



Shire of  
Wongan-Ballidu

# Minutes

Ordinary Meeting of Council  
Wednesday, 23 February 2022  
(Unconfirmed)



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### **Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS**

The Shire President declared the meeting open at 3.02pm.

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

#### **Attendees:**

Cr M Stephenson	Shire President
Cr A Tunstill	Deputy Shire President
Cr S Falconer	Member
Cr B West	Member
Cr K Anspach	Member
Cr D Coad	Member
Cr S Boekeman	Member Via Teleconference

#### **Apologies:**

#### **Staff:**

Stuart Taylor	Chief Executive Officer
Alan Hart	Deputy Chief Executive Officer
Jack McNulty	Manager Community Services
Melissa Marcon	Manager Regulatory Services
Karl Mickle	Manager of Works and Services
Stephen Casey	Works Supervisor
Elizabeth (Liddy) Pudwell	Executive Assistant – (Minutes)

#### **Visitors:**

Nil

### **Item 3. PUBLIC QUESTION TIME**

Nil

### **Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER**

Nil

### **Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS**

Nil

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

Nil

## **Item 7. CONFIRMATION OF MINUTES**

### **7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 15 DECEMBER 2021.**

**MOVED: Cr Tunstill**

**SECONDED: Cr Anspach**

1. That the Minutes of the Ordinary Meeting of Council held on Wednesday, 15 December 2021 be CONFIRMED as a true and correct record of the proceedings.

**CARRIED:6/0**

**RESOLUTION:010222**

### **7.2 CONFIRMATION OF THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON MONDAY, 07 FEBRUARY 2022.**

**MOVED: Cr Tunstill**

**SECONDED: Cr Anspach**

2. That the Minutes of the Special Meeting of Council held on Monday, 07 February 2022 be CONFIRMED as a true and correct record of the proceedings.

**CARRIED:6/0**

**RESOLUTION:020222**

**Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED**

## Item 9. REPORTS OF OFFICERS AND COMMITTEES

### 9.1 GOVERNANCE

#### 9.1.1 DELEGATED AUTHORITY REGISTER REVIEW

FILE REFERENCE:	A2.22 Local Government Act and Regulations
REPORT DATE:	10 February 2022
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	9.1.1a Local Government Operational Guidelines – Delegations

#### PURPOSE OF REPORT:

To review and adopt the annual list of delegations.

#### BACKGROUND:

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

#### COMMENT:

The Chief Executive Officer has reviewed the delegations in accordance with the Local Government Operational Guidelines – Delegations.

The Delegations previously provided by Council to the Chief Executive Officer are as below:

#### FINANCE & ADMINISTRATION

##### DELEGATED AUTHORITY 01

DELEGATION:	PAYMENTS FROM MUNICIPAL AND TRUST FUNDS
SECTION/ACT:	<i>Local Government Act 1995</i> , Section 6.7, 6.9 and 6.10
DELEGATION:	That Council delegate authority to the Chief Executive Officer to authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.

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

## **DELEGATED AUTHORITY 02**

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

## **DELEGATED AUTHORITY 03**

DELEGATION: WRITING OFF DEBTS  
SECTION/ACT: *Local Government Act 1995*, Section 6.12(c)  
DELEGATION: Council delegates to the Chief Executive Office authority to write off amounts raised in error on all debtor and rate accounts.

## **DELEGATED AUTHORITY 04**

DELEGATION: AUTHORISED PERSONS  
SECTION/ACT: *Local Government Act 1995*, Section 9.10(1), *Bush Fires Act 1954* and the *Control of Vehicles (Off Road Areas) Act 1978*  
DELEGATION: That the Ranger be appointed as an Authorised Officer under the *Control of Vehicles (Off-road Areas) Act 1978*  
Council delegates authority to the Chief Executive Officer under section 59(3) of the *Bush Fires Act 1954* to institute and carry out proceedings for offences against the *Bush Fires Act 1954*.  
Council delegates authority to the Ranger under section 59(3) of the *Bush Fires Act 1954* to issue infringements under section 59a of the *Bushfires Act 1954*.

## **DELEGATED AUTHORITY 05**

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

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

## **DELEGATED AUTHORITY 06**

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



### **DELEGATED AUTHORITY 07**

DELEGATION: WITHDRAWAL OF INFRINGEMENT NOTICES  
SECTION/ACT: *Local Government Act 1995, Section 9.20*  
DELEGATION: Council delegates to the Chief Executive Office authority to withdraw infringement notices issued under the *Local Government Act 1995, Dog Act 1976, Councils Local Laws* and the *Bush Fires Act 1954*.

### **DELEGATED AUTHORITY 08**

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

### **DELEGATED AUTHORITY 09**

DELEGATION: IMPOUNDING OF GOODS  
SECTION/ACT: *Local Government Act 1995, Section 3.39*  
DELEGATION: Council delegates to the Chief Executive Office authority to remove and impound any goods that are involved in a contravention that can lead to impounding.

### **DELEGATED AUTHORITY 10**

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

### **DELEGATED AUTHORITY 12**

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

### **DELEGATED AUTHORITY 13**

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

#### **DELEGATED AUTHORITY 14**

DELEGATION: DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT  
SECTION/ACT: *Local Government Act 1995* – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General) Regulations 1996.  
DELEGATION: Council delegates its authority and power to the Chief Executive Officer to dispose of surplus furniture with a market value of less than \$20,000.

#### **DELEGATED AUTHORITY 15**

DELEGATION: CORPORATE CREDIT CARD  
SECTION/ACT: *Local Government Act 1995*, Section 5.42, Section 5.44 and Section 6.5 and Regulation 11 of the Local Government (Financial Management) Regulations 1996. Sections 53 and 55 of the *Financial Administration and Audit Act 1985*.  
DELEGATION: Council delegates to the Chief Executive Office authority to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.

#### **DELEGATION AUTHORITY 41**

DELEGATION: APPOINTMENT ADDITIONAL COMPLAINTS OFFICER(S)  
SECTION/ACT: *Local Government Act 1995* – Section 5.104  
DELEGATION: Council delegates the power of appointment of additional complaints officer(s) to the Chief Executive Officer in accordance with the Local Government (Model Code of Conduct) Regulations 2021.

#### **WORKS AND SERVICES**

#### **DELEGATED AUTHORITY 19**

DELEGATION: TEMPORARY ROAD CLOSURES  
SECTION/ACT: *Local Government Act 1995*, Section 3.50A, 3.50[1], 3.50[1a], 3.50[4].3.50[6] and 3.50[8] and Road Traffic (Events on Roads) Regulations 1991  
DELEGATION: 1. Council delegates to the Chief Executive Office authority to temporarily close thoroughfares to vehicles.  
2. Council delegates to the Chief Executive Office authority to determine applications for the temporary closure of roads for the purpose of conducting events.

#### **DELEGATED AUTHORITY 20**

DELEGATION: PAYMENT OF CROSSOVER CONTRIBUTION  
SECTION/ACT: *Local Government Act 1995* – Section 5.42  
DELEGATION: Council delegates to the Chief Executive Office authority to pay Councils contribution to the construction of a crossover in accordance with Council's Policy - Vehicle Crossovers.

### **DELEGATED AUTHORITY 23**

DELEGATION: SEED COLLECTION – WILDFLOWER PICKING  
SECTION/ACT: *Local Government Act 1995 – Sections*  
DELEGATION: Council delegates to the Chief Executive Office authority to grant approval to pick wildflowers on Council controlled reserves; and approval to collect seeds on Council controlled reserves.

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

### **HEALTH, BUILDING & PLANNING**

#### **DELEGATED AUTHORITY 24**

DELEGATION: DEMOLITION LICENCES  
SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Section 374A*  
DELEGATION: Council delegates to the Chief Executive Office authority to issue demolition licences.

#### **DELEGATED AUTHORITY 25**

DELEGATION: BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS  
SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Section 401*  
DELEGATION: Council delegates to the Chief Executive Office authority to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

#### **DELEGATED AUTHORITY 26**

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

#### **DELEGATED AUTHORITY 27**

DELEGATION: BUILDINGS – DANGEROUS  
SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Sections 403, 404*  
DELEGATION: Council delegates to the Chief Executive Office authority to direct a survey of a building that is considered to be in a dangerous state.

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

### **DELEGATED AUTHORITY 28**

DELEGATION: PRIVATE SWIMMING POOL INSPECTIONS  
SECTION/ACT: *Local Government Act 1995*, Sections 5.42 & 5.44 and Schedule 9.2(3) and Section 2, Section 245A (5), (6) and (7) of the *Local Government (Miscellaneous Provisions) Act 1960*  
DELEGATION: Council delegates to the Chief Executive Office authority to appoint officer(s) of the Council as "Authorised Officers" as required in Section 245A (5), (6) & (7) of the *Local Government (Miscellaneous Provisions) Act 1960* for the purposes of inspecting and enforcing private swimming pool local laws or regulations. The delegate(s) has the authority to deal with such matters relevant to this declaration.

### **DELEGATED AUTHORITY 29**

DELEGATION: BUILDING LICENCES  
SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960*, Section 374  
DELEGATION: Council delegates to the Chief Executive Office authority to approve plans submitted and issue building licences.  
CONDITIONS: A summary of building licenses issued to be submitted to Council monthly.

### **DELEGATED AUTHORITY 30**

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

### **DELEGATED AUTHORITY 35**

DELEGATION: SUBDIVISION CLEARANCE  
SECTION/ACT: *Local Government Act 1995* – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4  
DELEGATION: Council delegates to the Chief Executive Office authority to clear conditions on WAPC subdivision/amalgamation approvals in accordance with any relevant Council Policy, Specification, and Town Planning Scheme No 4, or other relevant Act or Regulation.  
CONDITIONS: The payment of bond in lieu or completion of works in order to clear a condition of subdivision.

### **DELEGATED AUTHORITY 37**

DELEGATION: HEALTH ACT  
SECTION/ACT: *Local Government Act 1995* – Sections 5.42, *Health Act 1911* – Section 26  
DELEGATION: Council delegates to the Chief Executive Officer the Functions and Powers of the *Health Act 1911* as provided by Section 26 of the *Health Act 1911*.

## **POLICY REQUIREMENTS:**

There are no known policy requirements related to this item.

## **LEGISLATIVE REQUIREMENTS:**

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

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

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

The *Local Government Act 1995* Section 5.103.

## **STRATEGIC IMPLICATIONS:**

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

## **SUSTAINABILITY IMPLICATIONS:**

### ➤ **Environment**

There are no known environmental impacts associated with this proposal.

### ➤ **Economic**

There are no known economic impacts associated with this proposal.

### ➤ **Social**

There are no known social implications associated with this proposal.

### ➤ **Financial Implications**

There are no financial implications in relation to this item.

## **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: Yes**

**MOVED: Cr West**

**SECONDED: Cr Anspach**

That Council DELEGATES the following powers and authorities to the Chief Executive Officer: -

**FINANCE & ADMINISTRATION**

**DELEGATED AUTHORITY 01**

DELEGATION: PAYMENTS FROM MUNICIPAL AND TRUST FUNDS

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

DELEGATION: That Council delegates authority to the Chief Executive Officer to authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.

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

**DELEGATED AUTHORITY 02**

DELEGATION: DONATIONS

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

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

**DELEGATED AUTHORITY 03**

DELEGATION: WRITING OFF DEBTS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to write off amounts raised in error on all debtor and rate accounts.

**DELEGATED AUTHORITY 04**

DELEGATION: AUTHORISED PERSONS

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

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

That Council delegates authority to the Chief Executive Officer under section 59(3) of the *Bush Fires Act 1954* to institute and carry out proceedings for offences against the *Bush Fires Act 1954*.

That Council delegates authority to the Ranger under section 59(3) of the *Bush Fires Act 1954* to issue infringements under section 59a of the *Bushfires Act 1954*.

#### DELEGATED AUTHORITY 05

DELEGATION: APPOINTMENT OF AUTHORISED PERSONS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to appoint persons to exercise the powers of a Local Government under subdivisions 2, 3 and 4 of Division 3 of Part 3 and subdivisions 1 and 2 of Division 2, Part 9 of the *Local Government Act 1995*.

A person who is authorised to give infringement notices under Section 9.16 is not to be made an authorised person for the purposes of Section 9.17, 9.19 or 9.20. In this event the Chief Executive Officer is not an authorised person under Section 9.16 of the *Local Government Act 1995*.

#### DELEGATED AUTHORITY 06

DELEGATION: ENFORCEMENT AND LEGAL PROCEEDINGS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to appoint persons or classes of persons to be authorised for the purposes of performing particular functions for the enforcement of provision of the various Acts and instigate legal proceedings accordingly.

#### DELEGATED AUTHORITY 07

DELEGATION: WITHDRAWAL OF INFRINGEMENT NOTICES

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to withdraw infringement notices issued under the *Local Government Act 1995*, *Dog Act 1976*, Councils Local Laws and the *Bush Fires Act 1954*.

#### DELEGATED AUTHORITY 08

DELEGATION: AUTHORISED OFFICERS – *LITTER ACT 1979*

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to appoint "Authorised Officers" as detailed in the *Litter Act 1979*.

#### DELEGATED AUTHORITY 09

DELEGATION: IMPOUNDING OF GOODS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to remove and impound any goods that are involved in a contravention that can lead to impounding.

#### DELEGATED AUTHORITY 10

DELEGATION: DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to dispose of any goods that have been impounded.

#### DELEGATED AUTHORITY 12

DELEGATION: EXECUTION AND AFFIXING OF COMMON SEAL TO DOCUMENTS

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

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

#### DELEGATED AUTHORITY 13

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

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

DELEGATION: That Council delegates the Chief Executive Officer authority to implement in accordance with Council's policy relating to gratuities to officers and employees who are retiring in accordance with Councils Policy.  
Conditions: Subject to Budget provision.

#### DELEGATED AUTHORITY 14

DELEGATION: DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT

SECTION/ACT: *Local Government Act 1995* – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General) Regulations 1996.

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

#### DELEGATED AUTHORITY 15

DELEGATION: CORPORATE CREDIT CARD

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.



#### DELEGATION AUTHORITY 41

##### DELEGATION: APPOINTMENT ADDITIONAL COMPLAINTS OFFICER(S)

SECTION/ACT: *Local Government Act 1995 – Section 5.104*

DELEGATION: Council delegates the power of appointment of additional complaints officer(s) to the Chief Executive Officer in accordance with the Local Government (Model Code of Conduct) Regulations 2021.

*ABSOLUTE MAJORITY REQUIRED*

### **WORKS AND SERVICES**

#### DELEGATED AUTHORITY 19

##### DELEGATION: TEMPORARY ROAD CLOSURES

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

DELEGATION: 1. That Council delegates to the Chief Executive Officer authority to temporarily close thoroughfares to vehicles.  
2. That Council delegates to the Chief Executive Officer authority to determine applications for the temporary closure of roads for the purpose of conducting events.

#### DELEGATED AUTHORITY 20

##### DELEGATION: PAYMENT OF CROSSOVER CONTRIBUTION

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to pay Council's contribution to the construction of a crossover in accordance with Council's Policy - Vehicle Crossovers.

#### DELEGATED AUTHORITY 23

##### DELEGATION: SEED COLLECTION – WILDFLOWER PICKING

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to grant approval to pick wildflowers on Council controlled reserves; and approval to collect seeds on Council controlled reserves.

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

### **HEALTH, BUILDING & PLANNING**

#### DELEGATED AUTHORITY 24

##### DELEGATION: DEMOLITION LICENCES

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to issue demolition licences.

#### DELEGATED AUTHORITY 25

DELEGATION: BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

#### DELEGATED AUTHORITY 26

DELEGATION: BUILDINGS – UNLAWFUL WORKS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to direct a survey of a building to be considered to be in a dangerous state and to issue a notice, requiring the owner or occupier to take it down, secure or repair it, as the case requires, if the survey confirms a building to be in a dangerous state.

#### DELEGATED AUTHORITY 27

DELEGATION: BUILDINGS – DANGEROUS

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to direct a survey of a building that is considered to be in a dangerous state.

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

#### DELEGATED AUTHORITY 28

DELEGATION: PRIVATE SWIMMING POOL INSPECTIONS

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

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

DELEGATED AUTHORITY 29

DELEGATION: BUILDING LICENCES

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

DELEGATION: That Council delegates to the Chief Executive Officer authority to approve plans submitted and issue building licences.

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

DELEGATED AUTHORITY 30

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

SECTION/ACT: Not Applicable

DELEGATION: That Council delegates to the Chief Executive Officer authority to approve applications for the sale of liquor and/or the consumption of liquor on property under the care, control and management of Council.

DELEGATED AUTHORITY 35

DELEGATION: SUBDIVISION CLEARANCE

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

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

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

DELEGATED AUTHORITY 37

DELEGATION: HEALTH ACT

SECTION/ACT: *Local Government Act 1995 – Sections 5.42, Health Act 1911 – Section 26*

DELEGATION: That Council delegates to the Chief Executive Officer the Functions and Powers of the *Health Act 1911* as provided by Section 26 of the *Health Act 1911*.

**CARRIED:6/0**  
**RESOLUTION:030222**

## 9.1.2 GOVERNANCE POLICY REVIEWS

FILE REFERENCE:	
REPORT DATE:	08 February 2022
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	
AUTHOR:	Stuart Taylor, Chief Executive Officer
ATTACHMENTS:	1.7 Wongan Hills Doctors Practice and Medical Centre 1.9 Record Keeping 3.2 Genetically Modified Organisms 3.4 Taking of Wildflowers/Seeds 5.1 Citizen, Young Citizen, Community Event and Community Group of the Year Awards 5.2 Citizenship Ceremonies 5.3 Common Seal 5.4 Confidential Items 5.5 Council Meeting Rotations 5.6 Councillor Request Forms

### PURPOSE OF REPORT:

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

### BACKGROUND:

The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative and Council decisions to be familiar with the philosophy behind individual decisions. Policy statements enable much of the day-to-day business of Council to be handled by the Administration, freeing up the time of the Elected Members in determining major policy and strategic direction.

An up-to-date policy manual of any organisation proves to be a valuable tool in improving the decision-making process. Policies contained within the manual are those that project a corporate image and are not controlled by individual directorates. The development of the policies involves input from staff across the organisation and elected members.

A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement. For this reason, it is important that a review process is in place.

It is also possible for members of the community to seek an early review of a specific policy.

Each policy is developed in order to address specific matters. They relate to objectives to the Shire of Wongan-Ballidu, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.

It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters.

In accordance with Council's Policy Review Process, the entire policy manual is to be reviewed at least bi-annually.

#### **COMMENT:**

The Chief Executive Officer is responsible for the coordination of this review and has instructed staff to implement a sequenced review of all policies.

With those policies pertaining to Administration & Financial Services, a rigorous review of all policies will be conducted over a six (6) month period, which would involve at addressing specific policies every month.

The policies selected for the February 2022 review are:

- 1.7 Wongan Hills Doctors Practice and Medical Centre
- 1.9 Record Keeping
- 3.2 Genetically Modified Organisms
- 3.4 Taking of Wildflowers/Seeds
- 5.1 Citizen, Young Citizen, Community Event and Community Group of the Year Awards
- 5.2 Citizenship Ceremonies
- 5.3 Common Seal
- 5.4 Confidential Items
- 5.5 Council Meeting Rotations
- 5.6 Councillor Request Forms

Not all of the above policies meet the requirements as set out by Council, as outline below:

- 1.7 Wongan Hills Doctors Practice and Medical Centre

*Minor amendment required. This amendment meets the objectives of Council*

- 1.9 Record Keeping

*This policy meets the requirements of Council.*

- 3.2 Genetically Modified Organisms

*Minor Amendment from General Purpose Committee to Administration.*

- 3.4 Taking of Wildflowers/Seeds

*Minor Amendment from Administration and Financial Services to Works and Services. This policy meets the objectives of Council.*

- 5.1 Citizen, Young Citizen, Community Event and Community Group of the Year Awards

*Minor Amendment from Administration and Financial Services to Governance. This policy meets the objectives of Council.*

## 5.2 Citizenship Ceremonies

*This policy meets the requirements of Council.*

## 5.3 Common Seal

*Minor Amendment from Administration and Financial Services to Governance. This policy meets the objectives of Council.*

## 5.4 Confidential Items

*Minor Amendment from Administration and Financial Services to Governance. This policy meets the objectives of Council.*

## 5.5 Council Meeting Rotations

*This policy meets the requirements of Council.*

## 5.6 Councillor Request Forms

*This policy meets the requirements of Council.*

### **POLICY REQUIREMENTS:**

The Policy Manual has been developed over time to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process.

The Policy Manual should not relate to operational or staff related matters.

The Policy Manual is a fluid document and should be reviewed in its entirety at least every 2 years.

### **LEGISLATIVE REQUIREMENTS:**

The Local Government Act 1995 outlines the roles of Council and the Chief Executive Officer.

### **STRATEGIC IMPLICATIONS:**

Ongoing review and refinement of the Policy Manual is in line with Council's strategic direction on Governance (Implement and develop policy based on economic, social, cultural, governance and environmental elements).

### **SUSTAINABILITY IMPLICATIONS:**

#### ➤ **Environment**

There are no known environmental impacts associated with this proposal.

#### ➤ **Economic**

There are no known economic impacts associated with this proposal.

#### ➤ **Social**

There are no known social implications associated with this proposal.

## **FINANCIAL IMPLICATIONS:**

There are no financial implications in relation to this item.

## **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: Yes**

**MOVED: Cr West**

**SECONDED: Cr Falconer**

That Council:

1. ADOPT the following polices with minor amendments:
  - 1.7 Wongan Hills Doctors Practice and Medical Centre
  - 3.2 Genetically Modified Organisms
  - 3.1 Taking of Wildflowers/Seeds
  - 5.1 Citizen, Young Citizen, Community Event and Community Group of the Year Awards
  - 5.3 Common Seal
  - 5.4 Confidential Items
  - 5.5 Council Meeting Rotations
2. ADOPT the following polices without variation:
  - 1.9 Record Keeping
  - 5.2 Citizenship Ceremonies
  - 5.6 Councillor Request Forms

**CARRIED:6/0**  
**RESOLUTION:040222**

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## 1.7 Wongan Hills Doctors Practice & Medical Centre

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**Policy Owner:** Administration  
**Person Responsible:** Chief Executive Officer  
**Date of Adoption:** April 2005  
**Adoption Resolution:**  
**Date of Last Amendment:**

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### **OBJECTIVE:**

That Council recognise the value of retaining freehold ownership of its Wongan Hills Medical Centre and control of the Doctor's Practice.

### **POLICY:**

Notwithstanding that a third party might wish to seek permanent ownership of the Medical Centre freehold and or control of the Wongan Hills Doctors Practice, Council is of the view that the current and future interests of its communities are best dealt with by retaining an involvement in the selection of any replacement GP, owning the practice and premises provides this involvement.

Previous experience has demonstrated that Council and the Community can be powerless to influence the continuation or closing of the practice or the timely installation of a Doctor where the practice is privately owned.

To overcome this potential, it is Councils policy to retain ownership of the freehold of the Wongan Hills Medical Centre and control of the Doctors Practice to ensure that there is continuity of GP and general medical services through a service agreement to give Council some influence in the delivery of General Practitioner services to the community.

Council will continue to offer use of the practice and all of its' records and equipment to a GP chosen by a committee of Council on the basis that the Doctor is not asked to make any financial contribution in order to access use of the practice and Council has no financial commitment to the outgoing Doctor at the end of his or her term in the practice.

An agreement to provide that outcome will be signed by all parties involved.

The intent of this policy is that an incoming Doctor comes in to an equipped and working consulting rooms, runs the business as his or her own and on leaving hands back the business, including all records, to Council in order that Council may offer it to a new Doctor.

### **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer is responsible for implementation of this policy.



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## 1.9 Record Keeping

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<b>Policy Owner:</b>	Administration
<b>Person Responsible:</b>	Chief Executive Officer / Deputy Chief Executive Officer
<b>Date of Adoption:</b>	30 June 2009
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	5 August 2016

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### OBJECTIVE

The purpose of the Shire's Record Keeping Policy is to define the principles that underpin the Shire's records keeping function and the roles and responsibilities of those individuals who manage or perform record keeping processes on behalf of the Shire. This policy establishes a framework for the reliable and systematic management of Shire records in accordance with legislative requirements and best practice standards.

### POLICY

This policy applies to all government records created or received by a Shire of Wongan-Ballidu (the Shire) employee, contractor or Elected Member, or an organisation performing outsourced services on behalf of the Shire, regardless of their physical format, storage location or date of creation.

The Shire recognises its records as a government-owned asset and will ensure that they are managed as such. Ownership and proprietary interest of records created or collected during business (including those from outsourced bodies or contractors) is vested in the Shire.

- *Elected Members:* All Elected Members are to create, collect and retain records relating to their role as an Elected Member for the Shire in a manner commensurate with legislation and the Shire's policies and procedures for record keeping. Party political and personal records of Elected Members are exempt.
- *Chief Executive Officer:* The Chief Executive Officer is to ensure that an organisational system for the capture and management of records is maintained that is compliant with legislative requirements and best practice standards.
- *Managers:* All Managers are to ensure record keeping policy and procedures are known and adhered to in their area of responsibility.
- *All Staff:* All staff (including contractors) are to create, collect and retain records relating to the business activities they perform. They are to identify significant and ephemeral records, ensure significant records are captured into the Record Keeping System and that all records are handled in a manner commensurate with legislation and the Shire's policies and procedures for record keeping.

#### Creation of Records

All Elected Members, staff and contractors will create full and accurate records, in the appropriate format, of the Shire's business decisions and transactions to meet all legislative, business, administrative, financial, evidential and historical requirements.

#### Capture and Control of Records

All records created and received in the course of Shire business are to be captured at the point of creation, regardless of format, with required metadata, into appropriate record keeping and business systems that are managed in accordance with sound record keeping principles.

**Security and Protection of Records**

All records are to be categorised as to their level of sensitivity and adequately secured and protected from violation, unauthorised access or destruction, and kept in accordance with necessary retrieval, preservation and storage requirements.

**Access to Records**

Access to the Shire's records by staff and contractors will be in accordance with designated access and security classifications. Access to the Shire's records by the general public will be in accordance with the *Freedom of Information Act 1992* and Shire policy. Access to the Shire's records by Elected Members will be via the Chief Executive Officer in accordance with the *Local Government Act 1995*.

**Appraisal, Retention and Disposal of Records**

All records kept by the Shire will be disposed of in accordance with the General Disposal Authority for Local Government Records, produced by the State Records Office of WA.

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## 3.2 Genetically Modified Organisms

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<b>Policy Owner:</b>	Administration
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	15 December 2011
<b>Adoption Resolution:</b>	061211
<b>Date of Last Amendment:</b>	

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### OBJECTIVE

To allow those authorities with proper jurisdiction and legislative control to determine the impacts and applicability of Genetically Modified Organisms.

### POLICY

The Shire of Wongan-Ballidu believes the use and application of Gene Technology is a matter beyond its jurisdiction and decline to make comment when requests are received from Government or Government Agencies.'

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for implementation of this policy.

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## 3.4 Taking of Wildflowers/Seeds

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<b>Policy Owner:</b>	Works and Services
<b>Person Responsible:</b>	Manager of Works and Services
<b>Date of Adoption:</b>	8 March 2005
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	

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### OBJECTIVE

Council recognises the value and ecological importance of native flowers and this policy is designed to ensure that this resource is not decimated as a result of commercial activities.

### POLICY

Council does not support the commercial exploitation of taking wildflowers on land under Council's control.

Council on the approval of the CEO supports the collection of native seeds providing the applicant has an appropriate Department of Conservation and Land Management license.

Council does support individuals being members of community organisations with a tourism orientation to cut a small quantity of native blooms to produce small artefacts to sell as souvenirs providing that they have been issued with an appropriate licence from Department of Conservation and Land Management.

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for disseminating and applying this policy.

#### Seed Collection from Road Verges:

Landowners wishing to collect seed from native vegetation in road verges should refer to Council Policy 1.6 – Taking of Wildflowers/Seeds. A permit for seed collection may also be required from the DBCA. It is the responsibility of the landowner to check they have the relevant approvals in place.

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## 5.1 Citizen, Young Citizen, Community Event and Community Group of the Year Awards

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<b>Policy Owner:</b>	Governance
<b>Person Responsible:</b>	Chief Executive Officer and Shire President
<b>Date of Adoption:</b>	21 September 2006
<b>Adoption Resolution:</b>	190906
<b>Date of Last Amendment:</b>	

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### OBJECTIVE

To outline the criteria for recognizing individuals, groups and events for a particular year in the Shire that have made a noteworthy contribution to the community and the development of the Shire of Wongan-Ballidu.

### POLICY

The Wongan-Ballidu Citizen of the Year Award shall be open to any person who has resided in the district for a period of not less than twelve months, except the Shire Councillors shall be ineligible while holding this office.

The Wongan-Ballidu Young Citizen Award shall be open to any person under the age of 36 on the closing of the nominations who has resided in the district for a period of not less than twelve months.

Any person who has made a noteworthy contribution to the district during the current year and/or given outstanding service to the local community over several years shall be eligible. Quality of service will be more important than duration of service.

The Shire Council shall invite nominations for the Award, no later than the first Friday in December for the award through the local media, and by direct circular to substantial organisations.

Individuals as well as organisations may submit nominations. Only one person or event may receive the Award.

The Selection Panel reserves the right not to present an award if there are insufficient nominations or nominations received are not of a sufficient standard.

The Selection Panel reserves the right to make nominations based on local knowledge and experience.

The Selection panel comprise the Shire President and four resident's representatives of the entire Shire and four proxy members, nominated by Councillors to the Shire President.

Nominations should be absolutely confidential.

The Award is to be announced at the Australia Day Breakfast held on January 26, each year.

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer, in conjunction with the President, is responsible for implementing this Policy

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## 5.2 Citizenship Ceremonies

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<b>Policy Owner:</b>	Administration and Financial Services
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	8 March 2005
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	

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### **OBJECTIVE**

To recognise the importance of this occasion to naturalised Australians residing within the district.

### **POLICY**

That the Presiding Officer, appointed by the Federal Minister, present the Australian Citizenship Certificate on behalf of the Federal Government to recipients of the successful application.

That the Councils hosts an appropriate function and provide a gift deemed appropriate up to a value of \$100.

### **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer is responsible for implementing this policy.

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## 5.3 Common Seal

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<b>Policy Owner:</b>	Governance
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	6 December 2004
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	

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### OBJECTIVE

This policy covers the proper use of Council's common seal, on what documents it can be applied and under what circumstances. In addition, the policy streamlines the decision-making process relating to the affixation of the seal by not requiring such use to be presented to Council on all occasions when the sealing of a document may be necessary.

### POLICY

The Chief Executive Officer is to have charge of the common seal, and it is to be responsible for the safe custody and proper use of it.

The Shire President and Chief Executive Officer are authorized to sign and affix the common seal to documents where such action is necessary to protect Council's interest, to give effect to a Council resolution, or to complete a legal document.

In the absence of the Shire President and Chief Executive Officer, as the case may be, and the Deputy President and a senior employee authorized by the CEO are authorized to affix the common seal on their behalf.

Details of all transactions where the common seal has been affixed shall be recorded in a register and this is to include the date on which the common seal was affixed to a document, the nature of the document, and the parties to any agreement to which the common seal was affixed.

Details of the use of the common seal shall be reported to the Council at the next ordinary meeting of Council and the register shall be available for inspection by Councillors upon request to the Chief Executive Officer during normal office hours.

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer shall be responsible for ensuring that the Common Seal is affixed to documents and this policy is properly carried out.

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## 5.4 Confidential Items

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<b>Policy Owner:</b>	Governance
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	15 December 2011
<b>Adoption Resolution:</b>	061211
<b>Date of Last Amendment:</b>	

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### OBJECTIVE

To maintain the individual's right to privacy and preserve the integrity of Councils deliberative process.

### POLICY

Documents issued under confidential cover to the Members of Council remain confidential until such time as the Chief Executive Officer or the Council resolves to release the document for public information; and

The Chief Executive Officer in assigning the confidential status designation, shall do so judiciously in circumstances deemed to be in the public interest and/or the best interest of Council; and

The designation of confidential documents may be assigned to matters such as:

1. Industrial/personnel matters
2. Legal matters
3. Internal working documents/discussion papers
4. Matters referred to in Local Government Act Section such as:
  - Matters affecting an employee or employees;
  - The personal affairs of any person
  - Contracts which relate to matters to be discussed at the meeting
  - Legal advice obtained on a matter to be discussed at the meeting.
5. A matter that if disclosed would reveal a trade secret; information that has a commercial value to a person, or information about the business, professional, commercial or financial affairs of a person.
6. A matter that if disclosed could be reasonably expected to impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; endanger the security of the local governments property; or prejudice the maintenance or enforcement of a lawful measure for protecting public safety;
7. Information which is the subject of a direction given under Section 23(1a) of the *Parliamentary Commission Act 1971*;
8. Other matters which may be prescribed;
9. A decision to close a meeting or part of a meeting and the reason for the decision is to be recorded in the minutes of the meeting.

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer shall be responsible implementing this policy.



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## 5.5 Council Meetings – Rotation

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<b>Policy Owner:</b>	Administration and Financial Services
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	7 February 2005
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	

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### **OBJECTIVE**

To ensure that Cadoux and Ballidu townsites have a Council meeting on a rotational basis from time to time.

### **POLICY**

That Council convene an Ordinary Meeting in Cadoux or Ballidu once per year in alternate years.

### **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer is responsible for the implementation of this policy.

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## 5.6 Councillor Request Forms

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<b>Policy Owner:</b>	Works Committee / CEO
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	21 June 2012
<b>Adoption Resolution:</b>	080612
<b>Date of Last Amendment:</b>	

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### OBJECTIVE

To establish a consistent method by which Councillors can formally request work to be performed.

### POLICY

Councillors are to utilise the request forms when requesting work to be undertaken or information to be provided and staff will reply on the appropriate printed form.

The request forms may be posted, faxed or electronically delivered to the Administration Centre. Councillors may telephone in their request however; the officer taking the call must enter the details on a request form.

### RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for the implementation of this policy.

### 9.1.3 DOCTOR AGREEMENT REVIEW COMMITTEE – TERMS OF REFERENCE

FILE REFERENCE:	A2.19.1.1
REPORT DATE:	10 February 2022
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Terms of Reference – Doctors Agreement Committee

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

To present to Council the Terms of Reference for Doctors Agreement Review Committee.

#### **BACKGROUND:**

Council at its meeting of the 19 February 2004 resolved that the Chief Executive Officer prepare Terms of Reference for consideration by each of the Councils Committees.

#### **COMMENT:**

Terms of Reference give guidance to Committee members and Shire staff.

#### **POLICY REQUIREMENTS/LEGISLATIVE:**

Local Government Act Subdivision 2 – Committees and their meetings.

Council may establish committees of 3 or more persons being either,

1. Council members only,
2. Council members and employees,
3. Council members, employees and other persons,
4. Council members and other persons,
5. Employees and other persons, or
6. Other persons only.

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

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

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

A resolution to establish a committee requires an absolute majority.

#### **STRATEGIC IMPLICATIONS:**

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

#### **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **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: NO**

**MOVED: Cr Tunstill**

**SECONDED: Cr West**

That Council:

1. ADOPT the Terms of Reference for Doctors Agreement Review Committee.

**CARRIED:6/0**  
**RESOLUTION:050222**



## TERMS OF REFERENCE

of the

### **Shire of Wongan-Ballidu Doctors Agreement Renewal Committee**

#### **1.0 NAME**

The name of the Committee shall be the Shire of Wongan-Ballidu Doctors Agreement Renewal Committee hereinafter referred to in its abbreviated form as the Committee.

#### **2.0 DISTRICT**

The Committee shall operate within the local government boundary of the Shire of Wongan-Ballidu.

#### **3.0 VISION**

Inclusive communities and thriving places, offering a vibrant future for all.

#### **4.0 GUIDING PRINCIPLES**

This Committee is established with the guiding principles in accordance with the Local Government Act 1995.

#### **5.0 ESTABLISHMENT**

The Committee is established pursuant to Section 5.8 of the Local Government Act 1995.

#### **6.0 OBJECTIVES**

##### **6.1 Review Agreement Principals**

- a. Review and recommend changes required to the contract to Council prior to renewal due on 11<sup>th</sup> August 2022.
- b. Review financial arrangements.
- c. Discuss and review reporting requirement within the contract. (i.e.: Financial Support Annually Review)
- d. Appointment of second doctor's council assistance
  - i. Financial
  - ii. Housing
- e. Requirement to seek Council support of proposals and financial support prior to commencing project.

## **7.0 MEMBERSHIP**

### **7.1 General**

Council will appoint two (2) Shire Councillors delegates to the General Purposes after each ordinary election or as required by virtue of vacancy.

### **7.2 Tenure of Membership:**

Shall be in accordance with the Local Government Act, section 5.11.

## **8.0 DELEGATED AUTHORITY OF**

**8.1** Review renewal terms for contract for Provision of Medical Services which is due to expire on 11<sup>th</sup> August 2022.

**8.2** Provide recommendations to Council on renewal terms of contract for Provision of Medical Services.

## **9.0 COMMITTEE**

### **9.1 Chairperson**

The Councillor members will appoint the Chairperson of the Committee pursuant to the Local Government Act 1995 Section 5.12.

### **9.2 Administration Services**

A Shire Staff Officer will fulfil the role of non-voting secretary.

### **9.3 Standing Ex-Officio Members**

The Chief Executive Officer will be standing ex officio member.

## **10.0 MEETINGS**

### **10.1 Annual General Meeting:**

Nil

### **10.2 Committee Meetings:**

Meetings shall be held as determined by the Committee.

### **10.3 Quorum:**

The quorum at any meeting shall be a half plus one of the numbers of offices. Therefore, the number for a Quorum shall be three (3) voting members.

### **10.4 Voting:**

Shall be in accordance with the Local Government Act, Section 5.21

### **10.5 Minutes:**

Shall be in accordance with the Local Government Act, Section 5.22.

### **10.6 Who acts if no presiding member?**

Shall be in accordance with the Local Government Act, Section 5.14.

## **10.7 Meetings**

Meetings shall be generally open to the public pursuant to Section 5.23 of the Local Government Act.

### **10.7.1.1 Members Interests to be Disclosed**

Members of the Committee are bound by the provisions of the Local Government Act Section 5.65 with respect to disclosure of financial, impartiality or proximity interests.

## **11. Doctors Agreement Renewal Committee Membership**

### **Council Representatives - voting**

Cr M Stephenson

Cr S Falconer

Cr S Boekeman

#### 9.1.4 COUNCILLORS DRESS STANDARD POLICY

FILE REFERENCE:	
REPORT DATE:	15 February 2022
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	5.10a Councillors Dress Standards

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

For Council to adopt a new policy 5.10a-Councillor Dress Standards

#### **BACKGROUND:**

Council have considered this draft policy and provided their support for a Councillors Dress Standards policy to be tabled for adoption at Ordinary Council Meeting.

#### **COMMENT:**

The Shire of Wongan-Ballidu is committed to presenting itself in a professional manner as well as maintaining a safe and healthy working environment for all of the organisation. The draft policy aims to fulfil that requirement by providing clarity to Councillors in relation to personal clothing.

#### **POLICY REQUIREMENTS/LEGISLATIVE:**

Nil

#### **STRATEGIC IMPLICATIONS:**

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

#### **SUSTAINABILITY IMPLICATIONS:**

##### ➤ **Environment**

There are no known environmental implications associated with this item.

##### ➤ **Economic**

There are no known economic implications associated with this proposal.

##### ➤ **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: NO**

**MOVED: Cr Falconer**

**SECONDED: Cr West**

That Council:

1. ADOPT the 5.10a Councillors Dress Standards Policy.

**CARRIED:6/0**  
**RESOLUTION:060222**

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## 5.10a Councillor Dress Standards

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**Date of Issue:**

**Date of Last Review:**

**Date of Last Amendment:**

**Scheduled Review:**

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### **POLICY STATEMENT**

The standard of dress for Councillors of the Shire of Wongan-Ballidu may vary according to the activity or role and safety requirements. This policy provides guidelines in relation to appropriate types of clothing, standards of dress and related matters.

### **COMMITMENT**

The Shire of Wongan-Ballidu is committed to presenting itself in a professional manner as well as maintaining a safe and healthy working environment for all in the organisation. This policy aims to fulfil such a commitment by providing clarity in relation to personal clothing.

### **COUNCILLOR - ACCEPTABLE STANDARDS OF DRESS**

Councillors are requested to present for formal elected member duties in a professional manner and be suitably attired for their responsibilities.

#### **Council Meetings**

The standard for both men and women is Smart Business Dress.

Smart Business Dress for council meetings **does not include** low cut or sheer tops, tops that expose the midriff, shorts that expose the buttocks, thongs, bare feet, singlets, jeans, board shorts, T-Shirts, tracksuit pants and tops, windcheaters, or other items of clothing deemed unsuitable by the Shire President.

#### **Committee Meetings**

Smart Casual Dress for committee meetings may include Smart Business Dress (inclusions and exclusions above), as well as Smart Casual shirts, blouses (long and short sleeve) polo shirts, Chino pants, Jeans and casual shoes including sneakers.

#### **Bus trips**

Smart Casual Dress as outlined above.

Smart Business Dress may be required if attending a formal event, otherwise it is not a required standard.

#### **Ministerial Visits**

Smart Business Dress or Smart Casual Dress as outlined above.

#### **Official Openings**

Smart Business Dress or Smart Casual Dress as outlined above.

#### **Cultural Exemptions**

The following items may be acceptable provided they do not pose any possible hazard to health and safety at work or deviate significantly from the standards required.

- Clothing worn to comply with cultural or religious practices;
- Tattoos or body piercings; and
- Jewellery.

***Additional requirements relating to protective clothing***

A Councillor may be requested to wear protective clothing by an appropriate officer during site visits and bus trip/road trips. Councillors will be provided with protective clothing and equipment??? issued vests and other protective clothing by the Shire of Wongan Ballidu where and if required (excluding footwear). A Councillor must not modify, alter, or change protective clothing under any circumstances unless they are directed to do so by an appropriate officer.

**VARIATION TO THIS POLICY**

This policy may be cancelled or varied from time to time by Council. Councillors will be notified of any variation to this policy by the normal correspondence method.

**RESPONSIBILITY FOR IMPLEMENTATION**

The Shire President is responsible for implementing this policy.

## 9.2 ADMINISTRATION & FINANCIAL SERVICES

### 9.2.1 ACCOUNTS SUBMITTED FOR DECEMBER 2021

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	09 February 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Alan Hart - Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.1 Accounts December 2021

#### 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 1995* 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.

## **SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known environmental impacts associated with this proposal.
- **Economic**  
There are no known economic impacts associated with this proposal.
- **Social**  
There are no known social implications associated with this proposal.

## **FINANCIAL IMPLICATIONS:**

All payments are within the confines of Councils adopted budget. There have been no other material outstanding creditors since the cheques were prepared.

## **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**MOVED: Cr Anspach**

**SECONDED: Cr West**

That the accounts submitted from 01 December 2021 to 31 December 2021 totalling \$1,701,591.17 having been checked and certified in accordance with the requirements of the Financial Management Regulations 12 be received, as shown on the summary of accounts paid schedule and the payroll EFT batches.

**CARRIED: 6/0**  
**RESOLUTION:070222**

List of Accounts due and submitted to Council December 2021					
Chq/EFT	Date	Name	Description	Amount	
DD11000.1	01/12/2021	AWARE SUPER ACCUMULATION	Payroll Deductions	9401.95	
DD11000.2	01/12/2021	CBUS SUPER	Payroll Deductions	492.31	
DD11000.3	01/12/2021	AUSTRALIAN SUPER PTY LTD	Superannuation Contributions	147.60	
DD11000.4	01/12/2021	GUILD SUPER	Superannuation Contributions	85.16	
DD11000.5	01/12/2021	AIA AUSTRALIA PTY LTD	Superannuation Contributions	211.54	
DD11000.6	01/12/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation Contributions	197.37	
DD11000.7	01/12/2021	REST SUPERANNUATION	Payroll Deductions	1280.10	
DD11000.8	01/12/2021	PRIME SUPER	Superannuation Contributions	980.98	
DD11000.9	01/12/2021	AUSTRALIAN SUPER	Superannuation Contributions	788.75	
DD11000.10	01/12/2021	HESTA SUPER FUND	Superannuation Contributions	398.98	
DD11000.11	01/12/2021	AMP SUPERANNUATION FUND	Superannuation Contributions	293.02	
DD11000.12	01/12/2021	HOSPLUS SUPERANNUATION FUND	Superannuation Contributions	143.51	
DD00111.13	01/12/2021	ING SUPERANNUATION	Superannuation Contributions	41.60	
EFT22284	01/12/2021	WESTPAC BANKING CORPORATION	Wages PPE 30.11.2021	-72104.25	
EFT22285	01/12/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90	
EFT22286	01/12/2021	YOU SOCIAL CLUB	Payroll deductions	-280.00	
EFT22289	02/12/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 152 Interest payment -	-30537.35	
EFT22290	06/12/2021	LANGATE	The supply of goods and services - GRV	-70.40	
EFT22291	06/12/2021	BOEKEMAN NOMINEES PTY LTD		-315343.67	
	16/11/2021	BOEKEMAN NOMINEES PTY LTD	Purchase of one (1) new 2021 Toyota Prado VX Turbo Diesel 4x4 Auto 7 Seat Wagon inc trade-in of one (1) Subaru, Licensing and Registration costs of Toyota Prado VX	40563.67	
	22/11/2021	BOEKEMAN NOMINEES PTY LTD	Purchase of new hydraulic rear digger	274780.00	
EFT22292	06/12/2021	HYMARK TRADING PTY LTD		-703.34	
	30/11/2021	HYMARK TRADING PTY LTD	Uniforms and PPE - Pomare Himona	356.29	
	30/11/2021	HYMARK TRADING PTY LTD	Uniforms and PPE - Steve Stickland	199.76	
	30/11/2021	HYMARK TRADING PTY LTD	Uniforms and PPE - Luke Stickland	99.44	
	30/11/2021	HYMARK TRADING PTY LTD	Uniforms and PPE - Rodger Clark	47.85	
EFT22293	06/12/2021	WOM OPERATIONS PTY LTD	Service Fee for Chlorine Gas Cylinders - Swimming Pool, Service Fee for Chlorine Gas Cylinders - P&G	-295.99	
EFT22294	06/12/2021	DALLIMORE NOMINEES PTY LTD	Replace carpet with vinyl in consult room Dr's side Medical Centre	-5761.80	
EFT22295	06/12/2021	ADVANCED AUTOLOGIC PTY LTD	ZOL GREASE, BLUE HORIZON, SOLVENT DEGREASER	-1705.00	
EFT22296	06/12/2021	TOLL IPEC PTY LTD	Freight ex WH to Nedlands - For Swimming Pool & For P&G, Freight ex Welshpool to WH for Cat Grader	-69.55	
EFT22297	06/12/2021	LOCK, STOCK & FARRELL	Traffic Counter Locks, Freight for locks, Replacement Locks and Keys	-1101.20	
EFT22298	06/12/2021	ELIZABETH TELFER BUILDING MANAGEMENT COMM. INC.	Rates refund for assessment A5031 S JOHNSTON STREET WONGAN HILLS WA 6603	-508.00	
EFT22299	06/12/2021	PARAMOUNT BUSINESS SUPPLIES	Staples 66/7 for Car Stapler	-57.53	
EFT22300	06/12/2021	WONGAN HILLS HOTEL		-910.63	
	05/11/2021	WONGAN HILLS HOTEL	Supply goods and services for Councillor Dinner 5/11/2021	572.63	
	25/11/2021	WONGAN HILLS HOTEL	Supply goods and services for Councillor dinner 25/11/2021	338.00	
EFT22301	06/12/2021	Wongan Hills Progress Association	Advertising in Wongan Hills Progress Association Calendar 2021. Business calendar listing for Shire of Wongan-Ballidu.	-165.00	
EFT22302	06/12/2021	BP AUSTRALIA	Fuel account for December 2021	-737.96	
EFT22303	06/12/2021	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE SCRAP METAL RECYCLABLES	Standing Order for the Management of Wongan Hills Refuse Site November 2021	-7791.63	
EFT22304	06/12/2021	FEGAN BUILDING SURVEYING	Building Surveying for 6 Rogers St Wongan Hills	220.00	
EFT22305	06/12/2021	BLACKWELL PLUMBING & GAS PTY LTD	Civic Centre - Raise disable toilets and install railings	-6050.00	
EFT22306	06/12/2021	RURAL RANGER SERVICES	Ranger services 18/11, 19/11, 24/11 and 25/11 2021 for Firebreak Inspections	-885.00	
EFT22307	06/12/2021	PW GEE WELDON SERVICES	75 x 40mm Channel for Wheel Loader	-311.07	
EFT22308	06/12/2021	RURAL SCHOOL OF DANCE	REFUND OF CIVIC CENTRE BOND	-150.00	
EFT22309	06/12/2021	CLARKSON FREIGHTLINES	FREIGHT EX TUTT BRYANT	-164.00	
EFT22310	06/12/2021	SEEK LIMITED	Advertisement in SEEK for Plant Operator position	-324.50	
EFT22311	06/12/2021	HERSEY'S SAFETY PTY LTD		-1139.28	
	23/11/2021	HERSEY'S SAFETY PTY LTD	Latex Gloves, Marker Paint, Spray Bottles, Magic Trees, Sunscreen, Broom & Broom Handles, PVC Tape, Tools P&G	305.86	
	23/11/2021	HERSEY'S SAFETY PTY LTD	Latex Gloves, Marker Paint, Spray Bottles, Magic Trees, Sunscreen, Broom & Broom Handles, PVC Tape, Tools P&G	833.42	
EFT22312	06/12/2021	TECHNOLOGY ONE LIMITED	Implementation Services Fees	-11181.50	
EFT22313	06/12/2021	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Part-Payment - Cloud Records, Council First Request Management System	-10169.50	
EFT22314	06/12/2021	ROD CLARKE	REFUND OF CIVIC CENTRE BOND	-150.00	
EFT22315	01/12/2021	WATER CORPORATION		-17208.21	
	02/12/2021	WATER CORPORATION	WATER SERVICE CHARGES - TENNIS COURT - DEPOT ROAD	69.36	
	09/11/2021	WATER CORPORATION	WATER SERVICE CHARGE - AERODROME	47.77	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - ALPHA TOILETS	990.63	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - BUNYIP PARK	177.39	
	11/11/2021	WATER CORPORATION	WATER FIRE SERVICE - BALLIDU HALL	47.77	
	11/11/2021	WATER CORPORATION	WATER SERVICE CHARGE - 151 NINAN	44.95	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION, SEWERAGE AND FIRE SERVICE CHARGE - DEPOT	395.49	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - TENNIS COURTS	223.78	
	11/11/2021	WATER CORPORATION	WATER FIRE SERVICE CHARGE - CRC	47.77	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - NINAN ST STATEMENT	30.02	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - COMMUNITY GARDEN	133.59	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - SERVICE CHARGE AND FIRE SERVICE CHARGE - CRC	456.53	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - MUSEUM	134.86	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - RAILWAYS	10.92	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - FENTON PLACE MEDIAN STRIP	1391.79	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 49 QUINLAN ST	312.01	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 8 ELLIS	289.70	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 14 ELLIS	291.56	
	11/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - DR RESIDENCE	252.58	
	11/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 16 MOORE ST	248.80	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION - SWIMMING POOL	3493.12	
	11/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - MEDICAL CENTRE	270.04	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - COMMUNITY PARK	317.88	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION - COMMUNITY PARK	529.43	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - ADMIN	948.74	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - CIVIC CENTRE	1525.09	
	12/11/2021	WATER CORPORATION	WATER SEWERAGE CHARGE - CUBBY HOUSE	154.14	
	12/11/2021	WATER CORPORATION	WATER SEWERAGE CHARGE - ELIZABETH TELFER	90.56	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION FENTON PL TOILETS	19.10	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 1/20 STICKLAND	736.88	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 11 WANDOO CRES	369.89	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 7 WANDOO	261.81	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE CHARGES AND SEWERAGE CHARGES - 30 WANDOO	263.67	
	12/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGES - 14 SHIELDS CRES	248.80	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION - CEMETERY	5.46	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 2A PATTERSON	265.53	
	12/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 2B PATTERSON	248.80	
	12/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 27A QUINLAN	248.80	
	12/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 27B QUINLAN	248.80	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 27C QUINLAN	274.83	
	12/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 27D QUINLAN	270.45	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGES - 27 A-D QUINLAN ST UNITS	184.38	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION - CADOLUX TOILET	32.75	
	12/11/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 31A QUINLAN	248.80	
	12/11/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 31B QUINLAN	308.29	
	15/11/2021	WATER CORPORATION	WATER SERVICE CHARGE - DANUBIN ST	44.95	
EFT22316	01/12/2021	SYNERGY		-4773.11	
	08/11/2021	SYNERGY	ALPHA TOILETS ELECTRICITY CONSUMPTION AND SERVICE CHARGE	195.23	
	08/11/2021	SYNERGY	DEPOT OFFICE ELECTRICITY CONSUMPTION AND SERVICE CHARGE	380.04	
	08/11/2021	SYNERGY	3/20 STICKLAND STREET SERVICE CHARGE	62.03	
	08/11/2021	SYNERGY	WONGAN HILLS AERODROME ELECTRICITY CONSUMPTION AND SERVICE CHARGE	121.54	
	08/11/2021	SYNERGY	COMMUNITY GARDEN ELECTRICITY CONSUMPTION AND SERVICE CHARGE	135.27	
	08/11/2021	SYNERGY	RAILWAY CENTRE STORAGE SHED ELECTRICITY CONSUMPTION AND SERVICE CHARGE	210.36	
	08/11/2021	SYNERGY	30 WANDOO CRESCENT ELECTRICITY CONSUMPTION AND SERVICE CHARGE	180.21	
	09/11/2021	SYNERGY	CIVIC CENTRE ELECTRICITY CONSUMPTION AND SERVICE CHARGE	731.72	
	09/11/2021	SYNERGY	ADMIN ELECTRICITY CONSUMPTION CHARGE, ADMIN ELECTRICITY SERVICE CHARGE	498.34	
	09/11/2021	SYNERGY	COMMUNITY PARK ELECTRICITY CONSUMPTION, SERVICE CHARGE AND POWERWATCH	729.33	
	09/11/2021	SYNERGY	RADIO/TV TRANSMISSION TOWER ELECTRICITY CONSUMPTION AND SUPPLY CHARGE	968.89	
	09/11/2021	SYNERGY	WONGAN HILLS TOWN GARDEN ELECTRICITY CONSUMPTION AND SERVICE CHARGE	133.23	
	08/11/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE FOR MUSEUM	243.08	
	10/11/2021	SYNERGY	27A QUINLAN STREET ELECTRICITY CONSUMPTION AND SERVICE CHARGE	43.52	
	10/11/2021	SYNERGY	CRC BUILDING CONSUMPTION AND SERVICE CHARGE	140.32	
EFT22317	02/12/2021	DEPARTMENT OF TRANSPORT	DOT Payments to 06/12/2021	-2438.35	
EFT22318	10/12/2021	BOEKEMAN NOMINEES PTY LTD	Accessories for new Toyota Prado DSL Wagon	-5830.00	
EFT22319	10/12/2021	MCINTOSH & SON		-190.88	
	01/10/2021	MCINTOSH & SON	HYDRAULIC HOSE AND CRIMP FOR TIP TRUCK	114.48	
	06/10/2021	MCINTOSH & SON	BEARING HOUSING AND LOCK COLLAR FOR MULCHER	61.14	
	23/11/2021	MCINTOSH & SON	ANTENNA BASES FOR WHEEL LOADER	15.26	
EFT22320	10/12/2021	OFFICEWORKS BUSINESS DIRECT		-244.89	
	06/11/2021	OFFICEWORKS BUSINESS DIRECT	STATIONERY	143.95	
	25/11/2021	OFFICEWORKS BUSINESS DIRECT	STATIONERY	100.94	
EFT22321	10/12/2021	WOM OPERATIONS PTY LTD	2 x 70 kg Chlorine Gas Cylinders, Contact Clarkson's for P/up.	-1027.40	
EFT22322	10/12/2021	WESTERN STABILISERS		-38094.76	
	30/11/2021	WESTERN STABILISERS	Wetmixing - Ballidu Bindi-Bindi Road	19789.55	
	30/11/2021	WESTERN STABILISERS	Cement Stabilisation	18305.21	

## 9.2.1 List of Accounts December 2021

List of Accounts due and submitted to Council December 2021					
Chq/EFT	Date	Name	Description	Amount	
EFT22323	10/12/2021	IT VISION AUSTRALIA PTY LTD	IT Vision Training - Creditors & Debtors - Maree Smartt 24/11/2021	-1650.00	825.00
	30/11/2021	IT VISION AUSTRALIA PTY LTD	IT Vision Training - Finance Fundamentals - Maree Smartt 22/11/2021		825.00
	30/11/2021	IT VISION AUSTRALIA PTY LTD	0891503002 pump spray bottle		-63.25
EFT22324	10/12/2021	WURTH AUSTRALIA PTY LTD	TransWA Ticketing Expenditure for November 2021 less commission	-42.30	
EFT22325	10/12/2021	PUBLIC TRANSPORT AUTHORITY OF WA	Renewal of Business Wise Absolute Membership for Shire vehicles	-630.00	
EFT22326	10/12/2021	RAC BUSINESS	FUEL ACCOUNT NOVEMBER 2021	-35106.27	
EFT22327	10/12/2021	DUN DIRECT PTY LTD	NAMS+ Toolkit subscription	-1016.12	
EFT22328	10/12/2021	Institute of Public Works Engineering Australia Limited	NOVEMBER BSL RECONCILIATION	-113.30	
EFT22329	10/12/2021	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	Catering for Traffic Management Reaccreditation course x10pax 2 trays of sandwiches	-149.85	
EFT22330	10/12/2021	WONGAN HILLS BAKERY AND CAFE	Green toner for large format printer (T636B)	-443.88	
EFT22331	10/12/2021	TEAM DIGITAL	FUEL ACCOUNT FOR NOVEMBER 2021	-1120.62	
EFT22332	10/12/2021	GREAT SOUTHERN FUEL SUPPLIES	Building Surveying - 25 WILSON STREET	-544.56	
EFT22333	10/12/2021	PEGAN BUILDING SURVEYING		-7803.33	
EFT22334	10/12/2021	DELOREAN CORPORATION - ENERGY RETAIL DIVISION (CLEANTECH ENERGY P/L)	ELECTRICITY CONSUMPTION - WONGAN SPORTS PAVILION (\$1224.66), ELECTRICITY CONSUMPTION - SWIMMING POOL (\$1493.23), ELECTRICITY CONSUMPTION - MEDICAL CENTRE (\$396.15), ELECTRICITY CONSUMPTION - CRC (\$490.67)	3604.71	
	01/12/2021	DELOREAN CORPORATION - ENERGY RETAIL DIVISION (CLEANTECH ENERGY P/L)	ELECTRICITY CONSUMPTION WONGAN SPORTS PAVILION (\$1684.87), ELECTRICITY CONSUMPTION SWIMMING POOL (\$1691.12), ELECTRICITY MEDICAL CENTRE (\$349.00), ELECTRICITY CRC (\$473.63), LATE PAYMENT FEE SPORTS PAVILION GST FREE	4198.62	
EFT22335	10/12/2021	TRACTUS AUSTRALIA	PUNCTURE REPAIR KIT FOR WORKS COORDINATOR VEHICLE	-3306.00	41.50
	03/11/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 2 X TYRES FOR ECG VEHICLE		423.00
	12/11/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 4 TYRES FOR MSC VEHICLE		1036.00
	12/11/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 1 TYRE FOR WATER TANKER		392.00
	17/11/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 1 TYRE FOR FORKLIFT		403.00
	22/11/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 1 TYRE FOR WATER TANKER		415.00
	22/11/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL TYRE FOR HIRE TRUCK		595.50
EFT22336	10/12/2021	HERSEY'S SAFETY PTY LTD	Copper Coat, Lock Thread, Cut Off Discs, Oil Containers	-625.46	
EFT22337	10/12/2021	MARTY GRANT BULLDOZING	Gravel Pushing - Hospital Road, Gravel Pushing - Latham Road, Gravel Pushing - Ballidu-Bindi Bindi Road, Gravel Pushing - Gabalong East Road, Gravel Pushing - Lake Hinds North Road, Gravel Pushing - Moonjin West Road, Gravel Pushing - Ballidu East Road	-55412.50	
EFT22338	10/12/2021	WALKERS DIESEL SERVICES	Replace back pressure valves.	-3876.88	
EFT22339	10/12/2021	SNAP - MIDLAND	Printed A4 Letterheads, Printed A4 Followers and Printed DL Window Face Envelopes - peel and seal.	-1330.00	
EFT22340	10/12/2021	DERVCE DU PLESSIS	UNIFORM REIMBURSEMENT	-265.32	
EFT22341	10/12/2021	NUSTEEL PATIOS & SHEDS	Supply and Install of shed at Shire Depot, Wongan Hills - Deposit	-6701.00	
EFT22342	07/12/2021	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNTS	-3013.97	
EFT22343	01/12/2021	WESTNET PTY LTD	WESTNET ACCOUNT	-609.90	
EFT22344	13/12/2021	PROFESSIONALS VICTORIA PARK	PAYMENT OF RATES INSTALMENT FOR A611 ON 15/11/2021. PROPERTY SOLD AND SETTLED 09/11/2021	-1470.56	
EFT22345	15/12/2021	WESTPAC BANKING CORPORATION	Wages PPE 14.12.2021	-70892.87	
EFT22346	15/12/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90	
EFT22347	15/12/2021	IOU SOCIAL CLUB	Payroll deductions	-280.00	
EFT22348	13/12/2021	DEPARTMENT OF TRANSPORT	DOT Payments to 13/12/2021	-22123.50	
EFT22349	20/12/2021	LANDGATE	RURAL UV INTERIM VALUATION	-157.34	
	24/11/2021	LANDGATE	GRV VALUATIONS	86.94	
	26/11/2021	LANDGATE	GRV VALUATIONS	70.40	
EFT22350	20/12/2021	AVON WASTE	DOMESTIC AND RECYCLING WASTE COLLECTION WONGAN HILLS/BALLIDU	-10664.82	
EFT22351	20/12/2021	CID EQUIPMENT PTY LTD	CABLE SEAL, TERMINAL, GRAPHITE SPRAY, COOLANT AND PAINT FOR WHEEL LOADER	-310.64	
EFT22352	20/12/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2021/2022 ESL QUARTER 2 CONTRIBUTION	-29239.72	
EFT22353	20/12/2021	WONGAN HILLS COMMUNITY RESOURCE CENTRE	ADVERTISING FOR PLANT OPERATOR POSITION	-60.00	
EFT22354	20/12/2021	SUNNY SIGN COMPANY PTY LTD	MENS SHED SIGN	-630.85	
	30/11/2021	SUNNY SIGN COMPANY PTY LTD	DECAL FOR LITE, REFLECTIVE SLEEVE - CONE, CHEVRON BOX EDGE	52.80	
	30/11/2021	SUNNY SIGN COMPANY PTY LTD	ELECTRICITY CONSUMPTION - STREET LIGHTING	578.05	
EFT22355	20/12/2021	SYNERGY	Fire fighting foam as per quote	-4297.52	
EFT22356	20/12/2021	MERCURY FIRESAFETY	FREIGHT EX WH TO PATHWEST, FREIGHT EX FORRESTFIELD TO WH, FREIGHT EX RBC RURAL TO WH	-3308.80	
EFT22357	20/12/2021	TOLL IPEC PTY LTD	UNIFORM REIMBURSEMENT	-34.33	
EFT22358	20/12/2021	STUART TAYLOR	CLEANING SUPPLIES FOR ADMIN, COMMUNITY PARK AND CIVIC CENTRE	-204.99	
EFT22359	20/12/2021	KLEEN WEST DISTRIBUTORS	Cleaning of floors at Wongan Sports Pavilion	-478.83	
EFT22360	20/12/2021	PAUL AND WENDYS CLEANING SERVICE	Wongan Hills Community Resource Centre Listing in Progress Association Calendar	-885.50	
EFT22361	20/12/2021	Wongan Hills Progress Association	Install and hook up gas cook top at 42 Mitchell St, Wongan Hills	-187.00	
EFT22362	20/12/2021	BLACKWELL PLUMBING & GAS PTY LTD	DR SUBSIDY - DECEMBER 2021	-292.80	
EFT22363	20/12/2021	AC HEALTHCARE PTY LTD	SUPPLY SHIRE 2406CBM OF GRAVEL	-21083.33	
EFT22364	20/12/2021	B TURNER & CO	Wongan Hills Airport - Supply and Install new Shelter - 50% Deposit, Removal of EXISTING COVER	-2238.00	
EFT22365	20/12/2021	SERMAC CONTRACTING	FREIGHT EX LISWA TO WH	-12650.00	
EFT22366	20/12/2021	TOLL TRANSPORT PTY LTD	Freight Ex Mercury Fire to Wongan Hills	-45.10	
EFT22367	20/12/2021	CLARKSON FREIGHTLINES	FREIGHT EX IXOM - SWIMMING POOL, FREIGHT EX IXOM - P&G	-1108.56	
	26/11/2021	CLARKSON FREIGHTLINES	Plant Hire	187.97	
	03/12/2021	CLARKSON FREIGHTLINES	Water reimbursement for Tennis Club - Overpaid during account swap over, credit onto Shire account	920.59	
EFT22368	20/12/2021	INTEGRATED POSITIONING SYSTEMS PTY LTD	Salads for Boomer volleys lunch, Meat platter and 2 quiches for Boomer volleys lunch, Mixed platter of desserts for Boomer volleys lunch	-4840.00	
EFT22369	20/12/2021	WONGAN HILLS TENNIS CLUB	Street Sweeping	-117.22	
EFT22370	20/12/2021	CAFE OF NOTE	Water Cart Hire	-337.50	
EFT22371	20/12/2021	ENVIRO SWEEP	Music equipment for Youth-Only Pool Party	-3906.30	
EFT22372	20/12/2021	KEVIN'S WATER CARTAGE	DOT Payments to 17/12/2021	-8250.00	
EFT22373	20/12/2021	MB PARTY PTY LTD AND EVENTS	CRC Photocopier Lease Direct Debit - December	-70.00	
EFT22374	20/12/2021	DEPARTMENT OF TRANSPORT	MEDICAL CENTRE TELSTRA ACCOUNT, MEDICAL CENTRE TELSTRA ACCOUNT	-15417.40	
EFT22375	17/12/2021	DE LAGE LANDEN PTY LTD	TELSTRA HARVEST BAN LINE ACCOUNT	-557.70	
EFT22376	14/12/2021	TELSTRA CORPORATION LIMITED	SPORT AND RECREATION COUNCIL TELSTRA ACCOUNT	-350.36	
EFT22377	14/12/2021	TELSTRA CORPORATION LIMITED	SUPPLY FUEL TANK FOR PUT75	-307.12	
EFT22378	14/12/2021	TELSTRA CORPORATION LIMITED		-55.00	
EFT22379	22/12/2021	BOEKEMAN NOMINEES PTY LTD		-440.00	
EFT22380	22/12/2021	CID EQUIPMENT PTY LTD		-25.58	
	18/11/2021	CID EQUIPMENT PTY LTD	CABLE TERMINAL FOR WHEEL LOADER	12.14	
	18/11/2021	CID EQUIPMENT PTY LTD	WEDGE FOR WHEEL LOADER	0.55	
	18/11/2021	CID EQUIPMENT PTY LTD	ADAPTER, CABLE TERMINAL AND SEAL FOR WHEEL LOADER	12.89	
EFT22381	22/12/2021	WONGAN HILLS IGA PLUS LIQUOR	NOVEMBER IGA ACCOUNT	-581.64	
EFT22382	22/12/2021	KOMATSU AUSTRALIA PTY LTD	filters and oil sample kits as per quote Q002433279	-459.80	
EFT22383	22/12/2021	NUTRIEN AG SOLUTIONS LTD	FUSILADE FORTE 5L FOR SPRAYING	-437.38	
	16/11/2021	NUTRIEN AG SOLUTIONS LTD	STRAP HOOK CARGONET	341.55	
	18/11/2021	NUTRIEN AG SOLUTIONS LTD	FREIGHT EX SUNNY SIGNS, FREIGHT EX SUNNY SIGNS, FREIGHT EX HERSEYS SAFETY	95.83	
EFT22384	22/12/2021	STAR TRACK EXPRESS PTY LTD	Its Gold - PC Setup, Workstation predelivery/ laptop setup. Technical support	-322.53	
EFT22385	22/12/2021	WALLIS COMPUTER SOLUTIONS	NOVEMBER ACCOUNT 2022	-572.00	
EFT22386	22/12/2021	WONGAN HILLS NEWSAGENCY	\$5.00 prize voucher, \$10 prize voucher, \$15 prize voucher	-183.65	
	30/11/2021	WONGAN HILLS NEWSAGENCY		148.65	
	30/11/2021	WONGAN HILLS NEWSAGENCY		35.00	
EFT22387	22/12/2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Waddington Road 0.01-2.01 10mm reseal	-468937.70	
	22/11/2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Hospital Road 10.5-12.5SLK 10mm reseal	95888.85	
	22/11/2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Mannanning Road 5.8-7.4SLK 10mm reseal	94191.79	
	22/11/2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Ballidu Bindi Bindi Road 24-26SLK prime seal and 14mm seal	80760.70	
	22/11/2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Ballidu Bindi Bindi Road 26-30SLK 10mm reseal	60491.96	
	22/11/2021	BORAL CONSTRUCTION MATERIALS GROUP LIMITED		137604.40	
EFT22388	22/12/2021	IXOM OPERATIONS PTY LTD	Service fee for chlorine gas cylinders Wongan Swimming Pool	-286.44	
	01/12/2021	IXOM OPERATIONS PTY LTD	Service Fee for Chlorine Gas Cylinders for Parks & Gardens	163.68	
	01/12/2021	IXOM OPERATIONS PTY LTD	Gas cylinder hire for 2B Patterson St, Wongan Hills	122.76	
EFT22389	01/12/2021	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire for 27B Quinlan St, Wongan Hills	85.80	
	01/12/2021	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire for 27C Quinlan St, Wongan Hills	70.38	
	01/12/2021	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire for 27D Quinlan St, Wongan Hills	85.80	
	01/12/2021	WESFARMERS KLEENHEAT GAS PTY LTD		85.80	
EFT22390	22/12/2021	WONGAN HILLS DISTRICT HIGH SCHOOL	CIVIC CENTRE BOND REIMBURSEMENT	-150.00	
EFT22391	22/12/2021	DALLIMORE NOMINEES PTY LTD	Remove and replace carpet and vinyl at 27C Quinlan St, Wongan Hills	-3998.00	
EFT22392	22/12/2021	T A MATTHEWS ELECTRICAL SERVICES	TV Transmission site - Install a GPO	-5797.16	
	15/09/2021	T A MATTHEWS ELECTRICAL SERVICES	External light replacement at Ballidu Town Hall	566.57	
	06/10/2021	T A MATTHEWS ELECTRICAL SERVICES	2x Change out batteries in security cameras	1184.59	
	17/12/2021	T A MATTHEWS ELECTRICAL SERVICES	Servicing of Aircor Units, RCD & Smoke Alarms - 8 Ellis Street, 14 Ellis Street, 16 Moore St, 49 Quinlan St, 7 Wandoo Cres, 11 Wandoo Cres	990.00	
	17/12/2021	T A MATTHEWS ELECTRICAL SERVICES	Servicing of Aircor Units - Civic Centre, CRC, 2a Patterson St, 2B Patterson St, 27A Quinlan St, 27B Quinlan St, 27C Quinlan St, 27D Quinlan St, Wongan Hills Sports Complex, Electric Water valve - Civic Centre	594.00	
	17/12/2021	T A MATTHEWS ELECTRICAL SERVICES	Swimming Pool - Supply & Install New Pump for Chlorine	1369.50	
	17/12/2021	T A MATTHEWS ELECTRICAL SERVICES	Civic Centre - Replacement Power point	935.00	
EFT22393	22/12/2021	METROCOUNT	100m Roll Tube	157.50	
EFT22394	22/12/2021	RBC RURAL	Shire Admin photocopy meterplan charges	-704.00	
EFT22395	22/12/2021	WONGAN HILLS HARDWARE	SOIL WETTA	-551.61	
	22/12/2021	WONGAN HILLS HARDWARE	WORKS HARDWARE ACCOUNT NOVEMBER 2021	-3505.02	
NOVEMBER 2021	30/11/2021	WONGAN HILLS HARDWARE	BUILDING HARDWARE ACCOUNT NOVEMBER 2021	-2737.32	
NOVEMBER 2021	30/11/2021	WONGAN HILLS HARDWARE	COOLANT AND FITTING FOR TIP TRUCK	1184.59	
EFT22396	22/12/2021	TRUCK CENTRE (WA) PTY LTD	0848270500 wiper blades, 03688 M8 nut - incl shipping, 03178 M8 nut	-767.70	
EFT22397	22/12/2021	WURTH AUSTRALIA PTY LTD		-304.72	
EFT22398	22/12/2021	TOLL IPEC PTY LTD	FREIGHT EX SMP FOR WATER TANKER	-63.54	
	28/11/2021	TOLL IPEC PTY LTD	FREIGHT EX ROAD SPECIALISTS AUSTRALIA FOR PATCHING TRUCK, FREIGHT EX TRUCK CENTRE FOR TIP TRUCK, FREIGHT EX SMP FOR MACK	-89.65	
	05/12/2021	TOLL IPEC PTY LTD	FREIGHT EX PATHWEST - P&G, FREIGHT EX CID EQUIPMENT FOR WHEEL LOADER	15.03	
	12/12/2021	TOLL IPEC PTY LTD	2021 Election	52.60	
EFT22399	22/12/2021	WESTERN AUSTRALIAN ELECTIONAL COMMISSION	Regional Risk Co-Ordinator fee 2021 - 2022 1st Instalment	22.02	
EFT22400	22/12/2021	LGIS RISK MANAGEMENT		-13697.00	
				-5182.00	

## 9.2.1 List of Accounts December 2021

List of Accounts due and submitted to Council December 2021					
Chq/EFT	Date	Name	Description		Amount
EFT22401	22/12/2021	WONGAN MAIL SERVICE			-306.04
	30/11/2021	WONGAN MAIL SERVICE	Prizes for cupcake competition		25.00
	30/11/2021	WONGAN MAIL SERVICE	POSTAGE ACCOUNT NOVEMBER 2021		281.04
EFT22402	22/12/2021	WONGAN HILLS HOTEL			-630.98
	16/12/2021	WONGAN HILLS HOTEL	Councillor Dinner - 15/12/2021		271.98
	16/12/2021	WONGAN HILLS HOTEL	Supply of Goods and Services - Councillors Dinner		359.00
EFT22403	22/12/2021	TKB MECHANICAL	SUPPLY AND INSTALL WINDSCREEN FOR WB005		-690.00
EFT22404	22/12/2021	PHOEBE RYDER	CIVIC CENTRE BOND REFUND		-450.00
EFT22405	22/12/2021	DAIMLER TRUCKS PERTH	MX005028 tank filler cap AdBlue		-84.10
EFT22406	22/12/2021	Wongan Hills Progress Association	Advertising in Wongan Hills Progress Association Calendar 2021. Business calendar listing for Shire of Wongan-Ballidu. Ref: Lorrice Richards - fax numbers are being removed in the new calendar.		-22.00
EFT22407	22/12/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY			-848.32
	30/11/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY	MANAGED BACKUP, STORAGE, RAM AND CPU		720.72
	30/11/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY	OFFICE 365		127.60
EFT22408	22/12/2021	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE SCRAP METAL RECYCLABLES	Management of Wongan Hills Refuse Site December 2021		-7791.63
EFT22409	22/12/2021	John Chapman	GRATUITY PAYMENT		-1232.28
EFT22410	22/12/2021	Air & Power Pty Ltd			-1514.73
	17/11/2021	Air & Power Pty Ltd	Air compressor service, Air compressor service		858.08
	17/11/2021	Air & Power Pty Ltd	Air compressor service		656.65
EFT22411	22/12/2021	RURAL RANGER SERVICES	SUPPLY OF GOODS AND SERVICES 29/11, 02/12, 08/12 and 10/12 2021 - Firebreak Compliance		-1050.00
EFT22412	22/12/2021	YOUTH CARE - Wongan Hills	CIVIC CENTRE BOND REFUND		-150.00
EFT22413	22/12/2021	WINC AUSTRALIA PTY LTD			-354.26
	24/11/2021	WINC AUSTRALIA PTY LTD	Sports Complex Toilets- Floor Stripping Agent x4		252.96
	01/12/2021	WINC AUSTRALIA PTY LTD	Strm Dux Case For Ipad Air 2 Black		114.42
	07/12/2021	WINC AUSTRALIA PTY LTD	Pallet Tape and clips		113.36
EFT22414	22/12/2021	RICOH FINANCE	Shire Office Photocopier 27/12/2021 - 26/01/2022		-276.96
EFT22415	22/12/2021	SACHA LUPTON	TABLECLOTH LAUNDERING (12@ \$7 EA)		-84.00
EFT22416	22/12/2021	CLARKSON FREIGHTLINES	FREIGHT WHEEL HUBS FOR WHEEL LOADER		-48.98
EFT22417	22/12/2021	SEEK LIMITED	30 Day advertisement on SEEK for Customer Services Officer (Community Resource Centre). Expires 4 January 2022 at 4:00pm.		-280.50
EFT22418	22/12/2021	TRUCKZONE PTY LTD			-3055.92
	24/08/2021	TRUCKZONE PTY LTD	THRUST WASHER FOR TRAILER		13.81
	22/09/2021	TRUCKZONE PTY LTD	FILTER KIT FOR MACK, SPOENG SEAL, FLANGE SCREW AND GASKET FOR MACK		741.28
	15/10/2021	TRUCKZONE PTY LTD	CAM TUBE FOR TRAILER		49.50
	15/10/2021	TRUCKZONE PTY LTD	CAM TUBE FOR TRAILER		49.50
	30/11/2021	TRUCKZONE PTY LTD	AIR BRAKE HOSE AND COUPLING FOR PIG TRAILER, COUPLING FOR PIG TIPPER, CYBERFIX BOTTLE FOR PATCHING TRUCK, FILTER KIT FOR MACK		569.43
	01/12/2021	TRUCKZONE PTY LTD	BRAKE SHOE AND WHEEL BEARING KIT FOR TIP TRUCK		240.37
	06/12/2021	TRUCKZONE PTY LTD	TANK EXPANSION NEW BREED FOR TIP TRUCK		397.53
	10/12/2021	TRUCKZONE PTY LTD	MALE CONNECTORS, SWIVEL ELBOWS FOR WATER TANKER, MALE TEE SWIVEL FOR PIG TRAILER, AMBER STROBE FOR CASE TRACTOR, VALVE AND NIPPLE HEX FOR WATER TANKER, MUDDFLAP, OLIVE, INSERT FOR MACK, HEX NIPPLES FOR TIP TRAILER		954.50
EFT22419	22/12/2021	TECHNOLOGY ONE LIMITED			-10542.13
EFT22420	22/12/2021	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Dynamics 365, Office 365, Power BI		-7921.72
	02/12/2021	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Dynamics 365, Office 365, Power BI		2531.72
	20/12/2021	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Avepoint Cloud Backup for Office 365 12 month subscription		2079.00
	20/12/2021	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Create Database for Tech-one for GIS		946.00
	20/12/2021	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Install Cloud Records, Cloud Records Annual Costs, Council First Request Management System		2365.00
EFT22421	22/12/2021	WELLTECH TOTAL WATER MANAGEMENT	Portable Water Storage		-8745.00
EFT22422	22/12/2021	THE TRUSTEE FOR RAW FAMILY TRUST T/AS ROAD SPECIALIST AUSTRALIA PTY LTD	As per quote A1066, Spring coil , 3/4 Red hose		-708.40
EFT22423	22/12/2021	EGERTON DRIVE MEDICAL CENTRE	Pre-employment Medical - Rachael Waters		-165.00
EFT22424	09/12/2021	ANZ CORPORATE CREDIT CARD	ANZ CREDIT CARD		-1676.67
EFT22425	14/12/2021	WESTPAC BANKING CORPORATION	BANK FEES FOR WESTPAC CREDIT CARDS X 5		-218.75
EFT22426	23/12/2021	AUSTRALIAN TAXATION OFFICE	BAS - NOVEMBER 2021		-95338.00
EFT22427	23/12/2021	MITEL NETWORKS LIMITED	PHONE ACCOUNTS		-3364.84
EFT22428	23/12/2021	PLANTMAN EQUIPMENT PTY LTD	Grader Dry Hire		-18436.00
EFT22429	28/12/2021	WESTPAC BANKING CORPORATION	Wages PPE 28.12.2021		-81328.19
EFT22430	29/12/2021	AUSTRALIAN SERVICES UNION	Payroll deductions		-25.90
EFT22431	29/12/2021	IOU SOCIAL CLUB	Payroll deductions		-280.00
EFT22432	31/12/2021	DEPARTMENT OF TRANSPORT	DOT Payments to 31/12/2021		-22607.30
EFT22452	29/12/2021	TELETRAC NAVMAN	Supply goods and services for December 2021		-2071.41
DD11043.1	14/12/2021	AWARE SUPER ACCUMULATION	Payroll deductions		-9393.30
DD11043.2	14/12/2021	AUSTRALIAN SUPER PTY LTD	Superannuation contributions		-147.60
DD11043.3	14/12/2021	GUILD SUPER	Superannuation contributions		-71.83
DD11043.4	14/12/2021	AIA AUSTRALIA PTY LTD	Superannuation contributions		-211.54
DD11043.5	14/12/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions		-197.37
DD11043.6	14/12/2021	PRIME SUPER	Superannuation contributions		-958.38
DD11043.7	14/12/2021	REST SUPERANNUATION	Payroll deductions		-1272.86
DD11043.8	14/12/2021	AUSTRALIAN SUPER	Superannuation contributions		-944.65
DD11043.9	14/12/2021	HESTA SUPER FUND	Superannuation contributions		-418.88
DD11071.1	28/12/2021	AWARE SUPER ACCUMULATION	Payroll deductions		-9333.08
DD11071.2	28/12/2021	CBUS SUPER	Payroll deductions		-492.31
DD11071.3	28/12/2021	AUSTRALIAN SUPER PTY LTD	Superannuation contributions		-148.25
DD11071.4	28/12/2021	GUILD SUPER	Superannuation contributions		-85.65
DD11071.5	28/12/2021	AIA AUSTRALIA PTY LTD	Superannuation contributions		-211.54
DD11071.6	28/12/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions		-197.37
DD11071.7	28/12/2021	REST SUPERANNUATION	Payroll deductions		-1278.12
DD11071.8	28/12/2021	PRIME SUPER	Superannuation contributions		-972.57
DD11071.9	28/12/2021	AUSTRALIAN SUPER	Superannuation contributions		-930.12
DD11043.10	14/12/2021	CBUS SUPER	Superannuation contributions		-492.31
DD11043.11	14/12/2021	AMP SUPERANNUATION LTD.	Superannuation contributions		-288.60
DD11043.12	14/12/2021	HOSPLUS SUPERANNUATION FUND	Superannuation contributions		-147.02
DD11071.10	28/12/2021	HESTA SUPER FUND	Superannuation contributions		-413.91
DD11071.11	28/12/2021	AMP SUPERANNUATION LTD.	Superannuation contributions		-274.20
DD11071.12	28/12/2021	HOSPLUS SUPERANNUATION FUND	Superannuation contributions		-143.51
DD11071.13	28/12/2021	ING SUPERANNUATION	Superannuation contributions		-70.46
Municipal Bank				\$	1,701,591.17
Trust Bank				\$	-
Total				\$	1,701,591.17
Recoverable				\$	894.86
Partially Recoverable				\$	485.53

## 9.2.1 List of Accounts December 2021



## 9.2.2 ACCOUNTS SUBMITTED FOR JANUARY 2022

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	09 February 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Alan Hart - Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.2 Accounts January 2022

### 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 1995* 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.

## **SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

## **FINANCIAL IMPLICATIONS:**

All payments are within the confines of Councils adopted budget. There have been no other material outstanding creditors since the cheques were prepared.

## **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**MOVED: Cr Anspach**

**SECONDED: Cr West**

That the accounts submitted from 01 January 2022 to 31 January 2022 totalling \$498,554.02 having been checked and certified in accordance with the requirements of the Financial Management Regulations 12 be received, as shown on the summary of accounts paid schedule and the payroll EFT batches.

**CARRIED:6/0**  
**RESOLUTION:080222**

List of Accounts due and submitted to Council January 2022				
Chq/EFT	Date	Name	Description	Amount
EFT22433	06/01/2022	BOEKEMAN NOMINEES PTY LTD	30 MTH/50K SERVICE FOR DCEO VEHICLE	-381.43
EFT22434	06/01/2022	OFFICEWORKS BUSINESS DIRECT		-323.40
	03/12/2021	OFFICEWORKS BUSINESS DIRECT	Works - Targus Pro-Tek 7-8 Rotating Universal Tablet Case Black	165.59
	21/12/2021	OFFICEWORKS BUSINESS DIRECT	Stationery	157.81
EFT22435	06/01/2022	WONGAN RETRAVISION & COMFORTSTYLE FURNITURE	Clock for Shire Administration	-54.95
EFT22436	06/01/2022	WONGAN HILLS COMMUNITY RESOURCE CENTRE	Print and bind with plastic covers front and back - phone directories as per email	-249.00
EFT22437	06/01/2022	THE POINT DOCTOR	REPAIRS TO GRADER ROLLER	-275.00
EFT22438	06/01/2022	STATE LIBRARY OF WA	DSS Freight Recoup July 21- Dec 21	-163.72
EFT22439	06/01/2022	TKB MECHANICAL	WHEEL ALIGNMENT FOR GRADER UTE	-88.00
EFT22440	06/01/2022	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	DECEMBER BSL RECONCILIATION	-56.65
EFT22441	06/01/2022	BP AUSTRALIA	FUEL ACCOUNT	-828.57
EFT22442	06/01/2022	MELISSA MARCON	UNIFORM REIMBURSEMENT	-121.90
EFT22443	06/01/2022	RURAL RANGER SERVICES	Rural Ranger Services December 2021, Firebreak checks 13/12, 14/12 and 22/12 2020	-1290.00
EFT22444	06/01/2022	PW GEE WELDING SERVICES	RFH, CHECKER PLATE AND CUTTING FEE FOR BACKHOE TRAILER	-891.88
EFT22445	06/01/2022	FIVE STAR BUSINESS & INNOVATION	CRC photocopier, December 2021	-1710.47
EFT22446	06/01/2022	SACHA LUPTON	GRATUITY PAYMENT	-132.00
EFT22447	06/01/2022	ITR PACIFIC PTY LTD	9J3658B 7'grader blades	-2090.00
EFT22448	06/01/2022	AUTOPRO NORTHAM	split tubing, 12v resistor, toggle switch, waterproof seal, 7 pin trailer plug, 7 pinb trailer socket, bracket, trim kit, Little trees, worklight ambe	-333.30
EFT22449	06/01/2022	CLARKSON FREIGHTLINES	FREIGHT EX TUTT BRYANT, FREIGHT EX ITR FOR KOMATSU GRADER, FREIGHT EX ITR FOR CAT	-494.26
EFT22450	06/01/2022	SEEK LIMITED	Seek Ad - Loader operator/Town Maintenance	-335.50
EFT22451	06/01/2022	OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST	Council First Request Management System - Travel 17/18 November	-836.66
EFT22453	12/01/2022	WESTPAC BANKING CORPORATION	Wages PPE 11.01.2022	-69875.31
EFT22454	12/01/2022	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT22455	12/01/2022	IOU SOCIAL CLUB	Payroll deductions	-290.00
EFT22456	04/01/2022	WESTNET PTY LTD	Westnet accounts	-609.90
EFT22457	06/01/2022	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNT - MEDICAL CENTRE	347.57
EFT22458	06/01/2022	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNT - HARVEST BAN SMS LINE	-3562.02
EFT22459	14/01/2022	LANDGATE	SUPPLY OF GOODS AND SERVICES DECEMBER 2021, MINING TENEMENTS	-50.10
EFT22460	14/01/2022	AVON WASTE	DOMESTIC AND RECYCLING WASTE COLLECTION WONGAN HILLS AND BALLIDU	-13082.20
EFT22461	14/01/2022	WONGAN HILLS IGA PLUS LIQUOR	DECEMBER ACCOUNT	-881.40
EFT22462	14/01/2022	OFFICEWORKS BUSINESS DIRECT		-338.28
	22/12/2021	OFFICEWORKS BUSINESS DIRECT	Cleaning in Progress Sign, Telepod for Smartphones, Calculator, Whiteboard Eraser	209.74
	23/12/2021	OFFICEWORKS BUSINESS DIRECT	Swimming Pool - Printer toner, 2x White Paper A4 , Blutack	128.54
EFT22463	14/01/2022	WCS CONCRETE	450mm Headwalls, 450mm Concrete Pipe Class 3	-1057.10
EFT22464	14/01/2022	WONGAN HILLS NEWSAGENCY	Supply of goods and services December 2021	-66.00
EFT22465	14/01/2022	IT VISION AUSTRALIA PTY LTD	As per quotation - Correction of opening time on invoices from 8:00 to 9:00am	-275.00
EFT22466	14/01/2022	TOLL IPEC PTY LTD	FREIGHT EX SMP TO WH, FREIGHT EX DAIMLER TO WH , FREIGHT EX KOMATSU TO WH	-54.05
EFT22467	14/01/2022	WONGAN MAIL SERVICE	Supply of goods and services December 2021	-416.34
EFT22468	14/01/2022	PUBLIC TRANSPORT AUTHORITY OF WA	TransWA Ticketing Expenditure 02/12/2021 - 04/01/2022 - less commission	-28.20
EFT22469	14/01/2022	KLEEN WEST DISTRIBUTORS		-168.91
	22/12/2021	KLEEN WEST DISTRIBUTORS	Cleaning supplies for Admin, Civic Centre, Community Park, CRC	7.21
	22/12/2021	KLEEN WEST DISTRIBUTORS	Cleaning supplies for Swimming Pool, Community Park toilet, Civic Centre and CRC	161.70
EFT22470	14/01/2022	DUN DIRECT PTY LTD	December fuel account	-19257.91
EFT22471	14/01/2022	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL Reconciliation September 2021 (B603 Missed)	-56.65
EFT22472	14/01/2022	GREAT SOUTHERN FUEL SUPPLIES	December fuel account	-445.97
EFT22473	14/01/2022	RICOH FINANCE	Supply of goods and services December 2021	-276.96
EFT22474	14/01/2022	WONGAN HILLS FAMILY MEATS	Supply 3kg Sausages and 20 x Loin Chops Rachael to collect Thursday 23rd @ 12.30	-99.00
EFT22475	14/01/2022	ALLQUIP WATER TRUCKS	VA805 single acting 80mm valve including freight	-335.50
EFT22476	14/01/2022	DELOREAN CORPORATION - ENERGY RETAIL DIVISION (CLEANTECH ENERGY P/L)	ELECTRICITY - SPORTS PAVILION \$2314.52, SWIMMING POOL \$1778.74, MEDICAL CENTRE \$315.28, CRC \$410.45	-4818.99
EFT22477	14/01/2022	TRACTUS AUSTRALIA		-5671.00
	15/12/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 1 TYRE FOR TRAILER	133.00
	15/12/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 2 TYRES FOR MACK	1710.00
	20/12/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 2 TYRES FOR TIP TRAY	502.00
	22/12/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 4 TYRES FOR MACK TRUCK	2382.00
	29/12/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 1 TYRE FOR WATER TANKER	332.00
	31/12/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 2 TYRES FOR WATER TANKER	612.00
EFT22478	14/01/2022	ITR PACIFIC PTY LTD	5D9553B 6 grader blades	-902.00
EFT22479	14/01/2022	CLINIPATH PATHOLOGY	Drug & Alcohol Screening - Rachael Waters	-40.00
EFT22480	14/01/2022	DATA SIGNS PTY LTD	As per quote 3040 Ticket 3966 Please send all parts together	-1237.50
EFT22481	14/01/2022	INTEGRATED POSITIONING SYSTEMS PTY LTD	Plant Hire	-3949.00
EFT22482	14/01/2022	WELLTECH TOTAL WATER MANAGEMENT	Portable Water Storage	-6820.00
EFT22483	14/01/2022	CARAVEL MINERALS LIMITED	BOND REFUND	-100.00
EFT22484	14/01/2022	DEPARTMENT OF TRANSPORT	DOT PAYMENTS TO 07/01/2022	-11049.40
EFT22485	14/01/2022	TELSTRA CORPORATION LIMITED	TELSTRA ACCOUNT - SPORT AND RECREATION COUNCIL	-55.00
EFT22486	17/01/2022	SYNERGY	ELECTRICITY CONSUMPTION - STREET LIGHTS	4158.86
EFT22487	17/01/2022	WONGAN ARTS SOCIETY	Annual Council Donation/Subsidy - Wongan Arts Society	-3000.00
EFT22488	17/01/2022	WONGAN HILLS HARDWARE	Works - December Account	-1238.11
EFT22489	17/01/2022	TOLL IPEC PTY LTD	FREIGHT EX WH TO PATHWEST, FREIGHT EX SMP TO WH	-22.08
EFT22490	17/01/2022	TKB MECHANICAL	WHEEL ALIGNMENT FOR FORD TRANSIT	-220.00
EFT22491	17/01/2022	FIVE STAR BUSINESS & INNOVATION	CRC photocopier cartridges, January 2022	-134.50
EFT22492	17/01/2022	WINC AUSTRALIA PTY LTD	Sports Complex Toilets- Floor Stripping Agent x4	-126.48
EFT22493	17/01/2022	WHEATBELT BUSINESS NETWORK	CRC BOND REFUND	-100.00
EFT22494	17/01/2022	AC HEALTHCARE PTY LTD	DOCTORS SUBSIDY - JANUARY 2022	-21083.33
EFT22495	17/01/2022	AUTOPRO NORTHAM	64007 Kincrome steel rule	-12.50
EFT22496	17/01/2022	NEXUS COMMUNICATIONS SYSTEMS	Monitoring of the Wongan Hills CRC security system Jan-Mar 2022	-132.00
EFT22497	17/01/2022	MITEL NETWORKS LIMITED	TELEPHONE SERVICES ACCOUNT	-1083.63
EFT22498	17/01/2022	WESTERN AUSTRALIA POLICE FORCE	CIVIC CENTRE BOND REFUND	-150.00
EFT22499	18/01/2022	DE LAGE LANDEN PTY LTD	CRC photocopier lease, January 2022	-557.70
EFT22500	17/01/2022	DEPARTMENT OF TRANSPORT	DOT PAYMENTS TO 19/01/2022	-18682.55
EFT22502	21/01/2022	LANDGATE	Copies of titles, Property interest report and transfer of land documentation - non GST	-142.85
EFT22503	21/01/2022	CID EQUIPMENT PTY LTD		-6093.58
	15/12/2021	CID EQUIPMENT PTY LTD	STRIP AND INSPECT HUBS AND REBUILD - WHEEL LOADER	5919.02
	12/01/2022	CID EQUIPMENT PTY LTD	O-RING, PLUG, SEALING RINGS FOR WHEEL LOADER	174.56
EFT22504	21/01/2022	ELDERS RURAL SERVICES AUSTRALIA LIMITED	Set Out Posts	-330.00
EFT22505	21/01/2022	MOORE AUSTRALIA (WA) PTY LTD	2022 Moore Budget Workshop	-1045.00
EFT22506	21/01/2022	STAR TRACK EXPRESS PTY LTD	Supply of goods and services December 2021 - Freight ex Jason Signs	-50.07
EFT22507	21/01/2022	WATER CORPORATION		-5254.91
	11/01/2022	WATER CORPORATION	WATER CONSUMPTION - MANMANNING ROAD STANDPIPE	38.21
	11/01/2022	WATER CORPORATION	WATER CONSUMPTION - PODMORE ROAD STANDPIPE	10.92
	11/01/2022	WATER CORPORATION	WATER CONSUMPTION - DAVIES ROAD STANDPIPE	199.22
	12/01/2022	WATER CORPORATION	WATER SERVICE CHARGE	184.82
	13/01/2022	WATER CORPORATION	WATER FIRE SERVICE CHARGE - SUMMERS EAST ROAD STANDPIPE	46.20
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGE - DEPOT RD STANDPIPE	4165.62
	14/01/2022	WATER CORPORATION	WATER SERVICE CHARGE - JAMES STREET STANDPIPE	288.77
	18/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGE RAILWAY ST STANDPIPE	321.15
EFT22508	21/01/2022	IXOM OPERATIONS PTY LTD	Service fee for chlorine gas cylinders P&G and Swimming Pool	-293.26
EFT22509	21/01/2022	BALLIDU TRADING POST	Supply of Goods and Services January 2022 - News and Festive closing	-13.30
EFT22510	21/01/2022	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 147 Principal payment - , Loan No. 147 Interest payment	-5406.52
EFT22511	21/01/2022	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	Communications License fee from 1st January 2022 to 31st March 2022	-86.31
EFT22512	21/01/2022	COAD COMMUNICATIONS	Install optic fibre link between Wongan Hills Gym comms rack and a new comms rack in room in main pavilion and install new outlets (2) in basketball courts area	-6949.85
EFT22513	21/01/2022	WONGAN HILLS HARDWARE	Building - December account	-682.60
EFT22514	21/01/2022	SIGMA CHEMICALS	Repair Wave 300, Quote # 153295, Freight to Clarksons from Sigma Balcatta	-8543.35
EFT22515	21/01/2022	KELYN TRAINING SERVICES	Basic Worksite Traffic Management and Traffic Control Skill Set 3 Day Course 01/02/2022 - 03/02/2022 David Bentley Pomare Himona	-1190.00
EFT22516	21/01/2022	CEMETERIES & CREMATORIA ASSOC OF WA	CCAWA Conference 2022 - Melissa and Deryce	-310.00
EFT22517	21/01/2022	AUTOPRO NORTHAM	85207A work light amber	-866.76
EFT22518	21/01/2022	ALLSTRONG OUTDOORS	Install new roller door at 30 Wandoo Cres, Wongan Hills	-4400.00
EFT22519	21/01/2022	SEEK LIMITED	30 day standard SEEK advertising for Business Trainee	-280.50

## 9.2.2 List of Accounts - January 2022 Attachment

List of Accounts due and submitted to Council January 2022				
Chq/EFT	Date	Name	Description	Amount
EFT22520	21/01/2022	TRUCKZONE PTY LTD	VALVE RELAY, MALE TEE SWIVEL NAD LED LAMP FOR WATER TANKER	-301.99
EFT22521	14/01/2022	SHIRE OF WONGAN-BALLIDU	Refund cash taken from Till to replace float at Swimming Pool - J0833	100.00
EFT22522	25/01/2022	WESTPAC BANKING CORPORATION	Wages PPE 25.01.2022	-74087.89
EFT22523	25/01/2022	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT22524	25/01/2022	IOU SOCIAL CLUB	Payroll deductions	-240.00
EFT22525	28/01/2022	BOEKEMAN NOMINEES PTY LTD	Purchase of one (1) new 2021 Toyota RAV 4 Cruiser AWD Hybrid Wagon inc trade-in of one (1) Mazda CX9 and Vehicle registration - MWS	-10641.15
EFT22526	28/01/2022	WONGAN HILLS SWIM CLUB	Catering and volunteer staff for Youth Only Pool Party	-1340.00
EFT22527	28/01/2022	ASTROTOURISM WA P/L T/AS STARGAZERS CLUB WA	2021/2022 Annual Subscription - WA Astrotourism Town	-3300.00
EFT22528	28/01/2022	TOLL TRANSPORT PTY LTD	Freight charges / LISWA, January 2022	-22.55
EFT22529	28/01/2022	JACK MCNULTY	UNIFORM REIMBURSEMENT	-259.09
EFT22530	28/01/2022	PREMIUM PUBLISHERS	Wongan-Ballidu entry for 2022 Australia's Golden Outback Road Trip Holiday Planner publication	-1842.50
EFT22531	31/01/2022	WATER CORPORATION		-21823.80
	12/01/2022	WATER CORPORATION	WATER CONSUMPTION - ALPHA PARK	851.45
	12/01/2022	WATER CORPORATION	WATER CONSUMPTION - BUNYIP PARK	147.37
	12/01/2022	WATER CORPORATION	FIRE SERVICE CHARGE - BALLIDU HALL	46.20
	12/01/2022	WATER CORPORATION	WATER SERVICE CHARGE - AERODROME	46.20
	14/01/2022	WATER CORPORATION	WATER SERVICE CHARGE - NINAN ST	43.48
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND FIRE SERVICE CHARGE - DEPOT	517.18
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - TENNIS CLUB	271.84
	14/01/2022	WATER CORPORATION	FIRE SERVICE CHARGE - CRC	46.20
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - NINAN ST ENTRY STATEMENT	38.21
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - COMMUNITY GARDEN	110.83
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SEWERAGE AND FIRE SERVICE CHARGE - CRC	401.43
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND FIRE SERVICE CHARGE - COMMUNITY PARK	277.35
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - COMMUNITY PARK	1356.31
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - RAILWAYS	19.10
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - FENTON PLACE	1948.51
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - ADMIN	1110.90
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGE - CIVIC CENTRE	2745.96
	14/01/2022	WATER CORPORATION	SEWERAGE CHARGE - CUBBYHOUSE	149.09
	14/01/2022	WATER CORPORATION	SEWERAGE CHARGE - ELIZABETH TELFER	87.59
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 1/20 STICKLAND	691.32
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 49 QUINLAN	352.19
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 8 ELLIS	426.55
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 14 ELLIS	481.66
	14/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - DR RESIDENCE	240.65
	14/01/2022	WATER CORPORATION	WATER SERVICE CHARGE - DANUBIN ST	43.48
	14/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 16 MOORE ST	240.14
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 2A PATTERSON	290.84
	14/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 2B PATTERSON	240.65
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 27A QUINLAN	262.96
	14/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 27B QUINLAN	240.65
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 27C QUINLAN	287.13
	14/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 27D QUINLAN	240.65
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGE - QUINLAN GARDENS	209.53
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - CADOUX TOILETS	87.33
	14/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 31A QUINLAN	240.65
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 31B QUINLAN ST	324.31
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - SWIMMING POOL	4330.92
	14/01/2022	WATER CORPORATION	WATER CONSUMPTION - FENTON PLACE TREES	46.39
	17/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - MUSEUM	266.31
	17/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE CHARGE AND SEWERAGE CHARGE - 11 WANDOO	607.93
	17/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 7 WANDOO	426.55
	17/01/2022	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 30 WANDOO	460.01
	17/01/2022	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGE - 14 SHIELDS	240.65
	17/01/2022	WATER CORPORATION	WATER CONSUMPTION - CEMETERY	38.21
	17/01/2022	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - MEDICAL CENTRE	290.94
EFT22532	31/01/2022	SYNERGY	ELECTRICITY CONSUMPTION - TV RETRANSMISSION STATION	-4886.08
	07/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - CADOUX TOILETS	121.63
	10/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - COMMUNITY GARDEN	163.23
	10/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - AERODROME	129.05
	10/01/2022	SYNERGY	ELECTRICITY SERVICE CHARGE - 3/20 STICKLAND	66.24
	10/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - DEPOT	327.97
	10/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - ALPHA TOILETS	195.53
	10/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - 30 WANDOO	192.06
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - TV RETRANSMISSION STATION	1128.01
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - COMMUNITY PARK	669.06
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - ADMIN	489.79
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - CIVIC CENTRE	704.47
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION - MT OBRIEN	13.88
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - RAILWAYS	166.76
	11/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - TOWN GARDENS	144.83
	12/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - CRC	119.71
	12/01/2022	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - MUSEUM	253.86
EFT22533	25/01/2022	TELETRAC NAVMAN	Navman Monthly Subscription for January 2022	-2071.41
EFT22534	20/01/2022	DEPARTMENT OF TRANSPORT	DOT PAYMENTS TO 20/01/2022	-25538.10
EFT22535	01/02/2022	WESTRAC EQUIPMENT PTY LTD	SWITCH FOR TYRE ROLLER	-50.77
EFT22536	01/02/2022	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire for 14 Ellis St, Wongan Hills	-85.80
EFT22537	01/02/2022	THE POINT DOCTOR	SUPPLY OF BLUE PLASTIC WRAP	-38.50
EFT22538	01/02/2022	ADVANCED AUTOLOGIC PTY LTD		-271.00
	17/01/2022	ADVANCED AUTOLOGIC PTY LTD	20L FLEETCLEAN, FREE IT AERO	186.00
	17/01/2022	ADVANCED AUTOLOGIC PTY LTD	WINDOW CLEANER	85.00
EFT22539	01/02/2022	TOLL IPEC PTY LTD		-33.03
	09/01/2022	TOLL IPEC PTY LTD	FREIGHT EX WESTRAC TO WH	11.01
	16/01/2022	TOLL IPEC PTY LTD	FREIGHT EX WH TO PATHWEST, FREIGHT EX CID EQUIPMENT TO WH	22.02
EFT22540	01/02/2022	SIGMA CHEMICALS	Swimming Pool Chemicals Quote # 154695, Freight Costs for Chemical delivery Sigma to Clarksons - Less credit	-883.41
EFT22541	01/02/2022	AAA TRIPLE A ASHPALT	Cold mix	-4730.00
EFT22542	01/02/2022	KLEEN WEST DISTRIBUTORS	Cleaning products for Medical Centre, Admin, Civic Centre, Railway Centre Public Toilets, Community Park public toilets, Depot, CRC	2126.26
EFT22543	01/02/2022	WONGAN HILLS BAKERY AND CAFE	Please supply 2 x Salads for approx 20 ppl Rachael to collect Thursday 23rd December	-97.00
EFT22544	01/02/2022	FORRESTFIELD MOWER AND CHAINSAW CENTRE	0 X 242E Husqvarna 42' Zero Turn Ride On Lawnmower , 1 X Rear Bag catcher for Husqvarna 42' Zero Turn Ride On Lawnmower	-7660.00
EFT22545	01/02/2022	WIRTGEN AUSTRALIA PTY LTD	Air Conditioning Controller - 2586243	-362.18
EFT22546	01/02/2022	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE SCRAP METAL RECYCLABLES	Management of Wongan Hills Refuse Site January 2022	-7791.63
EFT22547	01/02/2022	SAFE AVON VALLEY INC.	Impounding services December 2021 - 5 X CATS	-375.00
EFT22548	01/02/2022	WINC AUSTRALIA PTY LTD	Alcohol Wipes Disinfectant wipes	-74.12
EFT22549	01/02/2022	QTM TRAFFIC MANAGEMENT	As per quotation 30577/BR-05 TMP Renewal	-1540.00
EFT22550	01/02/2022	NOBREGA HOLDINGS PTY LTD	Vacuum Bags for Admin, Civic Centre and CRC	-127.94
EFT22551	01/02/2022	CLARKSON FREIGHTLINES		-451.24
	14/01/2022	CLARKSON FREIGHTLINES	Pickup pallet of empty drums and transport to Sigma Chemicals Balcatta for refund.	229.99
	14/01/2022	CLARKSON FREIGHTLINES	Swimming Pool Chemical, Perth to Wongan Hills Freight.	221.25
EFT22552	01/02/2022	TRUCKZONE PTY LTD	HOSE BARB AND MINI BALL VALVE	-73.56
EFT22553	01/02/2022	PLANTMAN EQUIPMENT PTY LTD	Grader Dry Hire	-13795.65
EFT22555	06/01/2022	ANZ CORPORATE CREDIT CARD	ANZ - Credit card purchases	-6078.55
EFT22556	27/01/2022	DEPARTMENT OF TRANSPORT	DOT PAYMENTS TO 27/01/2022	-26825.20
EFT22557	13/01/2022	WESTPAC BANKING CORPORATION	Westpac - Credit card purchases	-1920.95
DD11084.1	11/01/2022	AWARE SUPER ACCUMULATION	Payroll deductions	-8680.14

## 9.2.2 List of Accounts - January 2022 Attachment

List of Accounts due and submitted to Council January 2022				
Chq/EFT	Date	Name	Description	Amount
DD11084.2	11/01/2022	CBUS SUPER	Payroll deductions	-492.31
DD11084.3	11/01/2022	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	-152.77
DD11084.4	11/01/2022	GUILD SUPER	Superannuation contributions	-104.69
DD11084.5	11/01/2022	AIA AUSTRALIA PTY LTD	Superannuation contributions	-218.94
DD11084.6	11/01/2022	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-209.24
DD11084.7	11/01/2022	PRIME SUPER	Superannuation contributions	-988.57
DD11084.8	11/01/2022	REST SUPERANNUATION	Payroll deductions	-1151.14
DD11084.9	11/01/2022	AUSTRALIAN SUPER	Superannuation contributions	-950.19
DD11125.1	25/01/2022	AWARE SUPER ACCUMULATION	Payroll deductions	-8478.14
DD11125.2	25/01/2022	CBUS SUPER	Payroll deductions	-492.31
DD11125.3	25/01/2022	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	-147.60
DD11125.4	25/01/2022	GUILD SUPER	Superannuation contributions	-95.38
DD11125.5	25/01/2022	AIA AUSTRALIA PTY LTD	Superannuation contributions	-211.54
DD11125.6	25/01/2022	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-225.97
DD11125.7	25/01/2022	PRIME SUPER	Superannuation contributions	-956.88
DD11125.8	25/01/2022	REST SUPERANNUATION	Payroll deductions	-960.09
DD11125.9	25/01/2022	AUSTRALIAN SUPER	Superannuation contributions	-834.54
DD11084.10	11/01/2022	HESTA SUPER FUND	Superannuation contributions	-449.77
DD11084.11	11/01/2022	AMP SUPERANNUATION LTD.	Superannuation contributions	-279.00
DD11084.12	11/01/2022	HSTPLUS SUPERANNUATION FUND	Superannuation contributions	-158.57
DD11084.13	11/01/2022	ING SUPERANNUATION	Superannuation contributions	-51.03
DD11125.10	25/01/2022	HESTA SUPER FUND	Superannuation contributions	-434.71
DD11125.11	25/01/2022	AMP SUPERANNUATION LTD.	Superannuation contributions	-274.20
DD11125.12	25/01/2022	HSTPLUS SUPERANNUATION FUND	Superannuation contributions	-97.58
DD11125.13	25/01/2022	ING SUPERANNUATION	Superannuation contributions	-46.02
			Municipal Bank	\$ 498,554.02
			Trust Bank	\$ -
			Total	\$ 498,554.02
			Recoverable	\$ 936.57
			Partially Recoverable	\$ 12,341.32

### 9.2.3 FINANCIAL REPORTS FOR DECEMBER 2021

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	09 February 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Alan Hart - Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.3a Financial Reports

#### PURPOSE OF REPORT:

That the following statements and reports for the month ended December 2021 be received.

#### BACKGROUND:

Under the Local Government (Financial Management) Regulations 1996 ('FMR') 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 1995* 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; and
- 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:

- 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; and
  - 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:**

Council Policy 4.8 - Monthly Financial Reporting Requirements.

**LEGISLATIVE REQUIREMENTS:**

- *Local Government Act 1995*
- Local Government (Financial Management) Regulations 1996

**STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

**SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known environmental impacts associated with this proposal.
- **Economic**  
There are no known economic impacts associated with this proposal.
- **Social**  
There are no known social implications associated with this proposal.

**FINANCIAL IMPLICATIONS:**

The financial reports for the period ending December 2021 are attached to the Council Agenda.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**MOVED: Cr Anspach**

**SECONDED: Cr West**

That the following Statements and Reports for the month ended December 2021 be received:

- 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

**CARRIED:6/0**  
**RESOLUTION:090222**



SHIRE OF WONGAN-BALLIDU							
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 DECEMBER 2021							
	Approved Budget 2021- 2022	Current Budget 2021-2022	YTD Budget	YTD Actual	Page	Variance Over or Under	10%
<b>INCOME</b>							
Rates	(3,061,114)	(3,061,114)	(3,060,264)	(3,065,340)		(0.2%)	✓
Grants Operating, Subsidies & Contributions	(1,513,732)	(1,513,732)	(551,937)	(873,958)		(58.3%)	×
Non Operating Grants, Subsidies & Contributions	(4,576,404)	(4,576,404)	(210,000)	(190,909)		9.1%	✓
Fees & Charges & Service Charges	(621,697)	(621,697)	(298,393)	(571,135)		(91.4%)	×
Other Revenue	(125,821)	(125,821)	(64,622)	(89,480)		(38.5%)	×
Interest	(49,416)	(49,416)	(22,108)	(19,896)		10.0%	×
Profit on sale of Assets	(10,390)	(10,390)	(5,000)	(9,510)		(90.2%)	×
<b>a: TOTAL INCOME</b>	<b>(9,958,574)</b>	<b>(9,958,574)</b>	<b>(4,212,324)</b>	<b>(4,820,229)</b>			
<b>OPERATING EXPENSES</b>							
Employee Costs	2,361,003	2,361,003	1,226,507	1,099,148		10.4%	×
Materials & Contracts	1,153,985	1,193,985	565,997	962,347		(70.0%)	×
Utilities (Gas, Electricity) etc.	357,816	357,816	165,480	176,643		(6.7%)	✓
Interest	47,668	47,668	21,756	23,677	11	(8.8%)	✓
Insurance	279,860	279,860	276,677	257,430		7.0%	✓
Other General	344,763	344,763	218,904	184,170		15.9%	×
Loss on Asset Disposals	151,192	151,192	59,870	-		100.0%	×
Depreciation	2,520,170	2,520,170	1,278,845	1,310,848		(2.5%)	✓
<b>b: TOTAL OPERATING EXPENSES</b>	<b>7,216,457</b>	<b>7,256,457</b>	<b>3,814,037</b>	<b>4,014,263</b>			
<b>c: NET OPERATING (SURPLUS) / DEFICIT</b>	<b>(2,742,117)</b>	<b>(2,702,117)</b>	<b>(398,288)</b>	<b>(805,967)</b>			
<b>CAPITAL EXPENSES</b>							
Land & Buildings	1,686,931	1,686,931	140,193	51,161		63.5%	×
Furniture & Equipment	235,000	235,000	26,500	46,407		(75.1%)	×
Motor Vehicles	110,000	110,000	54,996	65,835		(19.7%)	×
Plant	751,000	751,000	247,494	249,800		(0.9%)	✓
Infrastructure Other	418,139	418,139	44,653	36,176		19.0%	×
Infrastructure Roads	3,999,805	3,999,805	1,202,295	1,603,035		(33.3%)	×
<b>d: TOTAL CAPITAL</b>	<b>7,200,875</b>	<b>7,200,875</b>	<b>1,716,132</b>	<b>2,052,415</b>			
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,458,759</b>	<b>4,498,759</b>	<b>1,317,844</b>	<b>1,246,448</b>			
<b>ADJUST - NON CASH ITEMS</b>							
Depreciation	(2,520,170)	(2,520,170)	(1,278,845)	(1,310,848)			
Accruals and Adjustments				-			
Profit on sale of assets	10,390	10,390	5,000	9,510	6		
Loss on sale of assets	(151,192)	(151,192)	(59,870)	-	6		
<b>FINANCING ACTIVITIES</b>							
Proceeds from Sale of Assets	(196,000)	(196,000)	(90,157)	(26,500)	6		
Transfer from reserves	(1,302,000)	(1,342,000)	(1,342,000)	-	10		
Transfer to reserves	1,057,000	1,057,000	1,057,000	-	10		
Interest paid to reserves	9,575	9,575	4,740	1,993	10		
Net Movement in LSL Reserve			-	(45)			
LSL Provision in reserves			-	-			
Loan proceeds	-	-	-	-			
Loan principal repayment	119,587	119,587	119,587	59,409	11		
Loan to SSL Parties	-	-	-	-			
SSL Principal Reimbursements	(35,265)	(35,265)	(35,265)	(17,463)	11		
Less (Surplus)/deficit B/Fwd	(1,450,684)	(1,450,684)	(1,450,684)	(1,666,553)	5		
<b>ADJUSTED CLOSING (SURPLUS) / DEFICIT</b>	<b>(0)</b>	<b>(0)</b>	<b>(1,752,650)</b>	<b>(1,704,048)</b>			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			<b>Key</b>		Within budget tolerance of 10%		
					Over budget tolerance of 10%		
					Under budget tolerance of 10%		

**Shire of Wongan-Ballidu**  
**Variance Report 31 December 2021**

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly 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	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	(5,076)	Within Threshold	Rates	Within Council variance reporting threshold.
✗	(322,021)	Timing	Grants Operating, Subsidies & Contributions	Operating Grants received in advance of what is estimated to be received at this time of the year.
✓	19,091	Within Threshold	Non Operating Grants, Subsidies & Contributions	Within Council variance reporting threshold.
✗	(272,742)	Permanent	Fees & Charges & Service Charges	Fees and Charges income is higher than expected due to Department of Transport Licencing income now being received through the Municipal Fund (previously trust account). This will be addressed during the Budget Review.
✗	(24,858)	Timing	Other Revenue	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	2,211	Permanent	Interest	Due to low interest rates, revenue from interest earnings is lower than predicted in the Annual Budget.
✗	(4,510)	Permanent	Profit on sale of Assets	The profit on disposal of the Dr Vehicle was higher than expected due to a higher trade in. As this is a non-cash item item, this will not affect the result at the end of the year.
Operating Expenditure				
✗	(127,359)	Timing	Employee Costs	Employee Costs are lower than anticipated. Staff Vacancies has partially attributed to this. In addition, over the rest of the financial year, as the works program is completed this variance will reduce.
✗	396,350	Permanent	Materials & Contracts	Expenditure on Materials and Contracts is higher than expected due to Department of Transport Licencing payments. This will be addressed during the Budget Review
✓	11,163	Within Threshold	Utilities (Gas, Electricity) etc.	Within Council variance reporting threshold.
✓	1,921	Within Threshold	Interest	Within Council variance reporting threshold.
✓	(19,247)	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	(34,734)	Timing	Other General	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	(59,870)	Timing	Loss on Asset Disposals	This is a timing variance only and is not expected to alter the result at the end of the financial year
✓	32,003	Within Threshold	Depreciation	Within Council variance reporting threshold.
Capital				
✗	(89,032)	Timing	Land & Buildings	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	19,907	Timing	Furniture & Equipment	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	10,839	Timing	Motor Vehicles	This is a timing variance only and is not expected to alter the result at the end of the financial year
✓	2,306	Within Threshold	Plant	Within Council variance reporting threshold.
✗	(8,477)	Timing	Infrastructure Other	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	400,739	Timing	Infrastructure Roads	This is a timing variance only and is not expected to alter the result at the end of the financial year

**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 31 DECEMBER 2021**

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
<b>INCOME</b>				
General Purpose Funding	(4,177,066)	(4,177,066)	(3,339,882)	(3,669,321)
Governance	(35,021)	(35,021)	(26,313)	(24,995)
Law, Order & Public Safety	(55,150)	(55,150)	(22,794)	(28,600)
Health	(84,490)	(84,490)	(30,864)	(23,255)
Education & Welfare	(11,120)	(11,120)	(1,309)	(2,389)
Housing	(64,500)	(64,500)	(37,183)	(33,096)
Community Amenities	(216,014)	(216,014)	(104,597)	(137,745)
Recreation & Culture	(1,032,000)	(1,032,000)	(22,712)	(28,505)
Transport	(3,862,169)	(3,862,169)	(415,265)	(403,733)
Economic Services	(59,800)	(59,800)	(7,025)	(63,015)
Other Property & Services	(361,244)	(361,244)	(204,381)	(405,576)
<b>a: TOTAL INCOME</b>	<b>(9,958,574)</b>	<b>(9,958,574)</b>	<b>(4,212,324)</b>	<b>(4,820,229)</b>
<b>OPERATING EXPENSES</b>				
General Purpose Funding	105,726	105,726	56,559	56,927
Governance	550,799	550,799	317,708	202,416
Law, Order & Public Safety	165,592	165,592	92,110	116,674
Health	407,106	407,106	200,772	196,905
Education & Welfare	221,573	221,573	100,933	85,607
Housing	172,364	172,364	88,605	97,539
Community Amenities	530,375	530,375	218,404	276,763
Recreation & Culture	1,689,422	1,689,422	933,763	867,793
Transport	2,900,038	2,900,038	1,484,978	1,483,856
Economic Services	189,073	189,073	120,957	131,581
Other Property & Services	284,390	324,390	199,238	498,202
<b>b: TOTAL OPERATING EXPENSES</b>	<b>7,216,457</b>	<b>7,256,458</b>	<b>3,814,027</b>	<b>4,014,263</b>
<b>c: NET OPERATING (SURPLUS)/DEFICIT</b>	<b>(2,742,117)</b>	<b>(2,702,116)</b>	<b>(398,298)</b>	<b>(805,967)</b>
<b>CAPITAL EXPENSES</b>				
General Purpose Funding	-	-	-	-
Governance	245,000	245,000	31,498	35,184
Law, Order & Public Safety	-	-	-	11,223
Health	81,101	81,101	48,048	71,797
Education & Welfare	-	-	-	-
Housing	47,805	47,805	23,892	25,835
Community Amenities	323,431	323,431	38,694	-
Recreation & Culture	1,022,758	1,022,758	20,643	13,273
Transport	5,220,865	5,220,865	1,523,410	1,875,721
Economic Services	59,915	59,915	29,946	19,382
Other Property & Services	200,000	200,000	-	-
<b>d: TOTAL CAPITAL EXPENSES</b>	<b>7,200,875</b>	<b>7,200,875</b>	<b>1,716,132</b>	<b>2,052,415</b>
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,458,759</b>	<b>4,498,759</b>	<b>1,317,834</b>	<b>1,246,448</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF NET CURRENT ASSETS AS AT 31 DECEMBER 2021**

<b>NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).</b>	<b>2020-2021</b>	<b>Original Budget</b>	<b>2021-2022</b>
<b>SURPLUS / (DEFICIT)</b>	1,666,553	0	1,704,048
<b>COMPRISES</b>			
Cash (including reserves)	4,251,107	1,425,747	5,478,545
Current rates	170,583	144,760	431,743
Sundry debtors	168,255	44,564	114,886
Tax receivables	28,294	23,264	28,297
Other debtors	11,882	22,723	17,291
A: SSL debtors (are excluded see D: adj)	35,265	39,089	17,802
Inventories	31,343	10,541	14,399
<b>Less:</b>			
Reserves	(1,911,869)	(1,396,857)	(1,913,862)
Sundry creditors\Prepaid Income	(669,267)	(29,564)	(2,093,081)
Accrued interest	(4,872)	-	(0)
ESL Levy Owed	(5,395)	-	(62,163)
PAYG/GST Due To ATO	(21,969)	-	(2,183)
B: Other - (are excluded see D: adj)		(5,000)	
LSL Cash backed Reserve	41,735	41,944	41,783
Tax liabilities	(16,602)		33,636
Other - Trust	88	(48)	(72)
C: Loan liability (are excluded see D: adj)	(124,515)	(125,470)	(65,107)
Current employee benefits provisions	(406,760)	(287,074)	(385,170)
D: Adjustments (see above A to C)	89,251	91,381	47,305
Surplus / (Deficit) Variance	1,666,553	0	1,704,048
<b>NOTE 1B: CLOSING FUNDS alternate format to Note 1 above</b>	<b>2020-2021</b>	<b>Original Budget</b>	<b>2021-2022</b>
<b>Current assets</b>			
Cash & cash equivalents	4,251,107	1,425,747	5,478,545
Sundry debtors	414,280	274,400	610,018
Inventories	31,343	10,541	14,399
<b>Total current assets</b>	4,696,729	1,710,688	6,102,963
<b>Current liabilities</b>			
Creditors/Accounts Payable/Prepaid Income	(718,106)	(29,564)	(2,123,791)
Current loan liability	(124,515)	(125,470)	(65,107)
Provisions	(406,760)	(287,074)	(385,170)
<b>Total current liability</b>	(1,249,381)	(442,108)	(2,574,068)
<b>Net current assets</b>	3,447,348	1,268,580	3,528,894
Less: restricted reserves	(1,911,869)	(1,396,857)	(1,913,862)
Less: SSL principal repayments	(35,265)	(39,089)	(17,802)
Add back: Current loan liability	124,515	125,470	65,107
Add back: LSL Cash backed Reserve	41,735	41,944	41,783
Add back: Movement in provisions between current and non-current			
Other - Trust	88	(48)	(72)
Surplus / (Deficit) Variance	1,666,553	0	1,704,048

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 31 DECEMBER 2021			
	2020-2021 Approved Budget	2020-2021 Current Budget	2020-2021 Year-to-Date Actual
<b>OPERATING INCOME</b>			
General Purpose Funding	(1,115,952)	(1,115,952)	(603,981)
Governance	(35,021)	(35,021)	(24,995)
Law, Order & Public Safety	(55,150)	(55,150)	(28,600)
Health	(84,490)	(84,490)	(23,255)
Education & Welfare	(11,120)	(11,120)	(2,389)
Housing	(64,500)	(64,500)	(33,096)
Community Amenities	(216,014)	(216,014)	(137,745)
Recreation & Culture	(1,032,000)	(1,032,000)	(28,505)
Transport	(3,862,169)	(3,862,169)	(403,733)
Economic Services	(59,800)	(59,800)	(63,015)
Other Property & Services	(361,244)	(361,244)	(405,576)
<b>A</b>	<b>(6,897,460)</b>	<b>(6,897,460)</b>	<b>(1,754,889)</b>
<b>OPERATING EXPENSES</b>			
General Purpose Funding	105,726	105,726	56,927
Governance	550,799	550,799	202,416
Law, Order & Public Safety	165,592	165,592	116,674
Health	407,106	407,106	196,905
Education & Welfare	221,573	221,573	85,607
Housing	172,364	172,364	97,539
Community Amenities	530,375	530,375	276,763
Recreation & Culture	1,689,422	1,689,422	867,793
Transport	2,900,038	2,900,038	1,483,856
Economic Services	189,073	189,073	131,581
Other Property & Services	284,390	324,390	498,202
<b>B</b>	<b>7,216,457</b>	<b>7,256,457</b>	<b>4,014,263</b>
<b>C= A and B</b>	<b>318,997</b>	<b>358,997</b>	<b>2,259,374</b>
<b>ADJUST FOR CASH BUDGET REQUIREMENTS</b>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,520,170)	(2,520,170)	(1,310,848)
Accruals and Adjustments	-	-	-
Profit/(Loss) on Asset Sales	(140,802)	(140,802)	9,510
<u>Capital Expenditure &amp; Income</u>			
Purchase of land & buildings	1,686,931	1,686,931	51,161
Purchase of furniture & equipment	235,000	235,000	46,407
Purchase of motor vehicles	110,000	110,000	65,835
Purchase of plant & machinery	751,000	751,000	249,800
Purchase of other infrastructure	418,139	418,139	36,176
Purchase of roads infrastructure	3,999,805	3,999,805	1,603,035
Proceeds from sale of assets	(196,000)	(196,000)	(26,500)
<u>Financing Activities</u>			
Repayment of Loan Principal	119,587	119,587	59,409
Loan proceeds / refinancing CL to NCL adj	-	-	-
Loans paid to SSL parties	-	-	-
Self Supporting Loan Income	(35,265)	(35,265)	(17,463)
<u>Reserve Movements</u>			
Transfers to Reserves	1,057,000	1,057,000	-
Interest paid to Reserves	9,575	9,575	1,993
Transfer from Reserves	(1,302,000)	(1,342,000)	-
Net Movement in LSL Reserve	-	-	(45)
LSL Provsion in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(1,450,684)	(1,450,684)	(1,666,553)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(1,704,048)
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>3,061,113</b>	<b>3,061,113</b>	<b>3,065,340</b>
<b>TOTAL RATES RAISED</b>	<b>3,061,114</b>	<b>3,061,114</b>	<b>3,065,340</b>
(Surplus) / Deficit Variance	(1)	(1)	0

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 DECEMBER 2021**

	Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
<b>By Class</b>						
<b>Motor Vehicles</b>						
Subaru Outback	19,610	25,000	(5,390)	16,989	26,500	(9,511)
Mazda CX9	34,589	31,000	3,589			-
<b>Plant &amp; Equipment</b>						
JCB Backhoe	123,630	45,000	78,630			-
Komatsu Grader	158,973	90,000	68,973			-
Dual Pig Trailer (Howard Porter)	-	5,000	(5,000)			-
			-			-
<b>TOTAL</b>	<b>336,802</b>	<b>196,000</b>	<b>140,802</b>	<b>16,989</b>	<b>26,500</b>	<b>(9,511)</b>
<b>By Program</b>						
<b>Health</b>						
Subaru Outback	19,610	25,000	(5,390)	16,989	26,500	(9,511)
<b>Transport</b>						
Mazda CX9	34,589	31,000	3,589	-	-	-
	-	-	-	-	-	-
<b>Other Property &amp; Services</b>						
JCB Backhoe	123,630	45,000	78,630	-	-	-
Komatsu Grader	158,973	90,000	68,973	-	-	-
Dual Pig Trailer (Howard Porter)	-	5,000	(5,000)			-
<b>TOTAL</b>	<b>336,802</b>	<b>196,000</b>	<b>140,802</b>	<b>16,989</b>	<b>26,500</b>	<b>(9,511)</b>
			-			
<b>Motor Vehicle and Plant &amp; Equipment Change Over</b>	<b>Current Budget Purchase Price</b>	<b>Current Budget Sale</b>	<b>Current Change-Over Budget</b>	<b>Actual Purchase</b>	<b>Actual Sale</b>	<b>Change-Over</b>
<b>Motor Vehicles</b>						
Subaru Outback	66,000	25,000	41,000	65,835	26,500	39,335
Mazda CX9	44,000	31,000	13,000	-		-
			-	-		-
<b>Sub-total</b>	<b>110,000</b>	<b>56,000</b>	<b>54,000</b>	<b>65,835</b>	<b>26,500</b>	<b>39,335</b>
<b>Plant &amp; Equipment</b>						
JCB Backhoe	210,000	45,000	165,000	249,800		249,800
Komatsu Grader	390,000	90,000	300,000	-		-
Dual Pig Trailer (Howard Porter) TK34	50,000	5,000	45,000	-		-
Skidmount	55,000		55,000	-		-
Gang Mower	-			-		-
Generator for Tip	6,000			-		-
Various Trailer Replacements	40,000		40,000	-	-	-
<b>Sub-total</b>	<b>751,000</b>	<b>140,000</b>	<b>605,000</b>	<b>249,800</b>	<b>-</b>	<b>249,800</b>
	<b>861,000</b>	<b>196,000</b>	<b>659,000</b>	<b>315,635</b>	<b>26,500</b>	<b>289,135</b>

**SHIRE OF WONGAN - BALLIDU**  
**REPORT ON BORROWINGS AS AT 31 DECEMBER 2021**

**Existing Loans** \* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Dec 21	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2021	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Dec 21
147	Aged Persons	Ninan House*	Jul-2022		100,000	-	-	-	15,158	-	(4,883)	10,278
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	(4,449)	243,798	-	(8,625)	235,173
152	Co-Location Construction	Shire	Dec-2039		2,000,000	(21,026)	-	(21,307)	1,876,706	-	(41,946)	1,834,760
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025		40,000	-	-	-	36,058	-	(3,955)	32,103
<b>TOTAL EXISTING LOANS</b>				-	<b>2,440,000</b>	<b>(21,026)</b>	-	<b>(25,756)</b>	<b>2,171,720</b>	-	<b>(59,409)</b>	<b>2,112,314</b>

**Shire Loan Summary**  
**Self Supporting Loan Summary**

-	<b>2,000,000</b>	<b>(21,026)</b>	-	<b>(21,307)</b>	<b>1,876,706</b>	-	<b>(41,946)</b>	<b>1,834,760</b>
-	<b>440,000</b>	-	-	<b>(4,449)</b>	<b>295,014</b>	-	<b>(17,463)</b>	<b>277,554</b>

Current loan liability  
Non current liability  
**Total Loan Liability**

Loan Balance @ 31 Dec 21	SSL	Shire	Total
(60,177)	(17,801)	(42,376)	(60,177)
(2,052,137)	(259,751)	(1,792,386)	(2,052,137)
<b>(2,112,314)</b>	<b>(277,552)</b>	<b>(1,834,762)</b>	<b>(2,112,314)</b>

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 31 DECEMBER 2021															
ADOPTED FULL YEAR'S BUDGET								CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 DECEMBER 2021			
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer from / Interest	Transfer to Muni/ Transfer from Reserve	Transfer from Muni/ Transfer to Reserve	Actual Balance
Community Resource Centre Reserve	01989	(37,344)	(37,344)	(187)	-	-	(37,531)	(187)	-	-	(37,531)	(40)	-	-	(37,384)
Depot Improvement Reserve	01940	(10,546)	(10,546)	(53)	-	-	(10,599)	(53)	-	-	(10,599)	(11)	-	-	(10,557)
Historical Publications Reserve	01965	(7,108)	(7,108)	(36)	-	-	(7,144)	(36)	-	-	(7,144)	(8)	-	-	(7,116)
Housing Reserve	01955	(117,862)	(117,862)	(591)	200,000	(245,000)	(163,453)	(591)	200,000	(245,000)	(163,453)	(126)	-	-	(117,988)
LSL Reserve	01935	(41,735)	(41,735)	(209)	-	-	(41,944)	(209)	-	-	(41,944)	(45)	-	-	(41,780)
Special Projects Reserve	01975	(360,900)	(360,900)	(1,809)	30,000	-	(332,709)	(1,809)	70,000	-	(292,709)	(386)	-	-	(361,286)
Patterson Street JV Housing Reserve	01988	(49,232)	(49,232)	(247)	-	(5,000)	(54,479)	(247)	-	(5,000)	(54,479)	(53)	-	-	(49,285)
Plant Reserve	01945	(594,288)	(594,288)	(2,978)	641,000	(740,000)	(696,266)	(2,978)	641,000	(740,000)	(696,266)	(636)	-	-	(594,924)
Quinlan Street JV Housing Reserve	01987	(49,788)	(49,788)	(250)	-	(5,000)	(55,038)	(250)	-	(5,000)	(55,038)	(53)	-	-	(49,841)
Stickland JV Housing Reserve	01986	(53,446)	(53,446)	(268)	-	(5,000)	(58,714)	(268)	-	(5,000)	(58,714)	(57)	-	-	(53,503)
Swimming Pool Reserve	01970	(63,993)	(63,993)	(321)	49,000	-	(15,314)	(321)	49,000	-	(15,314)	(69)	-	-	(64,062)
Waste Management Reserve	01920	(50,239)	(50,239)	(252)	-	(5,000)	(55,491)	(252)	-	(5,000)	(55,491)	(54)	-	-	(50,293)
Sporting Co-Location Reserve	01990	(425,241)	(425,241)	(2,126)	331,750	-	(95,617)	(2,126)	331,750	-	(95,617)	(455)	-	-	(425,696)
Doctors Subsidy Reserve	01991	(50,000)	(50,000)	(250)	50,250	-	-	(250)	50,250	-	-	-	-	-	(50,000)
IT Replacement Reserve	01992	-	-	-	-	(52,000)	(52,000)	-	-	(52,000)	(52,000)	-	-	-	-
TOTALS		(1,911,722)	(1,911,722)	(9,575)	1,302,000	(1,057,000)	(1,676,297)	(9,575)	1,342,000	(1,057,000)	(1,636,297)	(1,993)	-	-	(1,913,715)



**SHIRE OF WONGAN-BALLIDU**  
**BANK RECONCILIATIONS FOR 31 DECEMBER 2021**

	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
<b>Opening Balance</b>	6,142,283.02	4,176,101.64	51,739.84	1,913,591.54	850.00
<b>Add:</b> Receipts	1,090,335.11	1,090,064.17		270.94	
Adjustment	-				
Transfers In/(Out)	-				
	-				
<b>Less:</b> Payments - EFT & Cheques	(1,701,591.17)	(1,701,591.17)			
Payments - Bank Fees	(742.02)	(742.02)			
Investment - Transfers In/Out	-				
	-				
<b>Balance as per General Ledger</b>	<b>5,530,284.94</b>	<b>3,563,832.62</b>	<b>51,739.84</b>	<b>1,913,862.48</b>	<b>850.00</b>
<b>Balance as per Bank Statements</b>	336,311.85	284,571.90	51,739.95		
<b>Balance as per Bank Deposit Certificates</b>	1,913,862.45	-		1,913,862.45	
<b>Balance as per Holder Certificates</b>	3,281,164.21	3,280,314.21			850.00
<b>Add:</b> Outstanding Deposits	1,914.30	1,914.30			
Adjustments -	-				
	-				
<b>Less:</b> Unpresented Payments	(2,967.79)	(2,967.79)			
	-				
Adjustments & Transfers	(0.11)		(0.11)		
Rounding	0.03			0.03	
<b>Balance as per Cash Book</b>	<b>5,530,284.94</b>	<b>3,563,832.62</b>	<b>51,739.84</b>	<b>1,913,862.48</b>	<b>850.00</b>

**SHIRE OF WONGAN - BALLIDU**  
**INVESTMENT REPORT FOR 31 DECEMBER 2021**

**MUNICIPAL INVESTMENTS**

**Matured Municipal Investments**

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
<b>Total of matured municipal investments</b>							\$ -	\$ -	\$ -	\$ -	\$ -

**Current Municipal Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
4705-91546	ANZ Online Saver Account		7/11/2018				\$ 879,888.79	\$ (880,239.98)	\$ 351.19	\$ 0.00	\$ 351.19
036-177 160485	Westpac Online Saver Account		6/10/2021				\$ 3,000,000.00	\$ 280,239.98	\$ 74.23	\$ 3,280,314.21	\$ 74.23
<b>Total of current municipal investments</b>							\$ 3,879,888.79	\$ (600,000.00)	\$ 425.42	\$ 3,280,314.21	\$ 425.42

**RESERVE INVESTMENTS**

**Matured Reserve Investments**

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9788-42609	Term Deposit		5/08/2021	5/09/2021	30	0.10%	\$ 560,961.98	\$ (561,054.19)	\$ 92.21	\$ 0.00	\$ 92.21
9202-06415	Term Deposit		31/07/2021	31/08/2021	30	0.10%	\$ 502,200.37	\$ (502,286.36)	\$ 85.99	\$ 0.00	\$ 85.99
9789-82644	Term Deposit		3/04/2021	3/10/2021	183	0.10%	\$ 88,091.68	\$ (88,135.84)	\$ 44.16	\$ (0.00)	\$ 44.16
<b>Total of matured reserve investments</b>							\$ 1,151,254.03	\$ (1,151,476.39)	\$ 222.36	\$ 0.00	\$ 222.36

**Current Reserve Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
2527-63397	Reserve Saver						\$ 760,614.93	\$ 651,476.39	\$ 1,716.34	\$ 1,413,807.66	\$ 1,716.34
							\$ 500,000.00		\$ 54.79	\$ 500,054.79	\$ 54.79
<b>Total of reserve investments and cash</b>							\$ 1,260,614.93	\$ 651,476.39	\$ 1,771.13	\$ 1,913,862.45	\$ 1,771.13

<b>Total of matured municipal and reserve investment</b>							\$ 1,151,254.03	\$ (1,151,476.39)	\$ 222.36	\$ 0.00	\$ 222.36
<b>Total of current municipal and reserve investment and cash</b>							\$ 5,140,503.72	\$ 51,476.39	\$ 2,196.55	\$ 5,194,176.66	\$ 2,196.55

**SHIRE OF WONGAN - BALLIDU**  
**RATES AND CHARGES OUTSTANDING 31 DECEMBER 2021**

		Rates and Charges Raised for 2021/2022	\$ 3,334,751.95	Rates and service charges - raised 30.7.21
<b>Rates and Charges Outstanding Breakdown</b>				
Total Amount Outstanding		31.12.21	\$ 469,159.69	14%
Outstanding same time last year		31.12.20	\$ 501,705.69	15%
<b>SUNDRY DEBTORS OUTSTANDING 31 DECEMBER 2021</b>				
<b>Debtors Ageing Summary</b>				
Current			\$ 39,749.69	
30 Days			\$ 4,141.58	
60 Days			\$ -	
90 Days & Over			\$ 78,061.15	
Credit Balance			\$ (7,066.72)	
<b>Total Outstanding</b>			<b>\$ 114,885.70</b>	
<b>Accounts 90 Days &amp; Over:</b>				
<b>Date</b>	<b>Dr No.</b>	<b>Comments</b>	<b>Amount</b>	
17/05/2019	1370	Standpipe Fees	\$ 1,328.25	Company in Liquidation
30/06/2021	1382	Refund	\$ 72,290.40	Copy sent - follow up phone call
23/07/2021	416	Bitumen Driveway	\$ 4,250.00	Job yet to be completed
22/09/2021	1478	Food Licence	\$ 120.00	Letter sent - MW following up
28/09/2021	158	Printing	\$ 22.50	Original not received as email address incorrect. Copy sent.
30/09/2021	1503	Tip Fees	\$ 50.00	Copy sent. Phone call to follow up
<b>Total</b>			<b>\$ 78,061.15</b>	

## 9.2.4 FINANCIAL REPORTS FOR JANUARY 2022

<b>FILE REFERENCE:</b>	F1.4
<b>REPORT DATE:</b>	09 February 2022
<b>APPLICANT/PROPONENT:</b>	N/A
<b>OFFICER DISCLOSURE OF INTEREST:</b>	Nil
<b>PREVIOUS MEETING REFERENCES:</b>	Nil
<b>AUTHOR:</b>	Alan Hart - Deputy Chief Executive Officer
<b>ATTACHMENTS:</b>	9.2.4a Financial Reports

### PURPOSE OF REPORT:

That the following statements and reports for the month ended January 2022 be received.

### BACKGROUND:

Under the Local Government (Financial Management) Regulations 1996 ('FMR') 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 1995* 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; and
- 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:

- 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; and
  - 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:**

Council Policy 4.8 - Monthly Financial Reporting Requirements.

**LEGISLATIVE REQUIREMENTS:**

- *Local Government Act 1995*
- Local Government (Financial Management) Regulations 1996

**STRATEGIC IMPLICATIONS:**

There are no Strategic Implications relating to this item.

**SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known environmental impacts associated with this proposal.
- **Economic**  
There are no known economic impacts associated with this proposal.
- **Social**  
There are no known social implications associated with this proposal.

**FINANCIAL IMPLICATIONS:**

The financial reports for the period ending January 2022 are attached to the Council Agenda.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**MOVED: Cr Tunstill**

**SECONDED: Cr West**

That the following Statements and Reports for the month ended January 2022 be received:

- Monthly Statements as follows: -

l)	Statement of Financial Activity (by Nature and Type)	FM Regs 34
m)	Statement of Operating Activities by Programme/Activity (Summary)	FM Regs 34
n)	Statement of Net Current Assets (NCA)	FM Regs 34
o)	Rate setting statement	Discretionary
p)	Disposal of Assets	Discretionary
q)	Rates Outstanding Report	Discretionary
r)	Debtors Outstanding Report	Discretionary
s)	Bank Reconciliation Report	Discretionary
t)	Investment Report	Discretionary
u)	Reserve Account Balances Report	Discretionary
v)	Loans Schedule	Discretionary

**CARRIED:6/0**  
**RESOLUTION:100222**

SHIRE OF WONGAN-BALLIDU							
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 JANUARY 2022							
	Approved Budget 2021- 2022	Current Budget 2021-2022	YTD Budget	YTD Actual	Page	Variance Over or Under	10%
<b>INCOME</b>							
Rates	(3,061,114)	(3,061,114)	(3,060,264)	(3,065,340)		(0.2%)	✓
Grants Operating, Subsidies & Contributions	(1,513,732)	(1,513,732)	(699,231)	(883,020)		(26.3%)	×
Non Operating Grants, Subsidies & Contributions	(4,576,404)	(4,576,404)	(210,000)	(190,909)		9.1%	✓
Fees & Charges & Service Charges	(621,697)	(621,697)	(338,954)	(704,631)		(107.9%)	×
Other Revenue	(125,821)	(125,821)	(65,541)	(94,221)		(43.8%)	×
Interest	(49,416)	(49,416)	(24,067)	(21,482)		10.7%	×
Profit on sale of Assets	(10,390)	(10,390)	(5,000)	(10,851)		(117.0%)	×
<b>a: TOTAL INCOME</b>	<b>(9,958,574)</b>	<b>(9,958,574)</b>	<b>(4,403,057)</b>	<b>(4,970,454)</b>			
<b>OPERATING EXPENSES</b>							
Employee Costs	2,361,003	2,361,003	1,406,268	1,246,079		11.4%	×
Materials & Contracts	1,153,985	1,193,985	746,137	1,062,935		(42.5%)	×
Utilities (Gas, Electricity) etc.	357,816	357,816	181,829	217,043		(19.4%)	×
Interest	47,668	47,668	21,756	24,032	11	(10.5%)	×
Insurance	279,860	279,860	277,202	257,430		7.1%	✓
Other General	344,763	344,763	228,231	205,272		10.1%	×
Loss on Asset Disposals	151,192	151,192	59,870	-		100.0%	×
Depreciation	2,520,170	2,520,170	1,494,983	1,534,151		(2.6%)	✓
<b>b: TOTAL OPERATING EXPENSES</b>	<b>7,216,457</b>	<b>7,256,457</b>	<b>4,416,275</b>	<b>4,546,943</b>			
<b>c: NET OPERATING (SURPLUS) / DEFICIT</b>	<b>(2,742,117)</b>	<b>(2,702,117)</b>	<b>13,218</b>	<b>(423,511)</b>			
<b>CAPITAL EXPENSES</b>							
Land & Buildings	1,686,931	1,686,931	159,474	76,031		52.3%	×
Furniture & Equipment	235,000	235,000	36,500	46,407		(27.1%)	×
Motor Vehicles	110,000	110,000	64,162	107,918		(68.2%)	×
Plant	751,000	751,000	498,743	256,764		48.5%	×
Infrastructure Other	418,139	418,139	141,893	36,176		74.5%	×
Infrastructure Roads	3,999,805	3,999,805	1,361,786	1,759,471		(29.2%)	×
<b>d: TOTAL CAPITAL</b>	<b>7,200,875</b>	<b>7,200,875</b>	<b>2,262,558</b>	<b>2,282,767</b>			
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,458,759</b>	<b>4,498,759</b>	<b>2,275,776</b>	<b>1,859,256</b>			
<b>ADJUST - NON CASH ITEMS</b>							
Depreciation	(2,520,170)	(2,520,170)	(1,494,983)	(1,534,151)			
Accruals and Adjustments				-			
Profit on sale of assets	10,390	10,390	5,000	10,851	6		
Loss on sale of assets	(151,192)	(151,192)	(59,870)	-	6		
<b>FINANCING ACTIVITIES</b>							
Proceeds from Sale of Assets	(196,000)	(196,000)	(92,240)	(59,227)	6		
Transfer from reserves	(1,302,000)	(1,342,000)	(1,342,000)	-	10		
Transfer to reserves	1,057,000	1,057,000	1,057,000	-	10		
Interest paid to reserves	9,575	9,575	5,530	2,280	10		
Net Movement in LSL Reserve			-	(51)			
LSL Provision in reserves			-	-			
Loan proceeds	-	-	-	-			
Loan principal repayment	119,587	119,587	119,587	64,460	11		
Loan to SSL Parties	-	-	-	-			
SSL Principal Reimbursements	(35,265)	(35,265)	(35,265)	(22,514)	11		
Less (Surplus)/deficit B/Fwd	(1,450,684)	(1,450,684)	(1,450,684)	(1,666,553)	5		
<b>ADJUSTED CLOSING (SURPLUS) / DEFICIT</b>	<b>(0)</b>	<b>(0)</b>	<b>(1,012,150)</b>	<b>(1,345,651)</b>			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			<b>Key</b>		Within budget tolerance of 10%		
					Over budget tolerance of 10%		
					Under budget tolerance of 10%		

**Shire of Wongan-Ballidu**  
**Variance Report 31 January 2022**

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly 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	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	(5,076)	Within Threshold	Rates	Within Council variance reporting threshold.
✗	(183,789)	Timing	Grants Operating, Subsidies & Contributions	Operating Grants received in advance of what is estimated to be received at this time of the year.
✓	19,091	Within Threshold	Non Operating Grants, Subsidies & Contributions	Within Council variance reporting threshold.
✗	(365,676)	Permanent	Fees & Charges & Service Charges	Fees and Charges income is higher than expected due to Department of Transport Licencing income now being received through the Municipal Fund (previously trust account). This will be addressed during the Budget Review.
✗	(28,680)	Timing	Other Revenue	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	2,585	Permanent	Interest	Due to low interest rates, revenue from interest earnings is lower than predicted in the Annual Budget.
✗	(5,851)	Timing	Profit on sale of Assets	The profit on disposal of the Dr Vehicle was higher than expected due to a higher trade in. As this is a non-cash item item, this will not affect the result at the end of the year.
Operating Expenditure				
✗	(160,189)	Timing	Employee Costs	Employee Costs are lower than anticipated. Staff Vacancies has partially attributed to this. In addition, over the rest of the financial year, as the works program is completed this variance will reduce.
✗	316,799	Permanent	Materials & Contracts	Expenditure on Materials and Contracts is higher than expected due to Department of Transport Licencing payments. This will be addressed during the Budget Review
✗	35,215	Timing	Utilities (Gas, Electricity) etc.	Utility charges vary depending on when accounts are processed as they are received bi-monthly.
✗	2,276	Timing	Interest	This is a timing variance only and is not expected to alter the result at the end of the financial year
✓	(19,772)	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	(22,959)	Timing	Other General	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	(59,870)	Timing	Loss on Asset Disposals	This is a timing variance only and is not expected to alter the result at the end of the financial year
✓	39,168	Within Threshold	Depreciation	Within Council variance reporting threshold.
Capital				
✗	(83,443)	Timing	Land & Buildings	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	9,907	Timing	Furniture & Equipment	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	43,756	Timing	Motor Vehicles	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	(241,979)	Timing	Plant	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	(105,717)	Timing	Infrastructure Other	This is a timing variance only and is not expected to alter the result at the end of the financial year
✗	397,685	Timing	Infrastructure Roads	This is a timing variance only and is not expected to alter the result at the end of the financial year



**SHIRE OF WONGAN-BALLIDU**  
**STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 31 JANUARY 2022**

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
<b>INCOME</b>				
General Purpose Funding	(4,177,066)	(4,177,066)	(3,467,304)	(3,671,252)
Governance	(35,021)	(35,021)	(27,210)	(27,858)
Law, Order & Public Safety	(55,150)	(55,150)	(33,813)	(37,953)
Health	(84,490)	(84,490)	(35,426)	(24,263)
Education & Welfare	(11,120)	(11,120)	(1,309)	(2,744)
Housing	(64,500)	(64,500)	(37,183)	(38,031)
Community Amenities	(216,014)	(216,014)	(121,542)	(153,059)
Recreation & Culture	(1,032,000)	(1,032,000)	(25,832)	(34,278)
Transport	(3,862,169)	(3,862,169)	(415,265)	(405,074)
Economic Services	(59,800)	(59,800)	(7,025)	(69,480)
Other Property & Services	(361,244)	(361,244)	(231,148)	(506,463)
<b>a: TOTAL INCOME</b>	<b>(9,958,574)</b>	<b>(9,958,574)</b>	<b>(4,403,057)</b>	<b>(4,970,454)</b>
<b>OPERATING EXPENSES</b>				
General Purpose Funding	105,726	105,726	60,895	62,619
Governance	550,799	550,799	356,836	218,394
Law, Order & Public Safety	165,592	165,592	98,919	126,055
Health	407,106	407,106	229,201	223,027
Education & Welfare	221,573	221,573	111,994	94,350
Housing	172,364	172,364	95,714	108,547
Community Amenities	530,375	530,375	336,891	301,105
Recreation & Culture	1,689,422	1,689,422	1,024,855	991,198
Transport	2,900,038	2,900,038	1,710,905	1,665,485
Economic Services	189,073	189,073	130,733	149,012
Other Property & Services	284,390	324,390	259,322	607,149
<b>b: TOTAL OPERATING EXPENSES</b>	<b>7,216,457</b>	<b>7,256,458</b>	<b>4,416,265</b>	<b>4,546,943</b>
<b>c: NET OPERATING (SURPLUS)/DEFICIT</b>	<b>(2,742,117)</b>	<b>(2,702,116)</b>	<b>13,208</b>	<b>(423,511)</b>
<b>CAPITAL EXPENSES</b>				
General Purpose Funding	-	-	-	-
Governance	245,000	245,000	42,331	35,184
Law, Order & Public Safety	-	-	-	11,223
Health	81,101	81,101	53,556	71,797
Education & Welfare	-	-	-	-
Housing	47,805	47,805	27,874	29,835
Community Amenities	323,431	323,431	45,143	-
Recreation & Culture	1,022,758	1,022,758	22,499	26,554
Transport	5,220,865	5,220,865	2,036,218	2,088,791
Economic Services	59,915	59,915	34,937	19,382
Other Property & Services	200,000	200,000	-	-
<b>d: TOTAL CAPITAL EXPENSES</b>	<b>7,200,875</b>	<b>7,200,875</b>	<b>2,262,558</b>	<b>2,282,767</b>
<b>e: TOTAL OPERATING &amp; CAPITAL</b>	<b>4,458,759</b>	<b>4,498,759</b>	<b>2,275,766</b>	<b>1,859,256</b>

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF NET CURRENT ASSETS AS AT 31 JANUARY 2022**

<b>NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).</b>	<b>2020-2021</b>	<b>Original Budget</b>	<b>2021-2022</b>
<b>SURPLUS / (DEFICIT)</b>	1,666,553	48	1,345,651
<b>COMPRISES</b>			
Cash (including reserves)	4,251,107	1,425,747	5,253,560
Current rates	170,583	144,760	305,303
Sundry debtors	168,255	44,564	106,375
Tax receivables	28,294	23,264	44,456
Other debtors	11,882	22,723	14,907
A: SSL debtors (are excluded see D: adj)	35,265	39,089	12,751
Inventories	31,343	10,541	3,014
<b>Less:</b>			
Reserves	(1,911,869)	(1,396,857)	(1,914,149)
Sundry creditors\Prepaid Income	(669,267)	(29,564)	(2,051,974)
Accrued interest	(4,872)	-	(0)
ESL Levy Owed	(5,395)	-	(62,163)
PAYG/GST Due To ATO	(21,969)	-	(46,252)
B: Other - (are excluded see D: adj)		(5,000)	
LSL Cash backed Reserve	41,735	41,944	41,790
Tax liabilities	(16,602)		33,571
Other - Trust	88		(222)
C: Loan liability (are excluded see D: adj)	(124,515)	(125,470)	(60,055)
Current employee benefits provisions	(406,760)	(287,074)	(382,565)
D: Adjustments (see above A to C)	89,251	91,381	47,305
Surplus / (Deficit) Variance	1,666,553	48	1,345,651
<b>NOTE 1B: CLOSING FUNDS alternate format to Note 1 above</b>	<b>2020-2021</b>	<b>Original Budget</b>	<b>2021-2022</b>
<b>Current assets</b>			
Cash & cash equivalents	4,251,107	1,425,747	5,253,560
Sundry debtors	414,280	274,400	483,792
Inventories	31,343	10,541	3,014
<b>Total current assets</b>	4,696,729	1,710,688	5,740,365
<b>Current liabilities</b>			
Creditors/Accounts Payable/Prepaid Income	(718,106)	(29,564)	(2,126,818)
Current loan liability	(124,515)	(125,470)	(60,055)
Provisions	(406,760)	(287,074)	(382,565)
<b>Total current liability</b>	(1,249,381)	(442,108)	(2,569,438)
<b>Net current assets</b>	3,447,348	1,268,580	3,170,927
Less: restricted reserves	(1,911,869)	(1,396,857)	(1,914,149)
Less: SSL principal repayments	(35,265)	(39,089)	(12,751)
Add back: Current loan liability	124,515	125,470	60,055
Add back: LSL Cash backed Reserve	41,735	41,944	41,790
Add back: Movement in provisions between current and non-current			
Other - Trust	88	-	(222)
Surplus / (Deficit) Variance	1,666,553	48	1,345,651

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 31 JANUARY 2022			
	2020-2021 Approved Budget	2020-2021 Current Budget	2020-2021 Year-to-Date Actual
<b>OPERATING INCOME</b>			
General Purpose Funding	(1,115,952)	(1,115,952)	(605,911)
Governance	(35,021)	(35,021)	(27,858)
Law, Order & Public Safety	(55,150)	(55,150)	(37,953)
Health	(84,490)	(84,490)	(24,263)
Education & Welfare	(11,120)	(11,120)	(2,744)
Housing	(64,500)	(64,500)	(38,031)
Community Amenities	(216,014)	(216,014)	(153,059)
Recreation & Culture	(1,032,000)	(1,032,000)	(34,278)
Transport	(3,862,169)	(3,862,169)	(405,074)
Economic Services	(59,800)	(59,800)	(69,480)
Other Property & Services	(361,244)	(361,244)	(506,463)
<b>A</b>	<b>(6,897,460)</b>	<b>(6,897,460)</b>	<b>(1,905,114)</b>
<b>OPERATING EXPENSES</b>			
General Purpose Funding	105,726	105,726	62,619
Governance	550,799	550,799	218,394
Law, Order & Public Safety	165,592	165,592	126,055
Health	407,106	407,106	223,027
Education & Welfare	221,573	221,573	94,350
Housing	172,364	172,364	108,547
Community Amenities	530,375	530,375	301,105
Recreation & Culture	1,689,422	1,689,422	991,198
Transport	2,900,038	2,900,038	1,665,485
Economic Services	189,073	189,073	149,012
Other Property & Services	284,390	324,390	607,149
<b>B</b>	<b>7,216,457</b>	<b>7,256,457</b>	<b>4,546,943</b>
<b>C= A and B</b>	<b>318,997</b>	<b>358,997</b>	<b>2,641,829</b>
<b>ADJUST FOR CASH BUDGET REQUIREMENTS</b>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,520,170)	(2,520,170)	(1,534,151)
Accruals and Adjustments	-	-	-
Profit/(Loss) on Asset Sales	(140,802)	(140,802)	10,851
<u>Capital Expenditure &amp; Income</u>			
Purchase of land & buildings	1,686,931	1,686,931	76,031
Purchase of furniture & equipment	235,000	235,000	46,407
Purchase of motor vehicles	110,000	110,000	107,918
Purchase of plant & machinery	751,000	751,000	256,764
Purchase of other infrastructure	418,139	418,139	36,176
Purchase of roads infrastructure	3,999,805	3,999,805	1,759,471
Proceeds from sale of assets	(196,000)	(196,000)	(59,227)
<u>Financing Activities</u>			
Repayment of Loan Principal	119,587	119,587	64,460
Loan proceeds / refinancing CL to NCL adj	-	-	-
Loans paid to SSL parties	-	-	-
Self Supporting Loan Income	(35,265)	(35,265)	(22,514)
<u>Reserve Movements</u>			
Transfers to Reserves	1,057,000	1,057,000	-
Interest paid to Reserves	9,575	9,575	2,280
Transfer from Reserves	(1,302,000)	(1,342,000)	-
Net Movement in LSL Reserve	-	-	(51)
LSL Provsion in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(1,450,684)	(1,450,684)	(1,666,553)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(1,345,651)
<b>AMOUNT REQUIRED TO BE RAISED FROM RATES</b>	<b>3,061,113</b>	<b>3,061,113</b>	<b>3,065,340</b>
<b>TOTAL RATES RAISED</b>	<b>3,061,114</b>	<b>3,061,114</b>	<b>3,065,340</b>
(Surplus) / Deficit Variance	(1)	(1)	0

**SHIRE OF WONGAN-BALLIDU**  
**ANALYSIS OF DISPOSED ASSETS AS AT 31 JANUARY 2022**

		Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
Asset No							
<b>By Class</b>							
<b>Motor Vehicles</b>							
Subaru Outback		19,610	25,000	(5,390)	16,989	26,500	(9,511)
Mazda CX9		34,589	31,000	3,589	31,387	32,727	(1,340)
<b>Plant &amp; Equipment</b>							
JCB Backhoe		123,630	45,000	78,630			-
Komatsu Grader		158,973	90,000	68,973			-
Dual Pig Trailer (Howard Porter)		-	5,000	(5,000)			-
1403				-			-
<b>TOTAL</b>		<b>336,802</b>	<b>196,000</b>	<b>140,802</b>	<b>48,376</b>	<b>59,227</b>	<b>(10,851)</b>
<b>By Program</b>							
<b>Governance</b>							
Subaru Outback		19,610	25,000	(5,390)	16,989	26,500	(9,511)
<b>Transport</b>							
Mazda CX9		34,589	31,000	3,589	31,387	32,727	(1,340)
				-	-	-	-
<b>Other Property &amp; Services</b>							
JCB Backhoe		123,630	45,000	78,630	-	-	-
Komatsu Grader		158,973	90,000	68,973	-	-	-
Dual Pig Trailer (Howard Porter)		-	5,000	(5,000)	-	-	-
1403				-			-
<b>TOTAL</b>		<b>336,802</b>	<b>196,000</b>	<b>140,802</b>	<b>48,376</b>	<b>59,227</b>	<b>(10,851)</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>							
Subaru Outback		66,000	25,000	41,000	65,835	26,500	39,335
Mazda CX9		44,000	31,000	13,000	42,083	32,727	9,356
				-	-		-
<b>Sub-total</b>		<b>110,000</b>	<b>56,000</b>	<b>54,000</b>	<b>107,918</b>	<b>59,227</b>	<b>48,691</b>
<b>Plant &amp; Equipment</b>							
JCB Backhoe		210,000	45,000	165,000	249,800		249,800
Komatsu Grader		390,000	90,000	300,000	-		-
Dual Pig Trailer (Howard Porter) TK34		50,000	5,000	45,000	-		-
Skidmount		55,000		55,000	-		-
Gang Mower		-			6,964		
Generator for Tip		6,000			-		-
Various Trailer Replacements		40,000		40,000	-	-	-
<b>Sub-total</b>		<b>751,000</b>	<b>140,000</b>	<b>605,000</b>	<b>256,764</b>	<b>-</b>	<b>249,800</b>
<b>TOTAL</b>		<b>861,000</b>	<b>196,000</b>	<b>659,000</b>	<b>364,682</b>	<b>59,227</b>	<b>298,491</b>

**SHIRE OF WONGAN - BALLIDU**  
**REPORT ON BORROWINGS AS AT 31 JANUARY 2022**

**Existing Loans** \* Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Jan 22	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2021	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Jan 22
147	Aged Persons	Ninan House*	Jul-2022		100,000	(5,051)	-	-	15,158	-	(9,934)	5,227
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	(4,449)	243,798	-	(8,625)	235,173
152	Co-Location Construction	Shire	Dec-2039		2,000,000	-	-	(21,307)	1,876,706	-	(41,946)	1,834,760
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025		40,000	-	-	-	36,058	-	(3,955)	32,103
<b>TOTAL EXISTING LOANS</b>				-	<b>2,440,000</b>	<b>(5,051)</b>	-	<b>(25,756)</b>	<b>2,171,720</b>	-	<b>(64,460)</b>	<b>2,107,263</b>

**Shire Loan Summary**  
**Self Supporting Loan Summary**

-	<b>2,000,000</b>	-	-	<b>(21,307)</b>	<b>1,876,706</b>	-	<b>(41,946)</b>	<b>1,834,760</b>
-	<b>440,000</b>	<b>(5,051)</b>	-	<b>(4,449)</b>	<b>295,014</b>	-	<b>(22,514)</b>	<b>272,503</b>

Current loan liability  
Non current liability  
**Total Loan Liability**

Loan Balance @ 31 Jan 22	SSL	Shire	Total
(55,126)	(12,750)	(42,376)	(55,126)
(2,052,137)	(259,751)	(1,792,386)	(2,052,137)
<b>(2,107,263)</b>	<b>(272,501)</b>	<b>(1,834,762)</b>	<b>(2,107,263)</b>

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 31 JANUARY 2022															
ADOPTED FULL YEAR'S BUDGET								CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 JANUARY 2022			
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer from / Interest	Transfer to Muni/ Transfer from Reserve	Transfer from Muni/ Transfer to Reserve	Actual Balance
Community Resource Centre Reserve	01989	(37,344)	(37,344)	(187)	-	-	(37,531)	(187)	-	-	(37,531)	(46)	-	-	(37,390)
Depot Improvement Reserve	01940	(10,546)	(10,546)	(53)	-	-	(10,599)	(53)	-	-	(10,599)	(13)	-	-	(10,559)
Historical Publications Reserve	01965	(7,108)	(7,108)	(36)	-	-	(7,144)	(36)	-	-	(7,144)	(9)	-	-	(7,117)
Housing Reserve	01955	(117,862)	(117,862)	(591)	200,000	(245,000)	(163,453)	(591)	200,000	(245,000)	(163,453)	(144)	-	-	(118,006)
LSL Reserve	01935	(41,735)	(41,735)	(209)	-	-	(41,944)	(209)	-	-	(41,944)	(51)	-	-	(41,786)
Special Projects Reserve	01975	(360,900)	(360,900)	(1,809)	30,000	-	(332,709)	(1,809)	70,000	-	(292,709)	(442)	-	-	(361,342)
Patterson Street JV Housing Reserve	01988	(49,232)	(49,232)	(247)	-	(5,000)	(54,479)	(247)	-	(5,000)	(54,479)	(60)	-	-	(49,292)
Plant Reserve	01945	(594,288)	(594,288)	(2,978)	641,000	(740,000)	(696,266)	(2,978)	641,000	(740,000)	(696,266)	(728)	-	-	(595,016)
Quinlan Street JV Housing Reserve	01987	(49,788)	(49,788)	(250)	-	(5,000)	(55,038)	(250)	-	(5,000)	(55,038)	(61)	-	-	(49,849)
Stickland JV Housing Reserve	01986	(53,446)	(53,446)	(268)	-	(5,000)	(58,714)	(268)	-	(5,000)	(58,714)	(65)	-	-	(53,511)
Swimming Pool Reserve	01970	(63,993)	(63,993)	(321)	49,000	-	(15,314)	(321)	49,000	-	(15,314)	(78)	-	-	(64,071)
Waste Management Reserve	01920	(50,239)	(50,239)	(252)	-	(5,000)	(55,491)	(252)	-	(5,000)	(55,491)	(62)	-	-	(50,301)
Sporting Co-Location Reserve	01990	(425,241)	(425,241)	(2,126)	331,750	-	(95,617)	(2,126)	331,750	-	(95,617)	(521)	-	-	(425,762)
Doctors Subsidy Reserve	01991	(50,000)	(50,000)	(250)	50,250	-	-	(250)	50,250	-	-	-	-	-	(50,000)
IT Replacement Reserve	01992	-	-	-	-	(52,000)	(52,000)	-	-	(52,000)	(52,000)	-	-	-	-
TOTALS		(1,911,722)	(1,911,722)	(9,575)	1,302,000	(1,057,000)	(1,676,297)	(9,575)	1,342,000	(1,057,000)	(1,636,297)	(2,280)	-	-	(1,914,002)

**SHIRE OF WONGAN-BALLIDU**  
**BANK RECONCILIATIONS FOR 31 JANUARY 2022**

	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
<b>Opening Balance</b>	5,530,284.94	3,563,832.62	51,739.84	1,913,862.48	850.00
<b>Add:</b> Receipts	274,554.45	274,268.17		286.28	
Adjustment	(150.00)		(150.00)		
Transfers In/(Out)	-				
	-				
<b>Less:</b> Payments - EFT & Cheques	(498,554.02)	(498,554.02)			
Payments - Bank Fees	(985.87)	(985.87)			
Investment - Transfers In/Out	-				
	-				
<b>Balance as per General Ledger</b>	<b>5,305,149.50</b>	<b>3,338,560.90</b>	<b>51,589.84</b>	<b>1,914,148.76</b>	<b>850.00</b>
<b>Balance as per Bank Statements</b>	414,189.56	362,449.61	51,739.95		
<b>Balance as per Bank Deposit Certificates</b>	1,914,148.73	-		1,914,148.73	
<b>Balance as per Holder Certificates</b>	3,031,191.11	3,030,341.11			850.00
<b>Add:</b> Outstanding Deposits	16,896.32	16,896.32			
Adjustments -	-				
	-				
<b>Less:</b> Unpresented Payments	(71,126.14)	(71,126.14)			
	-				
Adjustments & Transfers	(150.11)		(150.11)		
Rounding	0.03			0.03	
<b>Balance as per Cash Book</b>	<b>5,305,149.50</b>	<b>3,338,560.90</b>	<b>51,589.84</b>	<b>1,914,148.76</b>	<b>850.00</b>

**SHIRE OF WONGAN - BALLIDU**  
**INVESTMENT REPORT FOR 31 JANUARY 2021**

**MUNICIPAL INVESTMENTS**

**Matured Municipal Investments**

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
4705-91546	ANZ Online Saver Account			7/11/2018	15/12/2021		\$ 879,888.79	\$ (880,239.98)	\$ 351.19	\$ 0.00	\$ 351.19
<b>Total of matured municipal investments</b>							<b>\$ 879,888.79</b>	<b>\$ (880,239.98)</b>	<b>\$ 351.19</b>	<b>\$ 0.00</b>	<b>\$ 351.19</b>

**Current Municipal Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160485	Westpac Online Saver Account		6/10/2021				\$ 3,000,000.00	\$ 30,239.98	\$ 101.13	\$ 3,030,341.11	\$ 101.13
<b>Total of current municipal investments</b>							<b>\$ 3,000,000.00</b>	<b>\$ 30,239.98</b>	<b>\$ 101.13</b>	<b>\$ 3,030,341.11</b>	<b>\$ 101.13</b>

**RESERVE INVESTMENTS**

**Matured Reserve Investments**

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9788-42609	Term Deposit		5/08/2021	5/09/2021	30	0.10%	\$ 560,961.98	\$ (561,054.19)	\$ 92.21	\$ 0.00	\$ 92.21
9202-06415	Term Deposit		31/07/2021	31/08/2021	30	0.10%	\$ 502,200.37	\$ (502,286.36)	\$ 85.99	\$ 0.00	\$ 85.99
9789-82644	Term Deposit		3/04/2021	3/10/2021	183	0.10%	\$ 88,091.68	\$ (88,135.84)	\$ 44.16	\$ (0.00)	\$ 44.16
<b>Total of matured reserve investments</b>							<b>\$ 1,151,254.03</b>	<b>\$ (1,151,476.39)</b>	<b>\$ 222.36</b>	<b>\$ 0.00</b>	<b>\$ 222.36</b>

**Current Reserve Investments**

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
2527-63397	ANZ Reserve Saver						\$ 760,614.93	\$ 651,476.39	\$ 1,896.45	\$ 1,413,987.77	\$ 1,896.45
036-177 160629	Westpac Reserve Saver						\$ 500,000.00		\$ 160.96	\$ 500,160.96	\$ 160.96
<b>Total of reserve investments and cash</b>							<b>\$ 1,260,614.93</b>	<b>\$ 651,476.39</b>	<b>\$ 2,057.41</b>	<b>\$ 1,914,148.73</b>	<b>\$ 2,057.41</b>

<b>Total of matured municipal and reserve investment</b>							<b>\$ 2,031,142.82</b>	<b>\$ (2,031,716.37)</b>	<b>\$ 573.55</b>	<b>\$ 0.00</b>	<b>\$ 573.55</b>
<b>Total of current municipal and reserve investment and cash</b>							<b>\$ 4,260,614.93</b>	<b>\$ 681,716.37</b>	<b>\$ 2,158.54</b>	<b>\$ 4,944,489.84</b>	<b>\$ 2,158.54</b>



**SHIRE OF WONGAN - BALLIDU**  
**RATES AND CHARGES OUTSTANDING 31 JANUARY 2022**

		Rates and Charges Raised for 2021/2022	\$ 3,334,751.95	Rates and service charges - raised 30.7.21
<b>Rates and Charges Outstanding Breakdown</b>				
Total Amount Outstanding		31.1.22	\$ 340,226.36	<b>10%</b>
Outstanding same time last year		31.1.21	\$ 371,760.15	<b>11%</b>

**SUNDRY DEBTORS OUTSTANDING 31 JANUARY 2022**

<b>Debtors Ageing Summary</b>				
Current			\$ 7,211.74	
30 Days			\$ 27,426.80	
60 Days			\$ 995.47	
90 Days & Over			\$ 77,804.65	
Credit Balance			\$ (7,064.15)	
<b>Total Outstanding</b>			<b>\$ 106,374.51</b>	
<b>Accounts 90 Days &amp; Over:</b>				
<b>Date</b>	<b>Dr No.</b>	<b>Comments</b>	<b>Amount</b>	
17/05/2019	1370	Standpipe Fees	\$ 1,328.25	Company in Liquidation
30/06/2021	1382	Refund	\$ 72,290.40	Copy sent - Refer AH
23/07/2021	416	Bitumen Driveway	\$ 4,066.00	Job yet to be completed (original \$4250.00)
22/09/2021	1478	Food Licence	\$ 120.00	Letter sent - MW following up
<b>Total</b>			<b>\$ 77,804.65</b>	

### 9.2.5 2020/21 AUDIT REPORT- MATERIAL MATTERS

FILE REFERENCE:	F1.3.2
REPORT DATE:	16 February 2022
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	NIL
PREVIOUS MEETING REFERENCES:	SCM 7 <sup>th</sup> February 2022
AUTHOR:	Alan Hart-Deputy Chief Executive Officer
ATTACHMENTS:	Independent Audit Report Local Government Operation Guideline 18 – June 2013.

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

For Council to consider the 2020/21 Auditors finding of an adverse trend in relation to the Operating Surplus which is below the Department of Local Government, Heritage, Culture and the Arts (DLGSC) benchmark and other matters raised in the annual audit.

#### **BACKGROUND:**

Section 7.12A of the Local Government Act requires Local Governments to consider any matters identified as significant by the Auditors and what action the Local Government has taken or intends to take in respect of these matters. In the Auditors report, a significant adverse trend in the financial position of the Shire was identified in relation to the Operating Surplus of the Shire.

#### **COMMENT:**

The benchmark for this ratio as set by the DLGSCI is between 0.01-0.15, the ratio for the Shire in 2019/20 was (0.27), which is below the minimum standard.

This ratio indicates an ability to cover operational costs and have revenues available for capital funding or other purposes.

The Shire's 2020/21 result is (0.27), in comparison, in 2019/20 it was (0.25) and in 2018/19 (0.20). This is well below the minimum standard set by the Department of 0.01.

Accounting standard guidelines indicate that a sustained period of deficits will erode the local governments ability to maintain its both operational service level and asset base. The consistent negative values are mainly due to asset depreciation, which the shire increased significantly with the introduction of fair value accounting.

To some degree this ratio does not accurately represent the Shire's scenario, where a significant proportion of infrastructure renewal (expensed through depreciation) is met by capital grant income. This capital grant income is excluded from the operational revenue and is therefore not included in calculating this ratio.

To address this adverse ratio, it is necessary to re-evaluate the estimated useful lives of the Shire's assets and if necessary, amend the depreciation rates that are applied. This is currently being undertaken through the development of the Shire's Asset Management Plans. A large part of the

preparation of these plans are to verify depreciation values and assessments of useful live. It is possible that once this is complete, depreciation expense can decrease if the current values are overstated.

It is also noted that the current ratio benchmarks is a 'one size fits all' approach. It is understood that many rural local governments have not had an Operating Surplus Ratio that met the standards. The Department and the Office of Auditor General have been working on this issue and it is expected that changes will occur this financial year to address this issue.

The audit report did also note some non-compliance issues. They were in relation to non-compliance with Part 6 of the Act, the Regulations or applicable financial controls of any relevant written law.

These issues are currently being addressed by the administration and the following table details the findings and the action currently being undertaken by administration to address them.

<b>Audit Finding</b>	<b>Administration Action</b>
No reporting of Asset Renewal Funding Ratio	The Long-Term Financial Plan (10-year plan) is currently in draft format. With the Strategic Community Plan now adopted by Council, the Corporate Business plan needs to be prepared and the actions in the plan need to be captured in the Long-Term Financial plan.
4 yearly Risk Management Review of the Shire's systems and procedures.	This review is currently in draft form and will be presented to the Audit Committee for their consideration at the next meeting.
Approval of Invoices and purchase orders outside delegated authority.	Purchase limits have been reviewed and are now in-line with the delegated authority
Verbal Quotes not obtained for purchase orders up to \$10,000	The Shire's purchasing system has been modified to allow the capture of a verbal quote to comply with this requirement.

## **CONCLUSION**

The Shire is very aware of its ratio performance in relation to this benchmark as set down by the Department.

The Operating Surplus ratio requires Council to ensure that its own revenue source grow at the same or greater than operating expenditure and through the preparation of the Asset Management Plans, depreciation rates are reviewed based on their estimated useful live.

It has been concluded that specifically in relation to depreciation expense, like many country local governments, the Shire will struggle to fully fund asset depreciation via its own revenue sources as there is a reliance on grant funding such as Regional Road Group and Roads to Recovery to assist with asset renewal expenditure.

In relation to non-compliance with Part 6 of the Act, the Regulations or applicable financial controls of any relevant written law, the actions are detailed against each item.

In accordance with the Local Government Act, a copy of this report must be forwarded to the Minister within 3 months after the audit report is received by the Local Government and a copy of the report must be published on the Shire's website within 14 days of the report being received by the Council. The Finance and Audit Committee is responsible for oversight and the implementations and the actions contained in this report.

#### **POLICY REQUIREMENTS:**

There is no policy requirements in relation to this item

#### **LEGISLATIVE REQUIREMENTS:**

Section 7.12A of the Local Government Act  
Regulation 16.4 the Local Government (Audit) Regulations

#### **STRATEGIC IMPLICATIONS:**

An adverse Operating Surplus ratio indicates that a local government has a limited ability to maintain its asset base.

#### **SUSTAINABILITY IMPLICATIONS:**

➤ ***Environment***

There are no known significant environmental implications associated with this item

➤ ***Economic***

There are no known significant Economic implications associated with this item

➤ ***Social***

There are no known social implications associated with this item.

#### **FINANCIAL IMPLICATIONS:**

There are no financial implications in relation to this matter.

#### **VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED: No**

**MOVED: Cr Anspach**

**SECONDED: Cr West**

That Council, in Accordance with 7.12A(4)(a) of the Local Government Act 1995, prepares a report to the minister,

1. Stating the reported significant adverse trend to the Shire's operating surplus ratio is as a result of depreciation expense charged each year and that due to the Operating Surplus Ratio excluding non-operating grant income, the Shire will struggle to fund depreciation through own source funds as the Shire relies on external grant funding for infrastructure renewal and;

2. Stating the areas on non-compliance with Part 6 of the Act, the Regulations or applicable financial controls or any other relevant written law will be addressed as per the Administration Action as detailed in the report.

**CARRIED:6/0**  
**RESOLUTION:110222**



## Auditor General

### INDEPENDENT AUDITOR'S REPORT 2021 Shire of Wongan-Ballidu

To the Councillors of the Shire of Wongan-Ballidu

## Report on the audit of the annual financial report

### Opinion

I have audited the financial report of the Shire of Wongan-Ballidu (Shire) which comprises:

- the Statement of Financial Position at 30 June 2021, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended
- Notes comprising a summary of significant accounting policies and other explanatory information
- the Statement by the Chief Executive Officer.

In my opinion the financial report of the Shire of Wongan-Ballidu:

- is based on proper accounts and records
- fairly represents, in all material respects, the results of the operations of the Shire for the year ended 30 June 2021 and its financial position at the end of that period in accordance with the *Local Government Act 1995* (the Act) and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

### Basis for opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the Auditor's responsibilities section below. I am independent of the Shire in accordance with the *Auditor General Act 2006* and the relevant ethical requirements of the Accounting Professional & Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to my audit of the financial report. I have also fulfilled my other ethical responsibilities in accordance with the Code. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

## **Responsibilities of the Chief Executive Officer and Council for the financial report**

The Chief Executive Officer (CEO) of the Shire is responsible for the preparation and fair presentation of the financial report in accordance with the requirements of the Act, the Regulations and Australian Accounting Standards. The CEO is also responsible for managing internal control (as required by the CEO) to ensure the financial report is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the CEO is responsible for assessing the Shire's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State Government has made decisions affecting the continued existence of the Shire.

The Council is responsible for overseeing the Shire's financial reporting process.

## **Auditor's responsibility for the audit of the financial report**

As required by the *Auditor General Act 2006*, my responsibility is to express an opinion on the financial report. The objectives of my audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with Australian Auditing Standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control.

A further description of my responsibilities for the audit of the financial report is located on the Auditing and Assurance Standards Board website. This description forms part of my auditor's report and can be found at [https://www.auasb.gov.au/auditors\\_responsibilities/ar4.pdf](https://www.auasb.gov.au/auditors_responsibilities/ar4.pdf).

## Report on other legal and regulatory requirements

In accordance with the Local Government (Audit) Regulations 1996 I report that:

- (i) In my opinion, the following material matter indicates a significant adverse trend in the financial position of the Shire:
  - a) The Operating Surplus Ratio is below the Department of Local Government, Sport and Cultural Industries standard for the past 3 years. The financial ratios are reported at Note 33 of the annual financial report.
- (ii) The following material matters indicating non-compliance with Part 6 of the Act, the Regulations or applicable financial controls of any other relevant written law were identified during the course of my audit:
  - a) The Shire has not reported the Asset Renewal Funding Ratio for 2021, 2020 and 2019 in the annual financial report as required by section 50(1)(c) of the Local Government (Financial Management) Regulations 1996, as management has not updated the asset management plan and long term financial plan.
  - b) A review of the appropriateness and effectiveness of the Shire's system and procedures in relation to risk management, internal control and legislative compliance was not completed by the CEO at least once every three financial years, as required by paragraph 17 of the Local Government (Audit) Regulations 1996. The last review took place in 2017.
  - c) Approval of invoices and purchase orders occurred above the delegated authority limit of senior management staff members of the Shire.
  - d) Verbal quotes were not obtained for purchase orders of up to \$10,000 in 78% of our samples. In addition, the Shire's purchasing system does not make provision for the verbal quotation to be documented on the purchase order.
- (iii) All required information and explanations were obtained by me.
- (iv) All audit procedures were satisfactorily completed.
- (v) In my opinion, the Asset Consumption Ratio and the Asset Renewal Funding Ratio included in the financial report were supported by verifiable information and reasonable assumptions.

### Other matter

The financial ratios for 2019 and 2020 in Note 33 of the financial report were audited by another auditor when performing their audit of the Shire for the years ending 30 June 2019 and 30 June 2020. The auditor expressed an unmodified opinion on the financial report for those years.

### Other information

The other information is the information in the entity's annual report for the year ended 30 June 2021, but not the financial report and my auditor's report. The CEO is responsible for the preparation and the Council for overseeing the other information.

My opinion does not cover the other information and, accordingly, I do not express any form of assurance conclusion thereon.



### **Matters relating to the electronic publication of the audited financial report**

This auditor's report relates to the financial report of the Shire of Wongan-Ballidu for the year ended 30 June 2021 included on the Shire's website. The Shire's management is responsible for the integrity of the Shire's website. This audit does not provide assurance on the integrity of the Shire's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

Grant Robinson  
Assistant Auditor General Financial Audit  
Delegate of the Auditor General for Western Australia  
Perth, Western Australia  
21 December 2021

## 9.3 WORKS AND SERVICES

### 9.3.1 2021/2022 POLICY 10.30 - MINOR PLANT DISPOSAL

FILE REFERENCE:	
REPORT DATE:	23 February 2022
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Karl Mickle-Manager of Works
ATTACHMENTS:	Policy 10.30 Minor Plant Disposal

#### PURPOSE OF REPORT:

The purpose of this report is to present sufficient information to Council to enable a detailed review of new policy 10:30 Minor Plant Disposal

#### BACKGROUND:

The purpose of policy documents is to enable the effective and efficient management of Council resources and to assist staff and Council achieve an equitable decision-making process. Written policies also enable the community to be aware of the reasoning behind administrative and Council decisions to be familiar with the philosophy behind individual decisions. Policy statements enable much of the day-to-day business of Council to be handled by the Administration, freeing up the time of the Elected Members in determining major policy and strategic direction.

An up-to-date policy manual of any organisation proves to be a valuable tool in improving the decision-making process. Policies contained within the manual are those that project a corporate image and are not controlled by individual directorates. The development of the policies involves input from staff across the organisation and elected members.

A policy statement is not binding on Council but provides a guideline for Elected Members and staff in determining individual applications or requests. Generally, policies evolve as issues come before Council and should continue to evolve through a process of review and refinement.

Each policy is developed in order to address specific matters. They relate to objectives to the Shire of Wongan-Ballidu, and, in some instances, as required by legislation. The principles behind the policies are directly related to the Shire's values as an organisation.

It is important to note that the manual should only contain the policy statement of the Council and should not refer to operational, staff or procedural matters.

## **COMMENT:**

From time to time, Council has minor assets including plant, materials and equipment that are either obsolete, uneconomic to repair, or surplus to requirements. This surplus to be disposed of and for the CEO to implement this function in the terms of this policy.

- 1) Minor assets are:
  - Assets such as furniture, plant, materials and equipment with a written down or assessed value less than \$50,000 and;
  - Not *Real Property* (land or buildings)
- 2) This policy shall apply to minor assets which are
  - uneconomic to repair
  - surplus to current or future requirements
  - obsolete
- 3) Wherever possible items selected for disposal shall be sold by way of public competition e.g. auction or quotation. Where goods are sold by auction and items have a significant value (expected sale price greater than \$2,000) a reserve price shall be set by the CEO or their delegate.
- 4) Any item of significant value disposed of by a method other than public competition shall be reported to Council. The report is to include details of the item, purchaser and price.
- 5) All items are to be sold on an 'as is where is' basis with Council accepting no responsibility for any faults or error of description.

## **POLICY REQUIREMENTS:**

- As detail in this report

## **LEGISLATIVE REQUIREMENTS:**

The Local Government Act and regulations require where an acquisition is greater than \$75,000 and any trade in regardless of the value is required to be disposed of in accordance with Section 3.58 of the LGA 1995 (As amended)

## **STRATEGIC IMPLICATIONS:**

Ongoing review and refinement of the Policy Manual is in line with Council's strategic direction on Governance (Implement and develop policy based on economic, social, cultural, governance and environmental elements).

## **SUSTAINABILITY IMPLICATIONS:**

- **Environment**  
There are no known environmental implications associated with this item.
- **Economic**  
There are no known economic implications associated with this proposal.
- **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:**

**MOVED: Cr West**

**SECONDED: Cr Tunstill**

That Council:

1. ADOPT 10.30 Minor Plant Disposal Policy

**CARRIED:6/0**  
**RESOLUTION:120222**

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## 10.30 MINOR PLANT DISPOSAL

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<b>Policy Owner:</b>	Works Committee
<b>Person Responsible:</b>	Chief Executive Officer
<b>Date of Adoption:</b>	<b>23 February 2022</b>
<b>Adoption Resolution:</b>	
<b>Date of Last Amendment:</b>	
<b>Scheduled Review:</b>	<b>August 2022</b>

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### OBJECTIVE

To provide elected members and staff with a clear set of guidelines when disposal of minor plant according to legislative requirements.

The Local Government Act and regulations require where an acquisition is greater than \$75,000 and any trade in regardless of the value is required to be disposed of in accordance with Section 3.58 of the LGA 1995 (As amended)

### POLICY

- 1) Minor assets are:
  - Assets such as furniture, plant, materials and equipment with a written down or assessed value less than \$50,000 and;
  - Not *Real Property* (land or buildings)
- 2) This policy shall apply to minor assets which are
  - uneconomic to repair
  - surplus to current or future requirements
  - obsolete
- 3) Wherever possible items selected for disposal shall be sold by way of public competition e.g. auction or quotation. Where goods are sold by auction and items have a significant value (expected sale price greater than \$2000) a reserve price shall be set by the CEO or their delegate.
- 4) Any item of significant value disposed of by a method other than public competition shall be reported to Council. The report is to include details of the item, purchaser and price.
- 5) All items are to be sold on an 'as is where is' basis with Council accepting no responsibility for any faults or error of description.

## **RESPONSIBILITY FOR IMPLEMENTATION**

The Chief Executive Officer is responsible for implementing this policy.

## 9.4 HEALTH, BUILDING AND PLANNING

### 9.4.1 PROPOSED MANAGEMENT ORDER OVER RESERVE 27483 LOT 4 COMMERCIAL ROAD, WONGAN HILLS.

FILE REFERENCE:	A424
REPORT DATE:	9 FEBRUARY 2022
APPLICANT/PROPONENT:	SHIRE OF WONGAN-BALLIDU
OFFICER DISCLOSURE OF INTEREST:	NIL
PREVIOUS MEETING REFERENCES:	NIL
AUTHOR:	MELISSA MARCON – MANAGER REGULATORY SERVICES
ATTACHMENTS:	NIL

#### PURPOSE OF REPORT:

Council to agree to the Chief Executive Officer obtaining a Management Order Over Reserve 27483 from Department of Planning, Lands and Heritage (DPLH) for Lot 4 Commercial Road, Wongan Hills.

#### BACKGROUND:

Lot 4 Commercial Road is currently under management order to the Public Transport Authority (PTA). The PTA have advised the DPLH that they have no further interest in the property. The Site was previously a Service Station.



*Landgate Map November 2019*

#### COMMENT:

The Shire have been contacted by DPLH to take a Management Order over Lot 4 Commercial Road Wongan Hills as the PTA are wanting to relinquish this reserve.

The Property is on the entrance to the Industrial area to the west of town on the corner of Commercial Road and Calingiri Road. Any future development of that area will need to involve this property and therefore it will be advantageous for Council to hold the management order over this property.

It is therefore recommended that the Shire accept the Management order for Lot 4 Commercial Road

**POLICY REQUIREMENTS:**

There are no known Policy requirements associated with this item.

**LEGISLATIVE REQUIREMENTS:**

Land Administration Act 1997

**STRATEGIC IMPLICATIONS:**

There are no known Strategic implications associated with this item.

**SUSTAINABILITY IMPLICATIONS:**

➤ **Environment**

There are no known environmental implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

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

**FINANCIAL IMPLICATIONS:**

There are costs associated with holding the Management Order, however these costs are minimal.

**VOTING REQUIREMENTS:**

**ABSOLUTE MAJORITY REQUIRED:** No

**MOVED:** Cr Falconer

**SECONDED:** Cr Coad

That Council APPROVE the request for the Shire of Wongan-Ballidu to obtain a Management Order from Department of Planning, Lands and Heritage for Lot 4 Commercial Road, Wongan Hills.

**CARRIED:6/0**

**RESOLUTION:130222**



## **9.5 COMMUNITY SERVICES**

Nil

## Item 10. ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

### 10.1 MOTIONS FROM CR COAD – MANGAART MIYA PARKING CONDITION #2

Cr D Coad gave notice of his intention to move the following motion:

That Council remove condition #2 from Mangaart Miya parking condition # 2 on planning approval P503.

FILE REFERENCE:	A1.2.1
REPORT DATE:	15 February 2022
APPLICANT/PROPONENT:	Not Applicable
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Cr D Coad
ATTACHMENTS:	Nil

#### PURPOSE OF REPORT:

This report is presented as a result of a notice of motion from Cr Coad in relation to condition #2 of from Mangaart Miya parking condition # 2 on planning approval P503.

#### BACKGROUND:

#### COMMENT

Councillor D Coad has requested Council consideration of the matter outlined below:

*"As with all other councillors, I have received a letter from Mangaart Miya in relation to condition # 2 of their building application.*

*As with the letter, attached, and some subsequent validation of the notes within the letter, it seems to me that Mangaart Mia have a legitimate reason to ask for condition # 2 to be removed from the building application approval.*

*This coupled with the attached WALGA Local Government Car Parking Guideline that, if read in conjunction with the Mangaart Miya letter, substantiates the request for the removal of condition # 2. I will be asking council to remove condition # 2 from the planning approval."*

Manager of Regulatory Services will be preparing a report for distribution to Council.

#### POLICY REQUIREMENTS:

- 

#### LEGISLATIVE REQUIREMENTS:

#### STRATEGIC IMPLICATIONS:

## **SUSTAINABILITY IMPLICATIONS:**

- **Environment**
- **Economic**
- **Social**

## **FINANCIAL IMPLICATIONS:**

## **VOTING REQUIREMENTS:**

### **ABSOLUTE MAJORITY REQUIRED: YES**

**MOVED: Cr Coad**

**SECONDED: Cr Tunstill**

That Council:

1. REMOVE condition #2 from Mangaart Miya parking condition # 2 on planning approval P503.

**LOST:0/6**

**RESOLUTION:140222**

**MOVED: Cr Coad**

**SECONDED: Cr Falconer**

That Council:

1. NOTIFY applicant that Council will consider a new development application from Mangaart Miya to address parking requirements.
2. NOTIFY applicant that Council have agreed to the planning fees associated with processing the revised application.

**CARRIED:6/0**

**RESOLUTION: CARRIED**

## 10.2 MOTION FROM CR COAD – CARAVEL MINES

Cr D Coad gave notice of his intention to move the following motion:

That Council consider sending a delegation, of both Shire Administration and Councillors, to other towns in the region that already have a mine site in close proximity to their towns and to discuss any negative or positive outcomes they may have incurred.

FILE REFERENCE:	A1.2.1
REPORT DATE:	15 February 2022
APPLICANT/PROPONENT:	Not Applicable
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Cr D Coad
ATTACHMENTS:	Nil

### PURPOSE OF REPORT:

This report is presented as a result of a notice of motion from Cr Coad in relation to sending a delegation, of both Shire Administration and Councillors, to other towns in the region that already have a mine site in close proximity to their towns and to discuss any negative or positive outcomes they may have incurred.

### BACKGROUND:

### COMMENT

Councillor D Coad has requested Council consideration of the matter outlined below:

*"Due to the imminent construction and operation of the Caravel mine operation I request that council consider sending a delegation, of both Shire Administration and Councillors, to other towns in the region that already have a mine site on their doorstep or in close proximity to their towns.*

*This would, in my opinion, give us an opportunity to discuss any negative or positive outcomes that a mine site would bring to our community and also assist Council and the Administration to be able to enter into any negotiations, in regards to the mine site operation, with a clear view of the consequences of any decisions that are potentially made."*

### POLICY REQUIREMENTS:

### LEGISLATIVE REQUIREMENTS:

### STRATEGIC IMPLICATIONS:

## **SUSTAINABILITY IMPLICATIONS:**

- **Environment**
- **Economic**
- **Social**

## **FINANCIAL IMPLICATIONS:**

## **VOTING REQUIREMENTS:**

## **ABSOLUTE MAJORITY REQUIRED:**

**MOVED: Cr Coad**

**SECONDED: Cr Boekeman**

That Council:

1. AGREES to sending a work party, consisting of both Shire Administration and Councillors, to other towns in the region that already have a mine site in close proximity to their towns and to discuss any negative or positive outcomes they may have incurred.

**CARRIED:6/0**

**RESOLUTION: 160222**

**Item 11. QUESTIONS FROM MEMBERS WITHOUT NOTICE**

Nil

**Item 12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING**

Nil

**Item 13. MATTERS FOR WHICH THE MEETING MAY BE CLOSED**

Nil

**Item 14. CLOSURE**

There being no further business, the Shire President, Cr M Stephenson, declared the meeting closed at 3.49pm.

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Signed by:  
Cr M Stephenson  
**Shire President**