil pressure kit, air gun and 20pm nitto 1/4 male ad	347.49
		JR & A HERSEY PTY LTD	Road delineator, sunscreen, repel, gloves multi scissors	881.65
		JR & A HERSEY PTY LTD	Lopper bypass, pruner bypass, golf hats canvas hats trigger spray and cable ties	354.20
EFT10668	23/12/2013	MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight Charges	-44.73
EFT10669	23/12/2013	WALLIS COMPUTER SOLUTIONS		-272.36
		WALLIS COMPUTER SOLUTIONS	Priority IT Support - Network Down 01.11.2013	173.36
		WALLIS COMPUTER SOLUTIONS	Printer problems	99.00
EFT10670	23/12/2013	WONGAN AUTO BODY REPAIRS	10L Prepsol for signs	-64.98
EFT10671	23/12/2013	WONGAN NEWSAGENCY	Wongan Hills Newsagency stationary - CRC	-83.80
EFT10672	23/12/2013	NEAT N TRIM UNIFORMS PTY LTD	Uniforms for admin staff x 5	-658.50
EFT10673	23/12/2013	WONGAN HILLS BETTA HOME LIVING	Floor fan for Managers Office - CRC	-21.00
EFT10674	23/12/2013	FUJI XEROX AUSTRALIA PTY LTD	CRC - ApeosPort-IVC7780 photocopier	-3138.50
EFT10675	23/12/2013	MARKETFORCE PRODUCTIONS	Shields Crescent land sale advert - West Real Estate	-1383.50
EFT10676	23/12/2013	METAL ARTWORK CREATIONS	name bases Cr Sandra Hartley, Cr Richard Morgan, Manager Community Resources and Works Coordinator	-175.12
EFT10677	23/12/2013	RADIOWEST BROADCASTERS PTY LTD		-660.00
		RADIOWEST BROADCASTERS PTY LTD	Promotion/Package: Spring in the Valley tour	550.00
		RADIOWEST BROADCASTERS PTY LTD	Community Breakfast Show	110.00
EFT10678	23/12/2013	SHANNON ABBOTT	Repairs to Air conditioner - PTK29	-634.15
EFT10679	23/12/2013	B C & M G HUGGETT	Ballidu Sports Complex Repair burst water main	-517.83
EFT10680	23/12/2013	SIGMA CHEMICALS		-2700.38
		SIGMA CHEMICALS	Mobi-trolley 1.25 HP pump filter	1800.00
		SIGMA CHEMICALS	Chemicals for pool	900.38
EFT10681	23/12/2013	THE FARM SHOP	UHF radio, glue, tape, bush, jet nozzle - PBH2	-294.62
EFT10682	23/12/2013	WONGAN MAIL SERVICE	Postage CRC	-76.19
EFT10683	23/12/2013	HART SPORT	Hart Dumbbells for Swimming Pool aerobics	-183.30
EFT10684	23/12/2013	STATE LIBRARY OF WA	Better Beginnings Gift Books	-121.00
EFT10685	23/12/2013	MIDLAND TROPHIES	CRC - Supply of Trophy for Wongan Gymnastics	-26.00
EFT10686	23/12/2013	LAM-VY PHAN	Wages for December 13	-1720.62
EFT10687	23/12/2013	GROENEVELD AUSTRALIAS PTY LTD	Repairs to Twin3 greaser - PG13	-840.37
EFT10688	23/12/2013	KATHLEEN RUSSELL	Lease payment for Garden Centre from 1 January 2014 to 31 March 2014	-1875.00

List of Accounts Paid & Submitted to Finance Committee 1 December - 31 December 2013				
EFT10689	23/12/2013	AUTOSWEEP WA	Street cleaning road sweeping Wongan Hills and Ballidu	-3690.50
EFT10690	23/12/2013	BOYUP BROOK COMMUNITY RESOURCE CENTRE		-2095.00
		BOYUP BROOK COMMUNITY RESOURCE CENTRE	Shire Wongan-Ballidu RTO Consultant Project Lynda Coote - Boyupbrook CRC Progress Payment	955.00
		BOYUP BROOK COMMUNITY RESOURCE CENTRE	Progress Payment	1140.00
EFT10691	23/12/2013	CENTURION TEMPORARY FENCING	Hire temporary fencing 7 December 2013 to 7 January 2014	-1134.38
EFT10692	23/12/2013	INSTITUTE OF AUTOMOTIVE MECHANICAL ENGINEERS	Electrical testing log books and red and black test tags	-108.00
EFT10693	23/12/2013	TEAM DIGITAL	Freight - CRC	-17.31
EFT10694	23/12/2013	AIRCONS 4 YOU PLUS ELECTRICAL		-612.56
		AIRCONS 4 YOU PLUS ELECTRICAL	Burakin Hall : Make good lighting wiring in lesser hall	451.24
		AIRCONS 4 YOU PLUS ELECTRICAL	Cadoux Public Toilets replace damage light time switch	161.32
EFT10695	23/12/2013	RACHAEL HAYES	Contractor fees for period 1 December 2013 to 31 December 2013 for tip management	-4583.00
EFT10696	23/12/2013	CREST HOTEL GROUP PTY LTD	Staff Training Lyn & Tanya - 8 - 11 December	-708.00
EFT10697	23/12/2013	WONGAN COMMUNITY STORE	Hall Hire Bond Refund	-370.00
EFT10698	23/12/2013	TANYA GREENWOOD	Replacement of iphone screen	-179.00
EFT10750	31/12/2013	DEPARTMENT OF TRANSPORT	December 2013 Monthly DOT payments	-66694.10
19847	11/12/2013	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll Deduction	-1135.00
19848	11/12/2013	REST SUPERANNUATION	Superannuation contributions	-64.19
19849	11/12/2013	AMP SUPERANNUATION LTD.	Superannuation contributions	-188.45
19850	11/12/2013	AUSTRALIAN SUPER	Superannuation contributions	-173.11
19851	11/12/2013	PRIME SUPER	Superannuation contributions	-335.30
19852	11/12/2013	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation contributions	-162.68
19853	11/12/2013	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-174.03
19854	11/12/2013	ONEPATH LIFE LIMITED	Superannuation contributions	-149.37
19855	11/12/2013	TASPLAN	Superannuation contributions	-105.23
19856	11/12/2013	WILLIAMS & WILLIAMS	Advertising in the 2013/2014 Mortlock Football Budget	-220.00
19857	11/12/2013	TELSTRA CORPORATION LIMITED	Telephone Acct for November 2013 inc TIM Platform	-4949.84
19858	11/12/2013	SHIRE OF WONGAN-BALLIDU	Two full page ads to run for four weeks in black and white. Xmas Lights and Citizen of the Year	-132.00
19859	11/12/2013	SYNERGY	Street Lighting 25/10/2013 - 24/11/2013	-3209.95
19860	11/12/2013	BUILDING & CONSTRUCTION INDUSTRY TRAINING FUND	BCITF Commission	-166.30
19861	11/12/2013	WESTERN AUSTRALIAN ELECTORAL COMMISSION	Returning Officer Costs for Elections	-4983.48
19862	11/12/2013	MCLEODS BARRISTERS & SOLICITORS	Agreement for Medical Services - Dr Rifat Qamar	-1587.30
19863	11/12/2013	RAC	Road Side Assistance Insurance for Community Bus	-177.00
19864	11/12/2013	EMMA HAWKINS	Pet Sterilisation	-20.00
19865	23/12/2013	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll Deduction	-1135.00
19866	23/12/2013	REST SUPERANNUATION	Superannuation contributions	-42.79
19867	23/12/2013	AMP SUPERANNUATION LTD.	Superannuation contributions	-189.07
19868	23/12/2013	AUSTRALIAN SUPER	Superannuation contributions	-172.60
19869	23/12/2013	PRIME SUPER	Superannuation contributions	-694.07
19870	23/12/2013	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation contributions	-161.62
19871	23/12/2013	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-174.02
19872	23/12/2013	ONEPATH LIFE LIMITED	Superannuation contributions	-149.37
19873	23/12/2013	TASPLAN	Superannuation contributions	-105.23
19874	23/12/2013	WESTNET PTY LTD	Shire monthly Internet Service	-599.64
19875	23/12/2013	TELSTRA CORPORATION LIMITED	CRC Phone Account	-327.95
19876	23/12/2013	SYNERGY	Electricity Acct - Wongan Hills Sports Ground	-1894.10
19877	23/12/2013	DARREN NICHOLSON	Refund of overpayment of Debtor 524	-121.13
			Bank Code Account Name	
			1 Municipal Bank	-303883.24
			2 Trust Account	-66694.10
			TOTAL	-370577.34
			RECOVERABLE	-2983.53
			PARTIALLY RECOVERABLE	4949.84

List of Accounts Paid & Submitted to Finance Committee 01/01/2014 - 31/01/2014				
CHQ/EFT	Date	Name	Description	Amount
DIRECT	02/01/2014	DEPARTMENT OF HOUSING	9a Wilding St Rental	-508.00
DIRECT	08/01/2014	FUJI XEROX AUSTRALIA PTY LTD	CRC Photocopier	-553.30
DIRECT	28/01/2014	C/CARD - CEO CREDIT CARD	Ceo Credit Card	-289.30
EFT10699	08/01/2014	WALGS SUPERANNUATION PLAN	Superannuation contributions	-6241.74
EFT10700	08/01/2014	AUSTRALIAN SERVICES UNION	Payroll deductions	-24.44
EFT10701	08/01/2014	IOU SOCIAL CLUB	Payroll deductions	-240.00
EFT10702	08/01/2014	HOSPITAL BENEFIT FUND	Payroll deductions	-378.05
EFT10703	08/01/2014	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT10704	08/01/2014	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-159.29
EFT10705	08/01/2014	KYLEREAN SUPERANNUATION FUND	Superannuation contributions	-1044.01
EFT10706	08/01/2014	ANZ BANK (NETT WAGES)	PPE 07012014	-50517.85
EFT10707	09/01/2014	AVON WASTE	517 Domestic Rubbish Collections - December 2013	-8373.28
EFT10708	09/01/2014	BOEKEMAN MACHINERY	2013 Toyota Coaster Bus as per Quote 2525A	-85828.00
EFT10709	09/01/2014	COURIER AUSTRALIA INTERNATIONAL	Con Note: 8439167004 - Library Freight	-22.03
EFT10710	09/01/2014	WONGAN HILLS IGA	December 2013	-1055.70
		WONGAN HILLS IGA	Refreshments for December 2013 - CRC	121.96
		WONGAN HILLS IGA	Refreshments for December 2013 - Admin	933.74
EFT10711	09/01/2014	UHY HAINES NORTON	Audit Services for year of year 30 June 2013.	-12969.00
EFT10712	09/01/2014	JASON SIGNMAKERS	600x450 sign with RESTRICTED AREA NO UNAUTHORISED PARKING ON HELIPAD	-38.50
EFT10713	09/01/2014	LANDMARK OPERATIONS	Liquid chlorine and hydrochloric acid	-493.74
EFT10714	09/01/2014	MCINTOSH & SON		-456.36
		MCINTOSH & SON	Linch Pin Cat 3 11mm 7/16" PTRL21	3.48
		MCINTOSH & SON	Wiper Seal Piston Ring, Back up Washer, O Rings PTRL27	321.31
		MCINTOSH & SON	Freight	11.00
		MCINTOSH & SON	Air Filter and freight PTK25	120.57
EFT10715	09/01/2014	MULTIGROUP DISTRIBUTION SERVICES PTY LTD		-470.22
		MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Swimming Pool	359.08
		MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight PTK27, OHO20, PTK29, PG12	111.14
EFT10716	09/01/2014	OFFICEWORKS BUSINESS DIRECT	A3 Paper 60 Reams	-467.25
EFT10717	09/01/2014	RURAL PRESS REGIONAL MEDIA (WA)		-1206.49
		RURAL PRESS REGIONAL MEDIA (WA)	Christmas message	81.40
		RURAL PRESS REGIONAL MEDIA (WA)	Ads for CSO - Finance	1125.09
EFT10718	09/01/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Course Booking - Richard Morgan - Understanding Local Government	-214.50
EFT10719	09/01/2014	WATER CORPORATION		-2281.11
		WATER CORPORATION	Licence for Mocardy Dam	75.64
		WATER CORPORATION	Mitchell Street	48.74
		WATER CORPORATION	Sports Oval - Wongan Hills	108.08
		WATER CORPORATION	Swimming Pool	2000.37
		WATER CORPORATION	Tennis Courts	48.28
EFT10720	09/01/2014	WONGAN HILLS COMMUNITY RESOURCE CENTRE	Full Page B&W Pool notice x 2 editions. #662 & #663	-44.00
EFT10721	09/01/2014	WONGAN NEWSAGENCY	Papers and Stationery Supplies for December 2013	-95.99
EFT10722	09/01/2014	WONGAN STEEL MANUFACTURERS	Supply goods and services for the month of December	-233.09
EFT10723	09/01/2014	BOC LIMITED	Argoshield Light E2	-145.65
EFT10724	09/01/2014	HOIST HYDRAULICS WA PTY LTD	Supply of 4 wiper seals and 2 cylinder seals as per examples PTK27	-178.11
EFT10725	09/01/2014	NEAT N TRIM UNIFORMS PTY LTD	Staff Uniforms	-1124.00
EFT10726	09/01/2014	ORICA/SPECTRUM AUSTRALIA PTY LTD	Chlorine Gas Cylinders	-959.20
EFT10727	09/01/2014	AUSTRALIAN TAXATION OFFICE	December BAS	-3472.00
EFT10728	09/01/2014	MAJOR MOTORS PTY LTD	Fan Belt and Air con Belt + freight - PTK29	-95.06
EFT10729	09/01/2014	ALL TYPE ENGRAVING & SIGNS	Five Name Badges - Councillors and staff	-100.93
EFT10730	09/01/2014	WESTERN AUSTRALIAN TREASURY CORPORATION		-22312.21
		WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 145B Fixed Component - Shire	8075.69
		WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 145C Fixed Component - Shire	8800.00
		WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 147 Fixed Component - Wongan Aged Care	5436.52
EFT10731	09/01/2014	WHEATBELT VETERINARY SERVICE	Cat Sterilisation - Lulu Roberts Voucher 002	-100.00
EFT10732	09/01/2014	AIR WELL PUMPS PTY LTD	Seal kits/Valve/Cable/hose/probe - R0027	-821.70
EFT10733	09/01/2014	COVS	Various Parts - ptk28m ptk25, ptr8,PUT51, PUT55, PTK30, OG11, PTRL20, OHO20	-1518.33
EFT10734	09/01/2014	RBC RURAL	Meterplan Charges Colour & Black - December 2013	-781.62
EFT10735	09/01/2014	OVERLAND FREIGHT	Freight Charges - Various	-661.87
EFT10736	09/01/2014	WONGAN HILLS HARDWARE	Various December 2013 - Building	-263.59
EFT10737	09/01/2014	RADIOWEST BROADCASTERS PTY LTD	Community Breakfast Broadcasts	-110.00
EFT10738	09/01/2014	SHANNON ABBOTT	Repairs to airconditioner - PBH2	-2689.23
EFT10739	09/01/2014	SIAN ELLEN HEWTON	Caretaking of Burakin Hall 1/01/2013 - 31/12/2013	-1040.00
EFT10740	09/01/2014	RELIANCE PETROLEUM	Fuel purchases for December 2013	-685.46
EFT10741	09/01/2014	WONGAN HILLS ROTARY CLUB	Senior Citizens Christmas Luncheon annual donation	-750.00
EFT10742	09/01/2014	WONGAN MAIL SERVICE	Monthly Mail Services - December 2013 - Admin	-171.99
EFT10743	09/01/2014	DUNNINGS INVESTMENTS P/L	Fuel Purchases for December 2013	-4811.27
EFT10744	09/01/2014	ABBOTT & CO PTY LTD	Business cards K Mickle, D Taylor, P Macnamara	-382.80
EFT10745	09/01/2014	MULTISPARES LIMITED	Various parts	-399.10
EFT10746	09/01/2014	WONGAN HILLS HOTEL		-929.59
		WONGAN HILLS HOTEL	Christmas luncheon	370.00
		WONGAN HILLS HOTEL	Alcohol	109.59
		WONGAN HILLS HOTEL	Christmas function	450.00
EFT10747	09/01/2014	AIR LIQUIDE WA PTY LTD	Cylinder Fee - Med Oxy - D	-54.68
EFT10748	09/01/2014	CENTURION TEMPORARY FENCING	Hire temporary security fencing from 8 January 2014 to 7 February 2014	-1134.38
EFT10749	09/01/2014	AIRCONS 4 YOU PLUS ELECTRICAL		-975.19

		AIRCONS 4 YOU PLUS ELECTRICAL	Cadoux Church	209.66
		AIRCONS 4 YOU PLUS ELECTRICAL	Make good faulty lights pub, IGA, etc	765.53
EFT10751	16/01/2014	LANDGATE	GRV Chargeable Schedule G2013/6	-115.91
EFT10750	31/12/2013	DEPARTMENT OF TRANSPORT	Monthly DPI payments	-66376.75
EFT10752	16/01/2014	BOEKEMAN MACHINERY		-240.41
		BOEKEMAN MACHINERY	Hydraulic Filter PRTA6	42.41
		BOEKEMAN MACHINERY	Crane Hire	198.00
EFT10753	16/01/2014	WATER CORPORATION		-282.19
		WATER CORPORATION	Standpipe Manmanning	79.98
		WATER CORPORATION	Standpipe Koorda-Buntine	202.21
EFT10754	16/01/2014	WESTRAC EQUIPMENT PTY LTD		-9111.00
		WESTRAC EQUIPMENT PTY LTD	Windscreen JO727	300.00
		WESTRAC EQUIPMENT PTY LTD	Repairs to Backhoe PBH2	8811.00
EFT10755	16/01/2014	WONGAN AUTO BODY REPAIRS	Fit new door window	-330.00
EFT10756	16/01/2014	WONGAN STEEL MANUFACTURERS	Make Pin for Volvo Tip Truck - PK 25	-29.78
EFT10757	16/01/2014	C FOLLETT & CO	16 MOORE ST: Replace faulty relief valve to HWS	-233.20
EFT10758	16/01/2014	WESFARMERS KLEENHEAT GAS PTY LTD	2 45kg Bottle Rentals for Shire housing	-442.00
EFT10759	16/01/2014	PEERLESS JAL PTY LTD	Cleaning Products	-966.24
EFT10760	16/01/2014	KIM SIMPSON	Gravel Purchases	-2003.10
EFT10761	16/01/2014	WONGAN HILLS HARDWARE	Monthly Purchases for Works January 2014	-2692.40
EFT10762	16/01/2014	GRIFFIN VALUATION ADVISORY	Professional valuation and advisory services - land and buildings fair value	-32926.85
EFT10763	16/01/2014	SIGMA CHEMICALS	Repair kit to pool vacuum cleaner	-113.60
EFT10764	16/01/2014	RNR CONTRACTING P/L	14mm primer seal 8000SQm-@Dowerin Kalannine Road SLK26.20-28.20	-70479.37
EFT10765	16/01/2014	THE FARM SHOP	PF-12 Diesel fuel kit PF-12 meter freight tread tape tap as per quote PSP4	-511.45
EFT10766	16/01/2014	WONGAN MAIL SERVICE	CRC - Monthly invoice for December Postage	-26.85
EFT10767	16/01/2014	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	CRC - Public Transport Authority	-266.35
EFT10768	16/01/2014	LAM-VY PHAN	Wages Chaplaincy - January 2014	-1720.62
EFT10769	16/01/2014	COMPUTER ESSENTIALS	Logitech wireless Keyboard and Mouse	-79.00
EFT10770	16/01/2014	DUN DIRECT PTY LTD	11000Ltrs Diesel	-18123.35
EFT10771	16/01/2014	LOGIC NETWORKS	Managed IT Services - January 2014	-1512.50
EFT10772	16/01/2014	DEPARTMENT OF LANDS	Lease Rent for 1 Year - Development Lease	-550.00
EFT10773	16/01/2014	WAYNE PHIPPS SMASH REPAIRS	Insurance Excess Drs car	-300.00
EFT10774	16/01/2014	EDSONIC PUBLICATIONS PTY LTD	Business Certificate 1, 2 & 3 Training	-695.00
EFT10775	22/01/2014	WALGS SUPERANNUATION PLAN	Superannuation contributions	-6727.49
EFT10776	22/01/2014	AUSTRALIAN SERVICES UNION	Payroll deductions	-24.44
EFT10777	22/01/2014	IOU SOCIAL CLUB	Payroll deductions	-240.00
EFT10778	22/01/2014	HOSPITAL BENEFIT FUND	Payroll deductions	-378.05
EFT10779	22/01/2014	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT10780	22/01/2014	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-162.86
EFT10781	22/01/2014	KYLEREAN SUPERANNUATION FUND	Superannuation contributions	-1044.01
EFT10782	22/01/2014	ANZ BANK (NETT WAGES)	PPE 21st January 2014	-55593.85
EFT10783	30/01/2014	BOEKEMAN MACHINERY	Bearing Assembly Works Utility - VWC	-424.27
EFT10784	30/01/2014	COUNTRY CHOICE	Staff Uniforms	-36.99
EFT10785	30/01/2014	COURIER AUSTRALIA INTERNATIONAL		-43.69
		COURIER AUSTRALIA INTERNATIONAL	Freight Charges - Medical Centre	10.98
		COURIER AUSTRALIA INTERNATIONAL	Freight Charges - Swimming Pool	32.71
EFT10786	30/01/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Various courses Cr Richard Morgan	-2125.00
EFT10787	30/01/2014	WALLIS COMPUTER SOLUTIONS	CRC - Department of Transport printer & installation of new computer	-594.00
EFT10788	30/01/2014	WATER CORPORATION	Water Consumption 15 Nov 2013 to 16 Jan 2014	-14931.02
EFT10789	30/01/2014	WESTRAC EQUIPMENT PTY LTD	Spare parts - PBH2, PROL13, PG13, PG12	-492.51
EFT10790	30/01/2014	WHEATBELT TYRES		-884.39
EFT10791	30/01/2014	MOORA GLASS SERVICE		-1310.65
		MOORA GLASS SERVICE	Reglaze broken window + travel	344.30
		MOORA GLASS SERVICE	49 Quinlan Street - replaced screen doors	966.35
EFT10792	30/01/2014	WONGAN HILLS BETTA HOME LIVING	Vaccum Cleaner Bags	-15.00
EFT10793	30/01/2014	AUSTRALIAN TAXATION OFFICE	DECEMBER 2013 BAS	-19363.00
EFT10794	30/01/2014	FUJI XEROX AUSTRALIA PTY LTD	CRC - ApeosPort-IV C7780 photo copier/printer	-2375.11
EFT10795	30/01/2014	ADVANCED AUTOLOGIC PTY LTD	20kg grease	-254.00
EFT10796	30/01/2014	WONGAN TREES	Supply of tree seedlings	-140.80
EFT10797	30/01/2014	RBC RURAL	Meterplan Charge for January 2014 - Admin	-648.25
EFT10798	30/01/2014	HANSON CONSTRUCTION MATERIALS P/L	42 Tonne of 7mm Stone	-2212.06
EFT10799	30/01/2014	LOCK, STOCK & FARRELL	Various keys and locks	-772.50
EFT10800	30/01/2014	SIGMA CHEMICALS	1 x Pallet 20kg Bags Sodum Bicarbonate plus Freight - Wongan Hills Swimming Pool	-933.04
EFT10801	30/01/2014	BALLIDU TRADING POST - CLEANING ACCOUNT	Ballidu Cleaning - 4.11.13 - 30.12.13	-2763.75
EFT10802	30/01/2014	WREN OIL	Collection of Waste Disposal - Waste Oil 11750Litres	-1441.72
EFT10803	30/01/2014	THE FARM SHOP	Rake	-29.95
EFT10804	30/01/2014	BRYAN RURAL SERVICE	Carry out termite inspections	-2021.25
EFT10805	30/01/2014	TKB MECHANICAL	Air cleaners as per quote	-180.35
EFT10806	30/01/2014	DUN DIRECT PTY LTD		-29810.30
		DUN DIRECT PTY LTD	11500Ltrs Diesel	17204.00
		DUN DIRECT PTY LTD	10000Ltrs Diesel	12449.06
		DUN DIRECT PTY LTD	Textran	53.33
		DUN DIRECT PTY LTD	Hydrolic Oil	103.91
EFT10807	30/01/2014	CAMMS	Qrtly Cloud Hosting Fee - January - March 2014	-1980.00
EFT10808	30/01/2014	AIRCONS 4 YOU PLUS ELECTRICAL	ADMIN CENTRE MBS OFFICE: Check and rectify poor operation of air-conditioner	-55.00

EFT10809	30/01/2014	RACHAEL HAYES	Contractor fees for period 1 January 2014 to 31 January 2014 for tip management	-4583.00
EFT10810	30/01/2014	CREST HOTEL GROUP PTY LTD	Staff Training Lyn & Tanya 20 - 23 January	-708.00
19878	08/01/2014	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-935.00
19879	08/01/2014	REST SUPERANNUATION	Superannuation contributions	-71.32
19880	08/01/2014	AMP SUPERANNUATION LTD.	Superannuation contributions	-185.29
19881	08/01/2014	AUSTRALIAN SUPER	Superannuation contributions	-168.80
19882	08/01/2014	PRIME SUPER	Superannuation contributions	-153.12
19883	08/01/2014	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation contributions	-158.35
19884	08/01/2014	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-174.03
19885	08/01/2014	ONEPATH LIFE LIMITED	Superannuation contributions	-149.37
19886	08/01/2014	TASPLAN	Superannuation contributions	-105.23
19887	09/01/2014	TELSTRA CORPORATION LIMITED	Telephone Usage - December 2013 + TIM usage	-5368.96
19888	09/01/2014	SHIRE OF WONGAN-BALLIDU	1/2 page black and white running for 3 weeks commencing on 25 November 2013	-42.00
19889	09/01/2014	SYNERGY	Street Lighting 25/11/2013 - 24/12/2013 plus Shire buildings	-14840.05
19890	10/01/2014	ANZ BUSINESS ONE	Credit Card Purchases - Christmas Function	-6551.29
19891	16/01/2014	WESTNET PTY LTD	Monthly Internet Charges	-599.64
19892	16/01/2014	TELSTRA CORPORATION LIMITED	Telephone Act for 14 Ellis St	-19.42
19893	16/01/2014	SHIRE OF WONGAN-BALLIDU	2013 Christmas Lights Competition	-500.00
19894	16/01/2014	SYNERGY	Electricity Charges - Sports Oval	-2191.15
19895	16/01/2014	P & T LATHAM	Gravel Purchases	-594.00
19896	22/01/2014	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-1135.00
19897	22/01/2014	REST SUPERANNUATION	Superannuation contributions	-108.76
19898	22/01/2014	AMP SUPERANNUATION LTD.	Superannuation contributions	-188.03
19899	22/01/2014	AUSTRALIAN SUPER	Superannuation contributions	-169.72
19900	22/01/2014	PRIME SUPER	Superannuation contributions	-334.07
19901	22/01/2014	CONSTRUCTION & BUILDING INDUSTRY SUPER	Superannuation contributions	-159.26
19902	22/01/2014	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-174.02
19903	22/01/2014	ONEPATH LIFE LIMITED	Superannuation contributions	-149.37
19904	22/01/2014	TASPLAN	Superannuation contributions	-105.23
19905	30/01/2014	WESTNET PTY LTD	Internet Services - January 2014	-339.79
19906	30/01/2014	TELSTRA CORPORATION LIMITED	CRC - Phone account	-520.15
19907	30/01/2014	SYNERGY	Electricity Acc - Swimming Pool	-3747.45
19908	30/01/2014	DEPARTMENT OF HOUSING	Water Consumption 15 Nov 2013 to 16 Jan 2014	-217.73
19909	30/01/2014	NORTHSIDE SEPTICS	PATTERSON STREET PUBLIC TOILETS: Pump out septic	-260.00
		Bank Code	Account Name	
		1	Municipal Bank	-560379.07
		2	Trust Account	-66376.75
			TOTAL	-626755.82
			RECOVERABLE	6869.09
			PARTIALLY RECOVERABLE	-81589.96

## 9.1.2 FINANCIAL REPORTS

FILE REFERENCE:	F1.4
REPORT DATE:	5 March 2014
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	Financial Reports

### PURPOSE OF REPORT:

That the following statements and reports for the month ended December 2013 and January 2014 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:–

0. 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 F64 - Monthly Financial Reporting Requirements

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

There are no Strategic Implications relating to this item.

- 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.

The financial reports for the periods ending December 2013 and January 2014 are attached to the Council agenda.

**ABSOLUTE MAJORITY REQUIRED: No**

That the following Statements and reports for the months ended December 2013 and January 2014 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 Net Current Assets (NCA)                             | FM Regs 34    |
| d. Rate setting statement  | Discretionary |
| e. Disposal of Assets  | Discretionary |
| f. Rates Outstanding Report  | Discretionary |
| g. Debtors Outstanding Report  | Discretionary |
| h. Bank Reconciliation Report  | Discretionary |
| i. Investment Report   | Discretionary |
| j. Reserve Account Balances Report                                   | Discretionary |
| k. Loans Schedule  | Discretionary |

**That the following Statements and reports for the months ended December 2013 and January 2014 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 Net Current Assets (NCA)
- d. Rate setting statement
- e. Disposal of Assets
- f. Rates Outstanding Report
- g. Debtors Outstanding Report
- h. Bank Reconciliation Report
- i. Investment Report
- j. Reserve Account Balances Report
- k. Loans Schedule

FM Regs 34  
Discretionary  
Discretionary  
Discretionary  
Discretionary  
Discretionary  
Discretionary  
Discretionary  
Discretionary

CARRIED: 8/0  
RESOLUTION: 030214

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 JANUARY 2014**

	Approved Budget 2013- 2014	Current Budget 2013-2014	YTD BUDGET *	YTD Actual	Page	Variance Over or Under	10%
<b>INCOME</b>							
Rates	(2,479,844)	(2,479,844)	(2,439,803)	(2,313,455)		5.2%	✓
Grants Operating, Subsidies & Contributions	(1,237,502)	(1,237,502)	(694,762)	(705,946)		(1.6%)	✓
Non Operating Grants, Subsidies & Contributions	(1,383,954)	(1,383,954)	(686,930)	(303,809)		55.8%	0
Fees & Charges & Service Charges	(585,792)	(585,792)	(484,263)	(531,269)		(9.7%)	✓
Other Revenue	(87,017)	(87,017)	(61,369)	(67,460)		(9.9%)	✓
Interest	(119,298)	(119,298)	(98,322)	(44,685)		54.6%	0
Profit on sale of Assets	-	-	-	-			
<b>a: TOTAL INCOME</b>	<b>(5,893,407)</b>	<b>(5,893,407)</b>	<b>(4,465,449)</b>	<b>(3,966,625)</b>			
<b>OPERATING EXPENSES</b>							
Employee Costs	2,044,854	2,044,854	1,239,614	1,146,679		(7.5%)	✓
Materials & Contracts	1,081,764	1,077,764	731,799	766,489		4.7%	✓
Utilities (Gas, Electricity) etc.	272,764	272,764	164,119	183,913		12.1%	x
Interest #	87,075	87,075	61,598	63,278	11	2.7%	✓
Insurance	213,752	213,752	213,752	230,617		7.9%	✓
Other General	231,040	231,040	170,944	107,897		(36.9%)	0
Loss on Asset Disposals	118,000	118,000	116,956	115,793		(1.0%)	✓
Depreciation	2,405,197	2,405,197	1,403,111	1,158,871		(17.4%)	0
<b>b: TOTAL OPERATING EXPENSES</b>	<b>6,454,447</b>	<b>6,450,447</b>	<b>4,101,893</b>	<b>3,773,536</b>			
<b>c: NET OPERATING (SURPLUS) / DEFICIT</b>	<b>561,039</b>	<b>557,039</b>	<b>(363,556)</b>	<b>(193,089)</b>			
<b>CAPITAL EXPENSES</b>							
Land & Buildings	1,170,255	1,170,255	653,485	163,638		(75.0%)	0
Furniture & Equipment	26,500	26,500	21,956	7,972		(63.7%)	0
Motor Vehicles	158,600	158,600	123,600	110,243		(10.8%)	0
Plant	559,498	563,498	538,498	520,953		(3.3%)	✓
Infrastructure Other	250,000	250,000	145,831	2,693		(98.2%)	0
Infrastructure Roads	1,606,768	1,606,768	902,136	491,154		(45.6%)	0
<b>d: TOTAL CAPITAL</b>	<b>3,771,621</b>	<b>3,775,621</b>	<b>2,385,506</b>	<b>1,296,653</b>			
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,332,660</b>	<b>4,332,660</b>	<b>2,021,950</b>	<b>1,103,564</b>			
<b>ADJUST - NON CASH ITEMS</b>							
Depreciation	(2,405,197)	(2,405,197)	(1,403,111)	(1,158,871)			
Profit on sale of assets	-	-	-	-	6		
Loss on sale of assets	(118,000)	(118,000)	(116,956)	(115,793)	6		
Proceeds from Sale of Assets	(212,500)	(212,500)	(143,327)	(143,326)	6		
Transfer from reserves	(763,000)	(763,000)	-	-	10		
Transfer to reserves	225,000	225,000	-	-	10		
Interest paid to reserves #	44,320	44,320	24,014	24,014	10		
LSL Provision in reserves	-	-	-	-			
Loan proceeds	-	-	-	-			
Loan principal repayment	87,126	87,126	24,501	39,791	11		
SSL Principal Reimbursements	(56,161)	(56,161)	(24,501)	(24,501)	11		
Less Surplus/(deficit) B/Fwd	(1,068,529)	(1,068,529)	(1,050,523)	(1,050,523)	5		
<b>ADJUSTED CLOSING (SURPLUS) / DEFICIT</b>	<b>65,719</b>	<b>65,719</b>	<b>(667,953)</b>	<b>(1,325,646)</b>			

\*\* 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 January 2014**

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. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expense.

Code	Report Section	Comments
	Operating Income	
①	Non Operating Grants, Subsidies & Contributions	CLGF Funding was included in the original budget and since adoption has been withdrawn and is no longer available.
①	Interest	Timing issue with original budget. There are currently seven term deposits with three maturing in February.
	Operating Expenditure	
×	Utilities (Gas, Electricity, Etc)	Electricity and water cost across the board have increased due to additional water and electricity being used as a result of the heat and no rain.
①	Other - General	Conference, discounts, bad debts and donations all down in first quarter.
①	Depreciation	Due to the changes in valuations for assets that underwent fair value assessments per accounting standards.
	Capital	
①	Land & Building	With the exception of the CRC building, no building, capital expenditure has commenced in July, August or September.
①	Furniture & Equipment	Expenditure varies due to timing issues in the original budget.
①	Motor Vehicles	Variance due to budget saving made on completed purchases.
①	Infrastructure - Other	With the exception of the CRC, capital expenditure has been delayed.
①	Infrastructure – Road & Other	Expenditure varies due to timing issues in the original budget.

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 31 JANUARY 2014**

	APPROVED BUDGET	CURRENT BUDGET	YTD ACTUAL
<b>INCOME</b>			
General Purpose Funding	(3,880,079)	(3,880,079)	(2,821,108)
Governance	(29,200)	(29,200)	(19,000)
Law, Order & Public Safety	(38,256)	(38,256)	(32,946)
Health	(139,000)	(139,000)	(165,886)
Education & Welfare	(10,967)	(10,967)	(5,333)
Housing	(108,162)	(108,162)	(57,120)
Community Amenities	(190,169)	(190,169)	(170,819)
Recreation & Culture	(265,438)	(265,438)	(90,029)
Transport	(959,723)	(959,723)	(438,657)
Economic Services	(21,550)	(21,550)	(10,686)
Other Property & Services	(250,863)	(250,863)	(155,041)
<b>a: TOTAL INCOME</b>	<b>(5,893,407)</b>	<b>(5,893,407)</b>	<b>(3,966,625)</b>
<b>OPERATING EXPENSES</b>			
General Purpose Funding	92,503	92,503	50,885
Governance	320,308	320,308	171,709
Law, Order & Public Safety	90,240	90,240	71,834
Health	276,382	276,382	314,051
Education & Welfare	145,091	145,091	75,485
Housing	231,975	231,975	126,170
Community Amenities	264,930	264,930	214,036
Recreation & Culture	1,230,777	1,226,777	757,864
Transport	2,815,819	2,815,819	1,572,601
Economic Services	130,492	130,492	76,287
Other Property & Services #	855,930	855,930	342,615
<b>b: TOTAL OPERATING EXPENSES</b>	<b>6,454,447</b>	<b>6,450,447</b>	<b>3,773,536</b>
<b>c: NET OPERATING (SURPLUS)/DEFICIT</b>	<b>561,039</b>	<b>557,039</b>	<b>(193,089)</b>
<b>CAPITAL EXPENSES</b>			
General Purpose Funding	-	-	-
Governance	76,500	76,500	51,816
Law, Order & Public Safety	38,600	38,600	35,091
Health	35,000	35,000	-
Education & Welfare	-	-	-
Housing	178,000	178,000	2,640
Community Amenities	250,000	250,000	2,693
Recreation & Culture	177,560	195,760	50,921
Transport	2,076,423	2,062,223	899,242
Economic Services	127,498	127,498	127,061
Other Property & Services	812,040	812,040	127,189
<b>d: TOTAL CAPITAL EXPENSES</b>	<b>3,771,621</b>	<b>3,775,621</b>	<b>1,296,653</b>
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,332,660</b>	<b>4,332,660</b>	<b>1,103,564</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF NET CURRENT ASSETS AS AT 31 JANUARY 2014**

**NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT). As in the annual report N22**

	2012-2013	BUDGET	YTD
<b>SURPLUS / (DEFICIT)</b>	1,050,522	(65,718)	1,325,646
<b>COMPRISES</b>			
Cash (including reserves)	2,646,219	1,263,013	2,791,631
Current rates	70,736	421,000	293,320
Sundry debtors	392,549	80,000	21,477
Tax receivables	122,208	50,000	105,579
Other debtors	28,573	46,000	21,850
A: SSL debtors (are excluded see D: adj)	56,062	25,455	31,561
Inventories	20,237	20,400	18,440
<b>Less:</b>			
Reserves	(1,542,811)	(1,049,131)	(1,566,825)
Sundry creditors	(373,547)	(2,172)	22,333
Accrued interest	(44,079)	(1,500)	(44,079)
ESL Levy Owed	(16,216)	(23,695)	(56,568)
PAYG/GST Due To ATO	(32,413)	(2,000)	(100,043)
B: Other - DOT (are excluded see D: adj)	-	-	-
Other	-	-	-
Tax liabilities	(7,923)	(7,923)	14,539
Other	-	-	-
C: Loan liability (are excluded see D: adj)	(87,126)	(592,390)	(47,335)
Current employee benefits provisions	(213,012)	(292,775)	(196,009)
D: Adjustments (see above A to C)	31,064		15,775
<b>(Surplus) / Deficit Variance</b>	1,050,522	(65,718)	1,325,646

**NOTE 1B: CLOSING FUNDS alternate format to Note 1 above**

	2012-2013	BUDGET	YTD
<b>Current assets</b>			
Cash & cash equivalents	2,646,219	1,263,013	2,791,631
Sundry debtors	670,129	600,000	473,787
Inventories	20,237	20,400	18,440
<b>Total current assets</b>	3,336,585	1,883,413	3,283,859
<b>Current liabilities</b>			
Creditors and accounts payable	(474,178)	(40,290)	(163,818)
Current loan liability	(87,126)	(592,390)	(47,335)
Provisions	(213,012)	(885,165)	(196,009)
<b>Total current liability</b>	(774,316)	(1,517,845)	(407,163)
<b>Net current assets</b>	2,562,269	365,568	2,876,696
Less: restricted reserves	(1,542,811)	(1,049,131)	(1,566,825)
Less: SSL principal repayments	(56,062)	25,455	(31,561)
Add back: Current loan liability	87,126	592,390	47,335
Add back: DOT Trust	-	-	-
<b>(Surplus) / Deficit Variance</b>	1,050,522	(65,718)	1,325,646

**SHIRE OF WONGAN-BALLIDU**  
**RATE SETTING STATEMENT AS AT 31 JANUARY 2014**

	2013-2014 APPROVED BUDGET	2013-2014 CURRENT BUDGET	2013-2014 ACTUAL
<b><u>OPERATING INCOME</u></b>			
General Purpose Funding	(1,400,235)	(1,400,235)	(507,653)
Governance	(29,200)	(29,200)	(19,000)
Law, Order & Public Safety	(38,256)	(38,256)	(32,946)
Health	(139,000)	(139,000)	(165,886)
Education & Welfare	(10,967)	(10,967)	(5,333)
Housing	(108,162)	(108,162)	(57,120)
Community Amenities	(190,169)	(190,169)	(170,819)
Recreation & Culture	(265,438)	(265,438)	(90,029)
Transport	(959,723)	(959,723)	(438,657)
Economic Services	(21,550)	(21,550)	(10,686)
Other Property & Services	(250,863)	(250,863)	(155,041)
<b>A</b>	<b>(3,413,564)</b>	<b>(3,413,564)</b>	<b>(1,653,170)</b>
<b><u>OPERATING EXPENSES</u></b>			
General Purpose Funding	92,503	92,503	50,885
Governance	320,308	320,308	171,709
Law, Order & Public Safety	90,240	90,240	71,834
Health	276,382	276,382	314,051
Education & Welfare	145,091	145,091	75,485
Housing	231,975	231,975	126,170
Community Amenities	264,930	264,930	214,036
Recreation & Culture	1,230,777	1,226,777	757,864
Transport	2,815,819	2,815,819	1,572,601
Economic Services	130,492	130,492	76,287
Other Property & Services	855,930	855,930	342,615
<b>B</b>	<b>6,454,447</b>	<b>6,450,447</b>	<b>3,773,536</b>
<b>C= A and B</b>	<b>3,040,883</b>	<b>3,036,883</b>	<b>2,120,366</b>
<b><u>ADJUST FOR CASH BUDGET REQUIREMENTS</u></b>			
<b><u>Non-Cash Expenditure and Revenue</u></b>			
Depreciation on Assets	(2,405,197)	(2,405,197)	(1,158,871)
Profit/(Loss) on Asset Sales	(118,000)	(118,000)	(115,793)
<b><u>Capital Expenditure &amp; Income</u></b>			
Purchase of land & buildings #	1,170,255	1,170,255	163,638
Purchase of furniture & equipment	26,500	26,500	7,972
Purchase of motor vehicles #	158,600	158,600	110,243
Purchase of plant & machinery #	559,498	563,498	520,953
Purchase of other infrastructure #	250,000	250,000	2,693
Purchase of roads infrastructure #	1,606,768	1,606,768	491,154
Proceeds from sale of assets	(212,500)	(212,500)	(143,326)
<b><u>Financing Activities</u></b>			
Repayment of Loan Principal*	87,126	87,126	39,791
Loan proceeds / refinancing CL to NCL adj	-	-	-
Self Supporting Loan Income	(56,161)	(56,161)	(24,501)
<b><u>Reserve Movements</u></b>			
Transfers to Reserves	225,000	225,000	-
Interest paid to Reserves	44,320	44,320	24,014
Transfer from Reserves	(763,000)	(763,000)	-
LSL Provision in reserves	-	-	-
Estimated Muni (Surplus/Deficit) July 1 B/Fwd.	(1,068,529)	(1,068,529)	(1,050,523)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	(65,718)	(65,718)	<b>1,325,646</b>
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>2,479,845</b>	<b>2,479,845</b>	<b>987,809</b>
<b>TOTAL RATES RAISED</b>	<b>2,479,844</b>	<b>2,479,844</b>	<b>2,313,455</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 JANUARY 2014**

	Asset No	Budget Net Book Value	Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
<b>By Class</b>							
<b>Motor Vehicles</b>							
CEO Vehicle*	MV0072	46,000	(38,000)	8,000	45,614	(32,022)	13,592
Ranger Utility	MV0057	15,000	(12,500)	2,500	14,848	(11,091)	3,757
Grader Utility	UT62	20,000	(12,500)	7,500			
Doctors Vehicle	VDOC1	32,000	(20,000)	12,000			
MBS Vehicle	MV0068	22,500	(20,000)	2,500	22,387	(14,286)	8,100
<b>Plant &amp; Equipment</b>							
Community Bus	MV0007	45,000	(19,500)	25,500	26,114	(17,727)	8,386
Volvo Grader	P0011	150,000	(90,000)	60,000	145,956	(64,000)	81,956
Vertimower	VMT1031				3,582	(3,582)	-
Lawn Broom	LB1 1047				618	(618)	-
<b>Land &amp; Buildings</b>							
<b>TOTAL</b>		<b>330,500</b>	<b>(212,500)</b>	<b>118,000</b>	<b>259,119</b>	<b>(143,326)</b>	<b>115,793</b>

<b>By Program</b>							
<b>Governance</b>							
CEO Vehicle	MV0072	46,000	(38,000)	8,000	45,614	(32,022)	13,592
<b>Law, Order &amp; Public Safety</b>							
Ranger Utility	MV0057	15,000	(12,500)	2,500	14,848	(11,091)	3,757
<b>Health</b>							
Doctor's Vehicle	VDOC1	32,000	(20,000)	12,000			-
<b>Recreation &amp; Culture</b>							
Community Bus	MV0007	45,000	(19,500)	25,500	26,114	(17,727)	8,386
Vertimower	VMT1031				3,582	(3,582)	-
Lawn Broom	LB1 1047				618	(618)	-
<b>Transport</b>							
Volvo Grader	P0011	150,000	(90,000)	60,000	145,956	(64,000)	81,956
Grader Utility	UT62	20,000	(12,500)	7,500			-
<b>Economic Services</b>							
MBS Vehicle	MV0068	22,500	(20,000)	2,500	22,387	(14,286)	8,100
<b>TOTAL</b>		<b>330,500</b>	<b>(212,500)</b>	<b>118,000</b>	<b>259,119</b>	<b>(143,327)</b>	<b>115,792</b>

<b>TOTAL</b>							
<b>Motor Vehicle and Plant &amp; Equipment Change Over</b>		<b>Budget Purchase Price</b>	<b>Budget Sale</b>	<b>Change-Over Budget</b>	<b>Actual Purchase</b>	<b>Actual Sale</b>	<b>Change-Over</b>
<b>Motor Vehicles</b>							
CEO Vehicle		50,000	(38,000)	12,000	43,844	(32,022)	11,822
Ranger Utility		38,600	(12,500)	26,100	35,091	(11,091)	24,000
Grader Utility		25,000	(12,500)	12,500			
Doctors Vehicle		35,000	(20,000)	15,000			
MBS Vehicle		35,000	(20,000)	15,000	31,308	(14,286)	17,022
<b>Plant &amp; Equipment</b>							
Toyota Coaster Bus		92,498	(19,500)	72,998	95,753	(17,727)	78,025
Grader		360,800	(90,000)	270,800	340,000	(64,000)	276,000
Loader		67,000	-	67,000	67,000	-	67,000
Vertimower		18,200	(4,200)	14,000	18,200	(4,200)	14,000
<b>TOTAL</b>		<b>722,098</b>	<b>(216,700)</b>	<b>505,398</b>	<b>631,195</b>	<b>(143,326)</b>	<b>487,869</b>



# SHIRE OF WONGAN-BALLIDU

## BANK RECONCILIATIONS FOR 31 JANUARY 2014

	Total	Municipal (01100)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	3,247,000.92	1,661,999.93	17,478.62	1,566,822.37	700.00
Add: Receipts	202,432.73	123,640.85	78,789.80	2.08	
Less: Payments - EFT & Cheques	(626,755.82)	(560,379.07)	(66,376.75)		
Payments - Bank Fees and Rounding	(1,154.80)	(1,154.80)			
Balance as per General Ledger	2,821,523.03	1,224,106.91	29,891.67	1,566,824.45	700.00
Balance as per Bank Statements	342,237.51	301,180.56	16,546.16	24,510.79	
Balance as per Bank Deposit Certificates	2,464,619.82	922,306.16		1,542,313.66	
Balance as per Holder Certificates	700.00				700.00
Add: Outstanding Deposits	16,459.49	3,113.98	13,345.51		
Less: Adjustments	(2,493.79)	(2,493.79)			
Unpresented Cheques	-				
Balance as per Cash Book	2,821,523.03	1,224,106.91	29,891.67	1,566,824.45	700.00
Figure should equal same as Creditor Payment List	\$ 0.00	\$ -	\$ -	\$ -	\$ -

**SHIRE OF WONGAN - BALLIDU**  
**INVESTMENT REPORT FOR 31 JANUARY 2014**

**MUNICIPAL INVESTMENTS**

**Matured Municipal Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Last Placed	Interest Realised	Closing Balance	Back into Muni
9715-99677	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Nov-13	92	3.75%	\$ 330,000.00	\$ 330,000.00	2,876	332,875.75	YES
9717-49882	Term Deposit - ANZ	Current	ANZ	24-Sep-13	24-Dec-13	91	3.70%	\$ 250,000.00	\$ 250,000.00	2,306	252,306.16	YES
<b>Total of matured municipal investments</b>								<b>580,000.00</b>	<b>580,000.00</b>	<b>5,181.91</b>	<b>585,181.91</b>	
<b>Current Municipal Investments</b>												

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Current Investment	YTD Interest	Closing Balance	Interest Realised
9715-99407	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Feb-14	184	3.75%	\$ 335,000.00	\$ 335,000.00		335,000.00	
9715-93646	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Feb-14	184	3.75%	\$ 335,000.00	\$ 335,000.00		335,000.00	
9717-50277	Term Deposit - ANZ	Current	ANZ	24-Dec-13	24-Mar-14	90	3.35%	\$ 252,306.16	\$ 252,306.16	2,306	252,306.16	2306.16
<b>Total of current municipal investments</b>								<b>920,000.00</b>	<b>922,306.16</b>	<b>2,306.16</b>	<b>922,306.16</b>	<b>2,306.16</b>

**RESERVE INVESTMENTS**

**Matured Reserve Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment last Placed	Interest Realised	Closing Balance	Back into Muni
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**Total of matured reserve investments**

**Current Reserve Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Current Investment	YTD Interest	Closing Balance	Interest Realised
9702-20338	Term Deposit - ANZ	Current	ANZ	19-Sep-12	19-Sep-14	730	5.00%	280,809.21	280,809.21	14,040.26	280,809.21	14,040.26
9997-56101	Term Deposit - ANZ	Current	ANZ	4-Sep-13	4-Mar-14	181	3.75%	461,773.38	476,830.87	4,994.99	476,830.87	15,075.49
9997-56064	Term Deposit - ANZ	Current	ANZ	4-Sep-13	4-Mar-14	181	3.75%	450,000.00	464,673.58	4,867.40	464,673.58	14,673.58
9715-93574	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Feb-14	184	3.75%	320,000.00	320,000.00	-	320,000.00	
<b>Bank Account Balance</b>								<b>24,510.79</b>	<b>24,510.79</b>	<b>110.70</b>	<b>24,510.79</b>	<b>110.70</b>
<b>Total of reserve investments and cash</b>								<b>1,512,582.59</b>	<b>1,566,824.45</b>	<b>24,013.35</b>	<b>1,566,824.45</b>	<b>43,900.03</b>

**Total of matured municipal and reserve investment**

**Total of current municipal and reserve investment and cash**

Note: Interest banked to reserve bank account not into term deposit.

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 31 JANUARY 2014

		ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 JANUARY 2014					
Reserve Description	GL Acct.	Opening Balance	Intra reserve transfers	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	Actual Balance
Centenary Celebrations Reserve	01925	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Resource Centre Reserve	01989	11,622	-	336.00	-	-	11,958.10	336.00	-	-	11,958.10	65.75	-	-	11,687.85
Depot Improvement Reserve	01940	5,564	-	161.00	-	-	5,725.05	161.00	-	-	5,725.05	31.36	-	-	5,595.41
Historical Publications Reserve	01965	6,075	-	176.00	-	-	6,250.65	176.00	-	-	6,250.65	34.37	-	-	6,109.02
Housing Reserve	01955	89,888	-	2,599.00	-	-	92,487.34	2,599.00	-	-	92,487.34	507.70	-	-	90,396.04
Land & Buildings Reserve	01930	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan Principal Reserve	01950	292,060	-	8,437.00	-	-	300,497.31	8,437.00	-	-	300,497.31	16,207.71	-	-	308,268.02
LSL Reserve	01935	70,379	-	2,035.00	-	-	72,413.93	2,035.00	-	-	72,413.93	397.57	-	-	70,776.50
Medical Facilities & R4R Special Projects Reserve	01975	302,663	-	8,590.00	(295,000.00)	-	16,253.08	8,590.00	(295,000.00)	-	16,253.08	3,238.11	-	-	305,901.19
Patterson Street JV Housing Reserve	01988	11,918	-	345.00	-	5,000.00	17,263.49	345.00	-	5,000.00	17,263.49	39.03	-	-	11,957.52
Plant Reserve	01945	687,287	-	19,751.00	(448,000.00)	200,000.00	459,037.56	19,751.00	(448,000.00)	200,000.00	459,037.56	3,094.44	-	-	690,381.00
Quinlan Street JV Housing Reserve	01987	18,718	-	542.00	-	5,000.00	24,260.44	542.00	-	5,000.00	24,260.44	77.42	-	-	18,795.86
Stickland JV Housing Reserve	01986	14,025	-	406.00	-	5,000.00	19,430.50	406.00	-	5,000.00	19,430.50	51.29	-	-	14,075.79
Swimming Pool Reserve	01970	6,833	-	198.00	-	5,000.00	12,031.01	198.00	-	5,000.00	12,031.01	10.48	-	-	6,843.49
Waste Management Reserve	01920	25,779	-	744.00	(20,000.00)	-	11,522.61	744.00	(20,000.00)	-	11,522.61	258.34	-	-	26,036.95
WH Industrial/LIA Park Reserve	01985	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS		1,542,811	-	44,320.00	(763,000.00)	225,000.00	1,049,131.07	44,320.00	(763,000.00)	225,000.00	1,049,131.07	24,013.57	-	-	1,566,824.64

**SHIRE OF WONGAN - BALLIDU**  
**REPORT ON BORROWINGS AS AT 31 JANUARY 2014**

Existing Loans \* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Amount Borrowed	Loan Paid in Jan 14	Accrued Int. Due as at 31st December	YTD Interest Paid	Loan Balance @ 1 July 2013	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Jan 14
140	Housing Construction	Wongan-Ballidu Development*	May-2015	430,000	-	9,715	11,589	429,996	-	-	429,996
142	Housing Construction	WB Community Association*	Mar-2020	400,000	-	770	7,226	231,512	-	(13,485)	218,027
143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	270,000	-	32	3,086	99,332	-	(15,289)	84,043
145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	500,000	8,076	2,744	16,151	500,000	-	-	500,000
145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	500,000	8,800	3,139	17,600	500,000	-	-	500,000
147	Aged Persons	Ninan House*	Jul-2022	100,000	5,437	908	5,104	74,413	-	(5,769)	68,644
149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019	115,000	-	175	2,523	82,425	-	(5,247)	77,178
150	Sports Pavilion	Wongan Hills Sports Council*	May-2016	50,000	-	547	-	38,208	-	-	38,208
<b>TOTAL EXISTING LOANS</b>				<b>2,365,000</b>	<b>22,312</b>	<b>18,030</b>	<b>63,278</b>	<b>1,955,886</b>	<b>-</b>	<b>(39,791)</b>	<b>1,916,095</b>

Self Supporting Loan Summary

1,095,000	5,437	12,115	26,441	856,554	-	(24,501)	832,053
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SSL	Shire	Total
53,226	31,064	84,290
800,491	1,068,268	1,868,760
853,718	1,099,332	1,953,050

Current loan liability

Non current liability

Total Loan Liability

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 DECEMBER 2013**

	Approved Budget 2013- 2014	Current Budget 2013-2014	YTD BUDGET *	YTD Actual	Page	Variance Over or Under	10%
<b>INCOME</b>							
Rates	(2,479,844)	(2,479,844)	(2,439,330)	(2,312,785)		5.2%	✓
Grants Operating, Subsidies & Contributions	(1,237,502)	(1,237,502)	(694,512)	(696,192)		(0.2%)	✓
Non Operating Grants, Subsidies & Contributions	(1,383,954)	(1,383,954)	(596,218)	(303,809)		49.0%	0
Fees & Charges & Service Charges	(585,792)	(585,792)	(482,584)	(504,172)		(4.5%)	✓
Other Revenue	(87,017)	(87,017)	(49,562)	(44,915)		9.4%	✓
Interest	(119,298)	(119,298)	(69,223)	(41,847)		39.5%	0
Profit on sale of Assets	-	-	-	-			
<b>a: TOTAL INCOME</b>	<b>(5,893,407)</b>	<b>(5,893,407)</b>	<b>(4,331,429)</b>	<b>(3,903,720)</b>			
<b>OPERATING EXPENSES</b>							
Employee Costs	2,044,854	2,044,854	1,062,885	998,861		(6.0%)	✓
Materials & Contracts	1,081,764	1,077,764	674,950	668,953		(0.9%)	✓
Utilities (Gas, Electricity) etc.	272,764	272,764	145,191	140,797		(3.0%)	✓
Interest #	87,075	87,075	42,701	43,899	11	2.8%	✓
Insurance	213,752	213,752	213,752	229,744		7.5%	✓
Other General	231,040	231,040	143,744	92,741		(35.5%)	0
Loss on Asset Disposals	118,000	118,000	116,748	107,406		(8.0%)	✓
Depreciation	2,405,197	2,405,197	1,202,644	1,158,871		(3.6%)	✓
<b>b: TOTAL OPERATING EXPENSES</b>	<b>6,454,447</b>	<b>6,450,447</b>	<b>3,602,615</b>	<b>3,441,273</b>			
<b>c: NET OPERATING (SURPLUS) / DEFICIT</b>	<b>561,039</b>	<b>557,039</b>	<b>(728,814)</b>	<b>(462,447)</b>			
<b>CAPITAL EXPENSES</b>							
Land & Buildings	1,170,255	1,170,255	560,130	162,222		(71.0%)	0
Furniture & Equipment	26,500	26,500	20,998	7,972		(62.0%)	0
Motor Vehicles	158,600	158,600	123,600	110,243		(10.8%)	0
Plant	559,498	563,498	538,498	425,200		(21.0%)	0
Infrastructure Other	250,000	250,000	124,998	2,669		(97.9%)	0
Infrastructure Roads	1,606,768	1,606,768	774,832	415,229		(46.4%)	0
<b>d: TOTAL CAPITAL</b>	<b>3,771,621</b>	<b>3,775,621</b>	<b>2,143,056</b>	<b>1,123,535</b>			
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,332,660</b>	<b>4,332,660</b>	<b>1,414,242</b>	<b>661,087</b>			
<b>ADJUST - NON CASH ITEMS</b>							
Depreciation	(2,405,197)	(2,405,197)	(1,202,644)	(1,158,871)			
Profit on sale of assets	-	-	-	-	6		
Loss on sale of assets	(118,000)	(118,000)	(116,748)	(107,408)	6		
Proceeds from Sale of Assets	(212,500)	(212,500)	(125,599)	(125,599)	6		
Transfer from reserves	(763,000)	(763,000)	-	-	10		
Transfer to reserves	225,000	225,000	-	-	10		
Interest paid to reserves #	44,320	44,320	24,012	24,012	10		
LSL Provision in reserves	-	-	-	-			
Loan proceeds	-	-	-	-			
Loan principal repayment	87,126	87,126	21,568	36,857	11		
SSL Principal Reimbursements	(56,161)	(56,161)	(21,568)	(21,568)	11		
Less Surplus/(deficit) B/Fwd	(1,068,529)	(1,068,529)	(1,050,523)	(1,050,523)	5		
<b>ADJUSTED CLOSING (SURPLUS) / DEFICIT</b>	<b>65,719</b>	<b>65,719</b>	<b>(1,057,261)</b>	<b>(1,742,011)</b>			

\*\* 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%  
Under budget tolerance of 10%

✓

x

0

**Shire of Wongan-Ballidu**  
**Variance Report for December 2013**

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. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expense.

Code	Report Section	Comments
	Operating Income	
①	Non Operating Grants, Subsidies & Contributions	CLGF Funding was included in the original budget and since adoption has been withdrawn and is no longer available.
①	Interest	Timing issue with original budget. There are currently seven term deposits with three maturing in February.
	Operating Expenditure	
①	Other - General	Expenditure to date in relation to conference, discounts, subsidies, bad debts and donations has been lower than budgeted.
	Capital	
①	Land & Building	With the exception of the CRC building, no building, capital expenditure has commenced in July, August or September.
①	Furniture & Equipment	Expenditure varies due to timing issues in the original budget.
①	Plant & Motor Vehicles	Plant - Budget for Purchase of Community Bus, this to be purchased in January. Motor Vehicles – Savings have been made in vehicle changeover.
①	Infrastructure - Other	With the exception of the CRC, capital expenditure has been delayed.
①	Infrastructure – Road & Other	Expenditure varies due to timing issues in the original budget.

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 31 DECEMBER 2013**

	APPROVED BUDGET	CURRENT BUDGET	YTD ACTUAL
<b>INCOME</b>			
General Purpose Funding	(3,880,079)	(3,880,079)	(2,817,490)
Governance	(29,200)	(29,200)	(18,927)
Law, Order & Public Safety	(38,256)	(38,256)	(22,966)
Health	(139,000)	(139,000)	(163,899)
Education & Welfare	(10,967)	(10,967)	(2,830)
Housing	(108,162)	(108,162)	(46,222)
Community Amenities	(190,169)	(190,169)	(169,709)
Recreation & Culture	(265,438)	(265,438)	(85,349)
Transport	(959,723)	(959,723)	(436,119)
Economic Services	(21,550)	(21,550)	(10,556)
Other Property & Services	(250,863)	(250,863)	(129,655)
<b>a: TOTAL INCOME</b>	<b>(5,893,407)</b>	<b>(5,893,407)</b>	<b>(3,903,720)</b>
<b>OPERATING EXPENSES</b>			
General Purpose Funding	92,503	92,503	41,338
Governance	320,308	320,308	177,475
Law, Order & Public Safety	90,240	90,240	65,131
Health	276,382	276,382	303,018
Education & Welfare	145,091	145,091	62,644
Housing	231,975	231,975	109,497
Community Amenities	264,930	264,930	181,279
Recreation & Culture	1,230,777	1,226,777	667,731
Transport	2,815,819	2,815,819	1,539,241
Economic Services	130,492	130,492	58,097
Other Property & Services #	855,930	855,930	235,822
<b>b: TOTAL OPERATING EXPENSES</b>	<b>6,454,447</b>	<b>6,450,447</b>	<b>3,441,273</b>
<b>c: NET OPERATING (SURPLUS)/DEFICIT</b>	<b>561,039</b>	<b>557,039</b>	<b>(462,447)</b>
<b>CAPITAL EXPENSES</b>			
General Purpose Funding	-	-	-
Governance	76,500	76,500	51,816
Law, Order & Public Safety	38,600	38,600	35,091
Health	35,000	35,000	-
Education & Welfare	-	-	-
Housing	178,000	178,000	2,640
Community Amenities	250,000	250,000	3,630
Recreation & Culture	177,560	195,760	50,921
Transport	2,076,423	2,062,223	823,317
Economic Services	127,498	127,498	31,308
Other Property & Services	812,040	812,040	124,812
<b>d: TOTAL CAPITAL EXPENSES</b>	<b>3,771,621</b>	<b>3,775,621</b>	<b>1,123,535</b>
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,332,660</b>	<b>4,332,660</b>	<b>661,087</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF NET CURRENT ASSETS AS AT 31 DECEMBER 2013**

**NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).** As in the annual report N22

	2012-2013	BUDGET	YTD
SURPLUS / (DEFICIT)	1,050,522	(65,718)	1,742,011
<b>COMPRISES</b>			
Cash (including reserves)	2,646,219	1,263,013	3,229,522
Current rates	70,736	421,000	356,194
Sundry debtors	392,549	80,000	20,001
Tax receivables	122,208	50,000	52,535
Other debtors	28,573	46,000	23,720
A: SSL debtors (are excluded see D: adj)	56,062	25,455	34,494
Inventories	20,237	20,400	(23,866)
<b>Less:</b>			
Reserves	(1,542,811)	(1,049,131)	(1,566,823)
Sundry creditors	(373,547)	(2,172)	22,333
Accrued interest	(44,079)	(1,500)	(44,079)
ESL Levy Owed	(16,216)	(23,695)	(43,379)
PAYG/GST Due To ATO	(32,413)	(2,000)	(90,700)
B: Other - DOT (are excluded see D: adj)	-	-	-
Other	-	-	-
Tax liabilities	(7,923)	(7,923)	7,052
Other	-	-	-
C: Loan liability (are excluded see D: adj)	(87,126)	(592,390)	(50,269)
Current employee benefits provisions	(213,012)	(292,775)	(200,500)
D: Adjustments (see above A to C)	31,064		15,775
(Surplus) / Deficit Variance	1,050,522	(65,718)	1,742,011

**NOTE 1B: CLOSING FUNDS** alternate format to Note 1 above

	2012-2013	BUDGET	YTD
<b>Current assets</b>			
Cash & cash equivalents	2,646,219	1,263,013	3,229,522
Sundry debtors	670,129	600,000	486,945
Inventories	20,237	20,400	(23,866)
<b>Total current assets</b>	3,336,585	1,883,413	3,692,601
<b>Current liabilities</b>			
Creditors and accounts payable	(474,178)	(40,290)	(148,774)
Current loan liability	(87,126)	(592,390)	(50,269)
Provisions	(213,012)	(885,165)	(200,500)
<b>Total current liability</b>	(774,316)	(1,517,845)	(399,543)
<b>Net current assets</b>	2,562,269	365,568	3,293,059
Less: restricted reserves	(1,542,811)	(1,049,131)	(1,566,823)
Less: SSL principal repayments	(56,062)	25,455	(34,494)
Add back: Current loan liability	87,126	592,390	50,269
Add back: DOT Trust	-	-	-
(Surplus) / Deficit Variance	1,050,522	(65,718)	1,742,011

**SHIRE OF WONGAN-BALLIDU**  
**RATE SETTING STATEMENT AS AT 31 DECEMBER 2013**

	2013-2014 APPROVED BUDGET	2013-2014 CURRENT BUDGET	2013-2014 ACTUAL
<b>OPERATING INCOME</b>			
General Purpose Funding	(1,400,235)	(1,400,235)	(504,705)
Governance	(29,200)	(29,200)	(18,927)
Law, Order & Public Safety	(38,256)	(38,256)	(22,966)
Health	(139,000)	(139,000)	(163,899)
Education & Welfare	(10,967)	(10,967)	(2,830)
Housing	(108,162)	(108,162)	(46,222)
Community Amenities	(190,169)	(190,169)	(169,709)
Recreation & Culture	(265,438)	(265,438)	(85,349)
Transport	(959,723)	(959,723)	(436,119)
Economic Services	(21,550)	(21,550)	(10,556)
Other Property & Services	(250,863)	(250,863)	(129,655)
<b>A</b>	<b>(3,413,564)</b>	<b>(3,413,564)</b>	<b>(1,590,935)</b>
<b>OPERATING EXPENSES</b>			
General Purpose Funding	92,503	92,503	41,338
Governance	320,308	320,308	177,475
Law, Order & Public Safety	90,240	90,240	65,131
Health	276,382	276,382	303,018
Education & Welfare	145,091	145,091	62,644
Housing	231,975	231,975	109,497
Community Amenities	264,930	264,930	181,279
Recreation & Culture	1,230,777	1,226,777	667,731
Transport	2,815,819	2,815,819	1,539,241
Economic Services	130,492	130,492	58,097
Other Property & Services	855,930	855,930	235,822
<b>B</b>	<b>6,454,447</b>	<b>6,450,447</b>	<b>3,441,273</b>
<b>C= A and B</b>	<b>3,040,883</b>	<b>3,036,883</b>	<b>1,850,338</b>
<b>ADJUST FOR CASH BUDGET REQUIREMENTS</b>			
<b>Non-Cash Expenditure and Revenue</b>			
Depreciation on Assets	(2,405,197)	(2,405,197)	(1,158,871)
Profit/(Loss) on Asset Sales	(118,000)	(118,000)	(107,406)
<b>Capital Expenditure &amp; Income</b>			
Purchase of land & buildings #	1,170,255	1,170,255	162,222
Purchase of furniture & equipment	26,500	26,500	7,972
Purchase of motor vehicles #	158,600	158,600	110,243
Purchase of plant & machinery #	559,498	563,498	425,200
Purchase of other infrastructure #	250,000	250,000	2,669
Purchase of roads infrastructure #	1,606,768	1,606,768	415,229
Proceeds from sale of assets	(212,500)	(212,500)	(125,599)
<b>Financing Activities</b>			
Repayment of Loan Principal*	87,126	87,126	36,857
Loan proceeds / refinancing CL to NCL adj	-	-	-
Self Supporting Loan Income	(56,161)	(56,161)	(21,568)
<b>Reserve Movements</b>			
Transfers to Reserves	225,000	225,000	-
Interest paid to Reserves	44,320	44,320	24,012
Transfer from Reserves	(763,000)	(763,000)	-
LSL Provision in reserves	-	-	-
Estimated Muni (Surplus/Deficit) July 1 B/Fwd.	(1,068,529)	(1,068,529)	(1,050,523)
Estimated Muni (Surplus/Deficit) June 30 C/Fwd.	(65,718)	(65,718)	<b>1,742,011</b>
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>2,479,845</b>	<b>2,479,845</b>	<b>570,774</b>
<b>TOTAL RATES RAISED</b>	<b>2,479,844</b>	<b>2,479,844</b>	<b>2,312,785</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 DECEMBER 2013**

	Asset No	Budget Net Book Value	Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
<b>By Class</b>							
<b>Motor Vehicles</b>							
CEO Vehicle*	MV0072	46,000	(38,000)	8,000	45,614	(32,022)	13,592
Ranger Utility	MV0057	15,000	(12,500)	2,500	14,848	(11,091)	3,757
Grader Utility	UT62	20,000	(12,500)	7,500			
Doctors Vehicle	VDOC1	32,000	(20,000)	12,000			
MBS Vehicle	MV0068	22,500	(20,000)	2,500	22,387	(14,286)	8,100
<b>Plant &amp; Equipment</b>							
Community Bus	MV0007	45,000	(19,500)	25,500			
Volvo Grader	P0011	150,000	(90,000)	60,000	145,956	(64,000)	81,956
Vertimower	VMT1031				3,582	(3,582)	-
Lawn Broom	LB1 1047				618	(618)	
<b>Land &amp; Buildings</b>							
<b>TOTAL</b>		<b>330,500</b>	<b>(212,500)</b>	<b>118,000</b>	<b>233,005</b>	<b>(125,599)</b>	<b>107,406</b>
<b>By Program</b>							
<b>Governance</b>							
CEO Vehicle	MV0072	46,000	(38,000)	8,000	45,614	(32,022)	13,592
<b>Law, Order &amp; Public Safety</b>							
Ranger Utility	MV0057	15,000	(12,500)	2,500	14,848	(11,091)	3,757
<b>Health</b>							
Doctor's Vehicle	VDOC1	32,000	(20,000)	12,000			
<b>Recreation &amp; Culture</b>							
Community Bus	MV0007	45,000	(19,500)	25,500			
Vertimower	VMT1031				3,582	(3,582)	-
Lawn Broom	LB1 1047				618	(618)	
<b>Transport</b>							
Volvo Grader	P0011	150,000	(90,000)	60,000	145,956	(64,000)	81,956
Grader Utility	UT62	20,000	(12,500)	7,500			
<b>Economic Services</b>							
MBS Vehicle	MV0068	22,500	(20,000)	2,500	22,387	(14,286)	8,100
<b>TOTAL</b>		<b>330,500</b>	<b>(212,500)</b>	<b>118,000</b>	<b>233,005</b>	<b>(125,599)</b>	<b>107,406</b>
<b>Motor Vehicle and Plant &amp; Equipment Change Over</b>							
		Budget Purchase Price	Budget Sale	Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
<b>Motor Vehicles</b>							
CEO Vehicle		50,000	(38,000)	12,000	43,844	(32,022)	11,822
Ranger Utility		38,600	(12,500)	26,100	35,091	(11,091)	24,000
Grader Utility		25,000	(12,500)	12,500			
Doctors Vehicle		35,000	(20,000)	15,000			
MBS Vehicle		35,000	(20,000)	15,000	31,308	(14,286)	17,022
<b>Plant &amp; Equipment</b>							
Toyota Coaster Bus		92,498	(19,500)	72,998			
Grader		360,800	(90,000)	270,800	340,000	(64,000)	276,000
Loader		67,000	-	67,000	67,000	-	67,000
Vertimower		18,200	(4,200)	14,000	18,200	(4,200)	14,000
<b>TOTAL</b>		<b>722,098</b>	<b>(216,700)</b>	<b>505,398</b>	<b>535,443</b>	<b>(125,599)</b>	<b>409,844</b>

**SHIRE OF WONGAN - BALLIDU  
RATES OUTSTANDING 31 DECEMBER 2013**

		Rates Raised for 2013-2014	\$	2,479,844.00
Rates Outstanding Breakdown				
Total Amount Outstanding		31-Dec-13	\$	379,684.18
Outstanding same time last year		31-Dec-12	\$	357,942.23
<b>SUNDRY DEBTORS OUTSTANDING 31 DECEMBER 2013</b>				

Debtors Ageing Summary				
Current				8,608.90
30 Days				1,058.05
60 Days				2,042.57
90 Days & Over				8,291.78
<b>Total Outstanding</b>				<b>20,001.31</b>
<b>Accounts 90 Days &amp; Over:</b>				
	<b>Date</b>	<b>Dr No.</b>	<b>Comments</b>	<b>Amount</b>
	19/11/2012	730	In Receivership	380.00
	2/11/2012	794	Rent & Damages	6,232.35
	20/06/2013	988	Boomer Advertising	53.00
	29/4 & 29/8	3	Insurance excess & Bus Hire	1,838.80
	5/09/2013	1005	Electricity	626.43
<b>Total</b>				<b>9,130.58</b>

# SHIRE OF WONGAN-BALLIDU

## BANK RECONCILIATIONS FOR 31 DECEMBER 2013

	Total	Municipal (01100)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	3,389,368.79	1,804,370.74	17,477.77	1,566,820.28	700.00
Add: Receipts	479,026.57	412,329.53	66,694.95	2.09	
Less: Payments - EFT & Cheques	(370,577.34)	(303,883.24)	(66,694.10)		
Payments - Bank Fees and Rounding	(817.10)	(817.10)			
Reserve transfer to muni	(250,000.00)	(250,000.00)			
Balance as per General Ledger	3,247,000.92	1,661,999.93	17,478.62	1,566,822.37	700.00
Balance as per Bank Statements	781,977.59	741,821.50	15,647.38	24,508.71	
Balance as per Bank Deposit Certificates	2,464,619.82	922,306.16		1,542,313.66	
Balance as per Holder Certificates	700.00				700.00
Add: Outstanding Deposits	6,061.26	4,230.02	1,831.24		
Less: Adjustments	-				
Unpresented Cheques	(6,357.75)	(6,357.75)			
Balance as per Cash Book	3,247,000.92	1,661,999.93	17,478.62	1,566,822.37	700.00
Figure should equal same as Creditor Payment List	\$ -	\$ -	\$ 0.00	\$ 0.00	\$ -

**SHIRE OF WONGAN - BALLIDU**  
**INVESTMENT REPORT FOR 31 DECEMBER 2013**

**MUNICIPAL INVESTMENTS**

**Matured Municipal Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Last Placed	Interest Realised	Closing Balance	Back into Muni
9715-99677	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Nov-13	92	3.75%	\$ 330,000.00	\$ 330,000.00	2,876	332,875.75	YES
9717-49882	Term Deposit - ANZ	Current	ANZ	24-Sep-13	24-Dec-13	91	3.70%	\$ 250,000.00	\$ 250,000.00	2,306	252,306.16	YES
<b>Total of matured municipal investments</b>								<b>580,000.00</b>	<b>580,000.00</b>	<b>5,181.91</b>	<b>585,181.91</b>	
<b>Current Municipal Investments</b>												

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Current Investment	YTD Interest	Closing Balance	Interest Realised
9715-99407	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Feb-14	184	3.75%	\$ 335,000.00	\$ 335,000.00		335,000.00	
9715-93646	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Feb-14	184	3.75%	\$ 335,000.00	\$ 335,000.00		335,000.00	
9717-50277	Term Deposit - ANZ	Current	ANZ	24-Dec-13	24-Mar-14	90	3.35%	\$ 252,306.16	\$ 252,306.16	2,306	252,306.16	2306.16
<b>Total of current municipal investments</b>								<b>920,000.00</b>	<b>922,306.16</b>	<b>2,306.16</b>	<b>922,306.16</b>	<b>2,306.16</b>

**RESERVE INVESTMENTS**

**Matured Reserve Investments**

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment last Placed	Interest Realised	Closing Balance	Back into Muni
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<b>Total of matured reserve investments</b>								<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
<b>Current Reserve Investments</b>												

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Current Investment	YTD Interest	Closing Balance	Interest Realised
9702-20338	Term Deposit - ANZ	Current	ANZ	19-Sep-12	19-Sep-14	730	5.00%	280,809.21	280,809.21	14,040.26	280,809.21	14,040.26
9997-56101	Term Deposit - ANZ	Current	ANZ	4-Sep-13	4-Mar-14	181	3.75%	476,830.87	476,830.87	4,994.99	476,830.87	15,057.49
9997-56064	Term Deposit - ANZ	Current	ANZ	4-Sep-13	4-Mar-14	181	3.75%	461,773.38	461,773.38	4,867.64	461,773.38	14,673.58
9715-93574	Term Deposit - ANZ	Current	ANZ	21-Aug-13	21-Feb-14	184	3.75%	320,000.00	320,000.00	-	320,000.00	
<b>Bank Account Balance</b>								<b>24,508.71</b>	<b>24,508.71</b>	<b>109</b>	<b>24,508.71</b>	<b>108.62</b>
<b>Total of reserve investments and cash</b>								<b>1,512,582.59</b>	<b>1,566,822.37</b>	<b>24,011.51</b>	<b>1,566,822.37</b>	<b>43,879.95</b>

<b>Total of matured municipal and reserve investment</b>												
<b>Total of current municipal and reserve investment and cash</b>								<b>580,000.00</b>	<b>580,000.00</b>	<b>5,181.91</b>	<b>585,181.91</b>	
<b>Note: Interest banked to reserve bank account not into term deposit.</b>								<b>2,432,582.59</b>	<b>2,489,128.53</b>	<b>26,317.67</b>	<b>2,489,128.53</b>	

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 31 DECEMBER 2013

		ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 DECEMBER 2013					
Reserve Description	GL Acct.	Opening Balance	Intra reserve transfers	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	Actual Balance
Centenary Celebrations Reserve	01925	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community Resource Centre Reserve	01989	11,622	-	336.00	-	-	11,958.10	336.00	-	-	11,958.10	65.73	-	-	11,687.83
Depot Improvement Reserve	01940	5,564	-	161.00	-	-	5,725.05	161.00	-	-	5,725.05	31.35	-	-	5,595.40
Historical Publications Reserve	01965	6,075	-	176.00	-	-	6,250.65	176.00	-	-	6,250.65	34.36	-	-	6,109.01
Housing Reserve	01955	89,888	-	2,599.00	-	-	92,487.34	2,599.00	-	-	92,487.34	507.55	-	-	90,395.89
Land & Buildings Reserve	01930	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan Principal Reserve	01950	292,060	-	8,437.00	-	-	300,497.31	8,437.00	-	-	300,497.31	16,207.71	-	-	308,268.02
LSL Reserve	01935	70,379	-	2,035.00	-	-	72,413.93	2,035.00	-	-	72,413.93	397.45	-	-	70,776.38
Medical Facilities & R4R Special Projects Reserve	01975	302,663	-	8,590.00	(295,000.00)	-	16,253.08	8,590.00	(295,000.00)	-	16,253.08	3,237.61	-	-	305,900.69
Patterson Street JV Housing Reserve	01988	11,918	-	345.00	-	5,000.00	17,263.49	345.00	-	5,000.00	17,263.49	39.01	-	-	11,957.50
Plant Reserve	01945	687,287	-	19,751.00	(448,000.00)	200,000.00	459,037.56	19,751.00	(448,000.00)	200,000.00	459,037.56	3,093.31	-	-	690,379.87
Quinlan Street JV Housing Reserve	01987	18,718	-	542.00	-	5,000.00	24,260.44	542.00	-	5,000.00	24,260.44	77.39	-	-	18,795.83
Stickland JV Housing Reserve	01986	14,025	-	406.00	-	5,000.00	19,430.50	406.00	-	5,000.00	19,430.50	51.27	-	-	14,075.77
Swimming Pool Reserve	01970	6,833	-	198.00	-	5,000.00	12,031.01	198.00	-	5,000.00	12,031.01	10.47	-	-	6,843.48
Waste Management Reserve	01920	25,779	-	744.00	(20,000.00)	5,000.00	11,522.61	744.00	(20,000.00)	5,000.00	11,522.61	258.30	-	-	26,036.91
WH Industrial/LIA Park Reserve	01985	-	-	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS		1,542,811	-	44,320.00	(763,000.00)	225,000.00	1,049,131.07	44,320.00	(763,000.00)	225,000.00	1,049,131.07	24,011.51	-	-	1,566,822.58

**SHIRE OF WONGAN - BALLIDU**  
**REPORT ON BORROWINGS AS AT 31 DECEMBER 2013**

Existing Loans \* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Amount Borrowed	Loan Paid in Dec 13	Accrued Int. Due as at 31st December	YTD Interest Paid	Loan Balance @ 1 July 2013	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Dec 13
140	Housing Construction	Wongan-Ballidu Development*	May-2015	429,996	-	9,715	11,589	429,996	-	-	429,996
142	Housing Construction	WB Community Association*	Mar-2020	400,000	-	770	7,226	231,512	-	(13,485)	218,027
143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	270,000	9,187	32	3,086	99,332	-	(15,289)	84,043
145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	500,000	-	2,744	8,076	500,000	-	-	500,000
145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	500,000	-	3,139	8,800	500,000	-	-	500,000
147	Aged Persons	Ninan House*	Jul-2022	100,000	-	908	2,601	74,413	-	(2,836)	71,577
149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019	115,000	3,885	175	2,523	82,425	-	(5,247)	77,178
150	Sports Pavilion	Wongan Hills Sports Council*	May-2016	50,000	-	547	-	38,208	-	-	38,208
<b>TOTAL EXISTING LOANS</b>				<b>2,364,996</b>	<b>13,072</b>	<b>18,030</b>	<b>43,899</b>	<b>1,955,886</b>	<b>-</b>	<b>(36,857)</b>	<b>1,919,029</b>

Self Supporting Loan Summary

1,094,996	3,885	12,115	23,938	856,554	-	(21,568)	834,986
0							

SSL	Shire	Total
53,226	31,064	84,290
800,491	1,068,268	1,868,760
853,718	1,099,332	1,953,050

Current loan liability

Non current liability

Total Loan Liability

### 9.1.3 DELEGATED AUTHORITY

FILE REFERENCE:	A2.22 Local Government Act & Regulations
REPORT DATE:	1 February 2013
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Updated Delegations & Local Government Operational Guidelines – Delegations & Code of Conduct

#### PURPOSE OF REPORT:

To review and adopt the annual list of delegations and the Code of Conduct.

#### BACKGROUND:

Under the Local Government Act 1995 Council is able to delegate some of its functions to its committees or the Chief Executive Officer. The Chief Executive Officer may also delegate to other employees. These delegations are required to be reviewed once each financial year.

#### COMMENT:

The Chief Executive Officer has reviewed the delegations in accordance with the Local Government Operational Guidelines – Delegations, and after thorough investigation several delegations have been deleted as they were either prohibited from being delegated or they can be 'acted through', others have been added in accordance with Councils Policy's.

The delegations which have been altered, added and deleted are listed below.

#### FINANCE & ADMINISTRATION

##### DELEGATED AUTHORITY 01

DELEGATION: PAYMENTS FROM MUNICIPAL AND TRUST FUNDS  
Section/Act: Local Government Act 1995, Section 6.7, 6.9 and 6.10  
Delegation: Authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.

A listing of all payments made is to be presented to the next ordinary meeting of Council.

##### DELEGATED AUTHORITY 02

DELEGATION: DONATIONS  
Section/Act: Local Government Act 1995, Section 5.42  
Delegation: That Council delegate authority to the Chief Executive Officer to grant requests for donations from Local Community Groups/Organizations, towards community based activities, up to an amount of \$500 per donation subject to the relevant budget allocation.

##### DELEGATED AUTHORITY 03

DELEGATION: WRITING OFF DEBTS  
SECTION/ACT: Local Government Act 1995, Section 6.12(c)  
DELEGATION: 1. To write off debts wherein the individual debt is not more than \$500. In exercising this authority, the Chief Executive Officer is to take into consideration Council Policy and the prospects of recovering the debt.

2. Council delegates to the Chief Executive Office authority and power to write off any amount of money less than \$500, owed to the Shire of Wongan-Ballidu that in his opinion are a bad debt.
3. To write off amounts raised in error on all debtor and rate accounts.

#### DELEGATED AUTHORITY 04

DELEGATION: AUTHORISED PERSONS

SECTION/ACT: Section 9.10(1) of the Local Government Act 1995, Bush Fires Act 1954 and the Control of Vehicles (Off Road Areas) Act 1978

DELEGATION: That the Ranger be appointed as an Authorised Officer under the Control of Vehicles (Off-road Areas) Act 1978

Council delegated authority to the Chief Executive Officer under section 59 of the Bush Fires Act 1954 to institute and carry out proceedings for offences against the Bush Fires Act 1954

Council delegated authority to the Ranger under section 59 of the Bush Fires Act 1954 to issue infringements under section 59a of the Bushfires Act 1954.

#### DELEGATED AUTHORITY 05

DELEGATION: APPOINTMENT OF AUTHORISED PERSONS

SECTION/ACT: Local Government Act 1995, Section 9.10

DELEGATION: Authorisation is given to appoint persons to exercise the powers of a Local Government under subdivisions 2, 3 and 4 of Division 3 of Part 3 and subdivisions 1 and 2 of Division 2, Part 9 of the Local Government Act 1995.

A person who is authorised to give infringement notices under Section 9.16 is not to be made an authorised person for the purposes of Section 9.17, 9.19 or 9.20. In this event the Chief Executive Officer is not an authorised person under Section 9.16 of the Local Government Act.

#### DELEGATED AUTHORITY 06

DELEGATION: ENFORCEMENT AND LEGAL PROCEEDINGS

SECTION/ACT: Local Government Act 1995, Section 3.39, 9.10, 5.42 and Litter Act 1979 Section 31 (2b)

DELEGATION: To appoint persons or classes of persons to be authorised for the purposes of performing particular functions for the enforcement of provision of the various Acts and instigate legal proceedings accordingly.

#### DELEGATED AUTHORITY 07

DELEGATION: WITHDRAWAL OF INFRINGEMENT NOTICES

SECTION/ACT: Local Government Act 1995, Section 9.20

DELEGATION: Authorisation is given to withdraw infringement notices issued under the Local Government Act 1995, Dog Act 1976, Councils Local Laws and the Bushfire Act 1954.

#### DELEGATED AUTHORITY 08

DELEGATION: AUTHORISED OFFICERS – LITTER ACT 1979

SECTION/ACT: Litter Act 1979, Section 26 (1) (c)

DELEGATION: The Chief Executive Officer is authorised to appoint "Authorised Officers" as detailed in the Litter Act 1979.

#### DELEGATED AUTHORITY 09

DELEGATION: IMPOUNDING OF GOODS

SECTION/ACT: Local Government Act 1995, Section 3.39

DELEGATION: The Chief Executive Officer is authorised to remove and impound any goods that are involved in a contravention that can lead to impounding.

#### DELEGATED AUTHORITY 10

DELEGATION: DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS  
SECTION/ACT: Local Government Act 1995, Section 3.47  
DELEGATION: That the Chief Executive Officer be delegated to dispose of any goods that have been impounded.

#### DELEGATED AUTHORITY 11

DELEGATION: LEGAL PROCEEDINGS – BUSH FIRE ACT  
SECTION/ACT: Bush Fires Act 1954, Section 59 and 59A  
DELEGATION: The Chief Executive has been authorised under section 59 of the Bush Fires Act 1954 to institute and carry out proceedings for offences against the Bush Fires Act 1954.

The Ranger has been authorised under section 59 of the Bush Fires Act 1954 to issue infringements under section 59a of the Bushfires Act 1954

#### DELEGATED AUTHORITY 12

DELEGATION: VARIATION OF PROHIBITED BURNING TIMES, RESTRICTED BURNING TIMES AND/OR PRESCRIBED CONDITIONS  
SECTION/ACT: Bush Fires Act 1954, Section 17(10) and Section 18 (5)  
OFFICER(S) UPON WHOM DELEGATION CONFERRED: Shire President, Chief Bush Fire Control Officer (jointly)  
DELEGATION: To vary the prohibited burning times, restricted burning times and/or prescribed conditions.

#### DELEGATED AUTHORITY 13

DELEGATION: EXECUTION AND AFFIXING OF COMMON SEAL TO DOCUMENTS  
SECTION/ACT: Local Government Act 1995 – Section 9.49A(3)  
DELEGATION: Notwithstanding the provisions of Section 9.49 of the Local Government Act the Chief Executive Officer is authorised to affix the Common Seal to documents to be executed by the Shire where such documents are consistent and in accord with a resolution of Council, Council Policy G 48 or a delegated power.

#### DELEGATED AUTHORITY 14

DELEGATION: STAFF PAYMENTS OF GRATUITIES TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD  
SECTION/ACT: Local Government Act 1995 – sections 5.42 and 5.50  
DELEGATION: Council delegates the Chief Executive Officer authority to implement in accordance with Councils policy relating to gratuities to officers and employees who are retiring in accordance with Councils Policy.

Conditions: Subject to Budget provision.

#### DELEGATED AUTHORITY 15

DELEGATION: DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT  
SECTION/ACT: Local Government Act 1995 – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General  
DELEGATION: Council delegates its authority and power to the Chief Executive Officer to dispose of surplus furniture with a market value of less than \$20,000.

#### DELEGATED AUTHORITY 16

DELEGATION: CORPORATE CREDIT CARD

SECTION/ACT: 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.

DELEGATION: Authorisation is given to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.

#### DELEGATION AUTHORITY 17

DELEGATION: TENDERS

SECTION/ACT: Local Government Act 1995, Section 3.57 and Section 5.8

DELEGATION: 1. The Chief Executive Officer is authorised to accept tenders up to \$100,000 and not exceeding budget allocation.

#### DELEGATED AUTHORITY 18

DELEGATION: CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE

SECTION/ACT: Local Government Act 1995 – Sections 5.36(2)(a) and (b)

DELEGATION: The Chief Executive Officer Review Committee is given delegated authority to undertake the process of the Chief Executive Officers Performance Review and:

If the Chairperson of the All Purposes Committee is then either the President or Deputy President then a third member shall be appointed by Council.

### WORKS AND SERVICES

#### DELEGATED AUTHORITY 01

DELEGATION: TEMPORARY ROAD CLOSURES

SECTION/ACT: Local Government Act 1995, Section 3.50A, 3.50[1], 3.50[1a], 3.50[4].3.50[6] and 3.50[8] and Road Traffic (Events on Roads) Regulations 1991

DELEGATION: 1. To temporarily close thoroughfares to vehicles.  
2. To determine applications for the temporary closure of roads for the purpose of conducting events.

#### DELEGATED AUTHORITY 02

DELEGATION: PAYMENT OF CROSSOVER CONTRIBUTION

SECTION/ACT: Local Government Act 1995 – Section 5.42

DELEGATION: The Chief Executive officer is authorized to pay Councils contribution to the construction of a crossover in accordance with Policy W29 Vehicle Crossovers.

#### DELEGATED AUTHORITY 03

DELEGATION: PRIVATE WORKS ON, OVER, OR UNDER PUBLIC PLACES

SECTION/ACT: Local Government Act 1995 – Sections 9.1

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to grant permission to construct anything on, over, or under a public thoroughfare or public place that is Local Government property and impose conditions in respect to the permission.

Conditions: Refer to Local Government (Uniform Local Provisions) Regulation 17.

#### DELEGATED AUTHORITY 04

DELEGATION: STREET VERGE TREATMENTS – INDIVIDUAL PROPERTIES

SECTION/ACT: Local Government Act 1995 – Sections

DELEGATION: Council delegates its authority and power to the Chief Executive Officer authority and power to authorise the installation of soft landscaping and/or hard paving within a road reserve.

#### DELEGATED AUTHORITY 05

DELEGATION: SEED COLLECTION – WILDFLOWER PICKING

SECTION/ACT: Local Government Act 1995 – Sections

DELEGATION: Approval to pick wildflowers on Council controlled reserves. Approval to collect seeds on Council controlled reserves.

Delegation conditions: All applications to be in writing; preference given to local land care groups/businesses.

#### HEALTH, BUILDING & PLANNING

##### DELEGATED AUTHORITY 01

DELEGATION: DEMOLITION LICENCES

SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Section 374A

DELEGATION: That the Manager Building Services be delegated to issue demolition licences.

##### DELEGATED AUTHORITY 02

DELEGATION: BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS

SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Section 401

DELEGATION: That the Manager Building Services be delegated to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

##### DELEGATED AUTHORITY 03

DELEGATION: BUILDINGS – UNLAWFUL WORKS

SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Section 401A

DELEGATION: That the Manager Building Services be delegated to direct a survey of a building to be considered to be in a dangerous state and to issue a notice, requiring the owner or occupier to take it down, secure or repair it, as the case requires, if the survey confirms a building to be in a dangerous state.

##### DELEGATED AUTHORITY 04

DELEGATION: BUILDINGS – DANGEROUS

SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Sections 403, 404

DELEGATION: That the Manager Building Services to direct a survey of a building that is considered to be in a dangerous state.

If the Building Surveyor, or other competent person, certifies that the building is in a dangerous state, to cause the building to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause a written notice to be served on the owner or occupier of the building requiring him/her forthwith to take it down, secure, or repair it as the case requires.

##### DELEGATED AUTHORITY 05

DELEGATION: PRIVATE SWIMMING POOL INSPECTIONS

SECTION/ACT: Local Government Act, 1995 Sections 5.42 & 5.44 and Schedule 9.2(3) and Section 2, Section 245A (5), (6) and (7) of the Local Government (Miscellaneous Provisions) Act 1960

DELEGATION: Authorisation is given to appoint officer(s) of the Council as “Authorised Officers” as required in Section 245A (5), (6) & (7) of the Local Government (Miscellaneous Provisions) Act 1960 for the purposes of inspecting and enforcing private swimming pool local laws or regulations. The delegate(s) has the authority to deal with such matters relevant to this declaration.

#### DELEGATED AUTHORITY 06

DELEGATION: BUILDING LICENCES

SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960 Section 374

DELEGATION: The Manager Building Services be delegated to approve plans submitted and issue building licences.

CONDITIONS: A summary of building licenses issued to be submitted to Council monthly.

#### DELEGATED AUTHORITY 07

DELEGATION: SALE AND/OR CONSUMPTION OF LIQUOR – COUNCIL PROPERTY

SECTION/ACT: Not Applicable

DELEGATION: To approve applications for the sale of liquor and/or the consumption of liquor on property under the care, control and management of Council.

#### DELEGATED AUTHORITY 08

DELEGATION: TOWN PLANNING FUNCTIONS

SECTION/ACT: Clause 8.7.1 of the Shire of Wongan-Ballidu Town Planning Scheme No. 4

DELEGATION: That Council delegate authority to the Chief Executive Officer in accordance with in respect of the Town Planning Functions of the Shire as detailed below;

- (a) Determination of applications for development approval, including applications involving:
  - (i) the variation of Scheme provisions, Planning Policy or provisions of the Residential Design Codes; or
  - (ii) the exercise of discretion under the Scheme, Planning Policy or the Residential Design Codes;
- (b) Refusal of all development applications where the proposed use is not permitted by the Scheme or where the development does not comply with the non-discretionary provisions of the Residential Design Codes or any mandatory statutory requirement or adopted Council policy;
- (c) Grant an extension of development approval for up to two (2) years;
- (d) Granting variations to relevant Planning Policies and provisions of the Residential Design Codes on Building Licence applications;
- (e) Determination of applications for development approval for buildings on land Zoned Rural Residential, including Dwellings, Sheds, Carports and other similar buildings, but excluding Transportable Buildings.
- (f) Deletion or modification of conditions of approval, whether imposed under delegated authority or not;
- (g) Making recommendations to the WA Planning Commission on:
  - i. applications for subdivision or amalgamation of land;
  - ii. minor variations to approved subdivisions;
  - iii. clearance of conditions of subdivision approval;
- (h) Determination of Applications for the relocation of Building Envelopes;
- (i) Provision of written and verbal responses to planning appeals, mediated settlements resulting from appeals and WA Planning Commission requests for reconsideration;
- (j) Taking all necessary action against owners or occupiers of properties to cease illegal uses or comply with conditions of Development Approval, including pursuing prosecution through Council's Solicitors; and
- (k) Formation of any opinion and consideration of any matter in the exercise of these delegated powers that would be required of Council under the Scheme, including, but not limited to, sufficient information required for the processing of applications, referral and advertising of applications, and interpretation of Scheme provisions, relevant Planning Policies and provisions of the Residential Design Codes.

#### Limits to delegated powers

With the exception of delegated power 1.(b) above, all applications will be submitted to a meeting of Council for determination in the following circumstances:

- (a) Where the delegated decision would be contrary to the intent of a previous decision made at a Council meeting, or any law or regulation;
- (b) Where written objection is received to the proposal from any statutory agency;
- (c) Where the proposal is inconsistent with the intent of the Town Planning Scheme, relevant Policies, Residential Design Codes, or any Outline Development Plan or Local Planning Strategy adopted by Council;
- (d) Where notification has been given to adjoining and nearby owners or the general public for comment in accordance with the Town Planning Scheme or any Policy and written objections have been received within the time specified, unless in the opinion of the Chief Executive Officer:
  - (i) the proposal is for exercise of discretion under the R-Codes and is consistent with the intent of the Town Planning Scheme, Residential Design Codes and any relevant Policy; and
  - (ii) the objections can be overcome by imposing a condition(s) on the development approval, or modifying the design of the development; or
  - (iii) the objection does not relate to valid planning and development issues associated with the proposal.
- (e) Where, in the opinion of the Chief Executive Officer:
  - (i) Any of the requirements of this policy are not satisfied; or
  - (ii) There is insufficient certainty as to whether the application complies with the intent of the Scheme, Residential Design Codes or any relevant Council Policy; or
  - (iii) It would be in the public interest or consistent with the principles of administrative accountability for Council to determine the application; or
  - (iv) The decision involves a matter of principle which, in the opinion of the Chief Executive Officer, should be made by the Council; or
  - (v) A condition recommended by a statutory agency is unnecessary or impractical, or unreasonable to be enforced by the Shire.

### **Reporting of Use of Delegation**

All instances of the use of this delegation are to be reported to the Council in the monthly Information Bulletin.

#### **DELEGATED AUTHORITY 09**

**DELEGATION:** MANAGEMENT/AGREEMENT OR LEASE FOR COUNCIL OWNED BUILDINGS, FACILITIES AND RESERVES

**SECTION/ACT:** Local Government Act 1995

**DELEGATION:** That the Chief Executive officer be delegated authority to enter into a management agreement or lease for the use of Council owned buildings, facilities and reserves.

#### **DELEGATED AUTHORITY 10**

**DELEGATION:** RESERVES UNDER CONTROL OF A LOCAL GOVERNMENT

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer to control and manage land that is vested or placed under the control and management of the Local Government.

#### **DELEGATED AUTHORITY 11**

**DELEGATION:** USE APPROVAL OF COUNCIL CONTROLLED BUILDINGS

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Council delegates to the Chief Executive Officer authority to approval functions and the 'use' of Council buildings, facilities and reserves.

Conditions: All applications to be received in writing. All approval/rejections to be in writing.

**DELEGATED AUTHORITY 12**

**DELEGATION:** SUBDIVISION CLEARANCE

**SECTION/ACT:** Local Government Act 1995 – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4

**DELEGATION:** The Chief Executive Officer is authorized to clear conditions on WAPC subdivision/amalgamation approvals in accordance with any relevant Council Policy, Specification, and Town Planning Scheme No 4, or other relevant Act or Regulation.

Conditions: the payment of bond in lieu or completion of works in order to clear a condition of subdivision.

**DELEGATED AUTHORITY 13**

**DELEGATION:** COMMUNITY RESOURCE CENTRE

**SECTION/ACT:** Local Government Act 1995

**DELEGATION:** That the Chief Executive Officer be delegated to call tenders for the completion of the Community Resource Centre with additional funding, as and if required, to be by way of a budget amendment to reallocate Council's input into the Mocardy Dam project (2011/12 C.L.G.F Funding)

**DELEGATED AUTHORITY 14**

**DELEGATION:** DOCTORS CONTRACT

**SECTION/ACT:** Local Government Act 1995

**DELEGATION:** That the Chief Executive Officer be given delegated authority to complete the contract with Dr Rifat Qamar for service at the Wongan Hills Medical Centre

**DELETED**

Delegated Authority 13 - Delegation: Community Resource Centre – advertising completed

Delegated Authority 14 - Delegation: Doctors Contract – contract signed and completed

**POLICY REQUIREMENTS:**

There are no known policy requirements related to this item.

**LEGISLATIVE REQUIREMENTS:**

Under the Local Government Act 1995 Section 5.42 Council may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Local Government Act 1995 subject to limitations imposed by Section 5.43.

The Chief Executive Officer may delegate to any employee of the Council under the Local Government Act 1995 Section 5.44.

Under the Local Government Act 1995 Section 5.16 Council may delegate to a committee any of its powers and duties subject to limitations imposed under Section 5.17.

Local Government Act Section 5.103. Codes of conduct

**STRATEGIC IMPLICATIONS:**

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

## **SUSTAINABILITY IMPLICATIONS:**

### **Ø Environment**

There are no known environmental implications associated with the proposal.

### **Ø Economic**

There are no known economic implications associated with the proposal.

### **Ø Social**

There are no known social implications associated with the proposal.

## **FINANCIAL IMPLICATIONS:**

There are no financial implications in relation to this item.

## **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: Yes**

## **STAFF RECOMMENDATION:**

That Council delegate the following powers and authorities to the Chief Executive Officer

## **FINANCE & ADMINISTRATION**

### **DELEGATED AUTHORITY 01**

**DELEGATION:** PAYMENTS FROM MUNICIPAL AND TRUST FUNDS

**Section/Act:** Local Government Act 1995, Section 6.7, 6.9 and 6.10

**Delegation:** Authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.

A listing of all payments made is to be presented to the next ordinary meeting of Council.

### **DELEGATED AUTHORITY 02**

**DELEGATION:** DONATIONS

**Section/Act:** Local Government Act 1995, Section 5.42

**Delegation:** That Council delegate authority to the Chief Executive Officer to grant requests for donations from Local Community Groups/Organizations, towards community based activities, up to an amount of \$500 per donation subject to the relevant budget allocation.

### **DELEGATED AUTHORITY 03**

**DELEGATION:** WRITING OFF DEBTS

**SECTION/ACT:** Local Government Act 1995, Section 6.12(c)

**DELEGATION:**

1. To write off debts wherein the individual debt is not more than \$500. In exercising this authority, the Chief Executive Officer is to take into consideration Council Policy and the prospects of recovering the debt.
2. Council delegates to the Chief Executive Office authority and power to write off any amount of money less than \$500, owed to the Shire of Wongan-Ballidu that in his opinion are a bad debt.
3. To write off amounts raised in error on all debtor and rate accounts.

### **DELEGATED AUTHORITY 04**

**DELEGATION:** AUTHORISED PERSONS

**SECTION/ACT:** Section 9.10(1) of the Local Government Act 1995, Bush Fires Act 1954 and the Control of Vehicles (Off Road Areas) Act 1978

**DELEGATION:** That the Ranger be appointed as an Authorised Officer under the Control of Vehicles (Off-road Areas) Act 1978  
Council delegated authority to the Chief Executive Officer under section 59 of the Bush Fires Act 1954 to institute and carry out proceedings for offences against the Bush Fires Act 1954  
Council delegated authority to the Ranger under section 59 of the Bush Fires Act 1954 to issue infringements under section 59a of the Bushfires Act 1954.

#### DELEGATED AUTHORITY 05

**DELEGATION:** APPOINTMENT OF AUTHORISED PERSONS  
**SECTION/ACT:** Local Government Act 1995, Section 9.10  
**DELEGATION:** Authorisation is given to appoint persons to exercise the powers of a Local Government under subdivisions 2, 3 and 4 of Division 3 of Part 3 and subdivisions 1 and 2 of Division 2, Part 9 of the Local Government Act 1995.

A person who is authorised to give infringement notices under Section 9.16 is not to be made an authorised person for the purposes of Section 9.17, 9.19 or 9.20. In this event the Chief Executive Officer is not an authorised person under Section 9.16 of the Local Government Act.

#### DELEGATED AUTHORITY 06

**DELEGATION:** ENFORCEMENT AND LEGAL PROCEEDINGS  
**SECTION/ACT:** Local Government Act 1995, Section 3.39, 9.10, 5.42 and Litter Act 1979 Section 31 (2b)  
**DELEGATION:** To appoint persons or classes of persons to be authorised for the purposes of performing particular functions for the enforcement of provision of the various Acts and instigate legal proceedings accordingly.

#### DELEGATED AUTHORITY 07

**DELEGATION:** WITHDRAWAL OF INFRINGEMENT NOTICES  
**SECTION/ACT:** Local Government Act 1995, Section 9.20  
**DELEGATION:** Authorisation is given to withdraw infringement notices issued under the Local Government Act 1995, Dog Act 1976, Councils Local Laws and the Bushfire Act 1954.

#### DELEGATED AUTHORITY 08

**DELEGATION:** AUTHORISED OFFICERS – LITTER ACT 1979  
**SECTION/ACT:** Litter Act 1979, Section 26 (1) (c)  
**DELEGATION:** The Chief Executive Officer is authorised to appoint "Authorised Officers" as detailed in the Litter Act 1979.

#### DELEGATED AUTHORITY 09

**DELEGATION:** IMPOUNDING OF GOODS  
**SECTION/ACT:** Local Government Act 1995, Section 3.39  
**DELEGATION:** The Chief Executive Officer is authorised to remove and impound any goods that are involved in a contravention that can lead to impounding.

#### DELEGATED AUTHORITY 10

**DELEGATION:** DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS  
**SECTION/ACT:** Local Government Act 1995, Section 3.47  
**DELEGATION:** That the Chief Executive Officer be delegated to dispose of any goods that have been impounded.

#### DELEGATED AUTHORITY 11

**DELEGATION:** LEGAL PROCEEDINGS – BUSH FIRE ACT  
**SECTION/ACT:** Bush Fires Act 1954, Section 59 and 59A

**DELEGATION:** The Chief Executive has been authorised under section 59 of the Bush Fires Act 1954 to institute and carry out proceedings for offences against the Bush Fires Act 1954.

The Ranger has been authorised under section 59 of the Bush Fires Act 1954 to issue infringements under section 59a of the Bushfires Act 1954

#### DELEGATED AUTHORITY 12

**DELEGATION:** VARIATION OF PROHIBITED BURNING TIMES, RESTRICTED BURNING TIMES AND/OR PRESCRIBED CONDITIONS

**SECTION/ACT:** Bush Fires Act 1954, Section 17(10) and Section 18 (5)

**OFFICER(S) UPON WHOM DELEGATION CONFERRED:**

Shire President, Chief Bush Fire Control Officer (jointly)

**DELEGATION:** To vary the prohibited burning times, restricted burning times and/or prescribed conditions.

#### DELEGATED AUTHORITY 13

**DELEGATION:** EXECUTION AND AFFIXING OF COMMON SEAL TO DOCUMENTS

**SECTION/ACT:** Local Government Act 1995 – Section 9.49A(3)

**DELEGATION:** Notwithstanding the provisions of Section 9.49 of the Local Government Act the Chief Executive Officer is authorised to affix the Common Seal to documents to be executed by the Shire where such documents are consistent and in accord with a resolution of Council, Council Policy G 48 or a delegated power.

#### DELEGATED AUTHORITY 14

**DELEGATION:** STAFF PAYMENTS OF GRATUITIES TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD

**SECTION/ACT:** Local Government Act 1995 – sections 5.42 and 5.50

**DELEGATION:** Council delegates the Chief Executive Officer authority to implement in accordance with Councils policy relating to gratuities to officers and employees who are retiring in accordance with Councils Policy.

Conditions: Subject to Budget provision.

#### DELEGATED AUTHORITY 15

**DELEGATION:** DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT

**SECTION/ACT:** Local Government Act 1995 – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer to dispose of surplus furniture with a market value of less than \$20,000.

#### DELEGATED AUTHORITY 16

**DELEGATION:** CORPORATE CREDIT CARD

**SECTION/ACT:** 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.

**DELEGATION:** Authorisation is given to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.

#### DELEGATION AUTHORITY 17

**DELEGATION:** TENDERS

**SECTION/ACT:** Local Government Act 1995, Section 3.57 and Section 5.8

**DELEGATION:** The Chief Executive Officer is authorised to accept tenders up to \$100,000 and not exceeding budget allocation.

#### **DELEGATED AUTHORITY 18**

**DELEGATION:** CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE

**SECTION/ACT:** Local Government Act 1995 – Sections 5.36(2)(a) and (b)

**DELEGATION:** The Chief Executive Officer Review Committee is given delegated authority to undertake the process of the Chief Executive Officers Performance Review and:

If the Chairperson of the All Purposes Committee is then either the President or Deputy President then a third member shall be appointed by Council.

### **WORKS AND SERVICES**

#### **DELEGATED AUTHORITY 01**

**DELEGATION:** TEMPORARY ROAD CLOSURES

**SECTION/ACT:** Local Government Act 1995, Section 3.50A, 3.50[1], 3.50[1a], 3.50[4].3.50[6] and 3.50[8] and Road Traffic (Events on Roads) Regulations 1991

**DELEGATION:** 1. To temporarily close thoroughfares to vehicles.  
2. To determine applications for the temporary closure of roads for the purpose of conducting events.

#### **DELEGATED AUTHORITY 02**

**DELEGATION:** PAYMENT OF CROSSOVER CONTRIBUTION

**SECTION/ACT:** Local Government Act 1995 – Section 5.42

**DELEGATION:** The Chief Executive officer is authorized to pay Councils contribution to the construction of a crossover in accordance with Policy W29 Vehicle Crossovers.

#### **DELEGATED AUTHORITY 03**

**DELEGATION:** PRIVATE WORKS ON, OVER, OR UNDER PUBLIC PLACES

**SECTION/ACT:** Local Government Act 1995 – Sections 9.1

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer to grant permission to construct anything on, over, or under a public thoroughfare or public place that is Local Government property and impose conditions in respect to the permission.

Conditions: Refer to Local Government (Uniform Local Provisions) Regulation 17.

#### **DELEGATED AUTHORITY 04**

**DELEGATION:** STREET VERGE TREATMENTS – INDIVIDUAL PROPERTIES

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer authority and power to authorise the installation of soft landscaping and/or hard paving within a road reserve.

#### **DELEGATED AUTHORITY 05**

**DELEGATION:** SEED COLLECTION – WILDFLOWER PICKING

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Approval to pick wildflowers on Council controlled reserves. Approval to collect seeds on Council controlled reserves.

Delegation conditions: All applications to be in writing; preference given to local land care groups/businesses.

### **HEALTH PLANNING & BUILDING**

#### **DELEGATED AUTHORITY 01**

**DELEGATION:** DEMOLITION LICENCES

SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Section 374A  
DELEGATION: That the Manager Building Services be delegated to issue demolition licences.

DELEGATED AUTHORITY 02

DELEGATION: BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS  
SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Section 401  
DELEGATION: That the Manager Building Services be delegated to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

DELEGATED AUTHORITY 03

DELEGATION: BUILDINGS – UNLAWFUL WORKS  
SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Section 401A  
DELEGATION: That the Manager Building Services be delegated to direct a survey of a building to be considered to be in a dangerous state and to issue a notice, requiring the owner or occupier to take it down, secure or repair it, as the case requires, if the survey confirms a building to be in a dangerous state.

DELEGATED AUTHORITY 04

DELEGATION: BUILDINGS – DANGEROUS  
SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960, Sections 403, 404  
DELEGATION: That the Manager Building Services to direct a survey of a building that is considered to be in a dangerous state.

If the Building Surveyor, or other competent person, certifies that the building is in a dangerous state, to cause the building to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause a written notice to be served on the owner or occupier of the building requiring him/her forthwith to take it down, secure, or repair it as the case requires.

DELEGATED AUTHORITY 05

DELEGATION: PRIVATE SWIMMING POOL INSPECTIONS  
SECTION/ACT: Local Government Act, 1995 Sections 5.42 & 5.44 and Schedule 9.2(3) and Section 2, Section 245A (5). (6) and (7) of the Local Government (Miscellaneous Provisions) Act 1960

DELEGATION: Authorisation is given to appoint officer(s) of the Council as “Authorised Officers” as required in Section 245A (5), (6) & (7) of the Local Government (Miscellaneous Provisions) Act 1960 for the purposes of inspecting and enforcing private swimming pool local laws or regulations. The delegate(s) has the authority to deal with such matters relevant to this declaration.

DELEGATED AUTHORITY 06

DELEGATION: BUILDING LICENCES  
SECTION/ACT: Local Government (Miscellaneous Provisions) Act 1960 Section 374  
DELEGATION: The Manager Building Services be delegated to approve plans submitted and issue building licences.

CONDITIONS: A summary of building licenses issued to be submitted to Council monthly.

DELEGATED AUTHORITY 07

DELEGATION: SALE AND/OR CONSUMPTION OF LIQUOR – COUNCIL PROPERTY  
SECTION/ACT: Not Applicable  
DELEGATION: To approve applications for the sale of liquor and/or the consumption of liquor on property under the care, control and management of Council.

## DELEGATED AUTHORITY 08

DELEGATION: TOWN PLANNING FUNCTIONS

SECTION/ACT: Clause 8.7.1 of the Shire of Wongan-Ballidu Town Planning Scheme No. 4

DELEGATION: That Council delegate authority to the Chief Executive Officer in accordance with in respect of the Town Planning Functions of the Shire as detailed below;

- (l) Determination of applications for development approval, including applications involving:
  - (i) the variation of Scheme provisions, Planning Policy or provisions of the Residential Design Codes; or
  - (ii) the exercise of discretion under the Scheme, Planning Policy or the Residential Design Codes;
- (m) Refusal of all development applications where the proposed use is not permitted by the Scheme or where the development does not comply with the non-discretionary provisions of the Residential Design Codes or any mandatory statutory requirement or adopted Council policy;
- (n) Grant an extension of development approval for up to two (2) years;
- (o) Granting variations to relevant Planning Policies and provisions of the Residential Design Codes on Building Licence applications;
- (p) Determination of applications for development approval for buildings on land Zoned Rural Residential, including Dwellings, Sheds, Carports and other similar buildings, but excluding Transportable Buildings.
- (q) Deletion or modification of conditions of approval, whether imposed under delegated authority or not;
- (r) Making recommendations to the WA Planning Commission on:
  - iv. applications for subdivision or amalgamation of land;
  - v. minor variations to approved subdivisions;
  - vi. clearance of conditions of subdivision approval;
- (s) Determination of Applications for the relocation of Building Envelopes;
- (t) Provision of written and verbal responses to planning appeals, mediated settlements resulting from appeals and WA Planning Commission requests for reconsideration;
- (u) Taking all necessary action against owners or occupiers of properties to cease illegal uses or comply with conditions of Development Approval, including pursuing prosecution through Council's Solicitors; and
- (v) Formation of any opinion and consideration of any matter in the exercise of these delegated powers that would be required of Council under the Scheme, including, but not limited to, sufficient information required for the processing of applications, referral and advertising of applications, and interpretation of Scheme provisions, relevant Planning Policies and provisions of the Residential Design Codes.

### Limits to delegated powers

With the exception of delegated power 1.(b) above, all applications will be submitted to a meeting of Council for determination in the following circumstances:

- (f) Where the delegated decision would be contrary to the intent of a previous decision made at a Council meeting, or any law or regulation;
- (g) Where written objection is received to the proposal from any statutory agency;
- (h) Where the proposal is inconsistent with the intent of the Town Planning Scheme, relevant Policies, Residential Design Codes, or any Outline Development Plan or Local Planning Strategy adopted by Council;
- (i) Where notification has been given to adjoining and nearby owners or the general public for comment in accordance with the Town Planning Scheme or any Policy and written objections have been received within the time specified, unless in the opinion of the Chief Executive Officer:
  - (iv) the proposal is for exercise of discretion under the R-Codes and is consistent with the intent of the Town Planning Scheme, Residential Design Codes and any relevant Policy; and

- (v) the objections can be overcome by imposing a condition(s) on the development approval, or modifying the design of the development; or
- (vi) the objection does not relate to valid planning and development issues associated with the proposal.
- (j) Where, in the opinion of the Chief Executive Officer:
  - (vi) Any of the requirements of this policy are not satisfied; or
  - (vii) There is insufficient certainty as to whether the application complies with the intent of the Scheme, Residential Design Codes or any relevant Council Policy; or
  - (viii) It would be in the public interest or consistent with the principles of administrative accountability for Council to determine the application; or
  - (ix) The decision involves a matter of principle which, in the opinion of the Chief Executive Officer, should be made by the Council; or
  - (x) A condition recommended by a statutory agency is unnecessary or impractical, or unreasonable to be enforced by the Shire.

#### Reporting of Use of Delegation

All instances of the use of this delegation are to be reported to the Council in the monthly Information Bulletin.

#### DELEGATED AUTHORITY 09

DELEGATION: MANAGEMENT/AGREEMENT OR LEASE FOR COUNCIL OWNED BUILDINGS, FACILITIES AND RESERVES

SECTION/ACT: Local Government Act 1995

DELEGATION: That the Chief Executive officer be delegated authority to enter into a management agreement or lease for the use of Council owned buildings, facilities and reserves.

#### DELEGATED AUTHORITY 10

DELEGATION: RESERVES UNDER CONTROL OF A LOCAL GOVERNMENT

SECTION/ACT: Local Government Act 1995 – Sections

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to control and manage land that is vested or placed under the control and management of the Local Government.

#### DELEGATED AUTHORITY 11

DELEGATION: USE APPROVAL OF COUNCIL CONTROLLED BUILDINGS

SECTION/ACT: Local Government Act 1995 – Sections

DELEGATION: Council delegates to the Chief Executive Officer authority to approval functions and the 'use' of Council buildings, facilities and reserves.

Conditions: All applications to be received in writing. All approval/rejections to be in writing.

#### DELEGATED AUTHORITY 12

DELEGATION: SUBDIVISION CLEARANCE

SECTION/ACT: Local Government Act 1995 – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4

DELEGATION: The Chief Executive Officer is authorized to clear conditions on WAPC subdivision/amalgamation approvals in accordance with any relevant Council Policy, Specification, and Town Planning Scheme No 4, or other relevant Act or Regulation.

Conditions: the payment of bond in lieu or completion of works in order to clear a condition of subdivision.

**MOTION:** **MOVED** **Cr Barrett-Lennard/Cr Lyon**

**That Council delegate the following powers and authorities to the Chief Executive Officer**

**FINANCE & ADMINISTRATION**

**DELEGATED AUTHORITY 01**

**DELEGATION:** **PAYMENTS FROM MUNICIPAL AND TRUST FUNDS**

**Section/Act:** **Local Government Act 1995, Section 6.7, 6.9 and 6.10**

**Delegation:** **Authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.**

**A listing of all payments made is to be presented to the next ordinary meeting of Council.**

**DELEGATED AUTHORITY 02**

**DELEGATION:** **DONATIONS**

**Section/Act:** **Local Government Act 1995, Section 5.42**

**Delegation:** **That Council delegate authority to the Chief Executive Officer to grant requests for donations from Local Community Groups/Organizations, towards community based activities, up to an amount of \$500 per donation subject to the relevant budget allocation.**

**DELEGATED AUTHORITY 03**

**DELEGATION:** **WRITING OFF DEBTS**

**SECTION/ACT:** **Local Government Act 1995, Section 6.12(c)**

**DELEGATION:**

- 1. To write off debts wherein the individual debt is not more than \$500. In exercising this authority, the Chief Executive Officer is to take into consideration Council Policy and the prospects of recovering the debt.**
- 2. Council delegates to the Chief Executive Office authority and power to write off any amount of money less than \$500, owed to the Shire of Wongan-Ballidu that in his opinion are a bad debt.**
- 3. To write off amounts raised in error on all debtor and rate accounts.**

**DELEGATED AUTHORITY 04**

**DELEGATION:** **AUTHORISED PERSONS**

**SECTION/ACT:** **Section 9.10(1) of the Local Government Act 1995, Bush Fires Act 1954 and the Control of Vehicles (Off Road Areas) Act 1978**

**DELEGATION:** **That the Ranger be appointed as an Authorised Officer under the Control of Vehicles (Off-road Areas) Act 1978**  
**Council delegated authority to the Chief Executive Officer under section 59 of the Bush Fires Act 1954 to institute and carry out proceedings for offences against the Bush Fires Act 1954**  
**Council delegated authority to the Ranger under section 59 of the Bush Fires Act 1954 to issue infringements under section 59a of the Bushfires Act 1954.**

**DELEGATED AUTHORITY 05**

**DELEGATION:** **APPOINTMENT OF AUTHORISED PERSONS**

**SECTION/ACT:** **Local Government Act 1995, Section 9.10**

**DELEGATION:** **Authorisation is given to appoint persons to exercise the powers of a Local Government under subdivisions 2, 3 and 4 of Division 3 of Part 3 and subdivisions 1 and 2 of Division 2, Part 9 of the Local Government Act 1995.**

A person who is authorised to give infringement notices under Section 9.16 is not to be made an authorised person for the purposes of Section 9.17, 9.19 or 9.20. In this event the Chief Executive Officer is not an authorised person under Section 9.16 of the Local Government Act.

#### **DELEGATED AUTHORITY 06**

**DELEGATION:** ENFORCEMENT AND LEGAL PROCEEDINGS

**SECTION/ACT:** Local Government Act 1995, Section 3.39, 9.10, 5.42 and Litter Act 1979 Section 31 (2b)

**DELEGATION:** To appoint persons or classes of persons to be authorised for the purposes of performing particular functions for the enforcement of provision of the various Acts and instigate legal proceedings accordingly.

#### **DELEGATED AUTHORITY 07**

**DELEGATION:** WITHDRAWAL OF INFRINGEMENT NOTICES

**SECTION/ACT:** Local Government Act 1995, Section 9.20

**DELEGATION:** Authorisation is given to withdraw infringement notices issued under the Local Government Act 1995, Dog Act 1976, Councils Local Laws and the Bushfire Act 1954.

#### **DELEGATED AUTHORITY 08**

**DELEGATION:** AUTHORISED OFFICERS – LITTER ACT 1979

**SECTION/ACT:** Litter Act 1979, Section 26 (1) (c)

**DELEGATION:** The Chief Executive Officer is authorised to appoint “Authorised Officers” as detailed in the Litter Act 1979.

#### **DELEGATED AUTHORITY 09**

**DELEGATION:** IMPOUNDING OF GOODS

**SECTION/ACT:** Local Government Act 1995, Section 3.39

**DELEGATION:** The Chief Executive Officer is authorised to remove and impound any goods that are involved in a contravention that can lead to impounding.

#### **DELEGATED AUTHORITY 10**

**DELEGATION:** DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS

**SECTION/ACT:** Local Government Act 1995, Section 3.47

**DELEGATION:** That the Chief Executive Officer be delegated to dispose of any goods that have been impounded.

#### **DELEGATED AUTHORITY 11**

**DELEGATION:** LEGAL PROCEEDINGS – BUSH FIRE ACT

**SECTION/ACT:** Bush Fires Act 1954, Section 59 and 59A

**DELEGATION:** The Chief Executive has been authorised under section 59 of the Bush Fires Act 1954 to institute and carry out proceedings for offences against the Bush Fires Act 1954.

The Ranger has been authorised under section 59 of the Bush Fires Act 1954 to issue infringements under section 59a of the Bushfires Act 1954

#### **DELEGATED AUTHORITY 12**

**DELEGATION:** VARIATION OF PROHIBITED BURNING TIMES, RESTRICTED BURNING TIMES AND/OR PRESCRIBED CONDITIONS

**SECTION/ACT:** Bush Fires Act 1954, Section 17(10) and Section 18 (5)

**OFFICER(S) UPON WHOM DELEGATION CONFERRED:**

**DELEGATION:** Shire President, Chief Bush Fire Control Officer (jointly)  
To vary the prohibited burning times, restricted burning times and/or prescribed conditions.

**DELEGATED AUTHORITY 13**

**DELEGATION:** EXECUTION AND AFFIXING OF COMMON SEAL TO DOCUMENTS

**SECTION/ACT:** Local Government Act 1995 – Section 9.49A(3)

**DELEGATION:** Notwithstanding the provisions of Section 9.49 of the Local Government Act the Chief Executive Officer is authorised to affix the Common Seal to documents to be executed by the Shire where such documents are consistent and in accord with a resolution of Council, Council Policy G 48 or a delegated power.

**DELEGATED AUTHORITY 14**

**DELEGATION:** STAFF PAYMENTS OF GRATUITIES TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD

**SECTION/ACT:** Local Government Act 1995 – sections 5.42 and 5.50

**DELEGATION:** Council delegates the Chief Executive Officer authority to implement in accordance with Councils policy relating to gratuities to officers and employees who are retiring in accordance with Councils Policy.

Conditions: Subject to Budget provision.

**DELEGATED AUTHORITY 15**

**DELEGATION:** DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT

**SECTION/ACT:** Local Government Act 1995 – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer to dispose of surplus furniture with a market value of less than \$20,000.

**DELEGATED AUTHORITY 16**

**DELEGATION:** CORPORATE CREDIT CARD

**SECTION/ACT:** 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.

**DELEGATION:** Authorisation is given to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.

**DELEGATION AUTHORITY 17**

**DELEGATION:** TENDERS

**SECTION/ACT:** Local Government Act 1995, Section 3.57 and Section 5.8

**DELEGATION:** The Chief Executive Officer is authorised to accept tenders up to \$100,000 and not exceeding budget allocation.

**DELEGATED AUTHORITY 18**

**DELEGATION:** CHIEF EXECUTIVE OFFICER REVIEW COMMITTEE

**SECTION/ACT:** Local Government Act 1995 – Sections 5.36(2)(a) and (b)

**DELEGATION:** The Chief Executive Officer Review Committee is given delegated authority to undertake the process of the Chief Executive Officers Performance Review and:

If the Chairperson of the All Purposes Committee is then either the President or Deputy President then a third member shall be appointed by Council.

## **WORKS AND SERVICES**

### **DELEGATED AUTHORITY 01**

**DELEGATION:** TEMPORARY ROAD CLOSURES

**SECTION/ACT:** Local Government Act 1995, Section 3.50A, 3.50[1], 3.50[1a], 3.50[4].3.50[6] and 3.50[8] and Road Traffic (Events on Roads) Regulations 1991

**DELEGATION:** 1. To temporarily close thoroughfares to vehicles.  
2. To determine applications for the temporary closure of roads for the purpose of conducting events.

### **DELEGATED AUTHORITY 02**

**DELEGATION:** PAYMENT OF CROSSOVER CONTRIBUTION

**SECTION/ACT:** Local Government Act 1995 – Section 5.42

**DELEGATION:** The Chief Executive officer is authorized to pay Councils contribution to the construction of a crossover in accordance with Policy W29 Vehicle Crossovers.

### **DELEGATED AUTHORITY 03**

**DELEGATION:** PRIVATE WORKS ON, OVER, OR UNDER PUBLIC PLACES

**SECTION/ACT:** Local Government Act 1995 – Sections 9.1

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer to grant permission to construct anything on, over, or under a public thoroughfare or public place that is Local Government property and impose conditions in respect to the permission.

Conditions: Refer to Local Government (Uniform Local Provisions) Regulation 17.

### **DELEGATED AUTHORITY 04**

**DELEGATION:** STREET VERGE TREATMENTS – INDIVIDUAL PROPERTIES

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer authority and power to authorise the installation of soft landscaping and/or hard paving within a road reserve.

### **DELEGATED AUTHORITY 05**

**DELEGATION:** SEED COLLECTION – WILDFLOWER PICKING

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Approval to pick wildflowers on Council controlled reserves. Approval to collect seeds on Council controlled reserves.

Delegation conditions: All applications to be in writing; preference given to local land care groups/businesses.

## **HEALTH PLANNING & BUILDING**

### **DELEGATED AUTHORITY 01**

**DELEGATION:** DEMOLITION LICENCES

**SECTION/ACT:** Local Government (Miscellaneous Provisions) Act 1960, Section 374A

**DELEGATION:** That the Manager Building Services be delegated to issue demolition licences.

### **DELEGATED AUTHORITY 02**

**DELEGATION:** BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS

**SECTION/ACT:** Local Government (Miscellaneous Provisions) Act 1960, Section 401

**DELEGATION:** That the Manager Building Services be delegated to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

**DELEGATED AUTHORITY 03**

**DELEGATION:** BUILDINGS – UNLAWFUL WORKS

**SECTION/ACT:** Local Government (Miscellaneous Provisions) Act 1960, Section 401A

**DELEGATION:** That the Manager Building Services be delegated to direct a survey of a building to be considered to be in a dangerous state and to issue a notice, requiring the owner or occupier to take it down, secure or repair it, as the case requires, if the survey confirms a building to be in a dangerous state.

**DELEGATED AUTHORITY 04**

**DELEGATION:** BUILDINGS – DANGEROUS

**SECTION/ACT:** Local Government (Miscellaneous Provisions) Act 1960, Sections 403, 404

**DELEGATION:** That the Manager Building Services to direct a survey of a building that is considered to be in a dangerous state.

If the Building Surveyor, or other competent person, certifies that the building is in a dangerous state, to cause the building to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause a written notice to be served on the owner or occupier of the building requiring him/her forthwith to take it down, secure, or repair it as the case requires.

**DELEGATED AUTHORITY 05**

**DELEGATION:** PRIVATE SWIMMING POOL INSPECTIONS

**SECTION/ACT:** Local Government Act, 1995 Sections 5.42 & 5.44 and Schedule 9.2(3) and Section 2, Section 245A (5), (6) and (7) of the Local Government (Miscellaneous Provisions) Act 1960

**DELEGATION:** Authorisation is given to appoint officer(s) of the Council as “Authorised Officers” as required in Section 245A (5), (6) & (7) of the Local Government (Miscellaneous Provisions) Act 1960 for the purposes of inspecting and enforcing private swimming pool local laws or regulations. The delegate(s) has the authority to deal with such matters relevant to this declaration.

**DELEGATED AUTHORITY 06**

**DELEGATION:** BUILDING LICENCES

**SECTION/ACT:** Local Government (Miscellaneous Provisions) Act 1960 Section 374

**DELEGATION:** The Manager Building Services be delegated to approve plans submitted and issue building licences.

**CONDITIONS:** A summary of building licenses issued to be submitted to Council monthly.

**DELEGATED AUTHORITY 07**

**DELEGATION:** SALE AND/OR CONSUMPTION OF LIQUOR – COUNCIL PROPERTY

**SECTION/ACT:** Not Applicable

**DELEGATION:** To approve applications for the sale of liquor and/or the consumption of liquor on property under the care, control and management of Council.

## **DELEGATED AUTHORITY 08**

**DELEGATION:** TOWN PLANNING FUNCTIONS

**SECTION/ACT:** Clause 8.7.1 of the Shire of Wongan-Ballidu Town Planning Scheme No. 4

**DELEGATION:** That Council delegate authority to the Chief Executive Officer in accordance with in respect of the Town Planning Functions of the Shire as detailed below;

- (w) Determination of applications for development approval, including applications involving:
  - (i) the variation of Scheme provisions, Planning Policy or provisions of the Residential Design Codes; or
  - (ii) the exercise of discretion under the Scheme, Planning Policy or the Residential Design Codes;
- (x) Refusal of all development applications where the proposed use is not permitted by the Scheme or where the development does not comply with the non-discretionary provisions of the Residential Design Codes or any mandatory statutory requirement or adopted Council policy;
- (y) Grant an extension of development approval for up to two (2) years;
- (z) Granting variations to relevant Planning Policies and provisions of the Residential Design Codes on Building Licence applications;
- (aa) Determination of applications for development approval for buildings on land Zoned Rural Residential, including Dwellings, Sheds, Carports and other similar buildings, but excluding Transportable Buildings.
- (bb) Deletion or modification of conditions of approval, whether imposed under delegated authority or not;
- (cc) Making recommendations to the WA Planning Commission on:
  - vii. applications for subdivision or amalgamation of land;
  - viii. minor variations to approved subdivisions;
  - ix. clearance of conditions of subdivision approval;
- (dd) Determination of Applications for the relocation of Building Envelopes;
- (ee) Provision of written and verbal responses to planning appeals, mediated settlements resulting from appeals and WA Planning Commission requests for reconsideration;
- (ff) Taking all necessary action against owners or occupiers of properties to cease illegal uses or comply with conditions of Development Approval, including pursuing prosecution through Council's Solicitors; and
- (gg) Formation of any opinion and consideration of any matter in the exercise of these delegated powers that would be required of Council under the Scheme, including, but not limited to, sufficient information required for the processing of applications, referral and advertising of applications, and interpretation of Scheme provisions, relevant Planning Policies and provisions of the Residential Design Codes.

### **Limits to delegated powers**

With the exception of delegated power 1.(b) above, all applications will be submitted to a meeting of Council for determination in the following circumstances:

- (k) Where the delegated decision would be contrary to the intent of a previous decision made at a Council meeting, or any law or regulation;
- (l) Where written objection is received to the proposal from any statutory agency;
- (m) Where the proposal is inconsistent with the intent of the Town Planning Scheme, relevant Policies, Residential Design Codes, or any Outline Development Plan or Local Planning Strategy adopted by Council;
- (n) Where notification has been given to adjoining and nearby owners or the general public for comment in accordance with the Town Planning Scheme or any Policy and written objections have been received within the time specified, unless in the opinion of the Chief Executive Officer:
  - (vii) the proposal is for exercise of discretion under the R-Codes and is

- consistent with the intent of the Town Planning Scheme, Residential Design Codes and any relevant Policy; and
- (viii) the objections can be overcome by imposing a condition(s) on the development approval, or modifying the design of the development; or
- (ix) the objection does not relate to valid planning and development issues associated with the proposal.
- (o) Where, in the opinion of the Chief Executive Officer:
  - (xi) Any of the requirements of this policy are not satisfied; or
  - (xii) There is insufficient certainty as to whether the application complies with the intent of the Scheme, Residential Design Codes or any relevant Council Policy; or
  - (xiii) It would be in the public interest or consistent with the principles of administrative accountability for Council to determine the application; or
  - (xiv) The decision involves a matter of principle which, in the opinion of the Chief Executive Officer, should be made by the Council; or
  - (xv) A condition recommended by a statutory agency is unnecessary or impractical, or unreasonable to be enforced by the Shire.

### Reporting of Use of Delegation

All instances of the use of this delegation are to be reported to the Council in the monthly Information Bulletin.

#### DELEGATED AUTHORITY 09

**DELEGATION:** MANAGEMENT/AGREEMENT OR LEASE FOR COUNCIL OWNED BUILDINGS, FACILITIES AND RESERVES

**SECTION/ACT:** Local Government Act 1995

**DELEGATION:** That the Chief Executive officer be delegated authority to enter into a management agreement or lease for the use of Council owned buildings, facilities and reserves.

#### DELEGATED AUTHORITY 10

**DELEGATION:** RESERVES UNDER CONTROL OF A LOCAL GOVERNMENT

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Council delegates its authority and power to the Chief Executive Officer to control and manage land that is vested or placed under the control and management of the Local Government.

#### DELEGATED AUTHORITY 11

**DELEGATION:** USE APPROVAL OF COUNCIL CONTROLLED BUILDINGS

**SECTION/ACT:** Local Government Act 1995 – Sections

**DELEGATION:** Council delegates to the Chief Executive Officer authority to approval functions and the 'use' of Council buildings, facilities and reserves.

**Conditions:** All applications to be received in writing. All approval/rejections to be in writing.

#### DELEGATED AUTHORITY 12

**DELEGATION:** SUBDIVISION CLEARANCE

**SECTION/ACT:** Local Government Act 1995 – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4

**DELEGATION:** The Chief Executive Officer is authorized to clear conditions on WAPC subdivision/amalgamation approvals in accordance with any relevant Council Policy, Specification, and Town Planning Scheme No 4, or other relevant Act or Regulation.

**Conditions: the payment of bond in lieu or completion of works in order to clear a condition of subdivision.**

**CARRIED BY AN ABSOLUTE MAJORITY: 8/0  
RESOLUTION: 040214**

#### 9.1.4 DEVELOPMENT ASSESSMENT PANEL (DAP)

FILE REFERENCE:	D1.1
REPORT DATE:	13 January 2014
APPLICANT/PROponent:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	16 June 2011, 27 February 2013
AUTHOR:	Len deGrussa – Manager Building Services
ATTACHMENTS:	Previously emailed to Councillors

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

To nominate one Councillor to the fourth position of the Local Development Assessment Panel (DAP). The new member is to replace previous member Michael Brennan who has resigned from Council.

The three existing members of the panel are Councillors Godfrey, Lyon and deGrussa.

##### **BACKGROUND:**

Fifteen new Development Assessment Panels (DAPs) by way of the Approvals and Related Reforms (No.4) (Planning) Act 2010 were introduced on 2 May 2011 and commenced operations across WA on 1 July 2011.

The Shire of Wongan-Ballidu is one of forty-one shires that comprise the Wheatbelt area DAP.

DAPs are made up of five types of members i.e. Specialist Members, Local Government Members, Alternate members, Presiding Members and Deputy Presiding Members and can be called upon to assess development applications of between \$10 million and \$15 million in the City of Perth and between \$3 million and \$7 million in the rest of the state should the applicant choose not to have the application determined by the local government or WAPC under the normal process. Development applications over these thresholds are mandatory to be heard by a DAP.

To date, no members from this Shire have been called upon to sit on an assessment panel.

Nominated local government representatives are required to undergo training organised by the DAP secretariat with provision of an allowance of \$400 paid upon completion. Members are appointed for a two year term, are eligible to be reappointed and are subject to the normal local government criteria for disqualification from office. Members will receive a \$400 fee for each DAP meeting attended and \$100 for the determination of an amendment or cancellation of an existing approved application. In addition, the DAP regulations provide for reimbursement of DAP members motor vehicle and travel costs.

##### **COMMENT:**

In the event that there is more than one nomination for the position, it is recommended that a secret ballot be held to determine the fourth Council representative.

##### **POLICY REQUIREMENTS:**

There are no known policy implications relative to this issue.

##### **LEGISLATIVE REQUIREMENTS:**

Regulation 26 of the Planning and Development (Development Assessment Panels) Regulations 2011

## STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this proposal.

## SUSTAINABILITY IMPLICATIONS:

## Environment

There are no known significant environmental implications associated with this proposal.

**Ø Economic**

There are no known significant economic implications associated with this proposal.

**Ø Social**

There are no known significant social implications associated with this proposal.

## FINANCIAL IMPLICATIONS:

Payments to members as outlined above

### VOTING REQUIREMENTS:

### **SIMPLE MAJORITY REQUIRED:**

**STAFF RECOMMENDATION:**

That Council nominate Cr .....as the fourth member of the Shire's Local Government representatives on the Development Assessment Panel.

**MOTION:** **MOVED** Cr Lyon/Cr deGrussa

**STAFF RECOMMENDATION:**

**That Council nominate Cr Hartley as the fourth member of the Shire's Local Government representatives on the Development Assessment Panel.**

**CARRIED: 8/0**  
**RESOLUTION: 050214**

### **9.1.5 ADOPTION OF THE SHIRE OF WONGAN-BALLIDU LOCAL TOWN PLANNING SCHEME NO 5 AND LOCAL PLANNING STRATEGY**

FILE REFERENCE:	D2.4.1. & D3.6
REPORT DATE:	10 February 2013
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Resolutions 130308, 070509, 050812, 091212
AUTHOR:	Len deGrussa - Manager Building Services
ATTACHMENTS:	Nil

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

To recommend to Council that it adopt the Shire of Wongan-Ballidu Local Town Planning Scheme No 5 and Local Planning Strategy.

#### **BACKGROUND:**

On 20 March 2008 (Resolution 130308) Council resolved to prepare a new planning scheme and strategy and that Mr Paul Bashall of Planwest be paid to undertake a review of the existing planning scheme and strategy and draft a new updated version of both.

#### **COMMENT:**

Since that time Mr Paul Bashall has undertaken a review of both the scheme and strategy which has been presented to Council (May 2009 Council meeting - Resolution 070509)

Various modifications were required and with the assistance of Mr Peter Wright, senior planner, from the Department of Planning both the scheme and the strategy have been fine tuned to provide a comprehensive document for the guidance of the Shire in the foreseeable future.

All advertising has been carried out and submissions received noted (August 2012 Council meeting – Resolution 050812)

The final documents (December 2012 Council meeting – resolution 091212) are now being presented to Council for formal adoption as the Shire of Wonga-Ballidu Local Town Planning Scheme No 5 and the Shire of Wongan-Ballidu Local Planning Strategy.

#### **POLICY REQUIREMENTS:**

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

#### **LEGISLATIVE REQUIREMENTS:**

Compliance with the Planning & Development Act 2005.

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: and
- (b) apply state and regional planning policies; and
- (c) provide the rationale for the zones and other provisions of the scheme.

### STRATEGIC IMPLICATIONS:

The Shire of Wongan-Ballidu Local Town Planning Scheme No 5 and Local Planning Strategy will provide a long term guide which will serve staff and future councils in their decision making process on growth and development within the shire.

### SUSTAINABILITY IMPLICATIONS:

## Ø Environment

The office of the Environmental Protection Authority supports the Shire of Wongan-Ballidu Local Town Planning Scheme No 5 and Local Planning Strategy with their comments noted.

**Ø Economic**

There are no known economic implications associated with this proposal.

**Ø Social**

No comments or suggestions were received from the Shire of Wongan-Ballidu community during or after the statutory advertising period.

**FINANCIAL IMPLICATIONS:**

Planning consultancy fees and advertising costs have been paid from previous budgets. There are no further fees or costs of any major significance.

### VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY REQUIRED: No**

**STAFF RECOMMENDATION:**

That Council

1. Pursuant to Regulations 13(1) AND 13(2) of the Town Planning Regulations 1967, resolves to adopt the Shire of Wongan-Ballidu final Local Town Planning Scheme No 5 and instructs the CEO to forward the Local Town Planning Scheme No 5 to the Honourable Minister of Planning for approval to advertise.
2. Pursuant to Regulations 12B(3) of the Town Planning Regulations 1967, resolves to adopt the Shire of Wongan-Ballidu Local Planning Strategy for final approval and instructs the CEO to forward the Local Planning Strategy to the Western Australian Planning Commission for approval.

**MOTION:** **MOVED** **Cr Armstrong/Cr Hartley**

## That Council

1. Pursuant to Regulations 13(1) AND 13(2) of the Town Planning Regulations 1967, resolves to adopt the Shire of Wongan-Ballidu final Local Town Planning Scheme No 5 and instructs the CEO to forward the Local Town Planning Scheme No 5 to the Honourable Minister of Planning for approval to advertise.
2. Pursuant to Regulations 12B(3) of the Town Planning Regulations 1967, resolves to adopt the Shire of Wongan-Ballidu Local Planning Strategy for final approval and instructs the CEO to forward the Local Planning Strategy to the Western Australian Planning Commission for approval.

**CARRIED: 8/0**  
**RESOLUTION: 060214**

No.	Name	Summary of Submission	Council's Response	Commission's Response
1	Shire of Goomalling	No objection	Noted	
2	Department of Health	<p>Support with the following comments.</p> <p>1. Grouped dwellings with a density of R25 are required to have reticulated sewerage and water.</p> <p>2. The separation distance between development and agricultural land uses is unclear.</p> <p>3. It is recommended the strategy integrate Public Health including disability access, disaster preparedness, health, social and mental wellbeing.</p> <p>The new public health bill will require integration of public health planning into existing plans and strategies.</p> <p>4. The Local Planning Strategy provides the local government with the opportunity to minimise land use conflicts.</p> <p>5. Consideration should be given to incorporating Health Impact Assessments (HIA) and/or Public Health Assessment (PHA) into the decision making process.</p>	<p>Noted</p> <p>1. This matter relates to development control and is addressed in the Local Planning Scheme.</p> <p>2. Specific buffer distances are addressed on a case by case basis to reflect the land use(s).</p> <p>3. These matters are beyond the scope of a land use planning strategy.</p> <p>4. Agree</p> <p>5. Where relevant and on the advice from the Department of Health, HIAs and PHAs will be incorporated into the decision making process</p>	

			The submission is noted with no modification to the strategy.	
3	Department of Agriculture and Food Western Australia	<p>Support with the following comments.</p> <p>1. Action 15 c)i) It is recommended strategic tree farming projects adhere to the voluntary Code of Practice for Timber Plantations in Western Australia.</p> <p>2. It is recommended plantations are not undertaken on areas of high agricultural value.</p> <p>3. Action 15 d) it is DAFWA's role to identify high quality agricultural land which the Shire may zone Priority Agricultural Land.</p> <p>4. In relation to Action 16 d) DAFWA commends the Shire's objectives and can provide guidance and advice on salinity but cannot lead the process.</p>	<p>Noted.</p> <p>1. It is expected tree farming projects will adhere to the code.</p> <p>2. The strategy seeks to protect priority agricultural land.</p> <p>3. Advice will be sought from DAFWA when the Local Planning Scheme is formulated, to identify high quality agricultural land.</p> <p>4. It is anticipated DAFWA would be a lead agency but the project would be managed by the Shire of Wongan Ballidu.</p> <p>The submission is noted with no modification to the strategy.</p>	
4	Office of the Environmental Protection Authority	<p>1. The OEPA specifically supports Strategies 2 and 17.</p> <p>2. Climate change may impact on agricultural viability in the Wheatbelt.</p>	<p>1. Noted.</p> <p>2. Noted</p>	

## 9.1.6 PARTICIPATION IN ENTERPRISE MIDLANDS REGIONAL ASSOCIATION

FILE REFERENCE:	A1.18.4
REPORT DATE:	13 February 2014
APPLICANT/PROPONENT:	Shires of Moora, Wongan-Ballidu and Dalwallinu
OFFICER DISCLOSURE OF INTEREST	
PREVIOUS MEETING REFERENCES:	013,080813
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Nil

### PURPOSE OF REPORT:

To consider endorsing the appointment of three persons to the membership of the Regional Housing Alliance in accordance with the requirements of the constitution adopted by Council at its August 2013 ordinary meeting of Council.

### BACKGROUND:

In August 2013 Council resolved the following by absolute majority;

*that the Shire of Moora approves the Enterprise Midlands Inc. Constitution (as attached) and confirms their agreement to continue with the setup of this association, subject to amendments to clauses 8 and 15 as detailed hereunder;*

#### 8. MEMBERSHIP

##### 8.1 Membership shall consist of:

- *three (3) persons resident in the Shire of Dalwallinu and appointed by the Council of the Shire of Dalwallinu;*
- *three (3) persons resident in the Shire of Moora and appointed by the Council of the Shire of Moora;*
- *three (3) persons resident in the Shire of Wongan-Ballidu and appointed by the Council of the Shire of Wongan-Ballidu; and*
- *a person elected annually by the members so appointed and not being one of them, to be the Chair of the Association.*

#### 15. ANNUAL OPERATING PLAN

##### 15.1 *Each year and at least two (2) months before the Annual General Meeting (AGM), the Committee shall prepare an Annual Operating Plan, including a budget and statement of projected financial performance, for the 12 months following the AGM.*

##### 15.2 *The draft Annual Operating Plan shall be forwarded to each Member Organisation for comment, and any such comments shall be considered by the Committee before submitting the Annual Operating Plan to the AGM for adoption.*

### COMMENT:

To that end the Shire of Wongan-Ballidu is required to appoint three people to the membership in accordance with clause 8.1 which states;

#### 8. MEMBERSHIP

##### 8.1 Membership shall consist of:

- three (3) persons resident in the Shire of Dalwallinu and appointed by the Council of the Shire of Dalwallinu;

- three (3) persons resident in the Shire of Moora and appointed by the Council of the Shire of Moora;
- **three (3) persons resident in the Shire of Wongan-Ballidu and appointed by the Council of the Shire of Wongan-Ballidu;** and
- a person elected annually by the members so appointed and not being one of them, to be the Chair of the Association.

It is the authors view that the three people to be appointed by the Shire of Wongan-Ballidu should be;

- Deputy Shire President – Shire of Wongan-Ballidu
- Chief Executive Officer – Shire of Wongan-Ballidu;
- President/Chairperson –Wongan-Ballidu Development Group

This is consistent with previous discussion with Council

### **POLICY REQUIREMENTS:**

There are currently no policy provisions applicable to this item. However, upon nominations being finalised in the first instance and the broader parameters being established in terms as to whom Council may wish to see appointed to the Alliance membership, it is recommended that a “Policy Guideline” be established for future direction and reference.

### **LEGISLATIVE REQUIREMENTS:**

In establishing this association, regard was given to Section 3.60 of the Local Government Act 1995 which provides that a local government “cannot form or take part in forming, or acquire an interest giving it the control of, an incorporated Company or any other body corporate... unless it is permitted to do so by regulation”. Regulation 32 of the Local Government (Finance and General) Regulations 1996 explicitly provides however that a local government may participate in an incorporated association.

### **STRATEGIC IMPLICATIONS:**

The incorporation of a regional association would enable further options for use of available funding and could result in a significant increase in outcomes and a decrease in the compliance required under the existing Local Government Act.

### **SUSTAINABILITY IMPLICATIONS:**

#### **Ø Environment**

There are no known significant environmental implications associated with this proposal.

#### **Ø Economic**

The successful implementation of a regional association would result in many economic benefits for members within the region. The initial purpose is to enable a greater emphasis on housing investment in the region and placing the three shires on a stronger position strategically in leveraging grants funds on a regional basis if and when available.

#### **Ø Social**

There has been no community consultation at this point but the objectives of the association are in alignment with the objectives of the community.

### **FINANCIAL IMPLICATIONS:**

The setup and running of the association will be funded from the remaining Central Midlands Voluntary Regional Organisation of Councils funds.

As a general update regarding the drafting of the Constitution for approval, an application has been made for the approval of the name "Enterprise Midlands Incorporated" to the Associations and Charities branch of the Department of Commerce W.A. We have received advice that the name will not be approved based on similarities to the name Midlands Enterprises Pty Ltd. We have appealed the decision but am advised the appeal is unlikely to succeed.

## VOTING REQUIREMENTS

## RECOMMENDATION

- Further that it be noted Council authorises the following proxies in the absence of any one three nominees:

2. That Council formally notes the application of a second name for the proposed Regional Alliance of "Innovation Central Midlands WA Incorporated" in substitution of the first preference of "Enterprise Midlands Incorporated" on the basis of the likely declination by the Department of Commerce Associations and Charities Branch of "Enterprise Midlands Incorporated" on the basis it is too similar to the already registered incorporated body of "Midland Enterprises Pty Ltd".

1. That in accordance with Section 8 of the Enterprise Midlands Incorporated draft constitution, Council appoints the following persons to the membership;
  - Brad West
  - Stuart Taylor
  - David Hood
- 2 That Council formally notes the application of a second name for the proposed Regional Alliance of “Innovation Central Midlands WA Incorporated” in substitution of the first preference of “Enterprise Midlands Incorporated” on the basis of the likely declination by the Department of Commerce Associations and Charities Branch of “Enterprise Midlands Incorporated” on the basis it is too similar to the already registered incorporated body of “Midland Enterprises Pty Ltd”.

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## 9.1.7 PROPOSED CHANGE OF RUBBISH COLLECTION DAYS BY AVON WASTE

FILE REFERENCE:	CA1.1
REPORT DATE:	13 February 2014
APPLICANT/PROPONENT:	Ashley Fisher, Director, Avon Waste
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Len deGrussa - Manager Building Services
ATTACHMENTS:	Nil

### PURPOSE OF REPORT:

To ask Council to consider a request from Avon Waste to change the rubbish collection day in Wongan Hills from Thursday to Wednesday for both household waste (green bins) and recyclables (yellow bins) and in Ballidu from Thursday to Wednesday for household waste (green bins) only. Ballidu recyclable bins would still be collected on Thursday.

### BACKGROUND:

Avon Waste have been the Shire's contract waste removalist for a number of years and have always emptied their bins on a Thursday. Their request for a change of days is simply a result of the company streamlining its operations in an effort to minimise costs which are obviously on charged to their customer, the Shire of Wongan-Ballidu, who in turn must recover these costs from rate-payers.

### COMMENT:

The author believes that co-operation with Avon Waste will not only assist to enhance our working relationship with them but eventually help to maintain costs.

Should the change eventuate, our waste management contractor has agreed to be in attendance at the landfill site on a Wednesday morning specifically to admit the Avon Waste truck.

### POLICY REQUIREMENTS:

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

### LEGISLATIVE REQUIREMENTS:

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

### 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

Change of rubbish collection days could require time scheduling adjustments by some members of the public

Avon Waste is obviously making an effort to minimise their costs by streamlining their operations. Our co-operation with them should assist in keeping down the on charged rubbish collection levy to rate-payers.

**ABSOLUTE MAJORITY REQUIRED: No**

That Council agree with Avon Waste's request to change the rubbish collection day in Wongan Hills from Thursday to Wednesday for both household waste (green bins) and recyclables (yellow bins) and in Ballidu from Thursday to Wednesday for household waste (green bins) only. Ballidu's recyclables will still be collected on Thursday.

**That Council agree with Avon Waste's request to change the rubbish collection day in Wongan Hills from Thursday to Wednesday for both household waste (green bins) and recyclables (yellow bins) and in Ballidu from Thursday to Wednesday for household waste (green bins) only. Ballidu's recyclables will still be collected on Thursday.**

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### 9.1.8 WRITE OFF OF FEES

FILE REFERENCE:	CA1.2.1
REPORT DATE:	19 February 2014
APPLICANT/PROPONENT:	GA & NM Millstead
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor, Chief Executive Officer
ATTACHMENTS:	Nil

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

To consider a request from GA & NM Millstead to write off fees associated with waste disposal at the Wongan Hills waste facility.

#### **BACKGROUND:**

The Shire of Wongan Ballidu introduced fees and charges under a user pay system to facilitate changes in managing the Wongan Hills Waste facility to comply with the imposed license conditions.

#### **COMMENT:**

The implementation of the user pay system has raised the issue with the rural community incorrectly believing that rural rates are being utilised to support the costs of the waste facilities in the Shire and therefore are of the view that the fees and charges should not be applied to them.

The waste management costs are covered by the Rubbish rate levied on town site properties including residential, commercial, industrial, rural residential and rural town site, and the imposition of fees and charges on other users and the town site property owners once their tip passes have been used.

There are many cases that can be put forward to support individual requests for the withdrawal or write off of fees and charges, however the principal of the user pay system in the management of the waste disposal site needs to be upheld.

Council has the option at budget time to review the user pay system to implement a rate based solution for rural land holders

#### **POLICY REQUIREMENTS:**

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

#### **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**

There are no economic implications in relation to this item.

**Ø Social**

There are no social implications in relation to this item.

## FINANCIAL IMPLICATIONS:

Writing off the \$17.60 will have minimal impact on the budget.

### VOTING REQUIREMENTS:

**ABSOLUTE MAJORITY REQUIRED: No**

**STAFF RECOMMENDATION:**

That Council declines the request to write-off fees and charges levied for the use of the Wongan Hills waste facility.

**MOTION:** **MOVED** **Cr Armstrong/Cr deGrussa**

**That Council declines the request to write-off fees and charges levied for the use of the Wongan Hills waste facility.**

**CARRIED: 8/0**  
**RESOLUTION: 090214**

### 9.1.9 REVIEW CODE OF CONDUCT

FILE REFERENCE:	A1.1.2
REPORT DATE:	20 February 2014
APPLICANT/PROPONENT:	Stuart Taylor - Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Annually in February
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Code of Conduct - separate attachment

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

That Council adopt the Code of Conduct without alteration.

#### **BACKGROUND:**

Council revised and adopted its Code of Conduct for Elected Members and Staff in April 2004.

The Local Government Act 1995 Section 5.103(2) requires that Council review its code of conduct within 12 months after each ordinary election. The last ordinary election was held in October 2013.

#### **COMMENT:**

The current code of conduct is based on the Model Code Of Conduct For Elected Members And Staff adopted by the Western Australia Municipal Association.

As there are no major changes required it is recommended that Council retain the current code of conduct.

#### **POLICY REQUIREMENTS:**

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

#### **LEGISLATIVE REQUIREMENTS:**

Local Government Act 1995 – S.5.103 – Codes of Conduct  
Local Government (Administration) Amendment Regulations 1999

#### **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:**



### 9.1.10 WHEATBELT AGED CARE SUPPORT AND SOLUTIONS AND WHEATBELT INTEGRATED AGED CARE PLAN

**FILE REFERENCE:****REPORT DATE:**

20 February 2014

**APPLICANT/PROPONENT:**

Wheatbelt Development Commission

**OFFICER DISCLOSURE OF INTEREST**

Nil

**PREVIOUS MEETING REFERENCES:**

Nil

**AUTHOR:**

Stuart Taylor - Chief Executive Officer

**ATTACHMENTS:**

full report available upon request, previously circulated by email

**PURPOSE OF REPORT:**

To consider adopting the Wheatbelt Aged Care Support and Care Solution/s Report and endorse the five steps for implementation of the Report.

**BACKGROUND:**

The Wheatbelt Aged Support and Care Solution/s (WASCS) Project Report summarises the outcomes of two major projects which aimed to develop and implement a holistic regional solution to allow ageing residents to remain in their communities for as long as possible.

The following information is an extract of the "Wheatbelt Aged Support and Care Project Draft Report Overview" and provides a detailed summary of the processes to date to reach this point.

*Through the delivery of the Royalties for Regions (RfR) Country Local Government Fund Regional process, Wheatbelt Local Government's identified aged care as a key priority for the region. In 2012 the North East Wheatbelt Regional Organisation of Councils and Wheatbelt East Regional Organisation of Councils formed the Central East Aged Care Alliance (CEACA) to undertake a study through Verso Consulting to determine aged care needs in the Central East Wheatbelt and a process of implementation.*

*The initial project, beginning in April 2012, covered the 11 local government areas in the Central Eastern Wheatbelt and the second project covered the remaining 32 Wheatbelt Local Government Area's (LGAs). The WASCS Project was instigated to widen the scope of the CEACA process with additional support from WA Country Health Service (WACHS), RfR funded Southern Inland Health Initiative (SIHI) and Regional Development Australia Wheatbelt (RDAW).*

*The primary aim was the development of tailored solutions and action plans that deliver improved future delivery of aged support and care. These solutions were required to be developed for each identified sub-region of the Wheatbelt in a way which reflected a consistent region-wide approach.*

*The WASCS Project involved a partnership between 32 LGAs, the Wheatbelt Development Commission (WDC), RDAW, WACHS (Southern Inland Health Initiative) and South West Medicare Local.*

*The WASCS Project aimed to develop and implement a holistic regional solution to allow ageing residents to remain in their communities for as long as possible.*

*The Project adopted eight guiding principles;*

- *Principal 1 - The Importance of Place*
- *Principal 2 - Community Life*
- *Principal 3 - Community sense of ownership*

- *Principal 4 - Focus on the Person*
- *Principal 5 - Choice*
- *Principal 6 - Equitable access*
- *Principal 7 - Practicality*
- *Principal 8 - Viability*

*These principals were a key focus while developing the WASCS and undertaking the following elements of the project:*

*The planning process has heavily involved the community with sharing of existing local publications and documentation as well as clarification of desktop analysis compared to actual service delivery. A total of 31 community consultations were conducted across the LGA's involved, involving over 550 participants. Forming part of the gap analysis and validation elements of the project, the community consultations provided the opportunity to validate Verso's statistical findings at a ground level. Members of the community, health and aged care providers as well as shire representatives were invited to attend the sessions.*

*With the completion of elements 2-6, each LGA was provided with a Needs Study report specific to their individual Shire as well as a Needs Study for their sub-region. The Needs Studies include demographic characteristics, the emerging policy context, the findings from community forums and consultations, aged care services levels, planning & analysis of aged care levels and aged care solutions from literature collected.*

*The final element, element 8 saw the development of the Wheatbelt Aged Support and Care Solution/s Report which outlines the context of the project, the findings and implications, the recommendations and action plan.*

*The Wheatbelt Aged Support and Care Solution/s Report provides a clear direction to develop and implement infrastructure and service level solutions to address the urgent need for aged care accommodation, services and facilities in the Wheatbelt.*

*The Model below consists of the following elements required to deliver an integrated solution:*

***Aged Friendly Community*** is the main responsibility of LGAs in auditing and ensuring their community has addressed all the elements required to achieve an Aged Friendly Community. This includes making sure structures and services are accessible to and inclusive of older people with varying needs and capabilities such as;

- *Walking and Cycling Routes*
- *Streets*
- *Local Destinations*
- *Open Space*
- *Public and other transport*
- *Supporting infrastructure*
- *Fostering community spirit*
- *Strategy*

***Aged Persons' Housing*** is seen as a coordinated responsibility of the LGA sub-regions and potential housing providers to see how current stock meets requirements, the development of a coordinated approach to common development, ownership, design and integration. However land and capital needs are seen as a primary concern for LGAs, with the possible assistance of funding from peak bodies.

***Community Aged Care including Respite and Palliative Care*** has been identified as the responsibility of health care funders and providers such as Department of Social Services, WA Country Health Service (WACHS), HACC and other Aged Care providers. Community Aged

*Care is a relatively new concept to communities in the Wheatbelt but is one that will become more prominent in the future with policy changes around the sector.*

*This element is seen as a longer term project and not something that will be addressed in the short term; however it will require a strong advocacy role from WDC and RDAW with support from LGA sub-regional groups and local service providers.*

***Residential Aged Care including Respite and Palliative Care*** has also been considered as a longer term strategy, with the main responsibility residing with the Department of Social Services, WACHS and other Aged Care providers.

*Again, this element will require a strong advocacy role from WDC and RDAW with support from LGA subregional groups and local service providers.*

**COMMENT:**

The following five (5) key steps have been identified for the project to move forward and achieve the best outcome for the Wheatbelt region as a whole:

**Step 1:**

It has been recommended that Local Government Authority's (LGA's) continue to work in sub-regional groups to ensure the successful implementation of the Wheatbelt Aged Support and Care Solution/s Report.

**Step 2:**

All Shire Councils formally adopt the Wheatbelt Aged Support and Care Solution/s Report and Needs Studies relating to the sub region and their individual Shires.

**Step 3:**

The boards of Wheatbelt Development Commission (WDC) and Regional Development Australia Wheatbelt (RDAW) formally accept the reports.

**Step 4:**

WDC and RDAW coordinate responses from the below key stakeholders on behalf of LGAs;

- Department of Social Services
- WA Country Health Service (WACHS)
- Home and Community Care (HACC)
- Department of Housing
- Department of Transport

**Step 5:**

The Wheatbelt Aged Support and Care Solution/s Report is publicly released with a launch.

Whilst the Report does not specifically address the concerns of Council and community in respect to future provision of Aged Care facilities within Wongan and the Shire of Wongan-Ballidu, it does address the need for new and improved services throughout the Wheatbelt.

**POLICY REQUIREMENTS:**

There are no policy requirements in relation to this item

**LEGISLATIVE REQUIREMENTS:**

There are no legislative requirements in relation to this item

**STRATEGIC IMPLICATIONS:**

Outcome 1.3: Access to services and facilities for aged and disabled.

Strategy 1.3.3 Support the provision of active ageing activities for seniors.

### 9.1.11 LATE ITEM: NEW COMMUNITY RESOURCE CENTRE BUILDING CAPITAL FUNDING

FILE REFERENCE:	RC4.4.2
REPORT DATE:	24 February 2014
APPLICANT/PROPONENT:	Stuart Taylor – Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	

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

To determine funding option to complete the new Community Resource Centre

#### **BACKGROUND:**

The Shire, following the builder of the Community Resource Centre going in to voluntary administration, has recalled tenders to complete the building and advertised to enable the shire to borrow funds outside of this year's budget process to fund the resulting additional costs.

However since that time a review has been held to consider alternative funding options thus potentially reducing the amount of borrowings required.

Further to this, a letter has been received from the Minister for Regional Development advising of his proposal to seek funding through the State Budget process to enable funding to be given to those local governments that have extenuating circumstances in relation to the acquittal of previous years grants to enable receipt of the 2012/2013 Country local Government Fund (local component).

The State Budget will be handed down around May 5<sup>th</sup> 2014 and the Shire of Wongan Ballidu will be advised of the success or not of the Minister in his endeavours

#### **COMMENT:**

Some work has been done on looking at reducing or removing the requirement for loans funds required to complete the new CRC.

The reason behind this is to reduce the amount of borrowings by utilising savings and funds transfers to Reserve in the current year budget and to defer major plant replacement purchases in next year's budget.

This would provide sufficient funding to enable the Shire to complete the building without the need to utilise loans funds this financial year and provide the opportunity for review of loan fund requirements in the next budget should the need arise.

Should the State agree to provide the Country Local Government Fund (local) component then the 2014 – 2015 budget will reflect that accordingly.

#### **POLICY REQUIREMENTS:**

There are no known policy requirements in relation to this item

#### **LEGISLATIVE REQUIREMENTS:**

Local Government Act 1996 Section 6.8 (1) (b)

**STRATEGIC IMPLICATIONS:**

There are no known strategic requirements in relation to this item

**SUSTAINABILITY IMPLICATIONS:****Ø Environment**

There are no known environmental requirements in relation to this item

**Ø Economic**

There are no known economic requirements in relation to this item

**Ø Social**

There are no known social requirements in relation to this item

**FINANCIAL IMPLICATIONS:**

On average each financial year the municipal fund provides approximately \$250,000 to fund plant purchases, it is proposed to redirect this funding to fund the new CRC

A review of the budget has identified some savings from operations that can be utilised as well as a proposal not to transfer funds from the Municipal Funds to the Reserve Fund this financial year.

Savings \$140,000

Transfer to reserve \$200,000

This would provide approximately \$340,000 to the funding requirement of the completion of the CRC this financial year and by not undertaking any major plant purchases in the next financial year that would provide further funds (\$160,000) to the completion of the new CRC thus removing the requirement to borrow.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: YES**

**STAFF RECOMMENDATION:**

That Council amend the budget to reflect the following changes

- (1) Redirect the amount of \$200,000 transfer to Plant Reserve to account 06415 New CRC
- (2) Redirect savings from operations of \$140,000 to account 06415 New CRC

**MOTION:****MOVED****Cr West/Cr Armstrong**

**That Council amend the budget to reflect the following changes**

- (1) Redirect the amount of \$200,000 transfer to Plant Reserve to account 06415 New CRC**
- (2) Redirect savings from operations of \$140,000 to account 06415 New CRC**
- (3) That \$160000 not to be allocated to plant reserve and no major plant purchases be undertaken in the 2014/15 budget.**

**CARRIED BY AND ABSOLUTE MAJORITY: 8/0  
RESOLUTION: 120214**

**10. QUESTIONS FROM MEMBERS WITHOUT NOTICE**

Nil

**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 Macnamara declared the meeting closed at 4.05pm.

These minutes were confirmed at a meeting on March 2014

Signed \_\_\_\_\_  
President