



MINUTES 26 JUNE 2013

ORDINARY MEETING OF COUNCIL



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SHIRE OF WONGAN-BALLIDU

MINUTES

FOR THE ORDINARY MEETING OF COUNCIL

Held in the Council Chambers
on Wednesday 26 June 2013



1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The President Cr Michael Brennan declared the meeting opened at 3.02pm.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

ATTENDANCE:

Cr Michael Brennan	Cr Peter Macnamara
Cr David Armstrong	Cr Brad West
Cr Tracey deGrussa	Cr Alfreda Lyon
Cr Hugh Barrett-Lennard	Cr Michael Godfrey

STAFF:

Stuart Taylor	Chief Executive Officer
Keith White	Deputy Chief Executive Officer
Len deGrussa	Manager Building Services
Tanya Greenwood	Manager Community Services
Karl Mickle	Works & Services Coordinator
Irene Myring	(Minutes)

APOLOGIES

Cr David Brown

3. PUBLIC QUESTION TIME

Nil

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

5. PETITIONS AND PRESENTATIONS

Doug Basham entered the Chambers at 3.05pm and spoke on digital television reception and the problems that have been encountered and the solutions. Mr Basham informed Council that there was nothing more that can be done at the retransmission tower and therefore residents may have to check their antennas, and coaxial cables or perhaps they may need set top boxes.

The Shire President thanked Mr Basham for his update on the problem.

Mr Basham left the Chambers at 3.35pm.

6. APPLICATION/S FOR LEAVE OF ABSENCE

Cr deGrussa informed Council that she would be unavailable for the July Council meeting.
Cr West informed Council that he would be unavailable for the July All Purposes Committee meeting
Cr Armstrong informed Council that he would be unavailable for the July Special Budget Meeting

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 22 MAY 2013

STAFF RECOMMENDATION:

That the minutes of the Ordinary meeting of Council held on Wednesday 22 May 2013 be confirmed as a true and correct record of the proceedings.

MOTION: MOVED Cr Barrett-Lennard /Cr Armstrong

That the minutes of the Ordinary meeting of Council held on Wednesday 22 May 2013 be confirmed as a true and correct record of the proceedings.

CARRIED: 8 /0
RESOLUTION NO: 010613

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

9. REPORTS OF OFFICERS AND COMMITTEES

9.1 ADMINISTRATION & FINANCIAL SERVICES

9.1.1 ACCOUNTS SUBMITTED

FILE REFERENCE:	F1.4
REPORT DATE:	12 July 2013
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	May 2013

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.

Ø Economic

There are no known environmental implications associated with the proposals.

Ø 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

STAFF RECOMMENDATION:

That the accounts submitted from 1 May 2013 to 31 May 2013 on totalling \$598,654.56 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.

COMMITTEE RECOMMENDATION

That the accounts submitted from 1 May 2013 to 31 May 2013 on totalling \$598,654.56 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.

MOTION:

MOVED

Cr West /Cr Barrett-Lennard

That the accounts submitted from 1 May 2013 to 31 May 2013 on totalling \$598,654.56 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: 8 /0

RESOLUTION NO: 020613

**List of Accounts Paid & Submitted to Finance Committee
01/05/2013 - 31/05/2013**

CHQ/EFT	Date	Name	Description	Amount
30	01/05/2013	DEPARTMENT OF HOUSING	Rental 9a Wilding street	-508.00
30	08/05/2013	FUJI XEROX AUSTRALIA PTY LTD	CRC photocopier	-553.30
30	27/05/2013	WESTNET PTY LTD	Medical centre internet	-89.95
30	03/05/2013	NATIONAL DIABETES SERVICES	Diabetics Products - Medical Centre	-78.80
EFT9696	02/05/2013	WALGS SUPERANNUATION PLAN	Superannuation contributions	-7761.30
EFT9697	02/05/2013	AUSTRALIAN SERVICES UNION	Payroll deductions	-22.90
EFT9698	02/05/2013	IOU SOCIAL CLUB	Payroll deductions	-250.00
EFT9699	02/05/2013	HOSPITAL BENEFIT FUND	Payroll deductions	-378.05
EFT9700	02/05/2013	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT9701	02/05/2013	COLONIAL FIRST STATE FIRSTCHOICE	Superannuation contributions	-153.90
EFT9702	08/05/2013	STAPLES		-722.88
	19/04/2013	STAPLES	Stationery - CRC	273.88
	29/04/2013	STAPLES	Stationery - Admin	449.00
EFT9703	08/05/2013	LANDGATE	GRV Int Values - Ctry & FESA	-220.34
EFT9704	08/05/2013	COURIER AUSTRALIA INTERNATIONAL	Freight Medical Centre & Admin (Staples)	-45.63
EFT9705	08/05/2013	WONGAN HILLS IGA LIQUOR		-1548.25
	06/05/2013	WONGAN HILLS IGA LIQUOR	Administration & medical centre refreshments (May) incl Citizen of the Year	1361.39
	07/05/2013	WONGAN HILLS IGA LIQUOR	Refreshments for CRC (May)	186.86
EFT9706	08/05/2013	EASTERN HILLS SAWS & MOWERS PTY LTD	Parts for PSP1 (oil cap, rim & Oregon Bar)	-172.75
EFT9707	08/05/2013	JASON SIGNMAKERS	100 x guide posts & fittings- Waddington & Kalguddering Roads	-1512.50
EFT9708	08/05/2013	LANDMARK OPERATIONS		-359.30
	15/03/2013	LANDMARK OPERATIONS	Camlock D 3 in coupler - Waddington Rd	41.80
	11/04/2013	LANDMARK OPERATIONS	Genf Panzer 10 kg dry - Verge slashing	158.75
	30/04/2013	LANDMARK OPERATIONS	Genf Panzer 10 kg dry - Verge slashing	158.75
EFT9709	08/05/2013	MCINTOSH & SON		-230.17
	17/04/2013	MCINTOSH & SON	Bolt & Nut - PTRL23	3.44
	20/04/2013	MCINTOSH & SON	Lube filter x 2 - PROL 10	89.27
	11/04/2013	MCINTOSH & SON	Nozzle x 2 Nozzle body - PSP1	27.46
	23/04/2013	MCINTOSH & SON	Hire of Skip Bins for football home games - 12/04/2013	110.00
EFT9710	08/05/2013	MULTIGROUP DISTRIBUTION SERVICES PTY		-248.35
	22/04/2013	MULTIGROUP DISTRIBUTION SERVICES PTY LTD	Freight Plaque Ent - Admin, Truckline - PTRL23 & PTK28 & IFS -PTK28	88.98
	24/04/2013	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight EH Saws - PSP1, JSM - Traffic signs maint , Westrac - PG12	159.37
EFT9711	08/05/2013	TRUCKLINE PARTS	Reducer x 2 - PTK28 & PTRL23	-107.98
EFT9712	08/05/2013	WATER CORPORATION		-1404.05
	01/05/2013	WATER CORPORATION	Water use charge 26/03/2013 to 30/04/2013 - Sports Ground	78.95
	01/05/2013	WATER CORPORATION	Water use charge 26/03/2013 to 30/04/2013 - Swimming pool	1325.10
EFT9713	08/05/2013	WESTRAC EQUIPMENT PTY LTD	Transmission oil filter - PG12	-390.26
EFT9714	08/05/2013	WHEATBELT TYRES		-1149.79
	25/04/2013	WHEATBELT TYRES	Socket, nitto coupling- air fitting- adaptor - VMSC	69.55
	25/04/2013	WHEATBELT TYRES	O ring, fit tyre & tube - PG11	57.50
	26/04/2013	WHEATBELT TYRES	Patch, puncture, o ring & fit tyre & tube - PG 12	112.25
	26/04/2013	WHEATBELT TYRES	Fit tyre & tube - PBH2	137.00
	26/04/2013	WHEATBELT TYRES	Fit tyre & tube - PSP4	20.60
	29/04/2013	WHEATBELT TYRES	Fit tyre & tube, O ring - PG12	305.39
	30/04/2013	WHEATBELT TYRES	Fit truck tyre - PTRL21	447.50
EFT9715	08/05/2013	WONGAN AUTO BODY REPAIRS	New windscreen - VMWS & VWC	-770.00
EFT9716	08/05/2013	WONGAN NEWSAGENCY		-149.70
	30/04/2013	WONGAN NEWSAGENCY	Newspaper account - Admin April 2013	139.35
	07/05/2013	WONGAN NEWSAGENCY	Newspaper account May - CRC	10.35
EFT9717	08/05/2013	WONGAN STEEL MANUFACTURERS		-435.04
	09/04/2013	WONGAN STEEL MANUFACTURERS	Flat Bar & Edge plates - PSP1	130.86
	23/04/2013	WONGAN STEEL MANUFACTURERS	Flat Bar - PG12, Jockey wheel - PSP4, Hydraulic fittings - PG13, Bearing seal - PSP4	304.18
EFT9718	08/05/2013	G R & N W WALTON	Re-direct MBS & SFO telephone lines	-110.00
EFT9719	08/05/2013	MOORA GLASS SERVICE	New CRC building - Change barrels to locks	-49.50
EFT9720	08/05/2013	NEAT N TRIM UNIFORMS PTY LTD	Uniforms - Administration	-279.00
EFT9721	08/05/2013	ORICA/SPECTRUM AUSTRALIA PTY LTD		-929.50
	01/05/2013	ORICA/SPECTRUM AUSTRALIA PTY LTD	70Kg Liquid Chlorine gas - WH Oval	741.40
	30/04/2013	ORICA/SPECTRUM AUSTRALIA PTY LTD	Service fee chlorine - WH pool	188.10

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CHQ/EFT	Date	Name	Description	Amount
EFT9722	08/05/2013	WESTERN AUSTRALIAN TREASURY	Loan No. 150 - Wongan Hills Sports Pavilion	-13773.90
EFT9723	08/05/2013	ARROW BRONZE	4 X Bronze Plaques Ballidu Memorial wall	-848.26
EFT9724	08/05/2013	COVS	Bow shackle x 7 & cutting disc - PSP4, spark plugs x 10 - PSP1, wiper blades - depot stock & screw set - depot tools	-138.13
EFT9725	08/05/2013	COUNTRY HOUSING AUTHORITY	Loan No. 140 Interest payment - Wongan Hills Development Group	-11588.50
EFT9726	08/05/2013	LGIS INSURANCE BROKING	Insurance on New CRC Building	-16093.44
EFT9727	08/05/2013	RBC RURAL		-1337.95
	24/04/2013	RBC RURAL	Meterplan charges colour and B & W - CRC	5.05
	21/04/2013	RBC RURAL	Meterplan charges colour and B & W - admin	1332.90
EFT9728	08/05/2013	OVERLAND FREIGHT		-992.65
	15/04/2013	OVERLAND FREIGHT	Refresh water - admin x 6 bottles	72.00
	01/02/2013	OVERLAND FREIGHT	Freight - Orica - Wongan Hills Oval chemicals	225.94
	29/04/2013	OVERLAND FREIGHT	Freight emulsion - Airport Rd	144.10
	17/12/2012	OVERLAND FREIGHT	Freight empty chlorine bottle - Wongan Hills Oval	112.75
	01/04/2013	OVERLAND FREIGHT	Refresh water x 6, 1 x ctn cups	124.00
	05/04/2013	OVERLAND FREIGHT	Freight - Sigma -Wongan Hills swimming pool (chemicals)	21.42
	01/05/2013	OVERLAND FREIGHT	Freight - Orica - Wongan Hills swimming pool (Chlorine)	220.44
	01/04/2013	OVERLAND FREIGHT	Refresh water x 2 - CRC	24.00
	15/04/2013	OVERLAND FREIGHT	Refresh water x 4 - CRC	48.00
EFT9729	08/05/2013	WONGAN HILLS HARDWARE		-2974.62
	07/05/2013	WONGAN HILLS HARDWARE	Monthly account May 2013 - Building	1421.20
	07/05/2013	WONGAN HILLS HARDWARE	Monthly account May 2013 - Works	1553.42
EFT9730	08/05/2013	B C & M G HUGGETT	Replace Septic system - Ballidu sports club	-17105.08
EFT9731	08/05/2013	RATHNALLY PTY LTD	Gravel royalties March 2013 Waddington rd pit	-2590.50
EFT9732	08/05/2013	CR. NATALIE PARTINGTON	Pet sterilisation refund	-20.00
EFT9733	08/05/2013	B D & K M FOWLER	Gravel royalties December 2012 Hooper rd pit	-198.00
EFT9734	08/05/2013	JI & PA KALAJZIC	Gravel Royalties December 2012 Kalajzic Rd pit	-250.80
EFT9735	08/05/2013	WONGAN MAIL SERVICE		-356.74
	03/05/2013	WONGAN MAIL SERVICE	Monthly account May 2013 - Admin	212.33
	03/05/2013	WONGAN MAIL SERVICE	Monthly account May 2013 - Medical centre	114.35
	03/05/2013	WONGAN MAIL SERVICE	Monthly account May 2013 - CRC	30.06
EFT9736	08/05/2013	DUNNINGS INVESTMENTS P/L	Fuel April - all shire vehicles	-4362.57
EFT9737	08/05/2013	HART SPORT	Zenus medals- Volleyball	-53.50
EFT9738	08/05/2013	COMPUTER ESSENTIALS		-377.00
	02/05/2013	COMPUTER ESSENTIALS	Lexmark E 120 Toner - Medical Centre	139.00
	17/04/2013	COMPUTER ESSENTIALS	Brother toner cartridge - Medical centre	238.00
EFT9739	08/05/2013	WONGAN HILLS HOTEL	Hire of glasses for Citizen of the Year function and Council Dinner - April Meeting	-419.44
EFT9740	08/05/2013	DUN DIRECT PTY LTD	April bulk diesel - 10300 litres	-14078.90
EFT9741	08/05/2013	OPUS INTERNATIONAL CONSULTANTS	Design work -Safety Audit &Survey work on Waddington Road	-10192.38
EFT9742	08/05/2013	FUJI XEROX AUSTRALIA PTY LTD	15 boxes A3 laser print paper for Boomer - CRC	-391.05
EFT9743	08/05/2013	LOGIC NETWORKS	Monthly server management support plan - Medical centre	-1512.50
EFT9744	08/05/2013	DR STANLEY SAVAS		-15400.00
	06/05/2013	DR STANLEY SAVAS	Locum doctor period 22/04/2013 to 26/04/2013	7700.00
	07/05/2013	DR STANLEY SAVAS	Locum doctor period 29/04/2013 to 3/05/2013	7700.00
EFT9745	08/05/2013	CENTURION TEMPORARY FENCING	Hire temporary fencing 7 May 2013 to 7 June 2013	-1190.75
EFT9746	08/05/2013	AVERY CARPENTRY	Repair damage to ablutions tiling - Cadoux recreation centre	-3987.95
EFT9747	09/05/2013	TELSTRA DCR	Damage to Telstra pit on Wilson Street	-2130.20
EFT9748	16/05/2013	ANZ BANK (NETT WAGES)	Wages PPE 14/05/2013	-61558.40
EFT9749	16/05/2013	WALGS SUPERANNUATION PLAN	Superannuation contributions	-7913.93
EFT9750	16/05/2013	AUSTRALIAN SERVICES UNION	Payroll deductions	-22.90
EFT9751	16/05/2013	IOU SOCIAL CLUB	Payroll deductions	-260.00
EFT9752	16/05/2013	HOSPITAL BENEFIT FUND	Payroll deductions	-378.05
EFT9753	16/05/2013	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT9754	16/05/2013	COLONIAL FIRST STATE FIRSTCHOICE	Superannuation contributions	-153.76
EFT9755	17/05/2013	STAPLES		-877.53
	14/05/2013	STAPLES	Stationery - Admin	711.85
	07/05/2013	STAPLES	Stationery - CRC	153.40
	19/04/2013	STAPLES	Stationery (back order) - CRC	12.28
EFT9756	17/05/2013	AVON WASTE	515 domestic bins x 4 weeks, 182 commercial bins x 4 weeks, 182 commercial bins x 2 weeks (previously undercharged), 697 recycling services	-8814.36

**List of Accounts Paid & Submitted to Finance Committee
01/05/2013 - 31/05/2013**

CHQ/EFT	Date	Name	Description	Amount
EFT9757	17/05/2013	BOEKEMAN MACHINERY		-665.31
	30/04/2013	BOEKEMAN MACHINERY	Switch & Base auto plus freight - VBUS2	294.17
	10/04/2013	BOEKEMAN MACHINERY	Nozzle assy and filter - PSP1	302.00
	23/04/2013	BOEKEMAN MACHINERY	Mirror sub assy - VBUS2	69.14
EFT9758	17/05/2013	CJD EQUIPMENT PTY LTD	Filters x 3, brake lining kit & oil kit - PLDR6	-717.90
EFT9759	17/05/2013	COURIER AUSTRALIA INTERNATIONAL		-227.31
	03/05/2013	COURIER AUSTRALIA INTERNATIONAL	Freight paper Boomer - CRC	90.29
	03/05/2013	COURIER AUSTRALIA INTERNATIONAL	Freight charge staples - admin, LISWA - CRC & medical centre	67.06
	10/05/2013	COURIER AUSTRALIA INTERNATIONAL	Freight - CRC	33.53
	10/05/2013	COURIER AUSTRALIA INTERNATIONAL	Freight - Medical centre	36.43
EFT9760	17/05/2013	JASON SIGNMAKERS	Street name Plate PEZZANITI CORNER - Dowerin Kalannie Rd	-63.80
EFT9761	17/05/2013	MULTIGROUP DISTRIBUTION SERVICES PTY		-103.37
	01/05/2013	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight JSM - Dowerin-Kalannie Road & Westrac - PBH2	54.51
	08/05/2013	MULTIGROUP DISTRIBUTION SERVICES PTY	Freight Protector Allsafe - Protective clothing & CJD - PLDR6	48.86
EFT9762	17/05/2013	WESTERN AUSTRALIAN LOCAL		-704.00
	15/05/2013	WESTERN AUSTRALIAN LOCAL	Death notice	52.75
	15/05/2013	WESTERN AUSTRALIAN LOCAL	Advertising Strategic plan	651.25
EFT9763	17/05/2013	WESTRAC EQUIPMENT PTY LTD		-257.60
	07/05/2013	WESTRAC EQUIPMENT PTY LTD	V Belt, air filter, Spring & element filter - PBH2	257.60
EFT9764	17/05/2013	WONGAN AUTO BODY REPAIRS	Replace windscreen - WB 033	-495.00
EFT9765	17/05/2013	WONGAN CONCRETE SERVICES	Sand for path maintenance Wongan Hills	-165.00
EFT9766	17/05/2013	J N & Y E PANTON	Repair gyprock in reception area medical centre	-660.00
EFT9767	17/05/2013	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	Emulsion - Ninghan, Airport, Commercial & Football access roads	-1210.00
EFT9768	17/05/2013	NEAT N TRIM UNIFORMS PTY LTD		-934.00
	06/05/2013	NEAT N TRIM UNIFORMS PTY LTD	Uniforms - admin	467.00
	09/05/2013	NEAT N TRIM UNIFORMS PTY LTD	Uniforms - admin	467.00
EFT9769	17/05/2013	ORICA/SPECTRUM AUSTRALIA PTY LTD	Chlorine gas (70 kg cylinder - oval)	-370.70
EFT9770	17/05/2013	AUSTRALIAN TAXATION OFFICE	Bas April 2013 PAYG Tax	-55734.00
EFT9771	17/05/2013	T A MATTHEWS ELECTRICAL SERVICES		-2764.80
	01/05/2013	T A MATTHEWS ELECTRICAL SERVICES	Fit RCD's - Ballidu tennis club	600.00
	01/05/2013	T A MATTHEWS ELECTRICAL SERVICES	Repair air cond - 27d Quinlan St	151.80
	01/05/2013	T A MATTHEWS ELECTRICAL SERVICES	Repair lights - Depot	529.10
	01/05/2013	T A MATTHEWS ELECTRICAL SERVICES	Repair lights and unblock drain from A/c - Medical centre	211.20
	04/03/2013	T A MATTHEWS ELECTRICAL SERVICES	Replace fluoro, repair toilet light and put lights on rcd's - CRC	644.60
	01/05/2013	T A MATTHEWS ELECTRICAL SERVICES	Repair outside lights to WH civic centre, install earth to 49 Quinlan st	552.20
	01/05/2013	T A MATTHEWS ELECTRICAL SERVICES	Repair light 1/20 Stickland st	75.90
EFT9772	17/05/2013	IT VISION AUSTRALIA PTY LTD	SS Easy budgeting tool implementation and training - Synergy	-1938.75
EFT9773	17/05/2013	WILSONS SIGN SOLUTIONS	Chrome name plates for citizen of the year	-346.50
EFT9774	17/05/2013	ARROW BRONZE	2 X Bronze Plaques Ballidu memorial wall	-390.50
EFT9775	17/05/2013	G J LYON BRICKLAYING	Hire of dingo for work at Wongan Hills Cemetery	-165.00
EFT9776	17/05/2013	CANNON HYGIENE AUSTRALIA PTY LTD	Sanitary Unit Monthly Service all shire buildings	-1326.09
EFT9777	17/05/2013	WESTERN DIAGNOSTIC PATHOLOGY	Medical Centre equipment spore testing	-62.21
EFT9778	17/05/2013	OVERLAND FREIGHT	Freight for empty chlorine bottles - swimming pool	-146.03
EFT9779	17/05/2013	RADIOWEST BROADCASTERS PTY LTD	Breakfast program April 2013	-110.00
EFT9780	17/05/2013	BALLIDU TRADING POST - CLEANING		-2763.75
	04/03/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 25/02/2013 to 3/03/2013	343.75
	11/03/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 4/03/2013 to 10/03/2013	288.75
	18/03/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 11/03/2013 to 17/03/2013	288.75
	24/03/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 18/03/2013 to 24/03/2013	288.75
	31/03/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 25/03/2013 to 31/03/2013	343.75
	08/04/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 1/04/2013 to 7/04/2013	288.75
	15/04/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 8/04/2013 to 14/04/2013	288.75
	22/04/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 15/04/2013 to 21/04/2013	288.75
	31/03/2013	BALLIDU TRADING POST - CLEANING	Cleaning Ballidu - 22/04/2013 to 28/04/2013	343.75
EFT9781	17/05/2013	RELIANCE PETROLEUM	Fuel April 2013	-324.92
EFT9782	17/05/2013	RNR CONTRACTING P/L	Bitumen sealing - Waddington rd - 14665 sq metres	-62415.84
EFT9783	17/05/2013	WEBFIRM PTY LTD	Website hosting renewal 12 months July 2013 to July 2014	-748.00
EFT9784	17/05/2013	MCG ARCHITECTS PTY LTD	Contract administration 2/04/2013 to 30/04/2013	-440.00
EFT9785	17/05/2013	PORTNER PRESS PTY LTD	Update for Health & Safety Handbook	-77.00

**List of Accounts Paid & Submitted to Finance Committee
01/05/2013 - 31/05/2013**

CHQ/EFT	Date	Name	Description	Amount
EFT9786	17/05/2013	PUBLIC TRANSPORT AUTHORITY OF WESTERN AUSTRALIA	TransWA April ticket account	-228.85
EFT9787	17/05/2013	WESTERN RURAL EARTHMOVING		-15180.00
	30/04/2013	WESTERN RURAL EARTHMOVING	Gravel pushing, mobilisation & de mobilisation - Waddington Rd - approx 5000 sq metres	9240.00
	29/04/2013	WESTERN RURAL EARTHMOVING	Gravel pushing, mobilisation & de mobilisation - Serio Rd - approx 3000 sq metres	5940.00
EFT9788	17/05/2013	DAVINA ENTERPRISES (KYLIE DAVEY)	Citizen of the Year function meal	-1260.00
EFT9789	17/05/2013	COMPUTER ESSENTIALS		-303.25
	06/05/2013	COMPUTER ESSENTIALS	USB Extension - CRC	8.25
	07/02/2013	COMPUTER ESSENTIALS	Computer repairs and new external drive for Westlink recording.	295.00
EFT9790	17/05/2013	FUJI XEROX AUSTRALIA LTD	Fuji Xerox Printer impression charge November 2012 - April 2013	-15591.69
EFT9791	17/05/2013	PERTH AMBASSADOR HOTEL	Accommodation for 14th May 2013 & breakfast and parking (Spray Seal & Design Training)	-323.00
EFT9792	17/05/2013	AIR LIQUIDE WA LTD	Rental on medical oxygen bottles	-53.61
EFT9793	17/05/2013	DR STANLEY SAVAS		-24471.60
	14/05/2013	DR STANLEY SAVAS	Locum services 8/04/2013 to 26/04/2013 - Moora Hospital	3296.60
	06/05/2013	DR STANLEY SAVAS	Locum services Dr S Savas 6/05/2013 to 17/05/2013 (incl Anzac Day)	11550.00
	17/05/2013	DR STANLEY SAVAS	Locum services 13/05/2013 to 17/05/2013 -	9625.00
EFT9794	17/05/2013	TIM MUIRHEAD AND ASSOCIATES PTY LTD	CSD Training - Community Development training -CRC	-1050.00
EFT9795	27/05/2013	LAM-VY PHAN	Chaplain Services May 2013	-1720.62
EFT9796	27/05/2013	DEPARTMENT OF COMMERCE BUILDING	BSL Reconciliation May 2013	-157.45
EFT9797	30/05/2013	ANZ BANK (NETT WAGES)	Wages PPE 28/05/2013	-64178.85
EFT9798	30/05/2013	WALGS SUPERANNUATION PLAN	Superannuation contributions	-7451.32
EFT9799	30/05/2013	AUSTRALIAN SERVICES UNION	Payroll deductions	-22.90
EFT9800	30/05/2013	IOU SOCIAL CLUB	Payroll deductions	-260.00
EFT9801	30/05/2013	HOSPITAL BENEFIT FUND	Payroll deductions	-378.05
EFT9802	30/05/2013	MUNICIPAL EMPLOYEES UNION	Payroll deductions	-19.40
EFT9803	30/05/2013	COLONIAL FIRST STATE FIRSTCHOICE	Superannuation contributions	-153.78
19536	02/05/2013	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-1180.00
19537	02/05/2013	REST SUPERANNUATION	Superannuation contributions	-215.89
19538	02/05/2013	AMP SUPERANNUATION LTD.	Superannuation contributions	-177.89
19539	02/05/2013	AUSTRALIAN SUPER	Superannuation contributions	-282.29
19540	02/05/2013	PRIME SUPER	Superannuation contributions	-313.72
19541	02/05/2013	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-153.64
19542	02/05/2013	HEALTH SUPER PTY LTD	Superannuation contributions	-283.92
19543	02/05/2013	AXA RETIREMENT SUPER PLAN	Superannuation contributions	-165.03
19544	02/05/2013	ONEPATH LIFE LIMITED	Superannuation contributions	-141.65
19545	02/05/2013	HESTA SUPER FUND	Superannuation contributions	-166.52
19546	02/05/2013	BT SUPER FOR LIFE - SAVINGS	Superannuation contributions	-60.21
19547	08/05/2013	WESTNET PTY LTD	Underpayment on previous invoice # 45412212	-196.82
19549	08/05/2013	SHIRE OF WONGAN-BALLIDU		-817.80
	29/04/2013	SHIRE OF WONGAN-BALLIDU	Laminating - Medical Centre	22.80
	29/04/2013	SHIRE OF WONGAN-BALLIDU	Boomer advertising - Admin	795.00
19550	08/05/2013	SYNERGY		-4351.55
	06/05/2013	SYNERGY	Electricity account - Shire buildings to 24/04/ 2013	4024.20
	30/04/2013	SYNERGY	Electricity account - Burrakin Hall to 23/04/2013	61.05
	30/04/2013	SYNERGY	Electricity account -Alpha park toilets to 23/04/2013	164.30
	30/04/2013	SYNERGY	Electricity account - Cadoux Fire Brigade to 23/04/2013	37.40
	30/04/2013	SYNERGY	Electricity account -Ballidu Hall to 23/04/2013	64.60
19551	08/05/2013	WONGAN HILLS NETBALL ASSOC.,	Kidsport Grant	-163.00
19552	08/05/2013	SHARON JUNE BASHAM	Reimbursement Bond Civic Centre	-340.00
19553	08/05/2013	CATERLINK		-11622.60
	29/04/2013	CATERLINK	Wall mounted exhaust canopy - New CRC	9587.60
	29/04/2013	CATERLINK	Kitchen equipment for New CRC	2035.00
19554	08/05/2013	R GLASS	Gravel royalties Feb 2013	-1240.80
19555	08/05/2013	ANZ BUSINESS ONE	Monthly credit card account May 2013	-5308.14
19556	09/05/2013	TELSTRA CORPORATION LIMITED		-4970.13
	06/05/2013	TELSTRA CORPORATION LIMITED	Telephone account all shire phones May 2013	4860.40
	20/04/2013	TELSTRA CORPORATION LIMITED	SMS Messaging service - April 2013	109.73
19557	16/05/2013	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-1180.00
19558	16/05/2013	REST SUPERANNUATION	Superannuation contributions	-215.89

**List of Accounts Paid & Submitted to Finance Committee
01/05/2013 - 31/05/2013**

CHQ/EFT	Date	Name	Description	Amount
19559	16/05/2013	AMP SUPERANNUATION LTD.	Superannuation contributions	-179.19
19560	16/05/2013	AUSTRALIAN SUPER	Superannuation contributions	-272.39
19561	16/05/2013	PRIME SUPER	Superannuation contributions	-319.31
19562	16/05/2013	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-155.07
19563	16/05/2013	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-165.03
19564	16/05/2013	ONEPATH LIFE LIMITED	Superannuation contributions	-141.65
19565	16/05/2013	HESTA SUPER FUND	Superannuation contributions	-166.32
19566	16/05/2013	BT SUPER FOR LIFE - SAVINGS	Superannuation contributions	-46.06
19567	16/05/2013	WESTERN FINANCIAL	Superannuation contributions	-133.65
19568	17/05/2013	TELSTRA CORPORATION LIMITED		-352.61
	07/05/2013	TELSTRA CORPORATION LIMITED	Telephone account CRC - May 2013	342.90
	06/05/2013	TELSTRA CORPORATION LIMITED	Telephone account service rental - Ellis street	9.71
19569	17/05/2013	SYNERGY		-5703.50
	03/05/2013	SYNERGY	Electricity account WH Community park - 23/02/2013 to 29/04/2013	395.45
	02/05/2013	SYNERGY	Electricity account Tourism Centre Fenton Place- 3/04/2013 to 24/04/2013	131.30
	14/05/2013	SYNERGY	Electricity account all shire buildings to 29/04/2013	3343.60
	08/05/2013	SYNERGY	Electricity account Wongan Hills Oval - 10/04/2013 to 7/05/2013	1833.15
19570	17/05/2013	MEDICAL CENTRE WONGAN HILLS	Medical for works staff	-108.35
19571	27/05/2013	SHIRE OF WONGAN-BALLIDU PETTY CASH	Power Cord for Licensing Phone	-199.70
19572	27/05/2013	BUILDING & CONSTRUCTION INDUSTRY	Commission May 2013	-351.75
19573	27/05/2013	WONGAN HILLS & DISTRICTS MUSEUM &	Council Donation - external HD & Storage boxes	-588.15
19574	27/05/2013	MAIN ROADS WESTERN AUSTRALIA	Permit for Over size WB032	-100.00
19575	27/05/2013	HEATHER STICKLAND	Calligraphy for Councillors 10 Year photo	-50.00
19576	30/05/2013	SHIRE OF WONGAN-BALLIDU - PAYROLL	Payroll deductions	-1380.00
19577	30/05/2013	REST SUPERANNUATION	Superannuation contributions	-215.89
19578	30/05/2013	AMP SUPERANNUATION LTD.	Superannuation contributions	-179.18
19579	30/05/2013	AUSTRALIAN SUPER	Superannuation contributions	-290.96
19580	30/05/2013	PRIME SUPER	Superannuation contributions	-319.09
19581	30/05/2013	CONSTRUCTION & BUILDING INDUSTRY	Superannuation contributions	-155.57
19582	30/05/2013	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-165.03
19583	30/05/2013	ONEPATH LIFE LIMITED	Superannuation contributions	-141.65
19584	30/05/2013	HESTA SUPER FUND	Superannuation contributions	-164.84
19585	30/05/2013	BT SUPER FOR LIFE - SAVINGS	Superannuation contributions	-46.06
19586	30/05/2013	WESTERN FINANCIAL	Superannuation contributions	-149.85
		Bank Code	Bank Name	
		1	Municipal Bank	\$597,503.31
		2	Trust Account	\$1,151.25
			TOTAL	\$598,654.56
			RECOVERABLE	\$857.50
			PARTIALLY RECOVERABLE	\$1,265.00
19548	08/05/2013	Telstra Corporation	Cancelled	\$7,100.33

9.1.2 FINANCIAL REPORTS

FILE REFERENCE:	F1.4
REPORT DATE:	12 July 2013
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Financial Reports

PURPOSE OF REPORT:

That the following statements and reports for the month ended May 2013 be received:

BACKGROUND:

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

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

Financial activity statement report

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

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

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

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

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

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

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

Policy F64 - Monthly Financial Reporting Requirements

LEGISLATIVE REQUIREMENTS:

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

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

Ø Environment

There are no known environmental implications associated with the proposals.

Ø Economic

There are no known economic implications associated with the proposals.

Ø Social

There are no known social implications associated with the proposals.

FINANCIAL IMPLICATIONS:

The financial reports for the periods ending May 2013 are attached to the Council agenda.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

STAFF RECOMMENDATION:

That the following Statements and reports for the months ended May 2013 be received:

1. Monthly Statements as follows;
 - a. Statement of Financial Activity (by Nature and Type) FM Regs 34
 - b. Statement of Operating Activities by Programme/Activity (Summary) FM Regs 34
 - c. Statement of Net Current Assets (NCA) FM Regs 34
 - d. Rate setting statement Discretionary
 - e. Disposal of Assets Discretionary
 - f. Rates Outstanding Report Discretionary
 - g. Debtors Outstanding Report Discretionary
 - h. Bank Reconciliation Report Discretionary
 - i. Investment Report Discretionary
 - j. Reserve Account Balances Report Discretionary
 - k. Loans Schedule Discretionary

COMMITTEE RECOMMENDATION:

That the following Statements and reports for the months ended May 2013 be received:

1. Monthly Statements as follows;
 - a. Statement of Financial Activity (by Nature and Type) FM Regs 34
 - b. Statement of Operating Activities by Programme/Activity (Summary) FM Regs 34
 - c. Statement of Net Current Assets (NCA) FM Regs 34
 - d. Rate setting statement Discretionary
 - e. Disposal of Assets Discretionary

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

	Approved Budget 2012- 2013	Current Budget 2012-2013	YTD BUDGET *	YTD Actual	Page Page	Variance Over or Under	10%
INCOME							
Rates	(2,363,622)	(2,386,095)	(2,289,687)	(2,240,690)		2.1%	✓
Grants Operating, Subsidies & Contributions	(1,412,210)	(1,237,210)	(1,237,210)	(1,238,686)		(0.1%)	✓
Non Operating Grants, Subsidies & Contributions	(2,923,148)	(2,629,783)	(2,151,641)	(2,187,392)		(1.7%)	✓
Fees & Charges & Service Charges	(506,493)	(603,794)	(603,794)	(651,942)		(8.0%)	✓
Other Revenue	(75,783)	(126,393)	(126,393)	(162,328)		(28.4%)	x
Interest	(106,084)	(138,897)	(121,535)	(125,543)		(3.3%)	✓
Profit on sale of Assets	(62,393)	(62,393)	(31,197)	(19,807)		36.5%	0
a: TOTAL INCOME	(7,449,733)	(7,184,565)	(6,561,456)	(6,626,390)	3		
OPERATING EXPENSES							
Employee Costs	1,941,262	1,827,073	1,686,529	1,763,177		4.5%	✓
Materials & Contracts	896,702	873,344	873,344	885,242		1.4%	✓
Utilities (Gas, Electricity) etc.	241,924	250,324	250,324	264,410		5.6%	✓
Interest #	136,223	99,817	66,545	67,094	11	0.8%	✓
Insurance	230,853	231,381	231,381	237,371		2.6%	✓
Other General	245,117	250,117	196,521	203,046		3.3%	✓
Loss on Asset Disposals	29,836	71,486	71,486	46,236		(35.3%)	0
Depreciation	2,365,973	2,365,973	2,001,977	2,152,991		7.5%	✓
b: TOTAL OPERATING EXPENSES	6,087,890	5,969,516	5,378,107	5,619,566	3		
c: NET OPERATING (SURPLUS) / DEFICIT	(1,361,843)	(1,215,049)	(1,183,350)	(1,006,824)	3		
CAPITAL EXPENSES							
Land & Buildings	3,745,021	3,549,021	2,980,000	2,737,618		(8.1%)	✓
Furniture & Equipment	16,000	16,000	7,950	7,834		(1.5%)	✓
Motor Vehicles	227,366	209,675	105,444	111,551		5.8%	✓
Plant	275,000	264,000	200,000	200,295		0.1%	✓
Infrastructure Other	520,000	270,000	235,500	231,986		(1.5%)	✓
Infrastructure Roads	1,674,760	1,645,860	1,545,860	1,405,249		(9.1%)	✓
d: TOTAL CAPITAL	6,458,147	5,954,556	5,074,754	4,694,533	3		
e: TOTAL OPERATING & CAPITAL	5,096,304	4,739,507	3,891,404	3,687,710	3		
ADJUST - NON CASH ITEMS							
Depreciation	(2,365,973)	(2,365,973)	(2,001,977)	(2,152,991)	5		
Profit on sale of assets	62,393	62,393	31,197	19,807	5		
Loss on sale of assets	(29,836)	(71,486)	(71,486)	(46,236)	5		
Proceeds from Sale of Assets	(252,408)	(252,408)	(185,272)	(185,272)	6		
Transfer from reserves	(759,954)	(759,954)	(759,954)	(461,464)	10		
Transfer to reserves	195,001	350,000	-	-	10		
Interest paid to reserves #		49,635	35,010	35,010	10		
LSL Provision in reserves		(69,587)	(69,587)	(69,587)	5		
Loan proceeds	(1,000,000)	(1,000,000)	(1,000,000)	(1,000,000)	5		
Loan principal repayment	1,082,167	1,082,167	1,072,136	1,072,136	11		
SSL Principal Reimbursements	(52,986)	(52,986)	(50,422)	(50,422)	11		
Less Surplus/(deficit) B/Fwd	(1,888,825)	(1,577,335)	(1,577,335)	(1,577,335)	5		
ADJUSTED CLOSING (SURPLUS) / DEFICIT	85,883	133,973	(686,286)	(728,644)			

** This sheet illustrates the variance analysis. After completing the annual accounts, changes will be made to Synergy records to hold prorata (YTD Budget) so these columns on pages 1 and 3 will be the same.

Key	Within budget tolerance of 10%	✓
	Over budget tolerance of 10%	x
	Under budget tolerance of 10%	0

Shire of Wongan-Ballidu
Variance Report for May 2013

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented on a monthly basis to council. Council has adopted 10% as its threshold for line items on the nature and type report shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget.

Code	Report Section	Comments
	Operating Income	
x	Other Revenue	More funding received then budgeted.
ⓘ	Profit on sale of assets	This is a profiling or timing issue as we have not purchased all proposed assets in our 2012/3 budget.
	Operating Expenditure	
x	Loss on Asset Disposals	Loss on Sale of Ackland Street (Dental property – see Page 6.) Timing of settlement brought transaction into 2012-2013 financial year.

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

	APPROVED BUDGET	CURRENT BUDGET	YTD ACTUAL
INCOME			
General Purpose Funding	(4,095,907)	(3,760,253)	(3,528,246)
Governance	(214,210)	(39,210)	(71,391)
Law, Order & Public Safety	(39,847)	(39,847)	(28,714)
Health	(5,000)	(115,000)	(213,398)
Education & Welfare	(7,923)	(7,923)	(3,029)
Housing	(97,568)	(104,568)	(113,351)
Community Amenities	(177,798)	(162,104)	(157,881)
Recreation & Culture	(1,355,695)	(1,465,395)	(1,472,796)
Transport	(1,078,901)	(1,078,901)	(768,232)
Economic Services	(15,550)	(24,030)	(21,605)
Other Property & Services	(361,334)	(387,334)	(247,748)
a: TOTAL INCOME	(7,449,733)	(7,184,565)	(6,626,390)
OPERATING EXPENSES			
General Purpose Funding	95,502	92,487	105,680
Governance	384,358	325,761	253,355
Law, Order & Public Safety	106,631	107,559	96,922
Health	149,767	304,017	412,403
Education & Welfare	137,125	138,479	130,658
Housing	214,671	217,146	202,822
Community Amenities	366,964	350,690	334,574
Recreation & Culture	1,331,078	1,348,530	1,317,132
Transport	2,710,953	2,684,038	2,353,369
Economic Services	118,080	114,717	94,376
Other Property & Services #	472,761	286,092	318,274
b: TOTAL OPERATING EXPENSES	6,087,890	5,969,516	5,619,566
c: NET OPERATING (SURPLUS)/DEFICIT	(1,361,843)	(1,215,049)	(1,006,824)
CAPITAL EXPENSES			
General Purpose Funding	-	-	-
Governance	66,000	56,000	43,856
Law, Order & Public Safety	-	-	-
Health	10,000	10,000	9,438
Education & Welfare	3,393,807	3,223,807	2,470,450
Housing	216,292	41,292	35,769
Community Amenities	330,192	80,192	61,499
Recreation & Culture	367,130	466,130	330,252
Transport	1,997,126	1,949,535	1,671,270
Economic Services	2,600	2,600	-
Other Property & Services	75,000	125,000	72,000
d: TOTAL CAPITAL EXPENSES	6,458,147	5,954,556	4,694,533
e: TOTAL OPERATING & CAPITAL	5,096,304	4,739,507	3,687,710

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

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

	2011-12	BUDGET	YTD
SURPLUS / (DEFICIT)	1,577,335	(133,973)	728,644
COMPRISES			
Cash (including reserves)	3,670,910	1,391,776	2,407,674
Current rates	59,864	52,389	78,046
Sundry debtors	60,977	60,168	142,388
Tax receivables	33,558	90,538	90,670
Other debtors	29,790	19,725	20,328
A: SSL debtors (are excluded see D: adj)	52,986	52,356	2,564
Inventories	15,085	15,957	15,474
Less:			
Reserves	(1,619,397)	(1,342,943)	(1,192,943)
Sundry creditors	(277,631)	(6,356)	(579,151)
Accrued interest	(60,889)	(69,493)	(19,493)
Accrued salaries and wages	(11,121)	(83,766)	(19,650)
PAYG withheld	(32,862)	(8,771)	(35,164)
B: Other - DOT (are excluded see D: adj)	-	-	-
Other	-	-	65
Tax liabilities	(7,923)	15,846	23,769
Other	-	-	-
C: Loan liability (are excluded see D: adj)	(1,082,168)	(79,823)	(10,031)
Current employee benefits provisions	(283,025)	(269,042)	(203,371)
D: Adjustments (see above A to C)	1,029,181	27,467	7,467
	-	-	-
(Surplus) / Deficit Variance	1,577,335	(133,973)	728,644

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

	2011-12	BUDGET	YTD
Current assets			
Cash & cash equivalents	3,670,910	1,391,776	2,407,674
Sundry debtors	237,176	275,176	333,997
Inventories	15,085	15,957	15,474
Total current assets	3,923,170	1,682,909	2,757,145
Current liabilities			
Creditors and accounts payable	(390,427)	(152,540)	(629,623)
Current loan liability	(1,082,168)	(79,823)	(10,031)
Provisions	(283,025)	(269,042)	(203,371)
Total current liability	(1,755,619)	(501,406)	(843,026)
Net current assets	2,167,551	1,181,503	1,914,119
Less: restricted reserves	(1,619,397)	(1,342,943)	(1,192,943)
Less: SSL principal repayments	(52,986)	(52,356)	(2,564)
Add back: Current loan liability	1,082,168	79,823	10,031
Add back: DOT Trust	-	-	-
(Surplus) / Deficit Variance	1,577,335	(133,973)	728,644

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

	2012-2013 APPROVED BUDGET	2012-2013 CURRENT BUDGET	2012-2013 ACTUAL
<u>OPERATING INCOME</u>			
General Purpose Funding	(1,732,285)	(1,374,158)	(1,287,556)
Governance	(214,210)	(39,210)	(71,391)
Law, Order & Public Safety	(39,847)	(39,847)	(28,714)
Health	(5,000)	(115,000)	(213,398)
Education & Welfare	(7,923)	(7,923)	(3,029)
Housing	(97,568)	(104,568)	(113,351)
Community Amenities	(177,798)	(162,104)	(157,881)
Recreation & Culture	(1,355,695)	(1,465,395)	(1,472,796)
Transport	(1,078,901)	(1,078,901)	(768,232)
Economic Services	(15,550)	(24,030)	(21,605)
Other Property & Services	(361,334)	(387,334)	(247,748)
A	(5,086,110)	(4,798,469)	(4,385,699)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	95,502	92,487	105,680
Governance	384,358	325,761	253,355
Law, Order & Public Safety	106,631	107,559	96,922
Health	149,767	304,017	412,403
Education & Welfare	137,125	138,479	130,658
Housing	214,671	217,146	202,822
Community Amenities	366,964	350,690	334,574
Recreation & Culture	1,331,078	1,348,530	1,317,132
Transport	2,710,953	2,684,038	2,353,369
Economic Services	118,080	114,717	94,376
Other Property & Services	472,761	286,092	318,274
B	6,087,890	5,969,516	5,619,566
C= A and B	1,001,780	1,171,046	1,233,867
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Revenue</u>			
Depreciation on Assets	(2,365,973)	(2,365,973)	(2,152,991)
Profit/(Loss) on Asset Sales	32,557	(9,093)	(26,429)
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings #	3,745,021	3,549,021	2,737,618
Purchase of furniture & equipment	16,000	16,000	7,834
Purchase of motor vehicles #	227,366	209,675	111,551
Purchase of plant & machinery #	275,000	264,000	200,295
Purchase of other infrastructure #	520,000	270,000	231,986
Purchase of roads infrastructure #	1,674,760	1,645,860	1,405,249
Proceeds from sale of assets	(252,408)	(252,408)	(185,272)
<u>Financing Activities</u>			
Repayment of Loan Principal*	1,082,167	1,082,167	1,072,136
Loan proceeds / refinancing CL to NCL adj	(1,000,000)	(1,000,000)	(1,000,000)
Self Supporting Loan Income	(52,986)	(52,986)	(50,422)
<u>Reserve Movements</u>			
Transfers to Reserves	195,001	350,000	-
Interest paid to Reserves	-	49,635	35,010
Transfer from Reserves	(759,954)	(759,954)	(461,464)
LSL Provision in reserves	-	(69,587)	(69,587)
Estimated Muni (Surplus/Deficit) July 1 B/Fwd.	(1,888,825)	(1,577,335)	(1,577,335)
Estimated Muni (Surplus/Deficit) June 30 C/Fwd.	-	-	728,644
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,449,506	2,520,068	1,512,046
TOTAL RATES RAISED	2,363,622	2,386,095	2,240,690
(Surplus) / Deficit Variance	85,883	133,973	(728,644)

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

Asset No	Budget Net Book Value	Budget Sale Proceeds	Budget (Profit) / Loss	Actual Nett Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Motor Vehicles						
CEO Vehicle MV0067	41,168	(38,000)	3,168	36,398	(33,145)	3,253
Ranger Utility	4,031	(10,000)	(5,969)			-
Parks & Gardens utility MV0052	345	(10,000)	(9,655)	2,277	(7,727)	(5,450)
MWS Utility MV0065	29,686	(29,181)	505	29,042	(29,300)	(258)
Plant & Equipment						
Toyota Coaster Bus	-	(37,500)	(37,500)			-
Single Cab Tipper Ute	3,458	(7,727)	(4,269)			-
Isuzu NPR400 Tip truck E0089	41,163	(15,000)	26,163	-	(14,100)	(14,100)
Vertimower / John Deere E0173	-	(5,000)	(5,000)	2,333	(1,000)	1,333
Land & Buildings						
1 Ackland Street L0032	-	(100,000)	-	141,649	(99,999)	41,650
TOTAL	119,851	(252,408)	(32,557)	211,700	(185,272)	26,428
By Program						
Goverance						
CEO Vehicle MV0067	41,168	(38,000)	3,168	36,398	(33,145)	3,253
Other Property & Services						
Ranger Utility	4,031	(10,000)	(5,969)			-
Parks & Gardens utility MV0052	345	(10,000)	(9,655)	2,277	(7,727)	(5,450)
MWS Utility MV0065	29,686	(29,181)	505	29,042	(29,300)	(258)
Toyota Coaster Bus	-	(37,500)	(37,500)			-
Single Cab Tipper Ute	3,458	(7,727)	(4,269)			-
Isuzu NPR400 Tip truck E0089	41,163	(15,000)	26,163	-	(14,100)	(14,100)
Vertimower / John Deere E0173	-	(5,000)	(5,000)	2,333	(1,000)	1,333
Land & Buildings						
1 Ackland Street		(100,000)	-	141,649	(99,999)	41,650
TOTAL	119,851	(252,408)	(32,557)	211,700	(185,272)	26,428
Motor Vehicle and Plant & Equipment Change Over						
	Budget Purchase Price	Budget Sale	Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
Motor Vehicles						
CEO Vehicle MV0072	50,000	(38,000)	12,000	39,720	(33,145)	6,574
MWS Vehicle MV0070	43,575	(29,181)	14,394	43,277	(29,300)	13,977
Ranger Utility	25,000	(10,000)	15,000			-
Parks & Garden utility MV0071	25,000	(10,000)	15,000	21,064	(7,727)	13,336
Plant & Equipment						
Vertimower / John Deere P0034	25,000	(5,000)	20,000	6,105	(1,000)	5,105
Toyota Coaster Bus	105,000	(37,500)	67,500			-
Single Cab Tipper Ute	28,791	(7,727)	21,064			-
Isuzu NPR400 Tip truck P0035	90,000	(15,000)	75,000	95,550	(14,100)	81,450
TOTAL	392,366	(152,408)	239,958	205,716	(85,273)	120,443

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

[illegible]

Debtors Ageing Summary				
Current				24,193.49
30 Days				1,546.00
60 Days				220.00
90 Days & Over				116,428.95
Total Outstanding				142,388.44
Accounts 90 Days & Over:				
	Date	Dr No.	Comments	Amount
	11/12/2013	730	In hands of Receivers	380.00
	25/02/2013	324	Paid 04/06/2013	231.00
	Nov 2012 and Jan 2013	794	Sent to legal 1/5/2013	5,414.00
	25/02/2013	761	Spoke to them & emailed invoice	103.95
	21/01/2013	7	Contribution to Assets	110,000.00
	18/12/2012	658	Changed name so have emailed invoice to new group	300.00
Total				116,428.95

SHIRE OF WONGAN-BALLIDU
BANK RECONCILIATION FOR 31 MAY 2013

	Total	Municipal	Trust	Reserve	Muni Investments
Opening Balance	2,496,627.26	775,888.74	11,448.78	1,192,942.92	516,346.82
Add: Receipts	861,504.65	780,555.90	80,948.75		19.49
Investment Interest	19.49				
Less: Payments - EFT & Cheques	(856,312.66)	(598,654.56)			(257,658.10)
Payments - Bank fees and Rounding	(633.26)	(576.73)	(56.53)		
Transport Payments	(76,101.45)	(1,890.90)	(74,210.55)		
Balance as per General Ledger	2,425,104.03	955,322.45	18,130.45	1,192,942.92	258,708.21
Balance as per Bank Statement	1,236,987.44			359.85	258,688.72
TD/Investments	1,192,583.07	960,407.91	17,530.96	1,192,583.07	
Tenancy Bonds - Separate Bank Accounts					
Add: Outstanding Deposits	1,607.69	568.65	1,039.04		
Less: Adjustments -	19.49	(5,291.45)	5,291.45		19.49
Unpresented Cheques	(457.66)	(362.66)	(95.00)		
Transport payments pending	(5,636.00)		(5,636.00)		
Balance as per Cash Book	2,425,104.03	955,322.45	18,130.45	1,192,942.92	258,708.21
Figure should equal same as Creditor Payment List		-	-	-	-

SHIRE OF WONGAN - BALLIDU
INVESTMENT REPORT FOR 31 MAY 2013

MUNICIPAL INVESTMENTS

Matured Municipal Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Current Investment	Accrued Interest	Interest Earned	Closing Balance	Back into Muni
9990-20997	Term Deposit - ANZ	Current	ANZ	20-Jun-12	19-Jul-12	29		600,000.00	600,000.00			475.33	600,475.33	YES
9990-21063	Term Deposit - ANZ	Current	ANZ	20-Sep-12	23-Oct-12	33		608,015.34	608,015.34			497.73	608,513.07	YES
9993-12674	Term Deposit - ANZ	Current	ANZ	3-Sep-12	5-Nov-12	63		250,000.00	250,000.00			1,891.76	251,891.76	YES
9993-12615	Term Deposit - ANZ	Current	ANZ	3-Sep-12	9-Nov-12	67		250,000.00	250,000.00			1,393.98	251,393.98	YES
9975-19073	Term Deposit - ANZ	Current	ANZ	1-Jul-12	17-Dec-12	169		261,301.72	261,301.72			6,589.35	267,891.07	YES
9702-16339	Term Deposit - ANZ	Current	ANZ	19-Dec-12	21-Dec-12	2		303,664.93	303,664.93			72.38	303,737.31	YES
9993-12623	Term Deposit - ANZ	Current	ANZ	3-Sep-12	4-Dec-12	92	3.70%	250,000.00	250,000.00			3,115.44	253,115.44	YES
9993-12666	Term Deposit - ANZ	Current	ANZ	3-Mar-13	3-May-13	61		250,000.00	256,074.65	256,074.65	1505.58	1,583.45	257,658.10	
Current Municipal Investments														
Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Current Investment	Accrued Interest	Interest Forecast	Closing Balance	Back into Muni
9993-12658	Term Deposit - ANZ	Current	ANZ	3-Mar-13	3-Jun-13	92	4.05%	250,000.00	256,074.65	256,074.65	2528.82	2,614.07	258,708.21	
Total of current municipal investments											2,528.82	2,614.07	258,708.21	

RESERVE INVESTMENTS

Matured Reserve Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Current Investment	Accrued Interest	Interest Earned	Closing Balance	Back into Muni
9811-62903	Term Deposit - ANZ	Current	ANZ	1-Jul-12	4-Dec-12	156		763,364.95	763,364.95			9,604.96	772,969.91	YES
9815-83724	Term Deposit - ANZ	Current	ANZ	1-Jul-12	4-Dec-12	156		135,322.97	135,322.97			3,480.50	138,803.47	YES
9991-36404	Term Deposit - ANZ	Current	ANZ	3-Aug-12	19-Sep-12	47		280,125.00	280,125.00			684.21	280,809.21	YES
9991-36391	Term Deposit - ANZ	Current	ANZ	3-Nov-12	18-Jan-13	76		457,989.75	457,989.75			3,474.61	461,464.36	YES

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Originally Placed	Investment Placed	Current Investment	Accrued Interest	Interest Forecast	Closing Balance	Back into Muni
9702-20338	Term Deposit - ANZ	Current	ANZ	19-Sep-12	19-Sep-14	730	5.00%	280,809.21	280,809.21	280,809.21	9809.09	28,080.92	308,890.13	
9997-56101	Term Deposit - ANZ	Current	ANZ	4-Mar-13	4-Jun-13	92	4.05%	461,773.38	467,067.95	467,067.95	4560.63	4,767.93	471,835.88	
9997-56064	Term Deposit - ANZ	Current	ANZ	4-Mar-13	4-Jun-13	92	4.05%	450,000.00	455,159.58	455,159.58	8989.71	4,646.37	459,805.95	
Bank Account Balance										359.85				
Total of reserve investments and cash											23,359.43	37,495.22	1,240,531.96	0.00

Total of current municipal and reserve investment and cash

								1,442,582.59	1,459,111.39	1,449,017.57	25,888.26	50,684.41	1,743,267.00	-
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Terminated	
Current Municipal Investments	
Current Reserve Investments	

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 31 MAY 2013

		ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 MAY 2013				
Reserve Description	GL Acct.	Opening Balance	Intra reserve transfers	Transfer in / Interest	Transfer out / to Muni	EOY Balance	Transfer in / Interest	Transfer out / to Muni	Transfer in/ from Muni	EOY Balance	Transfer in / Interest	Transfer in/ from Muni	Transfer from Muni	Actual Balance
Centenary Celebrations Reserve	01925	51,918	(51,918)	-	-	-	-	-	-	-	-	-	-	-
Community Resource Centre Reserve	01989	11,261	-	327.00	-	11,587.52	327.00	-	-	11,587.52	230.69	-	-	11,491.21
Depot Improvement Reserve	01940	5,392	-	156.00	-	5,547.60	156.00	-	-	5,547.60	110.01	-	-	5,501.61
Historical Publications Reserve	01965	5,886	-	171.00	-	6,056.59	171.00	-	-	6,056.59	120.61	-	-	6,006.20
Housing Reserve	01955	87,096	-	2,526.00	-	89,621.51	2,526.00	-	-	89,621.51	1,781.71	-	-	88,877.22
Land & Buildings Reserve	01930	128,859	(128,859)	-	-	-	-	-	-	-	-	-	-	-
Loan Principal Reserve	01950	89,763	190,361	10,796.00	-	290,919.84	10,796.00	-	-	290,919.84	7,614.99	-	-	287,738.83
LSL Reserve	01935	68,192	-	1,978.00	-	70,169.98	1,978.00	-	-	70,169.98	1,395.19	-	-	69,587.17
Medical Facilities & R4R Special Projects Reserve	01975	555,841	-	16,119.00	(560,845.00)	11,115.32	16,119.00	(560,845.00)	150,000.00	161,115.32	11,369.56	(421,000)	-	146,210.88
Patterson Street JV Housing Reserve	01988	6,704	-	194.00	-	11,898.01	194.00	-	5,000.00	11,898.01	136.82	-	-	6,840.83
Plant Reserve	01945	530,734	-	15,391.00	(169,109.00)	557,016.09	15,391.00	(169,109.00)	180,000.00	557,016.09	10,856.04	(40,464)	-	501,125.77
Quinlan Street JV Housing Reserve	01987	13,293	-	385.00	-	13,678.78	385.00	-	5,000.00	18,677.78	271.55	-	-	13,564.33
Stickland JV Housing Reserve	01986	8,744	-	254.00	-	13,997.65	254.00	-	5,000.00	13,997.65	179.18	-	-	8,922.83
Swimming Pool Reserve	01970	1,776	-	52.00	-	6,827.50	52.00	-	5,000.00	6,827.50	36.70	-	-	1,812.20
Waste Management Reserve	01920	44,357	(9,584)	1,286.00	(30,000.00)	15,642.77	1,286.00	(30,000.00)	-	15,642.77	907.07	-	-	45,263.84
WH Industrial/LIA Park Reserve	01985	9,584	-	-	-	-	-	-	-	-	-	-	-	-
TOTALS		1,619,397	(0)	49,635.00	(759,954.00)	1,104,079.16	49,635.00	(759,954.00)	350,000.00	1,259,078.16	35,010.12	(461,464)	-	1,192,942.92

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

* CHA advised 1 Page												
* Denotes (SSL) Self Supporting Loan												
Existing Loans	Loan No.	Particulars	Recipient	Maturity Date	Amount Borrowed	Int. & Principal due in May 13	Accrued Interest	YTD Int	Loan Balance @ 1 July 2012	Refinancing	Principal Repayments YTD	Loan Balance @ 31 May 13
	140	Housing Construction [#]	Wongan-Ballidu Development*	May-2015	430,000	11,589	(3,175)	20,002	429,945	-	-	429,945
	142	Housing Construction	WB Community Association*	Mar-2020	400,000		(4,923)	10,721	257,289	-	(25,778)	231,512
	143	Land Purchase	Shire of Wongan-Ballidu	Jun-2016	270,000		(45)	5,803	128,514	-	(21,714)	106,799
	145	Land Development	Shire of Wongan-Ballidu	Jul-2012	1,000,000		(30,408)	4,797	1,000,000		(1,000,000)	-
	145B	Land Development	Shire of Wongan-Ballidu	Jun-2014	500,000		-	8,162	-	500,000		500,000
	145C	Land Development	Shire of Wongan-Ballidu	Jul-2017	500,000		-	8,800	-	500,000		500,000
	147	Aged Persons	Ninan House*	Jul-2022	100,000		(2,404)	3,076	79,803	-	(5,390)	74,413
	149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019	115,000		(203)	3,990	92,451	-	(7,462)	84,989
	150	Sports Pavilion	Wongan Hills Sports Council*	May-2016	50,000	13,774	(239)	1,743	50,000	-	(11,792)	38,208
TOTAL EXISTING LOANS					3,365,000	25,362	(41,396)	67,094	2,038,002	1,000,000	(1,072,136)	1,965,865

Interest ledger balance after accruals

The net amount after refinancing Loan 145 into 145B and 145C

SSL summary

1,095,000	25,362	39,532	909,488	(50,422)	859,065
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67,094

(1,072,136) Pgt

SSL	Shire	Total
(2,564)	(7,467)	(10,031)
(856,502)	(1,099,332)	(1,955,834)
(859,066)	(1,106,799)	(1,965,865)

The current loan liability
The non current liability

9.1.3 POLICY ASSET MANAGEMENT - INFRASTRUCTURE ASSETS

FILE REFERENCE:	A2.20.4
REPORT DATE:	10 June 2013
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST	NIL
PREVIOUS MEETING REFERENCES:	
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Asset Management Policy

PURPOSE OF REPORT:

For Council to adopt the Asset Management Policy

BACKGROUND:

Council has through the Western Australian Local Government Association subscribed to the Western Australian Asset Improvement Program.

COMMENT:

The preliminary findings of the *Systemic Sustainability Study* into Local Government in WA identified the following in relation to the financial sustainability and current financial position of WA Councils:

- WA Local Governments employ approximately \$13bn in capital and there is evidence they are underutilising debt.
- WA Local Governments registered operating deficits in 2004-05 of 4.5% of their own-source revenue. While 49 Local Governments had positive operating surpluses, 93 had operating deficits with the average deficit being 17.4% of their own-source revenue.
- There is an infrastructure renewal gap of approximately \$110m in 2004-05 which means that approximately only 75% of the amount required to maintain their non-financial assets in their current condition.
- The industry faces an infrastructure backlog is in the vicinity of \$1.75bn or 14% of the total value of non-financial assets in WA.
- A significant number of Local Governments do not fully maximise the rating system.
- In WA, to an extent not evident in either NSW or SA, financial unsustainability is a problem particularly prevalent amongst smaller and/or declining population regional Councils, evidence of a structural problem. However, 31% of the largest Councils and 45% of the above-average growth Councils are also assessed as financially unsustainable.
- 50% of Local Governments are financially unsustainable in WA and these Local Governments need to increase their rates by 10% or more to eliminate their operating deficits.
- Local Governments would benefit from a policy setting review and improved financial governance arrangements.

The principal objective of the WAAMI programme is to create greater awareness and stewardship of Asset Management at the Council and Corporate Management level and to assist Councils in determining their asset renewal funding gap utilising a structured asset management process implemented over an extended period of time.

The period initially selected for the WAAMI pilot programme was 12 months, however the Steering Group has recommended that the implementation of the programme be extended to cover a period of 24 months.

Over a structured 24 month period, the programme aims to assist individual Councils to improve their overall asset management capability and as a consequence will help improve Local Government asset management/service delivery level generally across the State.

Other aims of the project are to:

- Guide asset management financial decisions.
- Raise Council awareness of the need to resource asset management.
- Provide a more consistent approach to Asset Management planning and processes.
- Facilitate a “regional” approach to implementing asset management across the State.
- Provide “mentoring” and assistance towards achieving improved asset management practices.
- Provide a flexible framework and implementation process to match the various needs of Councils across Western Australia.

At an operations level the potential benefits to Councils include:

- Extending the life of existing assets through optimal refurbishment and maintenance practices, thereby deferring major capital expenditure.
- Identifying “at risk” assets and rehabilitating or renewing at a lower cost before total replacement is required.
- Enabling gains in asset refurbishment and maintenance productivity, service delivery and managerial effectiveness.
- Identification of the quantity/quality of assets needed to deliver the required levels of service (LoS).
- Establishing a clear relationship between the “balance sheet” and Asset Management
- Identifying the sustainable service funding gap through preparation of Asset Management Plans for all key asset groups.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995

STRATEGIC IMPLICATIONS:

This Asset Management Policy/Purpose document broadly outlines why asset management is relevant, its purpose and what needs to be done in a particular organisation to achieve desired Asset Management outcomes.

Title:	ASSET MANAGEMENT POLICY
Policy	All Purposes Committee
File No:	F1.8.2
Resolution No:	
Date:	10th June 2013
Scheduled Review:	June 2017

1. PURPOSE

To set guidelines for implementing consistent asset management processes throughout the Shire of Wongan-Ballidu.

2. OBJECTIVE

To provide the Shire with a framework to manage its asset portfolio, ensure a corporate approach to asset management and ensure adequate provision is made for the long term replacement of major assets.

3. SCOPE

This policy describes the way in which the Shire, as an organisation, will approach the asset management of its infrastructure to ensure maximum return on investment and applies to Elected Members of Council, all employees and all consultants engaged by the Shire.

4. DEFINITIONS / ABBREVIATIONS USED IN POLICY

In accordance with the "International Infrastructure Management Manual", the Policy considers an "Asset", by definition, to be:

"A physical component of a facility which has value, enable services to be provided and has an economic life of greater than twelve (12) months."

Infrastructure Assets include buildings, drainage, footpaths, street furniture, jetties and boardwalks, parks and landscape, property, reserve equipment, and roads.

Asset Management Plan A plan developed for the management of an infrastructure asset or asset category that combines multi-disciplinary management techniques (including technical and financial) over the lifecycle of the asset.

The Asset Management Plan establishes for each Asset Category:

1. Levels of Service
2. Future Demand
3. Risk register
4. Life Cycle Management Plan
5. Financial Projections;
6. Asset Management Practices
7. Performance Monitoring and Improvement.

Asset Register A record of asset information considered worthy of separate identification including inventory, historical, financial, condition, construction, technical, and financial.

Capital Upgrades Projects (including land purchase) for the extension or upgrading of assets catering for growth or additional levels of service. Capital upgrades include:

- ☐ Works that improve an asset beyond its original size or capacity.
- ☐ Upgrade works that increase the capacity of an asset.
- ☐ Works designed to produce an improvement in the standard and operation of the asset beyond its original capacity.

Life Cycle. The cycle of activities that an asset goes through while it retains an identity as a particular asset.

Life Cycle Cost The total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, and renewal and disposal costs.

Maintenance Maintenance is the actions required to retain an asset as near as practicable to its original condition. Maintenance may be preventative or reactive.

New Works Works or acquisitions (including land purchase) that create an asset that did not exist in any shape or form.

Operating Costs Operating costs have no effect on asset condition but are necessary to keep the asset properly utilised. It is the active process of utilising an asset and consumes resources such as manpower, energy, chemicals or materials.

Predictive Modelling. Use of asset deterioration models and condition monitoring to predict failure and asset rehabilitation and renewal.

Renewals Renewals are works to refurbish or replace existing facilities with facilities of equivalent capacity or performance capability defined as:

- ☐ The renewal and rehabilitation of existing assets to their original size and capacity.
- ☐ The replacement of the entire asset with the equivalent size or capacity.
- ☐ The replacement component of capital works that restores the assets to their original size and capacity.

Useful Life The period over which an asset is expected to be used.

5. POLICY STATEMENT

The Shire of Wongan-Ballidu delivers a variety of services to the community and in doing so, must ensure that the assets supporting these services are managed in a way that promotes maximum performance for the most cost-effective 'whole of life' cost.

The Shire is committed to the responsible management of its assets and to deliver services that meets community expectations of time, quality, and value for money.

The Shire's assets include physical features within the Shire and include items such as roads, drainage, buildings, parks, pathways, natural areas and play grounds and represent a substantial investment to support modern living in our community. It is imperative that the Shire employs best practice management skills and practices to ensure that Shire services are delivered economically and in a sustainable manner.

This policy applies to the Council and all employees of the Shire, Committees of Management and the Community involved in the operation, maintenance, refurbishment, renewal, upgrading and development of the Shire's existing and new assets.

6. OUR COMMITMENT

Within our organisation, we will:

- ☐ Adopt a continuous improvement approach to asset management
- ☐ Undertake to provide an agreed level of service for all asset classes in an economically sustainable manner.
- ☐ Ensure budgeting priority be given to the maintenance and renewal of existing assets and services.
- ☐ Provide adequate resources to manage these assets in a cost effective and timely manner.
- ☐ Ensure assets are reviewed on a regular basis to ensure ongoing relevance and community need. Where no need is identified, assets will be rationalised.

As part of the Shire's consideration of asset management, we will undertake the following key steps:

- ☐ Develop and maintain industry standard asset management plans for all major asset classes and incorporate the results into the Shire's Long Term Financial Plan (LTFP)
- ☐ Prior to consideration of any major works for renewal or improvement to an asset, undertake a critical review of the need for that asset.
- ☐ Consider the "whole of life" cost for all new assets and for any major renewal or improvements and ensure those costs are incorporated in the Shire's LTFP
- ☐ Where appropriate, involve and consult with the community and key stakeholders on determining levels of service
- ☐ Manage the Shire's assets utilising a multi discipline cross-functional Asset Management Continuous Improvement Team (AMCIT)
- ☐ Ensure asset information is accurate and current allowing informed decision making to occur.
- ☐ Allocate appropriate resources to ensure appropriate asset management practices can be undertaken including the timely maintenance and renewal or upgrade of those assets so that "life cycle" costs are optimised.
- ☐ Continually seek opportunities for multiple uses of assets.
- ☐ Implementation of asset management as an organisational philosophy that will be guided by the Asset Management Framework, Asset Management Continuous Improvement Strategy and Asset Management Plans.
- ☐ Develop and maintain an Asset Management Continuous Improvement Strategy to drive continuous improvement in asset management practices.

7.0 Related Documents

Asset Management Strategy and associated Asset Management Plans.

8.0 Responsibility

Councillors are responsible for adopting the policy and ensuring that sufficient resources are applied to manage the assets.

The Chief Executive Officer has overall responsibility for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

9.1.4. STRATEGIC COMMUNITY PLAN

FILE REFERENCE:	A2.20.3
REPORT DATE:	10 June 2013
APPLICANT/PROPONENT:	Stuart Taylor - Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	
PREVIOUS MEETING REFERENCES:	24 April 2013 Resolution 040413
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council adopt the Strategic Community Plan

BACKGROUND:

The Draft Strategic Community Plan was presented to Council at the April 2013 Council meeting.

COMMENT:

The draft Strategic Community Plan was advertised for the required 42 days closing on 8 June 2013 with no submissions being received.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

Sections 5.56 of the Local Government Act

SUSTAINABILITY IMPLICATIONS:

Ø Environment

The nature of the Strategic Community Plan is that it will impact on the environment in some form or fashion. The nature and extent will need to be assessed on an individual ad hoc basis

Ø Economic

The Strategic Community Plan guides the long term commitment of Council to fund much needed community projects and infrastructure. This contributes directly to economic growth and underlying sustainability.

Ø Social

The Strategic Community Plan addresses the infrastructure needs of the community and hence has positive social externalities.

FINANCIAL IMPLICATIONS:

The Strategic Community Plan is a high level document upon which the annual budget is based.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

STAFF RECOMMENDATION:

That Council adopts the Strategic Community Plan for a four year period 1 July 2013 to 30 June 2017

COMMITTEE RECOMMENDATION:

That Council adopts the Strategic Community Plan for a four year period 1 July 2013 to 30 June 2017

MOTION: MOVED Cr Armstrong /Cr de Grussa

That Council adopts the Strategic Community Plan for a four year period 1 July 2013 to 30 June 2017

CARRIED BY ABSOLUTE MAJORITY: 8/0
RESOLUTION NO: 050613

9.1.5 APPOINTMENT OF AN ADDITIONAL AUDITOR

FILE REFERENCE:	F1.4.2
REPORT DATE:	13 June 2013
APPLICANT/PROPONENT:	UHY Haynes Norton
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Appointment of additional auditor

BACKGROUND: Appointment of Auditor to sign off the independent Audit Report

COMMENT: Under the Local Government Act individuals are appointed as the Shire's auditor and are required to sign off the independent audit report on the annual financial report in their own right.

Currently the Shire's appointed auditors' are as follows:

<i>Engagement Partner</i>	<i>Registered Company Auditor Number</i>
Mr. D. Tomasi	15724
Mr. G.R. Godwin	310219

In order for our auditing firm (UHY Haynes Norton) to provide greater flexibility and to conform with the advancement of Greg Godwin to audit and engagement partner UHY have requested that Council resolve (by absolute majority) to add Wen-Shien Chai as an auditor of the Shire of Wongan-Ballidu.

Chia's details are outlined below:-

Mr Wen-Shien Chai	299761
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POLICY REQUIREMENTS:

There are no policy requirements in relation to this item

LEGISLATIVE REQUIREMENTS:

Local Government Act 1195 S. 7.8 (1) Appointment of Auditors

STRATEGIC IMPLICATIONS:

Greater flexibility on appointment of auditors can provide a quicker response in sign off of the Shire's annual accounts

SUSTAINABILITY IMPLICATIONS:

Ø Environment

There are no significant environmental implications

Ø Economic

There are no significant economic implications

Ø **Social**

There are no significant social implications

FINANCIAL IMPLICATIONS:

There are no financial implications associated with this recommendation.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

STAFF RECOMMENDATION:

That Council appoint Mr Wen-Shien Chai Registered Company Auditor Number 299761 as an additional auditor authorised to sign off the independent audit report on the annual financial report.

COMMITTEE RECOMMENDATION:

That Council appoint Mr Wen-Shien Chai Registered Company Auditor Number 299761 as an additional auditor authorised to sign off the independent audit report on the annual financial report.

MOTION:

MOVED

Cr Macnamara /Cr Barrett-Lennard

That Council appoint Mr Wen-Shien Chai Registered Company Auditor Number 299761 as an additional auditor authorised to sign off the independent audit report on the annual financial report

**CARRIED BY ABSOLUTE MAJORITY: 8/0
RESOLUTION NO: 060613**

9.2 WORKS AND SERVICES

Nil

9.3 HEALTH, PLANNING & BUILDING

Nil

9.4 BUSH FIRE ADVISORY COMMITTEE

Nil

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 Brennan declared the meeting closed at 3.49pm.

These minutes were confirmed at a meeting on July 2013.

Signed _____
President