



# **MINUTES**

# ORDINARY MEETING OF COUNCIL WEDNESDAY 22 JULY 2015



# **MINUTES INDEX**

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS 1
2.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED 1
3.	PUBLIC QUESTION TIME 1
4.	ANNOUNCEMENTS FROM THE PRESIDING MEMBER 1
5.	PETITIONS AND PRESENTATIONS 1
6.	APPLICATION/S FOR LEAVE OF ABSENCE 1
7.	CONFIRMATION OF MINUTES2
	7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL
	HELD ON WEDNESDAY 27 MAY 2015 2
8.	MATTERS FOR WHICH MEETING MAY BE CLOSED
9.	REPORTS OF OFFICERS AND COMMITTEES
9.1	ADMINISTRATION & FINANCIAL SERVICES
	9.1.1 ACCOUNTS SUBMITTED
	9.1.2 FINANCIAL REPORTS5
10.	QUESTIONS FROM MEMBERS WITHOUT NOTICE
11.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING 7
12.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED7
13.	CLOSURE



# SHIRE OF WONGAN-BALLIDU MINUTES

# FOR THE ORDINARY MEETING OF COUNCIL

Held in the Council Chambers on Wednesday 24 June 2015

# SHIRE OF WONGAN-BALLIDU

# 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

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

ATTENDANCE:

Cr Peter Macnamara Cr Michael Godfrey
Cr David Armstrong Cr Bradley West
Cr Tracey deGrussa Cr Alfreda Lyon

Cr Richard Morgan Cr Hugh Barrett-Leonard

Cr Sandra Hartley

STAFF:

Stuart Taylor Chief Executive Officer

David Taylor Deputy Chief Executive Officer Karl Mickle Works & Services Manager Tanya Greenwood Manager Community Services

**APOLOGIES:** 

Nil

# 3. PUBLIC QUESTION TIME

Nil

# 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

The Shire President reminded all present that the August Council Meeting would be held in Cadoux on Wednesday 19<sup>th</sup> August. This meeting has been bought forward one week due to the Dowerin Field Days.

# 5. PETITIONS AND PRESENTATIONS

Nil

# 6. APPLICATION/S FOR LEAVE OF ABSENCE

MOTION: MOVED Cr deGrussa/Cr Lyon

That Cr Barrett-Lennard and Cr Armstrong be granted leave of absence for the August Council meeting.

CARRIED: 9/0 RESOLUTION: 010715

# 7. CONFIRMATION OF MINUTES

# 7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 24 JUNE 2015

Two errors were within the Minutes and require correction:

- 1. Cr Barrett-Lennard was in attendance
- 2. \$40,000.00 was reported as part of the Cubbyhouse presentation, this figure should be \$17,964.00

MOTION: MOVED Cr Godfrey /Cr Lyon

That the minutes of the Ordinary meeting of Council held on Wednesday 24 June 2015 be amended to include the above corrections and then be confirmed as a true and correct record.

CARRIED: 9/0 RESOLUTION: 020715

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

# 9. REPORTS OF OFFICERS AND COMMITTEES

# 9.1 ADMINISTRATION & FINANCIAL SERVICES

## 9.1.1 ACCOUNTS SUBMITTED

FILE REFERENCE: F1.4

REPORT DATE: 11 August 2015

APPLICANT/PROPONENT: N/A
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Deputy Chief Executive Officer

ATTACHMENTS: June 2015

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

That the accounts as submitted be received.

## **BACKGROUND:**

This information is provided to the Council on a monthly basis in accordance with provisions of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996.

# COMMENT:

Refer to attachment.

## **POLICY REQUIREMENTS:**

There are no known policy requirements related to this item.

# **LEGISLATIVE REQUIREMENTS:**

Local Government (Financial Management) Regulations 1996 Sections 12 & 13 require the attached reports to be presented to Council.

# **Lists of Accounts**

Section 6.10 of the Local Government Act regulation 12 of the Financial Management Regulations (FMR's) requires a list of accounts paid for the month, and where the Council has delegated the payment of these accounts to the CEO under regulation 13 there must be a list of accounts paid, and the listing shall disclose the following:

- The payee's name
- The amount of the payment
- The date of the payment
- The fund from which it is paid; and
- Sufficient information to identify the transaction.

#### STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

# SUSTAINABILITY IMPLICATIONS:

# > Environment

There are no known environmental implications associated with the proposals.

## > Economic

There are no known environmental implications associated with the proposals.

# > Social

There are no known environmental implications associated with the proposals.

## 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** 

MOTION: MOVED Cr Armstrong / Cr West

That the accounts submitted from 1 June 2015 to 30 June 2015 totalling \$806,481.75 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: 9/0

**RESOLUTION: 030715** 

# 9.1.2 FINANCIAL REPORTS

FILE REFERENCE: F1.4

REPORT DATE: 11 August 2015

APPLICANT/PROPONENT: N/A
OFFICER DISCLOSURE OF INTEREST: Nil
PREVIOUS MEETING REFERENCES: Nil

AUTHOR: Deputy Chief Executive Officer

ATTACHMENTS: Financial Reports

## **PURPOSE OF REPORT:**

That the following statements and reports for the month ended June 2015 be received:

#### **BACKGROUND:**

Under the Local Government (Financial Management) Regulations 1996 the Council is to prepare financial reports outlining the financial operations at the previous month end date.

Listed below is a compilation of the reports that will meet compliance, these are listed under Sections and the relevant regulations below.

# Financial activity statement report

Section 6.4 of the Local Government Act regulation 34.1 of the FMR requires a Local Government to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget containing the following detail:

- Annual budget estimates
- Budget estimates to the end of the month to which the statement relates (known as YTD Budget)
   Actual amounts of expenditure, revenue and income to the end of the month to which the statement relates (known as YTD Actuals)
- Material variances between the comparatives of Budget v's Actuals
- The net current assets (NCA) at the end of the month to which the statement relates

Regulation 34.2 - Each statement of financial activity must be accompanied by documents containing:-

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

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

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

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

#### COMMENT:

Refer to attachment.

# **POLICY REQUIREMENTS:**

Policy F64 - Monthly Financial Reporting Requirements

# **LEGISLATIVE REQUIREMENTS:**

- 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 implications associated with the proposals.

## > Economic

There are no known economic implications associated with the proposals.

## > Social

There are no known social implications associated with the proposals.

## FINANCIAL IMPLICATIONS:

The financial reports for the period ending June 2015 is attached to the Council agenda.

## **VOTING REQUIREMENTS:**

ABSOLUTE MAJORITY REQUIRED: No

MOTION: MOVED Cr Hartley /Cr Morgan

That the following Statements and report for the month ended May 2015 be received:

# 1. Monthly Statements as follows;

a.	Statement of Financial Activity (by Nature and Type)	FM Regs 34
b.	<b>Statement of Operating Activities by Programme/Activity (Summary)</b>	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: 9/0 RESOLUTION: 040715

10. QUESTIONS FROM MEMBERS WITHOUT NOTICE
Nil
11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING
Nil
12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED
Nil
13. CLOSURE
There being no further business the President, Cr Macnamara declared the meeting closed at 3.27pm.  These minutes were confirmed at a meeting on 19 August 2015.
Signed President