



**MINUTES 24 SEPTEMBER 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 24 September 2014



**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

The President Cr Peter Macnamara declared the meeting opened at 3.00pm.

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

**ATTENDANCE:**

Cr Peter Macnamara	Cr Brad West
Cr David Armstrong	Cr Richard Morgan
Cr Tracey deGrussa	Cr Sandra Hartley
Cr Michael Godfrey	Cr Hugh Barrett – Lennard
Cr Alfreda Lyon	

**STAFF:**

Stuart Taylor	Chief Executive Officer
David Taylor	Deputy Chief Executive Officer
Len deGrussa	Manager Building Services
Tanya Greenwood	Manager Community Services
Karl Mickle	Works & Services Manager

**APOLOGIES:**

Irene Myring (Minutes)

**PUBLIC**

Sgt Aaron Cleaver

**3. PUBLIC QUESTION TIME**

Nil

**4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

Cr Macnamara thanked all for participating in the road trip earlier today.

**5. PETITIONS AND PRESENTATIONS**

Sgt Cleaver updated Council with the following police activities:

- Presently doing random gun cabinet checks within the Shire
- Cracking down on hoons in town – please report any black marks on roads
- Excellent behaviour was exhibited during the local grand final weekend.

Sgt Cleaver also advised that there have been minimal break ins in town, but farmers should be aware of 'on farm' theft, particularly with it coming up to harvest.

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

Nil



## 9. REPORTS OF OFFICERS AND COMMITTEES

### 9.1 ADMINISTRATION & FINANCIAL SERVICES

#### 9.1.1 ACCOUNTS SUBMITTED

FILE REFERENCE:	F1.4
REPORT DATE:	25 September 2014
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	August 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.



List of Accounts Paid & Submitted to Finance Committee  
01 August 2014 - 31 August 2014

Chq/EFT	Date	Name	Description	Amount
	01/08/2014	DEPARTMENT OF HOUSING	9a Wilding St Rental	-508.00
	08/08/2014	FUJI XEROX AUSTRALIA PTY LTD	Crc Photocopier	-553.30
	26/08/2014	C/CARD - CEO CREDIT CARD	CEO Credit Card	-3586.33
	20/08/2014	DAVID KELLY	2014-2015 Rates Incentive Winner	-500.00
EFT11404	05/08/2014	COURIER AUSTRALIA INTERNATIONAL	Freight Charges For The Library	-42.12
EFT11405	05/08/2014	CUTTING EDGES PTY LTD	Grader Blades For PG12 And PG13	-3982.00
EFT11406	05/08/2014	OFFICEWORKS BUSINESS DIRECT	A3 Laminator For The CRC	-431.90
EFT11407	05/08/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Short Course For Richard Morgan	-425.00
EFT11408	05/08/2014	WATER CORPORATION	Water charges for various building etc	-9354.59
EFT11409	05/08/2014	WONGAN CONCRETE SERVICES	Final Payment For Installation Of Head Wall On The Northam Pithara Road	-17358.00
EFT11410	05/08/2014	PEERLESS JAL PTY LTD	Vistex Cloths For Ranger And Cleaning	-254.85
EFT11411	05/08/2014	WHEATBELT VETERINARY SERVICE	Catsnip Sterilisation Program	-310.00
EFT11412	05/08/2014	LOCAL GOVERNMENT SUPERVISORS ASSOCIATION	Registration For Annual Works And Parks Conference	-883.50
EFT11413	05/08/2014	RBC RURAL	Meterplan Charge For The CRC	-5.92
EFT11414	05/08/2014	RADIOWEST BROADCASTERS PTY LTD	Community Breakfast 6am - Advertising	-110.00
EFT11415	05/08/2014	PROTECTOR ALSAFE PTY LTD	Bushfire Bags And Bushfire Goggles	-438.35
EFT11416	05/08/2014	B C & M G HUGGETT	Rectify Gas Leak At 2A Patterson St And Purchase New Water Heater	-3471.17
EFT11417	05/08/2014	ROYAL LIFE SAVING (WA BRANCH)	Pool Lifeguard Requal For Rachel Birstow And Deb Demol	-260.00
EFT11418	05/08/2014	SIGMA CHEMICALS	Hoses, Hose Fittings And Chemical Measuring Jug For The Pool	-1282.50
EFT11419	05/08/2014	BALLIDU TRADING POST - CLEANING ACCOUNT	Cleaning Account For Ballidu Amenities	-3698.75
EFT11420	05/08/2014	N-COM PTY LTD	Maintenance Visit To Check Site Equipment	-1793.00
EFT11421	05/08/2014	LIWA AQUATICS (INC)	LIWA Aquatics Annual State Conference	-710.00
EFT11422	05/08/2014	HIGH STANDARD SECURITY	Security System Monitoring For CRC	-128.70
EFT11423	05/08/2014	STATE LIBRARY OF WA	Annual Freight For Inter Library Loans	-284.10
EFT11424	05/08/2014	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	Building Services Levy Reconciliation	-75.50
EFT11425	05/08/2014	WONGAN GYMNASTICS CLUB INC	Kid Sport Grant	-1200.00
EFT11426	05/08/2014	RACHAEL HAYES	Tip Contractor Fees For The Month Of July	-4583.00
EFT11427	05/08/2014	WONGAN BALLIDU JUNIOR FOOTBALL CLUB INC	Kid Sport Grant-Allen Graham And Decklan Smith	-100.00
EFT11428	05/08/2014	WONGAN-BALLIDU DEVELOPMENT GROUP	3rd Claim For The CRC	-165000.00
EFT11429	07/08/2014	ANZ BANK (NETT WAGES)	PPE 05.08.14	-61108.80
EFT11430	07/08/2014	WALGS SUPERANNUATION PLAN	Superannuation Contributions	-6892.02
EFT11431	07/08/2014	AUSTRALIAN SERVICES UNION	Payroll Deductions	-24.44
EFT11432	07/08/2014	IOU SOCIAL CLUB	Payroll Deductions	-260.00
EFT11433	07/08/2014	MUNICIPAL EMPLOYEES UNION	Payroll Deductions	-19.40
EFT11434	07/08/2014	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	-367.16
EFT11435	07/08/2014	KYLEREAN SUPERANNUATION FUND	Superannuation Contributions	-1058.31
EFT11436	14/08/2014	LANDGATE	Rural UVS Chargeable	-476.97
EFT11437	14/08/2014	CUTTING EDGES PTY LTD	Grader Blades For PG12 And 14	-1974.50
EFT11438	14/08/2014	DEPARTMENT OF FIRE & EMERGENCY SERVICES	Quarter 1 Operating Grant	-6014.25
EFT11439	14/08/2014	JASON SIGNMAKERS	Delineators Red And White	-198.00
EFT11440	14/08/2014	JOLLY & SONS PTY LTD	Mower Blade Kit	-76.68
EFT11441	14/08/2014	LANDMARK OPERATIONS	Roundup, Envirodye, Ferrous Sulphate, Fertimax Spray	-774.46
EFT11442	14/08/2014	MCINTOSH & SON	Deliver And Empty Skip Bins At Sports Pavillion	-264.00
EFT11443	14/08/2014	RURAL PRESS REGIONAL MEDIA (WA)	Advertisement For Change Of Fees And Charges	-131.56
EFT11444	14/08/2014	TRUCKLINE PARTS	Parts For PTRL13 And PROL11	-343.38
EFT11445	14/08/2014	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Annual Subs For 01.07.14-30.06.15	-12777.30
EFT11446	14/08/2014	WALLIS COMPUTER SOLUTIONS	Onsite Computer Assistance	-257.77
EFT11447	14/08/2014	WESTRAC EQUIPMENT PTY LTD	Repairs To PG13	-1783.21
EFT11448	14/08/2014	WONGAN NEWSAGENCY	Monthly Account For Administration	-104.34
EFT11449	14/08/2014	LEWIS MOTORS	License Inspection PSP4	-122.20
EFT11450	14/08/2014	STATE LAW PUBLISHER	Local Government Reduction In Council Numbers	-259.60
EFT11451	14/08/2014	IT VISION AUSTRALIA PTY LTD	Create, Monitor & Manage Building Applications	-539.00
EFT11452	14/08/2014	LOCAL GOVERNMENT MANAGERS AUSTRALIA	Membership For 2014/2015-DCEO	-960.00
EFT11453	14/08/2014	WONGAN HILLS PHARMACY	Medical Supplies For Administration Office	-16.99
EFT11454	14/08/2014	COVS	Sparkplugs, Pipe Sealant, Led Beacon.	-901.09
EFT11455	14/08/2014	ADVANCED AUTOLOGIC PTY LTD	4 X 205ltr Industrial Kerosene-Depot	-1980.00
EFT11456	14/08/2014	ZIPFORM PTY LTD	Printing Of Tip Passes	-942.70
EFT11457	14/08/2014	WONGAN ARTS SOCIETY	Financial Assistance For The 2014 Art And Craft Exhibition	-7000.00
EFT11458	14/08/2014	LGIS LIABILITY	Workers Compensation Insurance 14/15	-130515.35
EFT11459	14/08/2014	LGIS INSURANCE BROKING	2014/2015 Vehicle Insurance	-73856.87
EFT11460	14/08/2014	WESTERN DIAGNOSTIC PATHOLOGY	Pre Employment Drug Screening-Jaime Reilly	-35.04
EFT11461	14/08/2014	THE CHURCHES COMM. ON EDUCATION (INC) - YOUTHCARE	Contribution To The Wongan Hills District Council	-15532.00
EFT11462	14/08/2014	IT VISION USER GROUP INC.	Annual License Fee And Database And User License	-32397.20
EFT11463	14/08/2014	RBC RURAL	Meterplan Charges	-1352.21

EFT11464	14/08/2014	LOCAL HEALTH AUTHORITIES ANALYTICAL COMM.	Analytical Services 2014/2015	-495.95
EFT11465	14/08/2014	WONGAN HILLS HARDWARE	Various Tools, Chemicals And Goods For Works-Monthly Account	-1883.06
EFT11466	14/08/2014	ALLGLOVE INDUSTRIES	Bushfire Gloves 10 X Large 10 X Extra Large	-450.00
EFT11467	14/08/2014	WONGAN MAIL SERVICE	Administration Monthly Mail Account	-864.56
EFT11468	14/08/2014	WA HINO SALES & SERVICE	Cover Assembly For PTK30	-67.58
EFT11469	14/08/2014	PORTNER PRESS PTY LTD	Health And Safety Update 4 2014	-154.00
EFT11470	14/08/2014	LAM-VY PHAN	Chaplaincy Wages For August	-1720.62
EFT11471	14/08/2014	WONGAN HILLS HOTEL	Shire Council Meals	-796.67
EFT11472	14/08/2014	CAMMS	Qrtly Cloud Hosting Fee	-1980.00
EFT11473	14/08/2014	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	Bsl Reconciliation	-418.70
EFT11474	14/08/2014	TJ & LM WOODFORD T/AS GOODDIRT DIGGERS	Bobcat Dry Hire	-3630.00
EFT11475	14/08/2014	RUMBOLD FORD PTY LTD	Fit Tyres WB011 And Service	-1180.00
EFT11476	14/08/2014	MEDITECH AUST-ASIA PTY LTD	Pre Employment Medical-Jaime Reilly	-140.00
EFT11477	14/08/2014	HOTEL IBIS PERTH	Accommodation Department Of Transport Training	-1048.45
EFT11478	14/08/2014	CORSIGN WA PTY LTD	Signs And Frame	-2940.30
EFT11479	14/08/2014	EL CABALLO RESORT	2 Nights Accommodation For Karl Mickle (Supervisors Course)	-270.00
EFT11481	15/08/2014	WONGAN RETRAVISION & COMFORTSTYLE FURNITURE	CRC & Art Centre Furniture Fitout	-22685.96
EFT11482	15/08/2014	TJ & LM WOODFORD T/AS GOODDIRT DIGGERS	6500 Cu.M Of Gravel For Wongan-Cadoux Road-Shoulder	-28050.00
EFT11483	19/08/2014	BALLIDU PROGRESS ASSOCIATION	2014/2015 Australia Day Function	-200.00
EFT11484	19/08/2014	BALLIDU CONTEMPORARY ARTS SOCIETY	2014/2015 Annual Donation	-4950.00
EFT11485	19/08/2014	WONGAN HILLS TOURISM GROUP INC	2014/2015 Annual Donation	-11000.00
EFT11486	19/08/2014	WONGAN HILLS DISTRICT HIGH SCHOOL	2014/2015 School Scholarship	-385.00
EFT11487	19/08/2014	BALLIDU GREATER SPORTS COUNCIL	Annual Donation & Corrections To Donations Due To CPI	-19150.66
EFT11488	19/08/2014	BALLIDU PRIMARY SCHOOL P & C ASSOCIATION	2014/2015 Bike It To Ballidu	-300.00
EFT11489	19/08/2014	CADOUX SPORTS COUNCIL INC.	Corrections To Annual Donation Due To CPI	-19850.66
EFT11490	19/08/2014	WONGAN HILLS BUSINESS ASSOCIATION	2014 Community Development Fund Grant	-3000.00
EFT11491	19/08/2014	WONGAN HILLS SPORT & RECREATION COUNCIL INC	Annual Donation 2014/2015, Corrections Due To CPI	-27553.66
EFT11492	19/08/2014	WONGAN-BALLIDU BUSH CARE	2014/2015 Donation	-330.00
EFT11493	19/08/2014	GOLDY MOTORS PTY LTD	Trade In And Purchase Of CEO Vehicle	-9543.41
EFT11494	19/08/2014	NEXUS AUSTRALIA PTY LTD	Electric Stapler For Boomer	-1864.50
EFT11495	20/08/2014	BOEKEMAN MACHINERY	Works Manager Vehicle Changeover	-25014.95
EFT11496	20/08/2014	ANZ BANK (NETT WAGES)	PPE 190814	-56744.74
EFT11497	21/08/2014	WALGS SUPERANNUATION PLAN	Superannuation Contributions	-6774.68
EFT11498	21/08/2014	AUSTRALIAN SERVICES UNION	Payroll Deductions	-24.44
EFT11499	21/08/2014	IOU SOCIAL CLUB	Payroll Deductions	-260.00
EFT11500	21/08/2014	MUNICIPAL EMPLOYEES UNION	Payroll Deductions	-19.40
EFT11501	21/08/2014	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	-365.60
EFT11502	21/08/2014	KYLEREAN SUPERANNUATION FUND	Superannuation Contributions	-1058.31
EFT11503	27/08/2014	AVON WASTE	Waste Collection For The Month Of July	-10687.60
EFT11504	27/08/2014	BOEKEMAN MACHINERY	Filters For Various Machines, Service To VWC, Battery PSP1	-1856.66
EFT11505	27/08/2014	COURIER AUSTRALIA INTERNATIONAL	Freight Charges For The Month Of July.	-128.49
EFT11506	27/08/2014	KOMATSU AUSTRALIA PTY LTD	Parts For PG14	-150.73
EFT11507	27/08/2014	MCINTOSH & SON	Parts For PTK25, PTK27, PML2, PROL11. For The Month Of July	-1996.71
EFT11508	27/08/2014	OFFICEWORKS BUSINESS DIRECT	Boomer Paper And Stationery	-216.00
EFT11509	27/08/2014	TRUCKLINE PARTS	Parts For PTRL25	-2043.65
EFT11510	27/08/2014	WATER CORPORATION	Water And Service Charges For Wongan Hills Swimming Pool	-2655.51
EFT11511	27/08/2014	WESTRAC EQUIPMENT PTY LTD	Parts For PLDR7 And PG13,12	-151.89
EFT11512	27/08/2014	WHEATBELT TYRES	Monthly Account For Supply Of Goods And Services For July	-1815.11
EFT11513	27/08/2014	WONGAN NEWSAGENCY	Monthly Newsagent Acc For The CRC	-15.15
EFT11514	27/08/2014	WONGAN STEEL MANUFACTURERS		-618.38
		WONGAN STEEL MANUFACTURERS	Fix Swimming Pool Hair And Lint Basket	122.82
		WONGAN STEEL MANUFACTURERS	Monthly Acc For Goods And Services Supplied	495.56
EFT11515	27/08/2014	C FOLLETT & CO	Repair Water Pipes On Culvert Works	-979.99
EFT11516	27/08/2014	BOC LIMITED	Acetylene & Oxygen Bottles For Depot and Pool.	-1140.92
EFT11517	27/08/2014	MOORA GLASS SERVICE	49 Quinlan Street- Check And Repair Screen Door Track	-55.00
EFT11518	27/08/2014	ORICA/SPECTRUM AUSTRALIA PTY LTD	Chlorine Cylinder Bottles For Pool And Oval	-169.14
EFT11519	27/08/2014	WESFARMERS KLEENHEAT GAS PTY LTD	Gas Bottle Rental For Doctors Rental	-66.00
EFT11520	27/08/2014	AUSTRALIAN TAXATION OFFICE	July 2014 BAS	-12751.00
EFT11521	27/08/2014	WHEATBELT VETERINARY SERVICE	Catsnip Sterilisation Program	-200.00
EFT11522	27/08/2014	AUSTRALIA DAY COUNCIL OF WESTERN AUSTRALIA	Membership Renewal	-200.00
EFT11523	27/08/2014	COVS	Parts For Various Vehicles-PUT64, PTK30,3,25, PG12, PSP3, PROL11	-650.36
EFT11524	27/08/2014	MARKETFORCE PRODUCTIONS	Advertising For Plant Operator Position	-981.66
EFT11525	27/08/2014	CADOUX SPORTS COUNCIL INC.	Water Used For The Shire's Emergency Services Tank.	-117.90
EFT11526	27/08/2014	ESPLANADE HOTEL FREMANTLE	LIWA Conference-Rachael Bairstow	-489.00
EFT11527	27/08/2014	OVERLAND FREIGHT	Freight For Depot And Water Purchase For CRC	-205.75
EFT11528	27/08/2014	WONGAN HILLS HARDWARE	Various Goods For Building Services For The Month Of July.	-1664.89
EFT11529	27/08/2014	TRUCK CENTRE (WA) PTY LTD	Parts For PTK25 And PTK28	-365.21
EFT11530	27/08/2014	SIGMA CHEMICALS	Services To Pool Test And Wave Pool Cleaner	-378.10
EFT11531	27/08/2014	RELIANCE PETROLEUM	July Fuel Card Account	-753.85
EFT11532	27/08/2014	WONGAN HILLS ROTARY CLUB	2014/2015 Wongan Seniors Christmas Function	-1000.00
EFT11533	27/08/2014	WONGAN MAIL SERVICE	CRC Postage For The Month Of July	-56.35



EFT11534	27/08/2014	DUNNINGS INVESTMENTS P/L	Fuel Card Purchases For The Month Of July	-4227.68
EFT11535	27/08/2014	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	TransWA Ticket Sales For July	-124.77
EFT11536	27/08/2014	COMMUNITY RESOURCE CENTRE - DALWALLINU	Laminating	-16.20
EFT11537	27/08/2014	DUN DIRECT PTY LTD	Bulk Fuel Purchased For The Month Of July	-14595.02
EFT11538	27/08/2014	FUJI XEROX AUSTRALIA PTY LTD	Boomer Printing Costs	-2627.43
EFT11539	27/08/2014	AIR LIQUIDE WA PTY LTD	Oxygen Cylinder Rental	-81.52
EFT11540	27/08/2014	CENTURION TEMPORARY FENCING	Hire Of Fencing For The New CRC	-1134.38
EFT11541	27/08/2014	AIRCONS 4 YOU PLUS ELECTRICAL		-1948.80
		AIRCONS 4 YOU PLUS ELECTRICAL	Repairs To Security Lights At Wongan Sports Pavillion	429.58
		AIRCONS 4 YOU PLUS ELECTRICAL	Install Swimming Pool Pump Alarm	1282.05
		AIRCONS 4 YOU PLUS ELECTRICAL	2a Patterson Street-New Wiring To Hot Water System	237.17
EFT11542	27/08/2014	ROCKINGHAM HOLDEN	Works Coordinator Vehicle.	-29930.00
EFT11543	27/08/2014	WONGAN BALLIDU HOCKEY CLUB	WBHC 75th Reunion	-1815.00
EFT11545	31/08/2014	DEPARTMENT OF TRANSPORT	August DPI Payment	-39587.85
20077	01/08/2014	RONALD CHARLES HARRIS	Gratuity Payment For Ronald Charles Harris	-200.00
20078	05/08/2014	WESTNET PTY LTD	Westnet Account For Shire Admin	-339.79
20079	05/08/2014	TELSTRA CORPORATION LIMITED		-3604.82
		TELSTRA CORPORATION LIMITED	Telstra Instant Messaging Platform	57.33
		TELSTRA CORPORATION LIMITED	Monthly Telstra Account	3447.54
		TELSTRA CORPORATION LIMITED	Internet For 30 Wandoo Crescent	99.95
20080	05/08/2014	SYNERGY	Electricity For Street Lights and various other	-16578.90
20081	05/08/2014	CONSTRUCTION TRAINING FUND	Building And Construction Industry Training Fund Reconciliation	-91.75
20082	05/08/2014	ONSITE RENTAL GROUP OPERATIONS P/L	Hire Of Machinery For Private Works	-24913.91
20083	07/08/2014	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll Deductions	-815.00
20084	07/08/2014	REST SUPERANNUATION	Superannuation Contributions	-51.00
20085	07/08/2014	AMP SUPERANNUATION LTD.	Superannuation Contributions	-198.82
20086	07/08/2014	PRIME SUPER	Superannuation Contributions	-517.07
20087	07/08/2014	AXA RETIREMENT SECURITY PLAN	Superannuation Contributions	-186.93
20088	07/08/2014	ONEPATH LIFE LIMITED	Superannuation Contributions	-206.85
20089	07/08/2014	BT SUPER FOR LIFE	Superannuation Contributions	-135.64
20090	14/08/2014	WILLIAMS & WILLIAMS	Administration Letterhead	-933.90
20091	14/08/2014	TELSTRA CORPORATION LIMITED	Rental For 1 Elphin Crescent	-9.71
20092	14/08/2014	SHIRE OF WONGAN-BALLIDU PETTY CASH	Petty Cash Recoup	-245.05
20093	14/08/2014	SHIRE OF WONGAN-BALLIDU	Rates For The Shire Of Wongan-Ballidu	-13800.64
20094	14/08/2014	CONSTRUCTION TRAINING FUND	BCTIF Commission	-699.50
20095	14/08/2014	SHIRE OF WONGAN-BALLIDU WB BOOMER	Laminating Of Australian National Anthem For Citizenship Ceremonies	-86.00
20096	19/08/2014	BALLIDU TIDY TOWNS	2014/2015 Ballidu Tidy Towns Donation	-500.00
20097	19/08/2014	WONGAN HILLS TIDY TOWNS COMMITTEE	2014/2015 Tidy Towns Donation	-500.00
20099	19/08/2014	WONGAN HILLS CRICKET CLUB	2014/2015 Donation	-750.00
20100	19/08/2014	WHEATBELT BOOMERS FOOTBALL CLUB INC	2014/2015 Wongan Masters Football Carnival	-1000.00
20101	21/08/2014	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll Deductions	-815.00
20102	21/08/2014	REST SUPERANNUATION	Superannuation Contributions	-45.23
20103	21/08/2014	AMP SUPERANNUATION LTD.	Superannuation Contributions	-198.33
20104	21/08/2014	PRIME SUPER	Superannuation Contributions	-527.94
20105	21/08/2014	AXA RETIREMENT SECURITY PLAN	Superannuation Contributions	-187.55
20106	21/08/2014	ONEPATH LIFE LIMITED	Superannuation Contributions	-206.85
20107	21/08/2014	BT SUPER FOR LIFE	Superannuation Contributions	-135.64
20108	27/08/2014	WESTNET PTY LTD	Internet Service Charges For August 2014.	-329.79
20109	27/08/2014	TELSTRA CORPORATION LIMITED	Internet For 30 Wandoo Crescent	-114.95
20110	27/08/2014	SYNERGY	Electricity For Street Lighting	-10945.40
20111	27/08/2014	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	Apparatus License Renewal Fees	-54.00
20112	27/08/2014	WONGAN HILLS & DISTRICTS MUSEUM & HISTORICAL SOCIETY	Gardening Maintenance Contract	-2900.00
			1 Municipal Bank	-1023201.00
			2 Trust Account	-40087.85
			TOTAL	-1063288.85
			RECOVERABLE	-508.00
			PARTIALLY RECOVERABLE	-26981.94

## 9.1.2 FINANCIAL REPORTS

FILE REFERENCE:	F1.4
REPORT DATE:	25 September 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 August 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:-

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

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

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

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

### COMMENT:

Refer to attachment.

**POLICY REQUIREMENTS:**

Policy F64 - Monthly Financial Reporting Requirements

**LEGISLATIVE REQUIREMENTS:**

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

**STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

**SUSTAINABILITY IMPLICATIONS:**

Ø **Environment**

There are no known environmental implications associated with the proposals.

Ø **Economic**

There are no known economic implications associated with the proposals.

Ø **Social**

There are no known social implications associated with the proposals.

**FINANCIAL IMPLICATIONS:**

The financial reports for the periods ending August 2014 are attached to the Council agenda.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**STAFF RECOMMENDATION:**

That the following Statements and reports for the months ended August 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

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

**That the following Statements and reports for the months ended August 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
- g. Debtors Outstanding Report
- h. Bank Reconciliation Report
- i. Investment Report
- j. Reserve Account Balances Report
- k. Loans Schedule

Discretionary  
Discretionary  
Discretionary  
Discretionary  
Discretionary

**CARRIED: 9/0**  
**RESOLUTION: 030914**

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

	Approved Budget 2014- 2015	Current Budget 2014-2015	YTD BUDGET *	YTD Actual	Page	Variance Over or Under	10%
<b>INCOME</b>							
Rates	(2,601,928)	(2,601,928)	(2,509,448)	(2,421,711)		3.5%	✓
Grants Operating, Subsidies & Contributions	(2,210,392)	(2,210,392)	(510,000)	(507,765)		0.4%	✓
Non Operating Grants, Subsidies & Contributions	(1,624,912)	(1,624,912)	-	-		0.0%	✓
Fees & Charges & Service Charges	(506,015)	(506,015)	(225,590)	(211,192)		6.4%	✓
Other Revenue	(84,395)	(84,395)	(13,452)	(13,696)		(1.8%)	✓
Interest	(121,139)	(121,139)	(4,892)	(3,999)		18.3%	0
Profit on sale of Assets	-	-	-	-			
<b>a: TOTAL INCOME</b>	<b>(7,148,780)</b>	<b>(7,148,780)</b>	<b>(3,263,382)</b>	<b>(3,158,363)</b>			
<b>OPERATING EXPENSES</b>							
Employee Costs	1,952,596	1,952,596	353,912	330,067		(6.7%)	✓
Materials & Contracts	1,278,190	1,278,190	122,546	133,598		9.0%	✓
Utilities (Gas, Electricity) etc.	292,620	292,620	53,681	54,920		2.3%	✓
Interest #	73,525	73,525	18,694	1,694	11	(90.9%)	0
Insurance	237,561	237,561	142,435	154,763		8.7%	✓
Other General	254,245	254,245	152,521	156,252		2.4%	✓
Loss on Asset Disposals	114,640	114,640	35,602	32,655		(8.3%)	✓
Depreciation	2,504,931	2,504,931	420,920	-		(100.0%)	0
<b>b: TOTAL OPERATING EXPENSES</b>	<b>6,708,308</b>	<b>6,708,308</b>	<b>1,300,311</b>	<b>863,949</b>			
<b>c: NET OPERATING (SURPLUS) / DEFICIT</b>	<b>(440,472)</b>	<b>(440,472)</b>	<b>(1,963,071)</b>	<b>(2,294,413)</b>			
<b>CAPITAL EXPENSES</b>							
Land & Buildings	1,119,380	1,119,380	289,736	34,992		(87.9%)	0
Furniture & Equipment	37,396	37,396	-	-		0.0%	✓
Motor Vehicles	161,000	161,000	131,000	120,479		(8.0%)	✓
Plant	645,000	645,000	-	-		0.0%	✓
Infrastructure Other	9,822	9,822	-	-		0.0%	✓
Infrastructure Roads	1,910,860	1,910,860	166,506	73,815		(55.7%)	0
<b>d: TOTAL CAPITAL</b>	<b>3,883,458</b>	<b>3,883,458</b>	<b>587,242</b>	<b>229,286</b>			
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>3,442,986</b>	<b>3,442,986</b>	<b>(1,375,829)</b>	<b>(2,065,127)</b>			
<b>ADJUST - NON CASH ITEMS</b>							
Depreciation	(2,504,931)	(2,504,931)	(420,920)	-			
Profit on sale of assets	-	-	-	-	6		
Loss on sale of assets	(114,640)	(114,640)	(35,602)	(32,655)	6		
Proceeds from Sale of Assets	(233,000)	(233,000)	(66,455)	(66,455)	6		
Transfer from reserves	(1,072,776)	(1,072,776)	(514,046)	(314,046)	10		
Transfer to reserves	755,000	755,000	-	-	10		
Interest paid to reserves #	31,199	31,199	4,187	4,187	10		
LSL Provision in reserves							
Loan proceeds							
Loan principal repayment	1,022,387	1,022,387	503,035	503,035	11		
SSL Principal Reimbursements	(489,319)	(489,319)	(3,035)	(3,035)	11		
Less (Surplus)/deficit B/Fwd	(810,737)	(810,737)	(810,737)	(703,631)	5		
<b>ADJUSTED CLOSING (SURPLUS) / DEFICIT</b>	<b>26,169</b>	<b>26,169</b>	<b>(2,719,402)</b>	<b>(2,677,727)</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% 0

**Shire of Wongan-Ballidu  
Variance Report for August 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
	<b>Operating Income</b>	
①	Interest	Variance is due to the reversal of the end of financial year accrual journal. These journals are mandatory to account for the accrued interest at the end of the year.
	<b>Operating Expenditure</b>	
①	Interest	Variance is due to the reversal of the end of financial year accrual journal. These journals are mandatory to account for the accrued interest at the end of the year.
①	Depreciation	Depreciation will not be run until the fair value revaluation adjustments have gone through. The reason for this is that the depreciation has to be reversed back before the new values can be applied.
	<b>Capital</b>	
①	Land & Building	Variance is due to timing of original budget. Remaining CRC expenses have been budgeted to be incurred between July and December.
①	Infrastructure Roads	Variance is due to the plant and workforce time has been prioritised to finishing the CRC earthworks.

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

		APPROVED BUDGET	CURRENT BUDGET	YTD ACTUAL
<b>INCOME</b>				
General Purpose Funding	03	(4,993,425)	(4,993,425)	(2,919,935)
Governance	04	(23,400)	(23,400)	(742)
Law, Order & Public Safety	05	(33,878)	(33,878)	(1,049)
Health	07	(10,754)	(10,754)	(3,107)
Education & Welfare	08	(5,183)	(5,183)	(571)
Housing	09	(110,875)	(110,875)	(6,500)
Community Amenities	10	(182,542)	(182,542)	(158,893)
Recreation & Culture	11	(214,976)	(214,976)	(28,956)
Transport	12	(1,280,082)	(1,280,082)	(6,913)
Economic Services	13	(31,680)	(31,680)	(5,337)
Other Property & Services	14	(261,985)	(261,985)	(26,360)
<b>a: TOTAL INCOME</b>		<b>(7,148,780)</b>	<b>(7,148,780)</b>	<b>(3,158,363)</b>
<b>OPERATING EXPENSES</b>				
General Purpose Funding	03	93,618	93,618	15,209
Governance	04	288,093	288,093	84,085
Law, Order & Public Safety	05	102,046	102,046	29,648
Health	07	103,756	103,756	16,241
Education & Welfare	08	164,456	164,456	39,788
Housing	09	222,880	222,880	18,199
Community Amenities	10	410,970	410,970	44,560
Recreation & Culture	11	1,412,195	1,412,195	243,403
Transport	12	2,969,557	2,969,557	338,335
Economic Services	13	142,479	142,479	19,546
Other Property & Services #	14	798,258	798,258	14,936
<b>b: TOTAL OPERATING EXPENSES</b>		<b>6,708,308</b>	<b>6,708,308</b>	<b>863,949</b>
<b>c: NET OPERATING (SURPLUS)/DEFICIT</b>		<b>(440,472)</b>	<b>(440,472)</b>	<b>(2,294,413)</b>
<b>CAPITAL EXPENSES</b>				
General Purpose Funding	23	-	-	-
Governance	24	80,000	80,000	40,070
Law, Order & Public Safety	25	-	-	-
Health	27	-	-	-
Education & Welfare	28	-	-	-
Housing	29	8,412	8,412	-
Community Amenities	30	-	-	-
Recreation & Culture	31	180,272	180,272	386
Transport	32	2,676,682	2,676,682	154,224
Economic Services	33	-	-	-
Other Property & Services	34	938,092	938,092	34,606
<b>d: TOTAL CAPITAL EXPENSES</b>		<b>3,883,458</b>	<b>3,883,458</b>	<b>229,286</b>
<b>e: TOTAL OPERATING &amp; CAPITAL</b>		<b>3,442,986</b>	<b>3,442,986</b>	<b>(2,065,127)</b>

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

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

	2014-2015	BUDGET	YTD
SURPLUS / (DEFICIT)	810,737	(26,169)	2,677,727
<b>COMPRISES</b>			
Cash (including reserves)	1,668,462	579,774	3,230,182
Current rates	102,073	799,108	856,001
Sundry debtors	1,483,727	31,531	28,487
Tax receivables	2,045	86,139	60,693
Other debtors	5,110	19,450	22,041
A: SSL debtors (are excluded see D: adj)	499,796	958,509	975,602
Inventories	17,817	14,435	1,988
<b>Less:</b>			
Reserves	(1,511,012)	(1,201,152)	(1,201,152)
Sundry creditors	(766,472)	82,338	98,547
Accrued interest	(26,108)	-	-
ESL Levy Owed	3,557	(105,260)	(74,832)
PAYG/GST Due To ATO	-	(70,246)	(68,969)
B: Other - DOT (are excluded see D: adj)	-	-	-
Other	-	-	-
Tax liabilities	(7,568)	(7,568)	(7,568)
Other	-	-	-
C: Loan liability (are excluded see D: adj)	(1,022,386)	(528,202)	(503,035)
Current employee benefits provisions	(160,894)	(254,717)	(267,689)
D: Adjustments (see above A to C)	522,590	(430,306)	(472,567)
	-	-	-
Surplus / (Deficit) Variance	810,737	(26,169)	2,677,727

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

	2014-2015	BUDGET	YTD
<b>Current assets</b>			
Cash & cash equivalents	1,668,462	579,774	3,230,182
Sundry debtors	2,092,750	1,894,737	1,942,823
Inventories	17,817	14,435	1,988
<b>Total current assets</b>	3,779,030	2,488,946	5,174,993
<b>Current liabilities</b>			
Creditors and accounts payable	(796,591)	(100,736)	(52,823)
Current loan liability	(1,022,386)	(528,202)	(503,035)
Provisions	(160,894)	(254,717)	(267,689)
<b>Total current liability</b>	(1,979,870)	(883,656)	(823,546)
<b>Net current assets</b>	1,799,159	1,605,290	4,351,446
Less: restricted reserves	(1,511,012)	(1,201,152)	(1,201,152)
Less: SSL principal repayments	(499,796)	(958,509)	(975,602)
Add back: Current loan liability	1,022,386	528,202	503,035
Add back:	-	-	-
Surplus / (Deficit) Variance	810,737	(26,169)	2,677,727



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

	2014-2015 APPROVED BUDGET	2014-2015 CURRENT BUDGET	2014-2015 ACTUAL
<b><u>OPERATING INCOME</u></b>			
General Purpose Funding	(2,391,497)	(2,391,497)	(498,224)
Governance	(23,400)	(23,400)	(742)
Law, Order & Public Safety	(33,878)	(33,878)	(1,049)
Health	(10,754)	(10,754)	(3,107)
Education & Welfare	(5,183)	(5,183)	(571)
Housing	(110,875)	(110,875)	(6,500)
Community Amenities	(182,542)	(182,542)	(158,893)
Recreation & Culture	(214,976)	(214,976)	(28,956)
Transport	(1,280,082)	(1,280,082)	(6,913)
Economic Services	(31,680)	(31,680)	(5,337)
Other Property & Services	(261,985)	(261,985)	(26,360)
<b>A</b>	<b>(4,546,853)</b>	<b>(4,546,853)</b>	<b>(736,651)</b>
<b><u>OPERATING EXPENSES</u></b>			
General Purpose Funding	93,618	93,618	15,209
Governance	288,093	288,093	84,085
Law, Order & Public Safety	102,046	102,046	29,648
Health	103,756	103,756	16,241
Education & Welfare	164,456	164,456	39,788
Housing	222,880	222,880	18,199
Community Amenities	410,970	410,970	44,560
Recreation & Culture	1,412,195	1,412,195	243,403
Transport	2,969,557	2,969,557	338,335
Economic Services	142,479	142,479	19,546
Other Property & Services	798,258	798,258	14,936
<b>B</b>	<b>6,708,308</b>	<b>6,708,308</b>	<b>863,949</b>
<b>C= A and B</b>	<b>2,161,455</b>	<b>2,161,455</b>	<b>127,298</b>
<b><u>ADJUST FOR CASH BUDGET REQUIREMENTS</u></b>			
<b><u>Non-Cash Expenditure and Revenue</u></b>			
Depreciation on Assets	(2,504,931)	(2,504,931)	-
Profit/(Loss) on Asset Sales	(114,640)	(114,640)	(32,655)
<b><u>Capital Expenditure &amp; Income</u></b>			
Purchase of land & buildings #	1,119,380	1,119,380	34,992
Purchase of furniture & equipment	37,396	37,396	-
Purchase of motor vehicles #	161,000	161,000	120,479
Purchase of plant & machinery #	645,000	645,000	-
Purchase of other infrastructure #	9,822	9,822	-
Purchase of roads infrastructure #	1,910,860	1,910,860	73,815
Proceeds from sale of assets	(233,000)	(233,000)	(66,455)
<b><u>Financing Activities</u></b>			
Repayment of Loan Principal*	1,022,387	1,022,387	503,035
Loan proceeds / refinancing CL to NCL adj	-	-	-
Self Supporting Loan Income	(489,319)	(489,319)	(3,035)
<b><u>Reserve Movements</u></b>			
Transfers to Reserves	755,000	755,000	-
Interest paid to Reserves	31,199	31,199	4,187
Transfer from Reserves	(1,072,776)	(1,072,776)	(314,046)
LSL Provision in reserves	-	-	-
Estimated Muni Surplus/(Deficit) July 1 B/Fwd.	(810,737)	(810,737)	(703,631)
Estimated Muni Surplus/(Deficit) June 30 C/Fwd.	(26,169)	(26,169)	<b>2,677,727</b>
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>2,601,927</b>	<b>2,601,928</b>	<b>(256,016)</b>
<b>TOTAL RATES RAISED</b>	<b>2,601,928</b>	<b>2,601,928</b>	<b>2,421,711</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 AUGUST 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*	43,331	(40,000)	3,331	43,334	(35,682)	7,653
Grader Utility	13,579	(5,500)	8,079			
Works Co-Ordinator Utility	19,399	(5,500)	13,899	19,400	(6,682)	12,718
Works Manager Vehicle	36,372	(18,000)	18,372	36,375	(24,091)	12,284
<b>Plant &amp; Equipment</b>						
Multi Tyred Roller	36,395	(9,000)	27,395			
Isuzu Dual Cab Truck	35,415	(20,000)	15,415			
Grader	163,149	(135,000)	28,149			
<b>TOTAL</b>	<b>347,640</b>	<b>(233,000)</b>	<b>114,640</b>	<b>99,109</b>	<b>(66,455)</b>	<b>32,655</b>
<b>By Program</b>						
<b>Governance</b>						
CEO Vehicle	43,331	(40,000)	3,331	43,334	(35,682)	7,653
<b>Transport</b>						
Grader Utility	13,579	(5,500)	8,079			
Works Co-Ordinator Utility	19,399	(5,500)	13,899	19,400	(6,682)	12,718
Works Manager Vehicle	36,372	(18,000)	18,372	36,375	(24,091)	12,284
Multi Tyred Roller	36,395	(9,000)	27,395			
Isuzu Dual Cab Truck	35,415	(20,000)	15,415			
Grader	163,149	(135,000)	28,149			
<b>TOTAL</b>	<b>347,640</b>	<b>(233,000)</b>	<b>114,640</b>	<b>99,109</b>	<b>(66,455)</b>	<b>32,655</b>
<b>Motor Vehicle and Plant &amp; Equipment Change Over</b>						
	Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
<b>Motor Vehicles</b>						
CEO Vehicle	50,000	(40,000)	10,000	40,070	(35,682)	4,388
Grader Utility	30,000	(5,500)	24,500			
Works Co-Ordinator Utility	35,000	(5,500)	29,500	33,573	(6,682)	26,891
Works Manager Vehicle	46,000	(18,000)	28,000	46,836	(24,091)	22,745
			-			
<b>Plant &amp; Equipment</b>						
Multi Tyred Roller	185,000	(9,000)	176,000			
Isuzu Dual Cab Truck	85,000	(20,000)	65,000			
Grader	375,000	(135,000)	240,000			
			-			
<b>TOTAL</b>	<b>806,000</b>	<b>(233,000)</b>	<b>573,000</b>	<b>120,479</b>	<b>(66,455)</b>	<b>54,024</b>



**SHIRE OF WONGAN-BALLIDU**

**BANK RECONCILIATIONS FOR 31 AUGUST 2014**

	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	2,320,458.23	1,043,578.41	18,251.02	1,257,928.80	700.00
Add: Receipts	2,051,151.72	2,008,643.71	40,238.20	2,269.81	
Less: Payments - EFT & Cheques	(1,122,335.18)	(1,023,201.00)	(40,087.85)	(59,046.33)	
Payments - Bank Fees and Rounding	(691.33)	(691.33)			
<b>Balance as per General Ledger</b>	<b>3,248,583.44</b>	<b>2,028,329.79</b>	<b>18,401.37</b>	<b>1,201,152.28</b>	<b>700.00</b>
Balance as per Bank Statements	1,349,240.31	1,330,051.37	18,304.31	884.63	
Balance as per Bank Deposit Certificates	1,900,267.65	700,000.00		1,200,267.65	
Balance as per Holder Certificates	700.00				700.00
Add: Outstanding Deposits	11,044.59	10,312.99	731.60		
Less: Adjustments	665.93	665.93			
Unpresented Payments	(13,335.04)	(12,700.50)	(634.54)		
<b>Balance as per Cash Book</b>	<b>3,248,583.44</b>	<b>2,028,329.79</b>	<b>18,401.37</b>	<b>1,201,152.28</b>	<b>700.00</b>
Figure should equal same as Creditor Payment List	\$ 0.00	\$ -	\$ -	\$ -	\$ -

SHIRE OF WONGAN - BALLIDU  
INVESTMENT REPORT FOR 31 AUGUST 2014

MUNICIPAL INVESTMENTS											
Matured Municipal Investments											
Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Last Placed	Interest Realised	Closing Balance	Back into Muni

<b>Total of matured municipal investments</b>											0.00
<b>Current Municipal Investments</b>											0.00
Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Current Investment	YTD Interest	Closing Balance	Interest Realised
9733-98676	Term Deposit			1-Aug-14	3-Nov-14	94	3.45%	\$ 250,000.00		\$ 250,000.00	
	Muni Online Saver		Cash at Bank				3.50%	\$ 450,000.00		\$ 450,000.00	
<b>Total of current municipal investments</b>											0.00

RESERVE INVESTMENTS											
Matured Reserve Investments											
Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment last Placed	Interest Realised	Closing Balance	Back into Muni

<b>Total of matured reserve investments</b>											0.00
<b>Current Reserve Investments</b>											0.00

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Current Investment	YTD Interest	Closing Balance	Interest Realised
9733-98684	Term Deposit			1-Aug-14	2-Feb-15	185	3.64%	\$ 378,882.68		\$ 378,882.68	\$ -
9733-98705	Term Deposit			1-Aug-14	3-Nov-14	94	3.45%	\$ 250,000.00		\$ 250,000.00	\$ -
9733-98748	Term Deposit			1-Aug-14	3-Nov-14	94	3.45%	\$ 250,000.00		\$ 250,000.00	\$ -
	Online Saver		Cash at bank				3.50%	\$ 321,384.97	\$ 4,139.63	\$ 321,384.97	\$ 4,139.63
	Reserve Saver		Cash at bank				3.50%	\$ 884.63	\$ 47.10	\$ 884.63	\$ 47.10
<b>Total of reserve investments and cash</b>								1,201,152.28	4,186.73	1,201,152.28	4,186.73

<b>Total of matured municipal and reserve investment</b>											\$ -
<b>Total of current municipal and reserve investment and cash</b>											\$ 1,901,152.28
<b>Total of current municipal and reserve investment and cash</b>											\$ 1,901,152.28
<b>Total of current municipal and reserve investment and cash</b>											\$ 4,186.73
<b>Total of current municipal and reserve investment and cash</b>											\$ 1,901,152.28
<b>Total of current municipal and reserve investment and cash</b>											\$ 4,186.73

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 31 AUGUST 2014

Reserve Description	GL Acct.	Opening Balance	Intra reserve transfers	ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 AUGUST 2014							
				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	11,992	-	360.00	-	-	12,351.91	360.00	-	-	-	-	-	-	-	-	-	-	12,030.04
Depot Improvement Reserve	01940	5,736	-	172.00	-	-	5,907.74	172.00	-	-	-	-	-	-	-	-	-	-	5,753.32
Historical Publications Reserve	01965	6,273	-	188.00	-	-	6,460.72	188.00	-	-	-	-	-	-	-	-	-	-	6,293.23
Housing Reserve	01955	92,801	-	2,784.00	-	-	95,585.47	2,784.00	-	-	-	-	-	-	-	-	-	-	93,102.93
Land & Buildings Reserve	01930	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Loan Principal Reserve	01950	314,046	-	-	(514,046.33)	200,000.00	74,834.07	-	(514,046.33)	200,000.00	-	-	-	-	(314,046)	-	-	-	72,889.38
LSL Reserve	01935	72,654	-	2,180.00	-	-	74,834.07	2,180.00	-	-	-	-	-	-	-	-	-	-	315,036.97
Medical Facilities & R4R Special Projects Reserve	01975	314,020	-	4,710.00	(318,729.55)	-	22,792.90	4,710.00	(318,729.55)	-	-	-	-	-	-	-	-	-	17,314.67
Patterson Street JV Housing Reserve	01988	17,275	-	518.00	-	5,000.00	22,792.90	518.00	-	5,000.00	-	-	-	-	-	-	-	-	39,777
Plant Reserve	01945	608,706	-	18,261.00	(240,000.00)	200,000.00	586,966.78	18,261.00	(240,000.00)	200,000.00	-	-	-	-	-	-	-	-	611,002.31
Quinlan Street JV Housing Reserve	01987	24,297	-	729.00	-	5,000.00	30,025.99	729.00	-	5,000.00	-	-	-	-	-	-	-	-	24,359.80
Stickland JV Housing Reserve	01986	19,453	-	584.00	-	5,000.00	25,037.28	584.00	-	5,000.00	-	-	-	-	-	-	-	-	19,500.60
Swimming Pool Reserve	01970	12,027	-	361.00	-	130,000.00	142,388.26	361.00	-	130,000.00	-	-	-	-	-	-	-	-	12,050.28
Waste Management Reserve	01920	11,732	-	352.00	-	5,000.00	17,083.86	352.00	-	5,000.00	-	-	-	-	-	-	-	-	11,818.95
WH Industrial/LIA Park Reserve	01985	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sporting Co-Location Reserve	01990	-	-	-	-	205,000.00	205,000.00	-	-	205,000.00	-	-	-	-	-	-	-	-	-
<b>TOTALS</b>		<b>1,511,012</b>	<b>-</b>	<b>31,199.00</b>	<b>(1,072,775.88)</b>	<b>755,000.00</b>	<b>1,224,434.98</b>	<b>31,199.00</b>	<b>(1,072,775.88)</b>	<b>755,000.00</b>	<b>1,224,434.98</b>	<b>4,186.95</b>	<b>(314,046.33)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,201,152.48</b>

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

Existing Loans											
Loan No.	Particulars	Recipient	Maturity Date	Amount Borrowed	Loan Paid in Aug 14	Accrued Int. Due as at 31 August	YTD Interest Paid	Loan Balance @ 1 July 2014	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Aug 14
140	Housing Construction	Wongan-Ballidu Development*	May-2015	430,000	-	7,747	-	429,996	-	-	429,996
142	Housing Construction	WB Community Association*	Mar-2020	400,000	-	5,975	-	204,127	-	-	204,127
143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	270,000	-	742	-	68,268	-	-	68,268
145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	500,000	-	-	-	500,000	-	(500,000)	-
145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	500,000	-	1,593	703	500,000	-	-	500,000
147	Aged Persons	Ninan House*	Jul-2022	100,000	-	447	718	68,644	-	(3,035)	65,609
149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019	115,000	-	893	272	71,769	-	-	71,769
150	Sports Pavilion	Wongan Hills Sports Council*	May-2016	50,000	-	286	-	25,956	-	-	25,956
<b>TOTAL EXISTING LOANS</b>				<b>2,365,000</b>	<b>-</b>	<b>17,683</b>	<b>1,694</b>	<b>1,868,760</b>	<b>-</b>	<b>(503,035)</b>	<b>1,365,725</b>

Self Supporting Loan Summary	1,095,000	-	15,348	990	800,491	-	(3,035)	797,456
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0

SSL	Shire	Total
3,035	500,000	503,035
(800,491)	(1,068,268)	(1,868,760)
<b>(797,456)</b>	<b>(568,268)</b>	<b>(1,365,725)</b>

Current loan liability  
Non current liability  
Total Loan Liability

### 9.1.3 2014/2015 BITUMEN ONLINE TENDER

FILE REFERENCE:	F1.9.5.23
REPORT DATE:	17/9/2014
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Karl Mickle (WC-W&S)
ATTACHMENTS:	Nil

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

The purpose of this report is to provide sufficient information summarising the results of the tender called for the supply and laying of bitumen products for the 2014/2015 fiscal year to able Council to award the contract for this service.

#### **BACKGROUND:**

As the Shire's proposed bitumen sealing programme for the 2014/2015 financial year exceeds \$100,000.00 it was necessary to call tenders for the service.

This process was done through WALGA preferred supplier-e-Quotes which allows us to submit tender requirements online.

The tender called for a complete bitumen service, which included the supply/spray of bitumen, the supply/spread of aggregate, rolling, sweeping and traffic management within the Shire of Wongan-Ballidu up to 30<sup>th</sup> June 2015.

Submission closed on 5pm Monday 27<sup>th</sup> August 2014.

#### **COMMENT:**

There were four submissions received.

Bitutek Pty Ltd -Fulton Hogan Pty Ltd – Boral Pty Ltd – Colas (formally known as R&R)

The tender called for both a "fixed" and a "rise & fall" price per square metre (m<sup>2</sup>) rate.

Some vendors prefer the "rise and fall" option as it allows them to shift the "risk" to the purchaser and tends to make their tender look more attractive.

The "rise & fall" option applies a variation from the nominated Guaranteed Maximum Price (**GMP**) at the time of the tender.

In the event of the "rise & fall" adjustment being applied, the difference between the current price and the tender price is used to vary the actual price. ie: if the **GMP** of bitumen (currently \$1070 / tonne increases by \$10.00 per tonne, an additional \$0.01 per litre would be charged).

At an average application rate of 2.0 litres / m<sup>2</sup> every \$10.00 per tonne increase in the **GMP** of bitumen could increase the application rate by \$0.02 m<sup>2</sup>.

Most of the bitumen stock originates out of Singapore and is linked both to the American dollar and world oil prices.

As with fuel prices, customers do not always benefit from daily / weekly fluctuations in pricing as it may depend on the level of "stockpiling" or contract arrangements that occur.



However, if there was a negative shift in either commodity, Council could be “out of pocket” if it were to choose the “rise & fall” option.

The risk of a “rise & fall” contract is that the increase (or decrease) is undeterminable until the time of service, which could be up to six (6) months away for the majority of the contract.

Alternatively, there is nothing to say that the price will not remain static for some time, or in fact decrease

Under the terms of the tender, Council is not bound to accept the lowest, or any tender.

The following schedule of rates was supplied:

**Shire-Budget Prices**

JOB LOCATION	sq.m	TREATMENT	SCHEDULE	Budget
			Mth / Yr	
Dowerin-Kalannie Rd	32000	10mm reseal	Feb'15	\$187,572.00
Dowerin-Kalannie Rd	16000	Prime & 14mm primer seal	Dec'14	\$93,750.00
Waddington Rd	14000	10mm reseal	Feb'16	\$74,603.00
Waddington Rd	14000	14mm primer reseal	Mar'15	\$72,000.00
Danubin St	1960	10mm reseal	Feb'18	\$10,400.00
Moonijin West	7220	10mm reseal	Feb'19	\$44,200.00
Rifle Range Intersection	6400	Two coat 14mm & 7mm	April'15	\$54,400.00
CRC Car Park	6500	Two coat 14mm & 7mm	Sep'14	\$55,250.00
Wongan Hill-Cadoux Rd	8000	10mm reseal	Feb'17	\$46,800.00
				\$638,975.00

# SCHEDULE OF RATES

## 2014/15 BITUMEN WORKS BUDGET ANALYSIS

Job No	Name of Works	Budget Qty.	Fulton Hogan	Bitutek	Colas	Boral	Budget Unit Rates
Dowlem-Kalannie Rd	10mm reseal	32000	\$ 4.65	\$ 4.75	\$ 4.10	\$ 4.12	\$ 6.55
Dowlem-Kalannie Rd	Prime & 14mm primer seal	16000	\$ 7.00	\$ 6.50	\$ 4.64	\$ 6.88	\$ 4.75
Waddington Rd	10mm reseal	14000	\$ 4.65	\$ 5.25	\$ 4.10	\$ 4.53	\$ 6.50
Waddington Rd	14mm primer reseal	14000	\$ 7.00	\$ 6.30	\$ 4.75	\$ 8.14	\$ 4.75
Danubin St	10mm reseal	1960	\$ 4.65	\$ 4.75	\$ 4.10	\$ 5.13	\$ 4.75
Moonjlin West	10mm reseal	7220	\$ 4.65	\$ 4.75	\$ 4.10	\$ 4.20	\$ 6.50
Rife Range Intersection	Two coat 14mm & 7mm	6400	\$ 10.00	\$ 10.30	\$ 8.01	\$ 8.68	\$ 8.50
CRC Car Park	Two coat 14mm & 7mm	6500	\$ 8.85	\$ 10.45	\$ 8.07	\$ 8.34	\$ 8.48
Wongan Hill-Cadour Rd	10mm reseal	8000	\$ 4.65	\$ 4.75	\$ 4.10	\$ 4.16	\$ 4.75
	<b>Actual Cost</b>		\$ 632,462.00	\$ 633,150.00	\$ 503,497.00	\$ 574,784.80	\$ 638,975.00
	<b>Savings Using Colas</b>				<b>Total</b>		
					\$ 135,478.00		

Fulton/Hogan				Bitutek			
\$ per / m <sup>2</sup> (Inc GST)	\$ per / m <sup>2</sup> (Inc GST)	Fulton/Hogan		\$ per / m <sup>2</sup> (Inc GST)	\$ per / m <sup>2</sup> (Inc GST)	Bitutek	
Fixed Price	Rise & Fall	FIXED	RISE & FALL	Fixed Price	Rise & Fall	FIXED	RISE & FALL
\$ 4.65	\$ 4.49	\$ 148,800.00	\$ 143,680.00	\$ 4.75	\$ 4.65	\$ 152,000.00	\$ 148,800.00
\$ 7.00	\$ 6.91	\$ 112,000.00	\$ 110,560.00	\$ 6.50	\$ 6.40	\$ 104,000.00	\$ 102,400.00
\$ 4.65	\$ 4.49	\$ 65,100.00	\$ 62,860.00	\$ 5.25	\$ 4.80	\$ 73,500.00	\$ 67,200.00
\$ 7.00	\$ 6.91	\$ 98,000.00	\$ 96,740.00	\$ 6.30	\$ 6.20	\$ 88,200.00	\$ 86,800.00
\$ 4.65	\$ 4.49	\$ 9,114.00	\$ 8,800.40	\$ 4.75	\$ 4.65	\$ 9,310.00	\$ 9,114.00
\$ 4.65	\$ 4.49	\$ 33,573.00	\$ 32,417.80	\$ 4.75	\$ 4.65	\$ 34,295.00	\$ 33,573.00
\$ 10.00	\$ 9.87	\$ 64,000.00	\$ 63,168.00	\$ 10.30	\$ 10.20	\$ 65,920.00	\$ 65,280.00
\$ 9.95	\$ 9.87	\$ 64,675.00	\$ 64,155.00	\$ 10.45	\$ 10.35	\$ 67,925.00	\$ 67,275.00
\$ 4.65	\$ 4.49	\$ 37,200.00	\$ 35,920.00	\$ 4.75	\$ 4.65	\$ 38,000.00	\$ 37,200.00
		632,462.00	\$618,301.20			\$633,150.00	\$617,642.00

Boral				Colas			
\$ per / m <sup>2</sup> (Inc GST)	\$ per / m <sup>2</sup> (Inc GST)	Boral		\$ per / m <sup>2</sup> (Inc GST)	\$ per / m <sup>2</sup> (Inc GST)	Colas	
Fixed Price	Rise & Fall	FIXED	RISE & FALL	Fixed Price	Rise & Fall	FIXED	RISE & FALL
\$ 4.12		\$ 131,840.00		\$ 4.10	\$ 4.10	\$131,200.00	\$131,200.00
\$ 6.88		\$ 110,080.00		\$ 4.64	\$ 4.64	\$74,240.00	\$74,240.00
\$ 4.53		\$ 63,420.00		\$ 4.10	\$ 4.10	\$57,400.00	\$57,400.00
\$ 6.14		\$ 85,960.00		\$ 4.75	\$ 4.75	\$66,500.00	\$66,500.00
\$ 5.13		\$ 10,054.80		\$ 4.10	\$ 4.10	\$8,036.00	\$8,036.00
\$ 4.20		\$ 30,324.00		\$ 4.10	\$ 4.10	\$29,602.00	\$29,602.00
\$ 8.69		\$ 55,616.00		\$ 8.01	\$ 8.01	\$51,264.00	\$51,264.00
\$ 8.34		\$ 54,210.00		\$ 8.07	\$ 8.07	\$52,455.00	\$52,455.00
\$ 4.16		\$ 33,280.00		\$ 4.10	\$ 4.10	\$ 32,800.00	\$32,800.00
		<b>\$574,784.80</b>				<b>\$503,497.00</b>	<b>\$503,497.00</b>

As can be seen, there is a significant variation between the four (4) tenderers, both in relation to the total tender price and the variance between the "fixed" price and the "rise & fall" price.

Bitutek is a company comprising of past employees of both Boral and R<sup>N</sup>R. Although there is little reason to doubt their ability to carry out the works, they are untried and untested.

Colas- Previously R&R, on the other hand, has previously contracted to the Shire of Wongan-Ballidu on several occasions and has a proven track record in relation to quality, reliability and service delivery. Although we have had some issues with quality, but they have come back and done remedial work and resolved the issues at their cost. We have also had some issues regarding service delivery but they resolve this by using tentative products at their cost to insure the job was completed.

Colas prices are significantly lower than other competitors, they have built a good working relationship with us over the past few years and they are very keen to keep our business. They have been able to reduce their cost by working closely with us. For example, they will do our prime seals and all our reseals in one trip which reduces their cost immensely.

Fulton Hogan has been around for 76 years in 2009 they acquired Pioneer Road Services with over 5500 employees in Australia and New Zealand

Boral has been around for 50 years with a proven track record

With relation to the pricing options, Council has two choices. The first is to eliminate any risk associated with bitumen price fluctuations (**GMP**) and choose the "fixed" tender price, whilst the second is to take the risk and chose the "rise & fall" price

Bitumen prices have increase from \$980 to \$1030 per tonne over the last 12 months, representing a 5% increase.

The bitumen price was stable from the beginning of August 2013 through to the end of December 2013. As you would be aware, international pressures have caused our dollar to correct significantly against the US dollar, which has driven the cost of bitumen up significantly over the last 5 months. These pressures are expected to remain until at least the end of the year. I have been advised by a supplier to expect up to a further \$8 per tonne of increases from December 2014

However, if Council were to select the "rise & fall" option, it risks significantly eroding this saving if the bitumen price (**GMP**) increases over the next six months at an accelerated rate above those trends shown previously. The worst case scenario would be for the bitumen price (**GMP**) to exceed the current trend and thus create a deficit.

In the author's opinion, the potential "rise & fall" savings is an intangible amount and could well become a deficit if oil prices and exchange rates were to significantly increase. The conservative approach would be to select the fixed price option.

Based on the above information, the staff recommendation would be to accept the tender from Colas Contracting Pty Ltd (PO Box 196, Guildford WA 6935) for a fixed price contract to supply and lay bitumen products within the Shire of Wongan-Ballidu for 2014/2015.

In relation to potential savings based on budget estimates, selecting colas on a fixed price tender would realise a budgetary savings of \$135.000 inc GST.

#### **POLICY REQUIREMENTS:**

Councils Purchasing and Procurement Policy



**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 3.34pm.

These minutes were confirmed at a meeting on October 2014

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