



MINUTES 17 DECEMBER 2014

ORDINARY MEETING

OF COUNCIL



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

Held in the Ballidu Fire Station
on Wednesday 17 December 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
Karl Mickle	Works & Services Manager
Tanya Greenwood	Manager Community Services

3. PUBLIC QUESTION TIME

Nil

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

5. PETITIONS AND PRESENTATIONS

The Shire President Cr Macnamara:

- Apologised to Councillors and staff for not being able to attend Council dinner this evening.
- He then thanked the Manager Building Services for representing the Shire of Wongan-Ballidu at the official opening of the Frail Aged Lodge additions in Moora

6. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 26 NOVEMBER 2014

STAFF RECOMMENDATION:

That the minutes of the Ordinary meeting of Council held on Wednesday 26 November 2014 be confirmed as a true and correct record of the proceedings.

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

That the minutes of the Ordinary meeting of Council held on Wednesday 26 November 2014 be confirmed as a true and correct record of the proceedings.

CARRIED: 9/0
RESOLUTION: 0111214

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

8. REPORTS OF OFFICERS AND COMMITTEES

8.1 ADMINISTRATION & FINANCIAL SERVICES

8.1.1 ACCOUNTS SUBMITTED

FILE REFERENCE:	F1.4
REPORT DATE:	23 December 2014
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	David Taylor - Deputy Chief Executive Officer
ATTACHMENTS:	November 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 AND SUBMITTED TO COUNCIL 1 NOVEMBER - 30 NOVEMBER 2014

Chq/EFT	Date	NAME	DESCRIPTION	Amount
DIRECT	03/11/2014	DEPARTMENT OF HOUSING	9A WILDING ST RENTAL	-584.40
DIRECT	10/11/2014	FUJI XEROX AUSTRALIA PTY LTD	CRC PHOTOCOPIER LEASE	-553.30
DIRECT	26/11/2014	C/CARD - CEO CREDIT CARD	CEO CREDIT CARD	-5117.02
EFT11765	06/11/2014	STAPLES		-498.36
		STAPLES	Office Stationery for Admin	358.82
		STAPLES	Stationery for Admin	139.54
EFT11766	06/11/2014	BOEKEMAN MACHINERY		-6002.17
		BOEKEMAN MACHINERY	Filters for various machinery	664.31
		BOEKEMAN MACHINERY	Filters for various machinery	319.80
		BOEKEMAN MACHINERY	Nudge bar for Works Manager vehicle	1012.00
		BOEKEMAN MACHINERY	Monthly account for works	4006.06
EFT11767	06/11/2014	C.Y. O'CONNOR INSTITUTE	CRC organised training course- Forklift	-2187.79
EFT11768	06/11/2014	COURIER AUSTRALIA		-52.86
		COURIER AUSTRALIA	Library freight	28.53
		COURIER AUSTRALIA	Freight for Admin and WB014 parts	24.33
EFT11769	06/11/2014	CUTTING EDGES PTY LTD	Parts for Loader (PLDR6)	-1232.00
EFT11770	06/11/2014	Wongan Hills IGA		-932.60
		Wongan Hills IGA	Administration IGA Monthly Account for September	692.75
		Wongan Hills IGA	CRC Monthly IGA Account	239.85
EFT11771	06/11/2014	DEPARTMENT OF FIRE & EMERGENCY SERVICES	14/15 Administration fee - Refund	-4400.00
EFT11772	06/11/2014	JASON SIGNMAKERS	Plaques for the station	-735.90
EFT11773	06/11/2014	LANDMARK OPERATIONS		-183.84
		LANDMARK OPERATIONS	Hydrochloric acid for pool	145.20
		LANDMARK OPERATIONS	Philmac joiner for CRC	38.64
EFT11774	06/11/2014	MULTIGROUP DISTRIBUTION SERVICES PTY LTD		-679.81
		MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Shire freight for works and crc	477.45
		MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight for irrigation and cleaning products	71.63
		MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight for WB009 and signs	130.73
EFT11775	06/11/2014	OFFICEWORKS BUSINESS DIRECT		-1568.50
		OFFICEWORKS BUSINESS DIRECT	CRC Stationery	1070.10
		OFFICEWORKS BUSINESS DIRECT	Supplies for wheatbelt women in business	498.40
EFT11776	06/11/2014	RURAL PRESS REGIONAL MEDIA (WA)	Ad for Bushfire awareness	-132.00
EFT11777	06/11/2014	TUDOR HOUSE	Shire flag	-359.00
EFT11778	06/11/2014	WALLIS COMPUTER SOLUTIONS		-15163.91
		WALLIS COMPUTER SOLUTIONS	CRC computer setup	6646.65
		WALLIS COMPUTER SOLUTIONS	Donortec software for the CRC	775.50
		WALLIS COMPUTER SOLUTIONS	Computer system setup new CRC	7741.76
EFT11779	06/11/2014	WONGAN NEWSAGENCY		-144.80
		WONGAN NEWSAGENCY	CRC September office supplies	5.95
		WONGAN NEWSAGENCY	Admin papers and stationery	120.25

		WONGAN NEWSAGENCY	CRC stationery	18.60
EFT11780	06/11/2014	G R & N W WALTON		-7604.80
		G R & N W WALTON	Installation of cable splitters and service transfer	1563.50
		G R & N W WALTON	Supply and Install telephone system for CRC	6041.30
EFT11781	06/11/2014	MOORA GLASS SERVICE		-5775.83
		MOORA GLASS SERVICE	Supply and fit blinds for the CRC	5432.08
		MOORA GLASS SERVICE	Replace sliding window glass in Roller (PROL10)	343.75
EFT11782	06/11/2014	ORICA/SPECTRUM AUSTRALIA PTY LTD	1 Cylinder of chlorine gas for swimming pool	-394.90
EFT11783	06/11/2014	AUSTRALIAN TAXATION OFFICE		-35031.65
		AUSTRALIAN TAXATION OFFICE	2013/2014 FBT	949.65
		AUSTRALIAN TAXATION OFFICE	September BAS	34082.00
EFT11784	06/11/2014	PEERLESS JAL PTY LTD		-1012.95
		PEERLESS JAL PTY LTD	Towel dipensers for new CRC	360.63
		PEERLESS JAL PTY LTD	Cleaning requirements for the new CRC	225.21
		PEERLESS JAL PTY LTD	Liners for street and park bins	427.11
EFT11785	06/11/2014	IT VISION AUSTRALIA PTY LTD		-888.80
		IT VISION AUSTRALIA PTY LTD	Dog renewal template changes	228.80
		IT VISION AUSTRALIA PTY LTD	Changes to rates notices	660.00
EFT11786	06/11/2014	COVS	Various parts for depot store	-142.50
EFT11787	06/11/2014	COUNTRY HOUSING AUTHORITY	Loan No. 140 Interest payment - Development Group	-11588.50
EFT11788	06/11/2014	AVON MIDLAND COUNTRY ZONE OF WALGA	Membership subscriptions 2014/2015	-2750.00
EFT11789	06/11/2014	RBC RURAL		-453.15
		RBC RURAL	Meterplan charges admin	449.50
		RBC RURAL	Meterplan charge for the CRC	3.65
EFT11790	06/11/2014	WONGAN HILLS HARDWARE	Hardware Monthly Purchases for Works	-10961.40
EFT11791	06/11/2014	FALCONER BROS. & CO.	Rates refund for assessment A922	-45.42
EFT11792	06/11/2014	LOCK, STOCK & FARRELL	Keys for new CRC	-76.00
EFT11793	06/11/2014	SIGMA CHEMCIALS		-1395.07
		SIGMA CHEMCIALS	Chemicals for the swimming pool	716.60
		SIGMA CHEMCIALS	Fine filter for the swimming pool	638.00
		SIGMA CHEMCIALS	Pool requirements	40.47
EFT11794	06/11/2014	AUSTRALIA'S GOLDEN OUTBACK	Shire editorial in 2015 Holiday planner	-1675.00
EFT11795	06/11/2014	VISIMAX	Invoice books for tip	-1160.70
EFT11796	06/11/2014	WONGAN MAIL SERVICE	September Mail Service for CRC	-27.30
EFT11797	06/11/2014	AUSSIE COOL SHADES & SAILS		-1221.00
		AUSSIE COOL SHADES & SAILS	Repair shade sail at swimming pool	407.00
		AUSSIE COOL SHADES & SAILS	Repair and cleaning of shade sails at swimming pool	814.00
EFT11798	06/11/2014	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	TransWA Ticket sales for September	-176.46
EFT11799	06/11/2014	STATE LIBRARY OF WA	Better Beginnings gift books	-132.00

EFT11800	06/11/2014	WONGAN HILLS TOY BOX	Toy Box 2014/15 CDF council allocation	-1077.30
EFT11801	06/11/2014	COMMUNITY RESOURCE CENTRE - DALWALLINU	Advertising for Wheatbelt Women in Business	-75.00
EFT11802	06/11/2014	COLONIAL PRINT & PROMOTIONS	Pens and Balloons for CRC	-1380.50
EFT11803	06/11/2014	Lam-Vy Phan	Chaplaincy wages for November	-1720.62
EFT11804	06/11/2014	Wongan Hills Hotel		-293.97
		Wongan Hills Hotel	Dinner for staff and vollies for working afterhours CRC opening	199.99
		Wongan Hills Hotel	Members refreshments	93.98
EFT11805	06/11/2014	TKB Mechanical	Fuel filter for PSP3	-31.90
EFT11806	06/11/2014	CAMMS	Quarterly cloud hosting fee October - December	-1980.00
EFT11807	06/11/2014	WONGAN HILLS BAKERY AND CAFE	Lunch for volunteers - CRC Opening	-100.00
EFT11808	06/11/2014	CEVERPATCH PTY LTD	Supplies for seniors week workshop	-187.88
EFT11809	06/11/2014	FUJI XEROX AUSTRALIA PTY LTD	Meter Reading and paper for the CRC	-4005.56
EFT11810	06/11/2014	UPBEAT PARTY SOLUTIONS	Hellium tanks for CRC opening	-169.90
EFT11811	06/11/2014	TEAM DIGITAL	Large format printer expenses	-24.62
EFT11812	06/11/2014	T-QUIP	Freight for minor parts	-22.50
EFT11813	06/11/2014	Wongan Hills Therapy Group	Catering for wheatbelt women in business	-1500.00
EFT11814	06/11/2014	Door Hardware Solutions	Doors for new CRC	-520.08
EFT11815	06/11/2014	Wheatbelt Office and Business Machines	Relocation of printers to new CRC	-726.00
EFT11816	06/11/2014	David B Hughes	Hanging pictures television and plaques	-1599.62
EFT11817	06/11/2014	A.P.S Rewinds & Sales	New motor for pool pump	-957.00
EFT11818	06/11/2014	Yesterday's Memory's	Photography services for opening of the station	-320.00
EFT11819	06/11/2014	Department of Agriculture and Food	License to move livestock on ovals	-69.00
EFT11820	06/11/2014	Exteria Street + Park outfitters	Drinking Fountain	-2409.00
EFT11821	06/11/2014	Sarah Baljeu	Ironing of tablecloths	-75.00
EFT11822	12/11/2014	ANZ BANK (NETT WAGES)	Payroll 11.11.14	-61976.11
EFT11823	13/11/2014	WALGS SUPERANNUATION PLAN	Superannuation contributions	-6972.09
EFT11824	13/11/2014	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.10
EFT11825	13/11/2014	IOU SOCIAL CLUB	Payroll deductions	-280.00
EFT11826	13/11/2014	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT11827	13/11/2014	KYLEREAN SUPERANNUATION FUND	Superannuation contributions	-1058.31
EFT11828	17/11/2014	STAPLES	Stationery for the administration office	-386.38
EFT11829	17/11/2014	LANDGATE	Gross rental valuations chargeable	-62.35
EFT11830	17/11/2014	MCINTOSH & SON	Purchases of parts for PTK31,PTK32, PUT68 and depot store stock.	-261.63
EFT11831	17/11/2014	AUSTRAL MERCANTILE COLLECTIONS PTY LTD	Legal Fees	-13.75
EFT11832	17/11/2014	BALLIDU TRADING POST	Public notice distribution	-11.25

EFT11833	17/11/2014	GRIFFIN VALUATION ADVISORY	Vacant land assets for financial reporting purposes.	-1320.00
EFT11834	17/11/2014	TJ & LM WOODFORD T/as GOODDIRT DIGGERS	Gravel for Dowerin-Kalannie road	-9900.00
EFT11835	17/11/2014	Amanda Macnamara	Sponsorship for the Cadoux Christmas Tree	-300.00
EFT11836	19/11/2014	HDJ Contracting	MEDICAL CENTRE: Contract cleaning	-539.00
EFT11837	20/11/2014	Damien Smith	Wages in Advance	-350.93
EFT11838	27/11/2014	ANZ BANK (NETT WAGES)	PPE 25.11.14	-59060.41
EFT11839	27/11/2014	WALGS SUPERANNUATION PLAN	Superannuation contributions	-7375.21
EFT11840	27/11/2014	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.10
EFT11841	27/11/2014	IOU SOCIAL CLUB	Payroll deductions	-280.00
EFT11842	27/11/2014	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT11843	27/11/2014	KYLEREAN SUPERANNUATION FUND	Superannuation contributions	-1058.31
EFT11844	30/11/2014	DEPARTMENT OF TRANSPORT	DPI NOVEMBER	-33072.10
20175	06/11/2014	WILLIAMS & WILLIAMS	Advertising in Calender 2015	-308.00
20176	06/11/2014	TELSTRA CORPORATION LIMITED		-3914.98
		TELSTRA CORPORATION LIMITED	Admin Telstra account for October	3533.86
		TELSTRA CORPORATION LIMITED	CRC Telstra account for October	381.12
20177	06/11/2014	SYNERGY	Aplpha Park Ballidu	-9080.65
20178	06/11/2014	HILLS FIRE EQUIPMENT SERVICE TRUST		-4438.30
		HILLS FIRE EQUIPMENT SERVICE TRUST	Service Fire equipment	2152.50
		HILLS FIRE EQUIPMENT SERVICE TRUST	Install new fire equipment	2285.80
20179	06/11/2014	BOEKEMAN NOMINEES PTY. LTD.	Purchase of Toyota Hilux - Graders Utility	-17858.00
20180	06/11/2014	ONSITE RENTAL GROUP OPERATIONS P/L	Solar traffic light hire	-829.00
20181	06/11/2014	CATERLINK		-2992.00
		CATERLINK	Splashback for new CRC Building	2744.50
		CATERLINK	Microwave shelf for new CRC	247.50
20182	06/11/2014	KR & AG Strahan	Rates refund for assessment A139	-1057.37
20183	06/11/2014	SE Booth	Rates refund for assessment A176 & A180	-117.88
20184	06/11/2014	Gillian Brennan	Rates refund for assessment A504	-337.60
20185	06/11/2014	Yves El-Hagg	Rates refund for assessment A537	-63.20
20186	06/11/2014	Realty Executives	Rates refund for assessment A611	-164.13
20187	06/11/2014	SJ Drage	Rates refund for assessment A937	-1216.43
20188	13/11/2014	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-815.00
20189	13/11/2014	REST SUPERANNUATION	Superannuation contributions	-45.23
20190	13/11/2014	AMP SUPERANNUATION LTD.	Superannuation contributions	-198.41
20191	13/11/2014	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-365.79
20192	13/11/2014	PRIME SUPER	Superannuation contributions	-344.54
20193	13/11/2014	AXA Retirement Security Plan	Superannuation contributions	-187.08
20194	13/11/2014	Onepath Llife Limited	Superannuation contributions	-206.85
20195	13/11/2014	BT Super for Life	Superannuation contributions	-319.38

20196	17/11/2014	WESTNET PTY LTD	Internet services for admin, CRC and depot	-389.74
20197	17/11/2014	TELSTRA CORPORATION LIMITED		-224.61
		TELSTRA CORPORATION LIMITED	14 Ellis St - Phone charges	9.71
		TELSTRA CORPORATION LIMITED	30 Wandoo Cres, Internet charges	214.90
20198	17/11/2014	JEANNETTE MICHELLE LYNCH	Cleaning of CRC after staff dinner	-150.00
20199	17/11/2014	FINES ENFORCEMENT REGISTRY	Fines enforcement	-221.10
20200	17/11/2014	ONSITE RENTAL GROUP OPERATIONS P/L	Hire of machinery for main roads culverts	-5649.47
20201	17/11/2014	SkillPath Seminars	How to manage unacceptable employee behaviour course-David Taylor	-199.00
20202	27/11/2014	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-1027.20
20203	27/11/2014	REST SUPERANNUATION	Superannuation contributions	-60.31
20204	27/11/2014	AMP SUPERANNUATION LTD.	Superannuation contributions	-198.05
20205	27/11/2014	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-365.46
20206	27/11/2014	PRIME SUPER	Superannuation contributions	-343.40
20207	27/11/2014	AXA Retirement Security Plan	Superannuation contributions	-187.55
20208	27/11/2014	Onepath Life Limited	Superannuation contributions	-206.85
20209	27/11/2014	BT Super for Life	Superannuation contributions	-311.48
			Municipal Bank	-\$ 347,975.91
			Trust Account	-\$ 33,072.10
			TOTAL	-\$ 381,048.01
			RECOVERABLE	-\$ 12,172.90
			PARTIALLY RECOVERABLE	-\$ 2,187.79

8.1.2 FINANCIAL REPORTS

FILE REFERENCE:	F1.4
REPORT DATE:	23 December 2014
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	David Taylor - Deputy Chief Executive Officer
ATTACHMENTS:	Financial Reports

PURPOSE OF REPORT:

That the following statements and reports for the month ended November 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:

O Environment

There are no known environmental implications associated with the proposals.

O Economic

There are no known economic implications associated with the proposals.

O Social

There are no known social implications associated with the proposals.

FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

STAFF RECOMMENDATION:

That the following Statements and reports for the month ended November 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 Lyon/Cr Hartley

That the following Statements and reports for the month ended November 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
- 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
Discretionary

CARRIED: 9/0
RESOLUTION: 031214

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 30 NOVEMBER 2014

	Approved Budget 2014- 2015	Current Budget 2014-2015	YTD BUDGET *	YTD Actual	Page	Variance Over or Under	10%
INCOME							
Rates	(2,601,928)	(2,601,928)	(2,599,276)	(2,422,412)		6.8%	../
Grants Operating, Subsidies & Contributions	(2,210,392)	(2,210,392)	(1,125,123)	(1,222,851)		(8.7%)	../
Non Operating Grants, Subsidies & Contributions	(1,624,912)	(1,624,912)	(1,228,036)	-			0.0%
../ Fees & Charges & Service Charges	(506,015)	(506,015)	(315,585)	(303,289)			3.9%
../ Other Revenue	(84,395)	(84,395)	(75,500)	(75,683)			(0.2%)
../ Interest	(104,470)	(104,470)	(47,378)	(45,644)			3.7%
../ Profit on sale of Assets	-	-	-	-			
a: TOTAL INCOME	(7,132,111)	(7,132,111)	(5,390,898)	(4,069,879)			
OPERATING EXPENSES							
Employee Costs	1,952,596	1,952,596	818,732	780,820		(4.6%)	../
Materials & Contracts	1,278,190	1,278,190	295,500	284,201		(3.8%)	../
Utilities (Gas, Electricity) etc.	292,620	292,620	119,690	103,501		(13.5%)	
Interest #	73,525	73,525	38,591	13,374	11	(65.3%)	
Insurance	237,561	237,561	218,827	225,618		3.1%	../
Other General	254,245	254,245	197,886	208,041		5.1%	../
Loss on Asset Disposals	114,640	114,640	47,770	51,973		8.8%	../
Depreciation	2,504,931	2,504,931	1,049,936	952,782		(9.3%)	../
b: TOTAL OPERATING EXPENSES	6,708,308	6,708,308	2,786,932	2,620,310			
c: NET OPERATING (SURPLUS) / DEFICIT	(423,803)	(423,803)	(2,603,966)				
	(1,449,569)						
CAPITAL EXPENSES							
Land & Buildings	1,119,380	1,119,380	360,500	387,991		7.6%	../
Furniture & Equipment	37,396	37,396	30,000	-		0.0%	../
Motor Vehicles	161,000	161,000	135,500	146,590		8.2%	../
Plant	645,000	645,000	-	64,389		0.0%	../
Infrastructure Other	9,822	9,822	-	-		0.0%	../
Infrastructure Roads	1,910,860	1,910,860	534,687	516,646		(3.4%)	../
d: TOTAL CAPITAL	3,883,458	3,883,458	1,060,687	1,115,617			
e: TOTAL OPERATING & CAPITAL	3,459,655	3,459,655	(1,543,279)	(333,953)			b.
ADJUSTNON CASH ITEMS							
Depreciation (952,782)		(2,504,931)	(2,504,931)	(1,049,936)			
Profit on sale of assets	-	-	-	-	6		
Loss on sale of assets 6	(114,640)	(114,640)	(47,770)	(51,518)			
Proceeds from Sale of Assets 6	(233,000)	(233,000)	(120,848)	(120,848)			
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 II	31,199	31,199	11,182	11,182	10		
LSL Provision in reserves	-	-	74,834	73,283			
Loan proceeds	-	-	-	-			
Loan principal repayment	1,022,387	1,022,387	528,202	528,202	11		
SSL Principal Reimbursements	(489,310)	(489,310)	(20,128)	(20,128)	11		
Less (Surplus)/deficit BIFwd 5	(810,737)	(810,737)	(810,737)	(674,315)			
ADJUSTED CLOSING (SURPLUS) / DEFICIT	42,838	42,838	(3,492,526)1	(1,854,924)			

.. This sheet illustrates the variance analysis. After completing the annual accounts, changes will be made to Synergy records to hold prorata (YTD

Key Within budget tolerance of 10% ../
Over budget tolerance of 10% X

Budget) so these columns on pages 1 and 3 will be the same.

Under budget tolerance of 10%

**Shire of Wongan-Ballidu
Variance Report for November 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
		OperatinQ Income
	Nil	Nil
		Operating Expenditure
	Utilities	Variance is due to a difference in budget timing. There are a number of utility bills that are being processed during December.
	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.
		Capital
	Nil	Nil

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 30 NOVEMBER 2014

		APPROVED BUDGET	CURRENT BUDGET	YTD ACTUAL
INCOME				
General Purpose Funding	03		(4,976,756)	(4,976,756)
(3,578,952) Governance	04		(23,400)	(23,400)
(36,724) Law, Order & Public Safety	05		(33,878)	(33,878)
(16,081) Health	07		(10,754)	(10,754)
(8,570)				
Education & Welfare	08	(5,183)	(5,183)	(5,383)
Housing	09	(110,875)	(110,875)	(41,027)
Community Amenities	10	(182,542)	(182,542)	(168,456)
Recreation & Culture	11	(214,976)	(214,976)	(82,597)
Transport	12	(1,280,082)	(1,280,082)	(14,831)
Economic Services	13	(31,680)	(31,680)	(8,573)
Other Property & Services	14	(261,985)	(261,985)	(108,684)
a: TOTAL INCOME		(7,132,111)	(7,132,111)	(4,069,879)
OPERATING EXPENSES				
General Purpose Funding	03	93,618	93,618	33,806
Governance	04	288,093	288,093	189,177
Law, Order & Public Safety	05	102,046	102,046	58,104
Health	07	103,756	103,756	41,328
Education & Welfare	08	164,456	164,456	72,208
Housing	09	222,880	222,880	73,926
Community Amenities	10	410,970	410,970	131,620
Recreation & Culture	11	1,412,195	1,412,195	592,797
Transport	12	2,969,557	2,969,557	1,273,418
Economic Services	13	142,479	142,479	41,091
Other Property & Services <i>†</i>	14	798,258	798,258	112,835
b: TOTAL OPERATING EXPENSES		6,708,308	6,708,308	2,620,310
c: NET OPERATING (SURPLUS)/DEFICIT		(423,803)	(423,803)	(1,449,569)
CAPITAL EXPENSES				
General Purpose Funding	23	-	-	-
Governance	24	80,000	80,000	44,077
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	29,699
Transport	32	2,676,682	2,676,682	683,548
Economic Services	33	-	-	-
Other Property & Services	34	938,092	938,092	358,292
d: TOTAL CAPITAL EXPENSES		3,883,438	3,883,438	1,115,617
e: TOTAL OPERATING & CAPITAL		3,459,655	3,459,655	(333,933)

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF NET CURRENT ASSETS AS AT 30 NOVEMBER 2014

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

	2013-2014	BUDGET	YTD
SURPLUS / (DEFICIT)	810,737	(42,838)	1,854,924
COMPRISES			
Cash (including reserves)	1,871,616	882,773	2,821,099
Current rates	102,073	470,022	507,879
Sundry debtors	1,483,727	32,892	31,504
Tax receivables	2,045	79,917	68,023
Other debtors	5,110	13,363	14,012
A: SSL debtors (are excluded see D: adj)	499,796	957,829	960,638
Inventories	17,817	19,593	8,907
Less:			
Reserves	(1,511,012)	(1,208,147)	(1,208,147)
Sundry creditors	(766,472)	80,512	96,822
Accrued interest	(26,108)	-	-
ESL Levy Owed	(24,873)	(64,858)	(136,635)
PAYG/GST Due To ATO	-	(44,272)	(43,907)
B: Other- DOT (are excluded see D: adj)	-	-	-
Other	-	-	-
Tax liabilities	(7,568)	14,436	14,436
Other	-	-	-
C: Loan liability (are excluded see D: adj)	(1,022,386)	(539,213)	(494,185)
Current employee benefits provisions	(335,618)	(319,067)	(319,067)
D: Adjustments (see above A to C)	522,590	(418,616)	(466,453)
Surplus / (Deficit) Variance	810,737	(42,838)	1,854,924

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

	2014-2015	BUDGET	YTD
Current assets			
Cash & cash equivalents	1,871,616	882,773	2,821,099
Sundry debtors	2,092,750	1,554,021	1,582,055
Inventories	17,817	19,593	8,907
Total current assets	3,982,183	2,456,388	4,412,061
Current liabilities			
Creditors and accounts payable	(825,021)	(14,182)	(69,285)
Current loan liability	(1,022,386)	(539,213)	(494,185)
Provisions	(335,618)	(319,067)	(319,067)
Total current liability	(2,183,025)	(872,463)	(882,537)
Net current assets	1,799,158	1,583,925	3,529,524
Less: restricted reserves	(1,511,012)	(1,208,147)	(1,208,147)
Less: SSL principal repayments	(499,796)	(957,829)	(960,638)
Add back: Current loan liability	1,022,386	539,213	494,185
Add back: EOY Adjustment	-	-	-
Surplus / (Deficit) Variance	810,737	(42,838)	1,854,924

SHIRE OF WONGAN-BALLIDU
RATE SETTING STATEMENT AS AT 30 NOVEMBER 2014

	2014-2015 APPROVED BUDGET	2014-2015 CURRENT BUDGET	2014-2015 ACTUAL
OPERATING INCOME			
General Purpose Funding		(2,374,828)	(2,374,828)
(1,156,540) Governance		(23,400)	(23,400)
(36,724) Law, Order & Public Safety		(33,878)	(33,878)
(16,081) Health		(10,754)	(10,754)
(8,570)			
Education & Welfare	(5,183)	(5,183)	(5,383)
Housing	(110,875)	(110,875)	(41,027)
Community Amenities	(182,542)	(182,542)	(168,456)
Recreation & Culture	(214,976)	(214,976)	(82,597)
Transport	(1,280,082)	(1,280,082)	(14,831)
Economic Services	(31,680)	(31,680)	(8,573)
Other Property & Services	(261,985)	(261,985)	(108,684)
A		(4,530,184)	(4,530,184)
(1,647,467)			
OPERATING EXPENSES			
General Purpose Funding	93,618	93,618	33,806
Governance	288,093	288,093	189,177
Law, Order & Public Safety	102,046	102,046	58,104
Health	103,756	103,756	41,328
Education & Welfare	164,456	164,456	72,208
Housing	222,880	222,880	73,926
Community Amenities	410,970	410,970	131,620
Recreation & Culture	1,412,195	1,412,195	592,797
Transport	2,969,557	2,969,557	1,273,418
Economic Services	142,479	142,479	41,091
Other Property & Services	798,258	798,258	112,835
B	6,708,308	6,708,308	2,620,310
C=AandB	2,178,124	2,178,124	972,843
ADJUST FOR CASH BUDGET REQUIREMENTS			
<u>Non-Cash Expenditure and Revenue</u>			
Depreciation on Assets	(2,504,931)	(2,504,931)	(952,782)
Profit(Loss) on Asset Sales	(114,640)	(114,640)	(51,518)
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings#	1,119,380	1,119,380	387,991
Purchase of furniture & equipment	37,396	37,396	-
Purchase of motor vehicles #	161,000	161,000	146,590
Purchase of plant & machinery#	645,000	645,000	64,389
Purchase of other infrastructure #	9,822	9,822	-
Purchase of roads infrastructure#	1,910,860	1,910,860	516,646
Proceeds from sale of assets	(233,000)	(233,000)	(120,848)
<u>Financing Activities</u>			
Repayment of Loan Principal *	1,022,387	1,022,387	528,202
Loan proceeds / refinancing CL to NCL adj	-	-	-
Self Supporting Loan Income	(489,319)	(489,319)	(20,128)
<u>Reserve Movements</u>			
Transfers to Reserves	755,000	755,000	-
Interest paid to Reserves	31,199	31,199	11,182
Transfer from Reserves	(1,072,776)	(1,072,776)	(314,046)
LSL Provsion in resreves	-	-	73,283
Estimated Muni Surplus/(Deficit) July 1 B/Fwd.	(810,737)	(810,737)	(674,315)
Estimated Muni Surplus/(Deficit) June 30 C/Fwd.	(42,838)	(42,838)	1,854,924
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,601,928	2,601,928	567,488
TOTAL RATES RAISED	2,601,928	2,601,928	2,422,412

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 30 NOVEMBER 2014

Asset No	Budget Net Book Value	Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Motor Vehicles						
CEO Vehicle*	43,331	(40,000)	3,331	37,881	(35,682)	2,199
Grader Utility	13,579	(5,500)	8,079	14,000	(6,075)	7,925
Works Co-Ordinator Utility	19,399	(5,500)	13,899	13,762	(6,364)	7,398
Works Manager Vehicle	36,372	(18,000)	18,372	32,618	(24,091)	8,527
						-
Plant & Equipment						
Multi Tyred Roller	36,395	(9,000)	27,395			-
Isuzu Dual Cab Truck	35,415	(20,000)	15,415	39,105	(13,636)	25,469
Grader	163,149	(135,000)	28,149			-
						-
Land						
Ballidu Airstrip	35,000	(35,000)	-	35,000	(35,000)	-
TOTAL	382,640	(268,000)	114,640	172,366	(120,848)	51,518
By Program						
Governance						
CEO Vehicle	43,331	(40,000)	3,331	37,881	(35,682)	2,199
Other Property & Services						
Ballidu Airstrip	35,000	(35,000)	-	35,000	(35,000)	-
Transport						
Grader Utility	13,579	(5,500)	8,079	14,000	(6,075)	7,925
Works Co-Ordinator Utility	19,399	(5,500)	13,899	13,762	(6,364)	7,398
Works Manager Vehicle	36,372	(18,000)	18,372	32,618	(24,091)	8,527
Multi Tyred Roller	36,395	(9,000)	27,395			-
Isuzu Dual Cab Truck	35,415	(20,000)	15,415	39,105	(13,636)	25,469
Grader	163,149	(135,000)	28,149			-
TOTAL	382,640	(268,000)	114,640	172,366	(120,848)	51,518

Motor Vehicle and Plant & Equipment Change Over	Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
Motor Vehicles						
CEO Vehicle	50,000	(40,000)	10,000	44,077	(35,682)	8,395
Grader Utility	30,000	(5,500)	24,500	22,371	(6,136)	16,235
Works Co-Ordinator Utility	35,000	(5,500)	29,500	33,573	(6,364)	27,209
Works Manager Vehicle	46,000	(18,000)	28,000	46,569	(24,091)	22,478
						-
Plant & Equipment						
Multi Tyred Roller	185,000	(9,000)	176,000			-
Isuzu Dual Cab Truck	85,000	(20,000)	65,000	64,389	(13,636)	50,753
Grader	375,000	(135,000)	240,000			-
						-
TOTAL	806,000	(233,000)	573,000	210,979	(85,909)	125,070

**SHIRE OF WONGAN - BALLIDU
RATES OUTSTANDING 30 NOVEMBER 2014**

		Rates Raised for 2014-2015	\$	2,601,928.00	
Rates Outstanding Breakdown					
Total Amount Outstanding		30-Nov-14	\$	514,507.49	20%
Outstanding same time last year		30-Nov-13	\$	493,061.12	19%

SUNDRY DEBTORS OUTSTANDING 30 NOVEMBER 2014

Debtors Ageing Summary					
Current				16,555.84	
30 Days				3,349.54	
60 Days				3,200.88	
90 Days & Over				8,893.85	
Credit Balances				-496.36	
Total Outstanding				31,503.75	
Accounts 90 Days & Over:					
Date	Dr No.	Comments		Amount	
19/11/2012	730	3 Month Boomer Sales		380.00	In Receivership
2/11/2012	794	Rent & Damages		6,233.01	Legal Dispute - Payment Plan
5/09/2013	1005	Electricity		1,214.75	Since paid deducted from rent paid for old nursery
27/02/2014	33	Boomer Advert		53.00	Disputed with CRC
30/07/2014	994	Staff excess water		226.59	
7/07/2014	1042	Rent Wilding Street		508.00	Since paid using bond
29/07/2014	592	Boomer advertising		18.00	
29/07/2014	1037	Boomer Advertising		18.00	
30/07/2014	995	Food license renewal		105.00	Since paid
1/09/2014	1051	Boomer Advertising		47.50	
1/09/2014	546	Boomer Advertising		90.00	
Total				8,893.85	

SHIRE OF WONGAN-BALLIDU
BANK RECONCILIATIONS FOR 30 NOVEMBER 2014

	Total	Municipal (01100+01102)	Trust (21100)	Reserve (0110S)	Cash On Hand (01101)
Opening Balance	2,399,191.57	1,175,195.03	20,150.27	1,203,146.27	700.00
	-				
Add: Receipts	916,912.69	882,536.72	29,375.35	5,000.62	
Muni Investment Interest	3,472.19	3,472.19			
Less: Payments - EFT & Cheques Payments	(381,048.01)	(347,975.91)	(33,072.10)		
- Bank Fees and Rounding Muni	(975.67)	(975.67)			
Investment- Transfer to Muni Act		(100,000.00)			
	-				
Balance as per General Ledger	2,837,552.77	1,612,252.36	16,453.52	1,208,146.89	700.00
Balance as per Bank Statements	670,511.47	653,012.03	16,614.81	884.63	
Balance as per Bank Deposit Certificates	1,028,520.25	704,583.12		323,937.13	
Balance as per Holder Certificates	1,136,246.37	252,221.23		883,325.14	700.00
Add: Outstanding Deposits	1,634.55	92.35	1,542.20		
	-				
Less: Adjustments	7,316.30	7,316.30			
Unpresented Payments	(6,676.16)	(4,972.67)	(1,703.49)		
)				
	-				
Balance as per Cash Book	2,837,552.78	1,612,252.36	16,453.52	1,208,146.90	700.00
Figure should equal same as Creditor Payment List	\$ (0.01)	\$ -	\$ -	\$ (0.01)	\$ -

SHIRE OF WONGAN • BALUDU INVESTMENT
REPORT FOR 30 NOVEMBER 2014

Matured Municipal Investments

MUNICIPAL INVESTMENTS

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment last Placed	Interest Realised	Closing Balance	Back into Muni
									0.00	0.00	0.00

Current Municipal Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Current Investment	YTD Interest	Closing Balance	Interest Realised
9733-98676	Term Deposit			3-Nov-14	3-Feb-15	92	3.10%	\$ 252,221.23	\$ 2,221.23	\$ 252,221.23	2,221.23
Muni Online Saver		Cash at Bank					3.50%	\$ 700,000.00	\$ 4,583.12	\$ 704,583.12	4,583.12
Total of current municipal investments								952,221.23	6,804.35	956,804.35	6,804.35

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
									0.00	0.00	0.00

Current Reserve Investments

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%	\$ 378,882.58		\$ 378,882.58	
9733-98705	Term Deposit			3-Nov-14	3-May-15	181	3.26%	\$ 252,221.23	\$ 2,221.23	\$ 252,221.23	2,221.23
9733-98748	Term Deposit			3-Nov-14	3-May-15	181	3.26%	\$ 252,221.23	\$ 2,221.23	\$ 252,221.23	2,221.23
Online Saver	9733-98318	Cash at bank					3.50%	\$ 321,384.97	\$ 2,552.16	\$ 323,937.13	2,552.16
Reserve Saver		Cash at bank					3.50%	\$ 884.63	\$ 47.10	\$ 884.63	47.10
Total of reserve investments and cash								1,205,594.74	7,041.72	1,212,636.46	7,041.72

Total of matured municipal and reserve investment

Total of current municipal and reserve investment and cash

	\$		\$	\$	\$
	2,157,815.97		13,846.07	2,164,951.25	13,846.07

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 30 NOVEMBER 2014

Reserve Description	GL Acct.	Opening Balance	Intr reserve tr.;msfors	ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 30 NOVEMBER 2014				
				Tr:msfcr in /Intorost	Tr:;:nsfcrto Munl	Transfer from Munl	EOY B lanco	Tr:msfcr in / Intorest	Tr nsfcrto Munl	Tronsfcr from Munl	EOY lanco	Tronsfcr in / Interest	Tr:;nsfcrto Munl	Tr:msfcr from Muni	Actul B lanco	
Centenary Celebrations Reserve	01925	-														
Community Resource Centre Reserve	01989	11,992		360.00			12,351.91	360.00				12,351.91	101.78			12,093.69
Depot Improvement Reserve	01940	5,736		172.00			5,907.74	172.00				5,907.74	46.96			5,782.70
HistoricalPublications Reserve	01965	6,273		188.00			6,460.72	188.00		-	-	6,460.72	50.47			6,323.19
Housing Reserve	01955	92,801		2,784.00			95,585.47	2,784.00		-	-	95,585.47	809.50			93,610.97
Land & Buildings Reserve	01930															
Loan Principal Reserve	01950	314,046			(514,046.33)	200,000.00			(514,046.33)	200,000.00				(314,046)		
LSL Reserve	01935	72,654		2,180.00			74,834.07	2,180.00				74,834.07	628.48			73,282.55
Medical Facilities & R4R.Special Projects Reserve	01975	314,020		4,710.00	(318,729.55)			4,710.00	(318,729.55)		-		2,716.03			316,735.58
Patterson Street JV Housing Reserve	01988	17,275		518.00		5,000.00	22,792.90	518.00		-	5,000.00	22,792.90	106.23			17,381.13
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		586,966.78	6,133.85			614,839.63
Quinlan Street JV Housing Reserve	01987	24,297		729.00		5,000.00	30,025.99	729.00		-	5,000.00	30,025.99	167.75			24,464.74
Stickland JV Housing Reserve	01986	19,453		584.00		5,000.00	25,037.28	584.00		-	5,000.00	25,037.28	126.38			19,579.60
Swimming Pool Reserve	01970	12,027		361.00		130,000.00	142,388.26	361.00		-	130,000.00	142,388.26	61.52			12,088.78
Waste Management Reserve	01920	11,732		352.00		5,000.00	17,083.86	352.00		-	5,000.00	17,083.86	232.61			11,964.47
WH IndustriaVLIA Park Reserve	01985															
Sporting Co-Location Reserve	01990					205,000.00	205,000.00			-	205,000.00	205,000.00				
TOTALS		1,511,012		31,199.00	(1,072,775.88)	755,000.00		31,199.00	(1,072,775.88)	755,000.00		1,224,434.98	11,181.56	(314,046.33)		1,208,147.09

**SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 30 NOVEMBER 2014**

Existing Loans • Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Amount Borrowed	Loan Paid in Nov 14	Accrued Int. Due as at 30 November	YTD Interest Paid	Loan Balance @ 1 July 2014	Refinancing	Principal Repayments YTD	Loan Balance @ 30 Nov 14
140	Housing Construction	Wongan-Ballidu Development•	May-2015	430,000	11,589	1,905	11,589	429,996			429,996
142	Housing Construction	WB Community Association•	Mar-2020	400,000	-	2,618	6,267	204,127		(14,326)	189,801
143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	270,000	-	655	1,075	68,268		(8,074)	60,194
145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	500,000	-	-	7,825	500,000		(500,000)	-
145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	500,000	-	5,903	8,550	500,000			500,000
147	Aged Persons	Ninan House•	Jul-2022	100,000	-	1,590	2,372	68,644		(3,035)	65,609
149	Resurface Bowling Greens	Wongan Hills Bowling Club•	Dec-2019	115,000	-	859	1,102	71,769		(2,767)	69,002
150	Sports Pavilion	Wongan Hills Sports Council•	May-2016	50,000	-	541	-	25,956			25,956
TOTAL EXISTING LOANS				2,365,000	11,589	14,071	38,779	1,868,760	-	(528,202)	1,340,558

Self Supporting Loan Summary

1,095,000	11,589	7,513	21,328	800,491	(20,128)	780,363
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0

0

Current loan liability

Non current liability

Total Loan Liability

SSL	Shire	Total
(469,191)	(24,994)	(494,185)
(311,173)	(535,200)	(846,373)
(780,364)	(560,194)	(1,340,558)

8.1.3 ANNUAL REPORT

FILE REFERENCE:	F1.5
REPORT DATE:	17 December 2014
APPLICANT/PROPONENT:	Deputy Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	David Taylor – Deputy Chief Executive Officer
ATTACHMENTS:	Annual Report

PURPOSE OF REPORT:

To present to Council the Annual Report for the year-ended 30th June 2014.

BACKGROUND:

Under the provisions of Section 5.54 of the Local Government Act 1995, Council is to consider and accept the Annual Report prior to 31 December 2014.

COMMENT:

The Annual Report will be made available to the public on Monday 5 January 2015.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

Sections 5.53 – 5.55 of the Local Government Act 1995.

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

O Environment

There are no known environmental implications associated with this item.

O Economic

There are no known economic implications associated with this proposal.

O Social

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

COMMITTEE RECOMMENDATION:

That Council accept the Annual Report and Financials for the financial year ended 30 June 2014 in accordance with Section 5.55 of the Local Government Act 1995.

MOTION: MOVED Cr Barrett-Lennard/Cr West

That Council:

- 1. Accept the Annual Report and Financials for the financial year ended 30 June 2014 in accordance with Section 5.55 of the Local Government Act 1995.**
- 2. That the Annual Electors meeting be held on 25 February 2015 at 7.00pm and advertised accordingly.**

**CARRIED BY AN ABSOLUTE MAJORITY: 9/0
RESOLUTION: 041214**

8.1.4 RISK MANAGEMENT REPORT

FILE REFERENCE:	A2.15.8
REPORT DATE:	10 December 2014
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST	NIL
PREVIOUS MEETING REFERENCES:	NIL
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Risk Management Report

PURPOSE OF REPORT:

To report to Council on Risk Management relating to the Shire of Wongan Ballidu

BACKGROUND:

In 2013 the State Government inserted Regulation 17 into the Local Government (Audit) Regulations 1996 the requirement for the CEO to review the local government's system and procedures risk management, internal control and legislative compliance.

COMMENT:

Internal Control Reviews are currently undertaken biannually by an independent auditor, and the compliance return is completed annually which generally covers legislative compliance.

The CEO has previously advised the Council on the requirement for the CEO to undertake a review of risk management systems and to implement procedures and control mechanisms to manage risk.

LGIS has assisted by undertaking a number of workshops with its clients in relation to the requirements of the regulations and has developed a very good framework to assist in identifying risks and the controls which provides a dashboard report that is easy to follow and recognises the risks that face this particular Shire.

The report is attached for the Committee's information.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

17. CEO TO REVIEW CERTAIN SYSTEMS AND PROCEDURES

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management;
 - (b) internal control; and
 - (c) legislative compliance.
- (2) The review may relate to any or all of the matters referred to in sub regulation (1)(a), (b) and (c), but each of those matters is to be the subject of a review at least once every 2 calendar years.
- (3) The CEO is to report to the audit committee the results of that review.

[Regulation 17 inserted in Gazette 8 Feb 2013 p. 868.]

STRATEGIC IMPLICATIONS:

Nil

SUSTAINABILITY IMPLICATIONS:

O Environment

There are no policy requirements in relation to this item.

O Economic

There are no policy requirements in relation to this item.

O Social

There are no policy requirements in relation to this item.

FINANCIAL IMPLICATIONS:

There are no financial implications in relation to this item

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED:

COMMITTEE RECOMMENDATION:

That the Council receive the Chief Executive Officer's report in accordance with the Local Government (Audit) Regulations 1996.

MOTION: **MOVED** **Cr Hartley/Cr Lyon**

That the Council receive the Chief Executive Officer's report in accordance with the Local Government (Audit) Regulations 1996.

CARRIED: 9/0
RESOLUTION: 051214

Shire of Wongan-Ballidu Risk Report - Nov 2014

Executive Summary

Misconduct		Risk	Control
		High	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
Improve Induction Process (Code of Conduct)	Jun-15	CEO	

Damage to Physical Assets		Risk	Control
		Low	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	

External Theft & Fraud (inc. Cyber Crime)		Risk	Control
		Low	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	
Review Depot Security Access controls	Dec-15	Karl	

Failure to fulfil statutory, regulator or compliance requirements		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

Providing inaccurate advice / information		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

Inadequate Data / Document Management Processes		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

Shire of Wongan-Ballidu Risk Report - Nov 2014

<u>Inadequate engagement of Community / Stakeholders / Elected Members</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

<u>Inadequate Asset Management</u>		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

<u>Inadequate Supplier / Contract Management</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

<u>Ineffective management of facilities / venues / Events</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

<u>Environment Management</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>No current actions required</i>			

<u>Corporate Business Plan</u>		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>No current actions required</i>			

Shire of Wongan-Ballidu Risk Report - Nov 2014

Political		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>No current actions required</i>			

Shire of Wongan-Ballidu Risk Report - Nov 2014

Business Disruption		Risk	Control
		VVJ	Not Rated
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>Develop a BCP Program</i>			

Errors, Omissions & Delays		Risk	Control
		llaw	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

Failure of IT &/or Communications Systems and Infrastructure		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>Enquire about Disaster Recovery Plan</i>	<i>Dec-14</i>	<i>Dave</i>	

Inadequate safety and security (staff, visitors, volunteers and community)		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>Workplace Inspections</i>		<i>CEO</i>	
<i>Contractor / Site Inductions</i>		<i>David</i>	
<i>Job Safety Analysis</i>		<i>David</i>	

Inadequate Organisation and Community Emergency Management		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>Apply for CESM in next Funding Round</i>	<i>Jun-15</i>	<i>DCEO</i>	
<i>Establish and Train Emergency Control Organisation (Fire Wardens/First Aiders)</i>	<i>Jul-15</i>	<i>CEO</i>	

Inadequate Project / Change Management		Risk	Control
		llOW1	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

Shire of Wongan-Ballidu Risk Report - Nov 2014

<u>Inadequate Procurement, Disposal or Tender Practices.</u>		Risk	Control
		Low	Effective
Current Issues / Actions / Treatments	Due Date	Responsibility	

Inadequate Stock Management		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	

Ineffective PeoRie Management		Risk	Control
		Low	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>Training managers</i>		CEO	
<i>Culture and values promotion</i>		Managers	

Not meeting Community exRectations		Risk	Control
		Moderate	Adequate
Current Issues / Actions / Treatments	Due Date	Responsibility	
<i>Gap analysis between current service levels and community satisfaction</i>	<i>Jun-15</i>	CEO	
<i>Review Customer Charter</i>	<i>Jun-15</i>	MCS	
<i>Review systems</i>	<i>Jun-15</i>	DCEO	

Appendix A – Risk Assessment and Acceptance Criteria

Shire of Wongan-Ballidu Measures of Consequence							
Rating (Level)	Health	Financial Impact	Service Interruption	Compliance	Reputational	Property	Environment
Insignificant (1)	Near-Miss or First Aid	Less than \$5,000	No material service interruption	No noticeable regulatory or statutory impact	Unsubstantiated, low impact, low profile or 'no news' item	Inconsequential damage.	Contained, reversible impact managed by on site response
Minor (2)	Medical type injuries	\$5,001-\$50,000	Short term temporary interruption- backlog cleared < 1 day	Some temporary non compliances	Substantiated, low impact, low news item	Localised damage rectified by routine internal procedures	Contained, reversible impact managed by internal response
Moderate (3)	Lost time injury	\$50,001 - \$200,000	Medium term temporary interruption –backlog cleared by additional resources < 1 week	Short term non-compliance but with significant regulatory requirements imposed	Substantiated, public embarrassment, moderate impact, moderate news profile	Localised damage requiring external resources to rectify	Contained, reversible impact managed by external agencies
Major (4)	Long-term disability / multiple injuries	\$200,001 - \$750,000	Prolonged interruption of services – additional resources; performance affected < 1 month	Non-compliance results in termination of services or imposed penalties	Substantiated, public embarrassment, high impact, high news profile, third party actions	Significant damage requiring internal & external resources to rectify	Uncontained, reversible impact managed by a coordinated response from external agencies
Catastrophic (5)	Fatality, permanent disability	More than \$750,000	Indeterminate prolonged interruption of services – non-performance > 1 month	Non-compliance results in litigation, criminal charges or significant damages or penalties	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building	Uncontained, irreversible impact

Shire of Wongan-Ballidu Measures of Likelihood			
Level	Rating	Description	Frequency
5	Almost Certain	The event is expected to occur in most circumstances	More than once per year
4	Likely	The event will probably occur in most circumstances	At least once per year
3	Possible	The event should occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

Shire of Wongan-Ballidu Risk Matrix						
Consequence		Significant	Minor	Moderate	Major	Catastrophic
Likelihood		1	2	3	4	5
Almost Certain	5		High (10)	High (15)		
Likely	4		Moderate (8)	High (12)	High (12)	
Possible	3			Moderate (9)	High (12)	High (15)
Unlikely	2			Moderate (6)	Moderate (8)	High (10)
Rare	1	Low (1)	Low (2)	Low (3)	Low (4)	Moderate (5)

Risk Rank	Description	Criteria	Responsibility
MODERATE (5-9)	Monitor	Risk acceptable with adequate controls, managed by specific procedures and subject to semi-annual monitoring	Operational Manager
HIGW (10-16)	Urgent Attention Required	Risk acceptable with excellent controls, managed by senior management / executive and subject to monthly monitoring	Director / CEO
EXTREME (17-25)	Unacceptable	Risk only acceptable with excellent controls and all treatment plans to be explored and implemented where possible, managed by highest level of authority and subject to continuous monitoring	CEO / Council

Shire of Wongan-Ballidu Existing Controls Ratings

Rating	Foreseeable	Description
Effective	There is little scope for improvement.	Processes (Controls) operating as intended and / or aligned to Policies & Procedures; are subject to ongoing maintenance and monitoring and are being continuously reviewed and tested.
Adequate	There is some scope for improvement.	Whilst some inadequacies have been identified; Processes (Controls) are in place, are being addressed / complied with and are subject to periodic review and testing.
Inadequate	A need for corrective and / or improvement actions exist.	Processes (Controls) not operating as intended, do not exist, or are not being addressed / complied with, or have not been reviewed or tested for some time.

8.1.5 PURCHASE OF NEW RUBBER TYRE ROLLER

FILE REFERENCE:	F1.10
REPORT DATE:	10 December 2014
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR	Karl Mickle – Manager Works & Services

PURPOSE OF REPORT:

The purpose of this report is to provide sufficient information summarising the results of quotations called for the supply and delivery of one New Rubber Tyre Roller to enable Council to award the contract for these purchases.

BACKGROUND:

Quotations were called from four (4) vendors for the supply of one New Rubber Tyre Roller using the West Australian Local Government's (WALGA) "Preferred Supplier Process".

The use of WALGA's "Preferred Supplier Process" exempts Local Authorities having to call tenders under the Function and General Regulations 1996 of the Local Government Act 1995.

WALGA's "Preferred Supplier Process" offers a little more negotiation flexibility than the rigid tender process and is well supported by regional vendors.

COMMENT:

Quotations were received from four (4) of the four (4) vendors for the supply and delivery of one new rubber tyre roller.

The 2014/2015 budget changeover cost was \$176,000

Shire of Wongan-Ballidu Roller Evaluation - December 2014

		Nett	INC GST	GST	Trade Inc GST	Changeover Inc GST
Hamm	GRW280	\$153,640.00	\$169,004.00	\$15,364.00	\$15,400.00	\$153,604.00
Westrac	CW34NN	\$188,000.00	\$206,800.00	\$18,800.00	\$20,900.00	\$185,900.00
Bomag	BW25RH	\$165,000.00	\$181,500.00	\$16,500.00	\$22,000.00	\$159,500.00
Dynapac	CP274	\$180,000.01	\$198,000.01	\$18,000.00	\$27,500.00	\$170,500.01

		Delivery	Warranty Full Machine	Warranty Power Train	Additional Warranty
Hamm	GRW280	7 - 14 days	12mths / 1000hrs	12mths / 1000hrs	48mths/7000hrs
Westrac	CW34NN	6-10 weeks	12mths / 3000hrs	36mths / 3000hrs	24mths/2000
Bomag	BW25RH	4-5 weeks	12mths / 1000hrs	60mths / 8000hrs	N/A
Dynapac	CP274	4-5 weeks	12mths / 1000hrs	12mths / 1000hrs	60mths/4500hr

ROLLER TECHNICAL DATA

Power Units:

Brand:	Model:	Power:	Engine:
Hamm	GRW280	100kw	Deutz TCD LO4
Dynapac	CP224	82kw	Cummings
Caterpillar	CW34	96.5kw	CW.4
Bomag	BW25RH	74.9kw	Deutz BF4M

Transmission:

Hamm	Hydrostatic infinitely variable transmission
Dynapac	Hydrostatic through two speeds transmission
Caterpillar	Hydrostatic through three speeds transmission
Bomag	Hydrostatic through three speeds transmission

Ballast:

Hamm	Modular and non modular steel
Dynapac	Water/Sand/Steel
Caterpillar	Sand/Water/Modular steel
Bomag	Water/Sand/Scarp steel

Operator pod:

Hamm	Control panel and seat rotate through 90 degrees, sliding left to right with all round vision of front and rear wheels via viewing channels through the frame.
Dynapac	Control panel and seat rotation through 90 degrees sliding left to right, but not allowing the operator clear view of the wheels.
Caterpillar	Control panel and seat rotation through 90 degrees sliding left to right, but not allowing the operator clear view of the wheels.
Bomag	Control panel is left and right work stations with operator seat sliding left to right with two sets of pedals on the floor.

Suspension:

Hamm	Front and rear oscillation of dual wheels. Newly designed suspension ensuring uniform pressure provided swinging arms positioned between the front wheels
Dynapac	Front and rear oscillation of dual wheels.
Caterpillar	Front and rear oscillation of dual wheels.
Bomag	Front and rear oscillation of dual wheels and front swivel.

Brakes:

Hamm	Hydraulic brake with two wet disc brakes at rear dual wheels with park brake. And additions of 4 disc brakes at front wheels.
Dynapac	Hydrostatic rear with park brake.
Caterpillar	Hydrostatic rear with park brake.
Bomag	Hydrostatic rear with park brake.

Recommendation for new Rubber Tyre Roller

We recommend the Hamm GRW280 for its power (100 kW) over the bigger Deutz engine than that provided in other rollers. Hamm has an award winning design for outstanding ergonomics, functionality and environmental compatibility.

The operator console and controls along with the seat are all part of one unit and can be rotated through 90 degrees, giving the operator all round vision and ease of operation with no pedals or obstructions on the floor, award winning design allowing the operator full view of the tyres both front and rear. The operator can also accelerate from 0 to 19km without any gear changes through the joystick.

Disc brakes front and rear along with the transmission provide excellent stopping even with full ballast.

The ballast is **not water** but either steel or concrete fabricated units, easily remove or added through the side openings and is placed to give even weight distribution.

The quote meets all of our requirements along with excellent support from a worldwide company also involved in the manufacture of this and many other machines.

Our enquiries have shown that major hire companies servicing the likes of Boral, Laghton and Downer prefer to purchase Hamm rollers primarily because of their serviceability and operator safety through the enhanced vision of all wheels. Some of these companies are Kee Hire (Damon Spiers) with 135 units, Sherrion Rentals (Garry, Works Supervisor) 35 units in WA, Outback Asphalt (Dave Adams) six units and the Shire of Wiluna (Joe Gulliano) one unit.

POLICY REQUIREMENTS:

- Regional Purchasing Policy – maximising opportunities for local businesses
- Purchasing and Procurement Policy – to deliver a best practice approach and procedures for the internal purchasing of the Local Government

LEGISLATIVE REQUIREMENTS:

The use of WALGA's "Preferred Supplier Process" exempts Local Authorities having to call tenders under the Function and General Regulations 1996 of the Local Government Act 1995.

STRATEGIC IMPLICATIONS:

This purchase compliments Council's strategy of ensuring that the existing infrastructure is maintained and renewed to meet identified service and amenity levels.

SUSTAINABILITY IMPLICATIONS:

O Environment

There are no significant environmental implications.

O Economic

There are no significant economic implications.

O Social

There are no significant social implications.

FINANCIAL IMPLICATIONS:

The purchase of the Rubber Tyre Roller from Wirtgen Pty Ltd would put us under budget based on the 2014/2015 budgetary estimate of \$176,000.00

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

9. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

Nil

11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

12. CLOSURE

There being no further business the President, Cr Macnamara declared the meeting closed at 4.01pm.

These minutes were confirmed at a meeting on February 2015

Signed _____
President