

Shire of Wongan-Ballidu



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 26 AUGUST 2020





SHIRE OF WONGAN-BALLIDU

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Members

The Next Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 26 August 2020, commencing at 3.00pm in Council Chambers at the Shire Administration Office, Cnr Quinlan Street and Elphin Crescent, Wongan Hills.

STUART TAYLOR
CHIEF EXECUTIVE OFFICER

DISCLAIMER

THE RECOMMENDATIONS CONTAINED IN THE AGENDA ARE SUBJECT TO CONFIRMATION BY COUNCIL. THE SHIRE OF WONGAN-BALLIDU WARNS THAT ANY PERSON(S) WHO HAVE AN APPLICATION LODGED WITH COUNCIL SHOULD RELY ONLY ON WRITTEN CONFIRMATION OF THE DECISION MADE AT THE COUNCIL MEETING. NO RESPONSIBILITY WHATSOEVER IS IMPLIED OR ACCEPTED BY THE SHIRE OF WONGAN-BALLIDU FOR ANY ACT, OMISSION, STATEMENT OR INTIMATION TAKING PLACE DURING A COUNCIL MEETING.

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

3. PUBLIC QUESTION TIME

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

5. PETITIONS AND PRESENTATIONS

6. APPLICATION/S FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 22 JULY 2020:

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Wednesday, 22 July 2020 be confirmed as a true and correct record of the proceedings.

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

9.1.1 POLICY – ATTENDANCE AT EVENTS AND FUNCTIONS

FILE REFERENCE:	
REPORT DATE:	18 August 2020
APPLICANT/PROPONENT:	Department of Local Government Sport and Cultural Industries (DLGSC)
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Attendance at Events and Functions Policy

PURPOSE OF REPORT:

For Council to adopt a new policy in respect to Councillor and CEO attendance at events as a representative of the Shire.

BACKGROUND:

On 20 October 2019, the new gifts framework contained within the *Local Government Legislation Amendment Act 2019* came into operation. This new gift framework has been simplified, with the focus on transparency and accountability. However, a new s5.90A has been included in the Act that requires “a local government to prepare and adopt a policy that deals with matters relating to the attendance of Council Members and the CEO at events”.

The attached Policy relates to the attendance of Council members and the CEO as a representative of Council, at events such as concerts, conferences and functions, including hospitality, and addresses the provision of tickets provided free of charge to Council or invitations to events that are to be accepted and distributed in accordance with this policy and associated guidelines.

Council may approve attendance by a council member at an event or hospitality function either as stated in this Council approved policy or by way of a specific Council resolution.

COMMENT:

As stated in the Local Government Operational Guidelines relating to this Policy, Council members are expected to make decisions in the best interests of their community. To do this, that must consider each issue on its merits.

Decision-making could be influenced – or perceived to be influenced – in a number of ways, including through financial relationships, personal relationships and the receipt of gifts. However, certain gifts received by Council members and CEOs are specifically excluded from the conflict of interest provisions s5.62 (1B), including a gift that is received in accordance with an Attendance at Events Policy.

POLICY REQUIREMENTS:

New Policy 1.9 – *Attendance at Events and Functions* as attached.

LEGISLATIVE REQUIREMENTS:

S5.90A Policy for attendance at events

- (1) In this section —
event includes the following —
 - (a) a concert;
 - (b) a conference;
 - (c) a function;
 - (d) a sporting event;
 - (e) an occasion of a kind prescribed for the purposes of this definition.
- (2) A local government must prepare and adopt* a policy that deals with matters relating to the attendance of council members and the CEO at events, including —
 - (a) the provision of tickets to events; and
 - (b) payments in respect of attendance; and
 - (c) approval of attendance by the local government and criteria for approval; and
 - (d) any prescribed matter.

* *Absolute majority required.*
- (3) A local government may amend* the policy.

* *Absolute majority required.*
- (4) When preparing the policy or an amendment to the policy, the local government must comply with any prescribed requirements relating to the form or content of a policy under this section.
- (5) The CEO must publish an up-to-date version of the policy on the local government's official website.

STRATEGIC IMPLICATIONS:

Outcome 5.1: Good Governance and Leadership

Strategy 5.1.8: Represent and promote the Council at appropriate regional, State and Federal forums.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no environmental implications in relation to this item.
- **Economic**
There are no economic implications in relation to this item.
- **Social**
There are no social implications in relation to this item.
- **Financial Implications**
There are no financial implications in relation to this item.

**VOTING REQUIREMENTS:
ABSOLUTE MAJORITY REQUIRED: YES**

OFFICER RECOMMENDATION:

That Council ADOPT the Shire of Wongan-Ballidu Policy 'Attendance at Events and Functions'.

ABSOLUTE MAJORITY REQUIRED

5.22 Attendance at Events and Functions

Policy Owner:	Administration and Financial Services
Person Responsible:	Chief Executive Officer
Date of Adoption:	26 August 2020
Adoption Resolution:	
Date of Last Amendment:	New policy – Legislative Requirement

PURPOSE

The Shire of Wongan-Ballidu is required under the *Local Government Act 1995* to approve and report on attendance at events for Elected Members and the Chief Executive Officer.

This policy addresses attendance at any events, including concerts, conferences, functions or sporting events, whether free of charge, part of a sponsorship agreement, or paid by the local government. The purpose of the policy is to provide transparency about the attendance at events of Elected Members, the Chief Executive Officer (CEO) and all Employees of the Shire of Wongan-Ballidu.

OBJECTIVE

The policy provides guidance to Elected Members and Employees when an invitation to an event or function, or other hospitality occasion, ticketed or otherwise, is offered free of charge.

Attendance at an event in accordance with this policy will exclude the gift holder from the requirement to disclose an interest if the ticket is above \$300 and the donor has a matter before Council. Any gift received that is less than \$300 (either one gift or cumulative over 12 months from the same donor) also does not need to be disclosed as an interest. Receipt of the gift will still be required under the gift register provisions.

POLICY

This policy applies to Elected Members, the Chief Executive Officer and all Employees of the Shire of Wongan-Ballidu (the Shire) in their capacity as an Elected Member or Employee of the Shire.

Elected Members, the Chief Executive Officer and Managers occasionally receive tickets or invitations to attend events to represent the Shire to fulfil their leadership roles in the community. The event may be a paid event, or a ticket/invitation may be gifted in kind, or indeed it may be to a free / open invitation event for the community in general.

Provision of tickets to events

1. INVITATIONS

- 1.1 All invitations or offers of tickets for an Elected Member, CEO or employee to attend an event should be in writing and addressed to the CEO.
- 1.2 Any invitation or offer of tickets not addressed to the CEO is not captured by this policy and must be disclosed in accordance with the gift and interest provisions in the Act.
- 1.3 A list of events and attendees authorised by the local government in advance of the event is at Annexure A – Pre-Approved Events and Annexure B – Example Register.

2. APPROVAL OF ATTENDANCE

2.1 In making a decision on attendance at a non-pre-approved event, the council will consider:

- a) who is providing the invitation or ticket to the event,
- b) the location of the event in relation to the local government (within the district or out of the district),
- c) the role of the Elected Member or CEO when attending the event (participant, observer, presenter) and the value of their contribution,
- d) whether the event is sponsored by the local government,
- e) the benefit of local government representation at the event,
- f) the number of invitations / tickets received, and
- g) the cost to attend the event, including the cost of the ticket (or estimated value of the event per invitation) and any other expenses such as travel and accommodation.

2.2 Decisions to attend non pre-approved events in accordance with this policy will be made by simple majority of Council.

3. PAYMENTS IN RESPECT OF ATTENDANCE

3.1 Where an invitation or ticket to an event is provided free of charge, the local government may contribute to appropriate expenses for attendance, such as travel and accommodation, for events outside the district if the council determines attendance to be of public value.

3.2 For any events where a member of the public is required to pay, unless previously approved and listed in Annexure A, the Council will determine whether it is in the best interests of the local government for an Elected Member, CEO or another Officer to attend on behalf of the Council.

3.3 If the Council determines that an Elected Member or CEO should attend a paid event, the local government will pay the cost of attendance and reasonable expenses, such as travel and accommodation.

3.4 Where partners of an authorised local government representative attend an approved event, any tickets for that person will be paid by Council.

GUIDELINES

Local Government Act 1995 S50.9A

Definitions

Elected Members includes the Shire President and all Councillors.

In accordance with Section 5.90A of the *Local Government Act 1995* an event is defined as a:

- Concert
- Conference
- Function
- Sporting event
- Occasions prescribed by the Local Government (Administration) Regulations 1996.

RESPONSIBILITY FOR IMPLEMENTATION

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

Annexure A – Pre-Approved Events

Annexure B – Example of Register of Events Approved by Council (by Simple Majority decision)

Annexure A – Pre-Approved Events

The Shire approves attendance at the following events by Elected Members, the Chief Executive Officer and employees of the Shire: -

- (a) Advocacy lobbying or Ministerial briefings (Elected Members and the Chief Executive Officer only);
- (b) Meetings of clubs or organisations within the Shire of Wongan-Ballidu;
- (c) Any free event held within the Shire of Wongan-Ballidu;
- (d) Australian or West Australian Local Government events;
- (e) Events hosted by Clubs or Not for Profit Organisations within the Shire of Wongan-Ballidu to which the Shire President, Elected Member, Chief Executive Officer or employee has been officially invited;
- (f) Shire hosted ceremonies and functions;
- (g) Shire hosted events with employees;
- (h) Shire run tournaments or events;
- (i) Shire sponsored functions or events;
- (j) Community art exhibitions;
- (k) Cultural events/festivals;
- (l) Events run by a Local, State or Federal Government;
- (m) Events run by the Wongan Hills District High School;
- (n) Major professional bodies associated with local government at a local, state and federal level;
- (o) Opening or launch of an event or facility within the Shire of Wongan-Ballidu;
- (p) Recognition of Service events
- (q) RSL events; and
- (r) Where Shire President, Elected Member or Chief Executive Officer representation has been formally requested.

Annexure B – Register of Events Approved by Council (by Simple Majority decision)

Event	Date of Event	Approved Attendee/s	Approved local government contribution to cost	Date of Council resolution

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR JULY 2020

FILE REFERENCE:	F1.4
REPORT DATE:	24 August 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart, Deputy Chief Executive Officer
ATTACHMENTS:	9.2.1a Accounts July 2020

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

OFFICER RECOMMENDATION

That the accounts submitted from 1 to 31 July 2020 totalling \$861,173.39 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.

LIST OF ACCOUNTS DUE & SUBMITTED FOR COUNCIL 1ST JULY 2020 TO 31ST JULY 2020

Chq/EFT	Date	Name	Description	Amount
EFT19941	01/07/2020	ANZ BANK (NETT WAGES)	Wages PPE 30.06.2020	-68435.69
EFT19942	01/07/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT19943	01/07/2020	IOU SOCIAL CLUB	Payroll deductions	-240.00
EFT19964	10/07/2020	BOEKEMAN NOMINEES PTY LTD		-7908.45
	19/06/2020	BOEKEMAN NOMINEES PTY LTD	replace and reset injectors FOR fuso Truck PTK31	6733.25
	29/06/2020	BOEKEMAN NOMINEES PTY LTD	Remove old window and replace. Clean and remove old Sikaflex and install new one - Backhoe PBH3	1175.20
EFT19965	10/07/2020	MOORE STEPHENS	interim Billing in respect of the audit for the year ended 30 June 2020 with agreement.	-11000.00
EFT19966	10/07/2020	MCINTOSH & SON		-1875.81
	01/05/2020	MCINTOSH & SON	Supply crimp and hose 2 wire for PSS1	240.55
	07/05/2020	MCINTOSH & SON	Supply 1 x pump kit for PSP1	208.70
	14/05/2020	MCINTOSH & SON	Supply Draw shoe 500/600 for PSP1	19.92
	18/05/2020	MCINTOSH & SON	Supply retractable hose reel incl freight for PSP1	489.43
	19/05/2020	MCINTOSH & SON	Supply 6 x flat washer for PTK34	12.01
	28/05/2020	MCINTOSH & SON	Supply antenna base & lead, fibreglass antenna, antenna s/steel silver for backhoe PBH3	48.06
	09/06/2020	MCINTOSH & SON	Supply o ring ransomed and freight for Pmow8	41.03
	11/06/2020	MCINTOSH & SON	Supply Dowdy Washer x 12 for Grader PG17	20.59
	17/06/2020	MCINTOSH & SON	Supply crimps and hose 2 wine for PMOW8	153.62
	18/06/2020	MCINTOSH & SON	Supply Antenna, cable, coil spring, plug for PLDR6	106.05
	19/06/2020	MCINTOSH & SON	Supply Radio UHF and Antenna x 2 for PROL14	495.81
	19/06/2020	MCINTOSH & SON	Supply docket head cap, grub screw and freight for PMOW8	40.04
EFT19967	10/07/2020	WESTRAC EQUIPMENT PTY LTD		-734.23
EFT19968	10/07/2020	WONGAN HILLS TOURISM GROUP INC	Cleaning of Visitors centre toilets for May and June 2020	-475.00
EFT19969	10/07/2020	T A MATTHEWS ELECTRICAL SERVICES		-3054.81
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Electrical work for new office at Shire Admin office	634.81
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Install new fluoro light in kitchen - 31B Quinlan St	174.35
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Install sump pump - Swimming Pool	232.65
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	11 Wandoo - Air conditioner blowing hot air - Investigate and repair	209.00
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Air Conditioner Service, pads & pump, RCD and smoke detector inspection - 7 Wandoo Cres	173.25
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Install power point for fridge - Depot	269.50
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Air Conditioner Service, RCD and smoke detector inspection - 30 Wandoo Cres	272.25
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Air Conditioner Service, RCD and smoke detector inspection - 49 Quinlan Street	272.25
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Air Conditioner Service, RCD and smoke detector inspection - 16 Moore Street	272.25
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Air Conditioner Service, RCD and smoke detector inspection - 14 Ellis Street	272.25
	24/06/2020	T A MATTHEWS ELECTRICAL SERVICES	Air Conditioner Service, RCD and smoke detector inspection - 8 Ellis St	272.25
EFT19970	10/07/2020	ADVANCED AUTOLOGIC PTY LTD	Free-it for PG15	-175.00
EFT19971	10/07/2020	OVERLAND FREIGHT	Freight charges ex ITR for Grader Blades PG16	-221.26
EFT19972	10/07/2020	TOLL IPEC PTY LTD		-37.68
	14/06/2020	TOLL IPEC PTY LTD	Freight charges ex Komatsu	23.05
	22/06/2020	TOLL IPEC PTY LTD	Freight charges ex Wongan to LISWA	14.63
EFT19973	10/07/2020	BALLIDU TRADING POST - CLEANING ACCOUNT	Cleaning @ various location in Ballidu Townsite	-715.00
EFT19974	10/07/2020	WONGAN MAIL SERVICE		-62.36
	31/05/2020	WONGAN MAIL SERVICE	Mail Account for May for CRC	37.11
	30/06/2020	WONGAN MAIL SERVICE	Mail Account for June for CRC	25.25
EFT19975	10/07/2020	GREAT SOUTHERN FUEL SUPPLIES	Fuel supply for June 2020	-452.00
EFT19976	10/07/2020	AFGRI EQUIPMENT AUSTRALIA	Vehicle service for WB2 105,000km	-2560.33
EFT19977	10/07/2020	RURAL RANGER SERVICES	Ranger Services	-1150.00
EFT19978	10/07/2020	MAREE SMARTT	2019/20 Uniform Allowance	-146.81
EFT19979	10/07/2020	LANDGATE	Publication Licence and Design Charge for District maps of the Shire of Wongan-Ballidu (Part Invoice)	-187.00
EFT19980	10/07/2020	CJD EQUIPMENT PTY LTD	Supply T-nipple, lock nut and sealing ring for PLDR8	-100.20
EFT19981	10/07/2020	KOMATSU AUSTRALIA PTY LTD		-529.43
	03/07/2020	KOMATSU AUSTRALIA PTY LTD	Supply sensor for PG15	294.73
	03/07/2020	KOMATSU AUSTRALIA PTY LTD	Supply mirror and fuel filter for PG15	234.70
EFT19982	10/07/2020	NUTRIEN AG SOLUTIONS LTD	Adam Wipe out 450 20 L for verge slashing	-715.00
EFT19983	10/07/2020	WALLIS COMPUTER SOLUTIONS	Kyocera black toner for receipting printer	-105.60
EFT19984	10/07/2020	BOC LIMITED	Annual Container Service Charge for period 01.07.2020 to 30.06.2021	-851.83
EFT19985	10/07/2020	T A MATTHEWS ELECTRICAL SERVICES	CRC - Install 2 x fluoro light assemblies to the end office	-275.00
EFT19986	10/07/2020	SYNERGY	street lighting for Wongan Hills	-4153.92
EFT19987	10/07/2020	HENDOS PLUMBING & GAS SERVICES	27A Quinlan Street - Unblock drain next to carport	-176.00

LIST OF ACCOUNTS DUE & SUBMITTED FOR COUNCIL 1ST JULY 2020 TO 31ST JULY 2020

EFT19988	10/07/2020	VIP SECURITY T/A THREAT PROTECT	Monitoring of the CRC security system from 1st July 2020 to 30th June 2020	-143.00
EFT19989	10/07/2020	PW GEE WELDING SERVICES	Supply 40mm Gal Pipe for Hockey Field Upgrade	-563.31
EFT19990	10/07/2020	QUEST INNALOO APARTMENTS	Accommodation and Parking - TRELIS Training for M. Whyte (recoverable)	-885.00
EFT19991	10/07/2020	GLEEMAN TRUCK PARTS P/L		-104.70
	01/07/2020	GLEEMAN TRUCK PARTS P/L	Supply fitting 3/8G female x 3/8g male for PTK33, 25162836 air brake hose for PTK33	61.06
	07/07/2020	GLEEMAN TRUCK PARTS P/L	Supply fitting 3/8G female x 3/8g male for PTK33, 25162836 air brake hose for PTK33	43.64
EFT19992	10/07/2020	MAREE SMARTT	Reimbursements for Uniforms	-59.85
EFT19993	10/07/2020	DOUGLAS MACAULAY	Working with Children's for Doug Macaulay	-87.00
EFT19994	10/07/2020	AC HEALTHCARE PTY LTD	July Payment	-21083.36
EFT19995	10/07/2020	TELSTRA CORPORATION LIMITED	Telephone account for June 2020	-5319.02
EFT19996	15/07/2020	ANZ BANK (NETT WAGES)	Wages PPE 14.07.2020	-68078.64
EFT19997	15/07/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT19998	15/07/2020	IOU SOCIAL CLUB	Payroll deductions	-240.00
EFT19999	21/07/2020	FIRM CONSTRUCTION PTY LTD	PC26: Works completed as at the 10/7/20	-135620.99
EFT20000	24/07/2020	WONGAN HILLS IGA		-1254.70
	30/06/2020	WONGAN HILLS IGA	June account for CRC Administration	63.53
	30/06/2020	WONGAN HILLS IGA	June account for Office Administration	1191.17
EFT20001	24/07/2020	NUTRIEN AG SOLUTIONS LTD		-197.81
	09/06/2020	NUTRIEN AG SOLUTIONS LTD	Supply Gall Tie Wire Green for Depot	29.57
	11/06/2020	NUTRIEN AG SOLUTIONS LTD	Supply Gall Tie Wire for Depot	29.57
	22/06/2020	NUTRIEN AG SOLUTIONS LTD	Supply Hymi post cap round 80mm for Depot	6.67
	25/08/2020	NUTRIEN AG SOLUTIONS LTD	Vict Deluge 1000 Wetter 20 L for Verge Slashing	132.00
EFT20002	24/07/2020	OFFICEWORKS BUSINESS DIRECT		-671.07
	10/06/2020	OFFICEWORKS BUSINESS DIRECT	Supply stationery for CRC Office	273.60
	18/06/2020	OFFICEWORKS BUSINESS DIRECT	Supply stationery for CRC Office	74.36
	09/07/2020	OFFICEWORKS BUSINESS DIRECT	Supply stationery for Admin Office	323.11
EFT20003	24/07/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	2020/21 WALGA Membership & Subscription	-24628.66
EFT20004	24/07/2020	WESTRAC EQUIPMENT PTY LTD	Check fault codes and change roller ripper power wires. Modify Wiring. Travel included.	-1162.15
EFT20005	24/07/2020	THE WORKWEAR GROUP P/L	CSO-Creditors 19/20 Uniform Allowance	-239.20
EFT20006	24/07/2020	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder service charge for 42 Mitchell St Wongan Hills	-79.20
EFT20007	24/07/2020	WONGAN HILLS TOURISM GROUP INC		-17500.00
	19/07/2020	WONGAN HILLS TOURISM GROUP INC	2020/20201 Council Community Subsidy - Reynoldson Reserve Festival	7500.00
	19/07/2020	WONGAN HILLS TOURISM GROUP INC	2020/20201 Council Operational Subsidy	10000.00
EFT20008	24/07/2020	IT VISION AUSTRALIA PTY LTD	Renew SynergySoft & Universe Annual Licence fees from 01/07/20 to 30/6/21 15 Users	-54622.61
EFT20009	24/07/2020	COAD COMMUNICATIONS	please install new network points into the new office space in the admin building and an additional network point into CSO-F office	-2106.12
EFT20010	24/07/2020	SYNERGY		-5478.07
	07/07/2020	SYNERGY	Service charge and consumption charge for Railway Centre - Storage Shed	356.73
	08/07/2020	SYNERGY	Service Charge & consumption for Cadoux Toilets / Lot 8 King street Cadoux	108.69
	08/07/2020	SYNERGY	Service charge & consumption for Railway Dam Wongan Hills	245.88
	09/07/2020	SYNERGY	Supply Charge & consumption for Lot 151 Nina Street Wongan Hills	64.35
	09/07/2020	SYNERGY	Service Charge & consumption charge for Lot 1 Commercial Road Wongan Hills	123.55
	09/07/2020	SYNERGY	Service Charge & consumption for Wongan Hills Aerodrome	123.55
	09/07/2020	SYNERGY	Service Charge & consumption for Depot Office	507.44
	09/07/2020	SYNERGY	Service charge & consumption for Alpha Rd Ballidu	263.48
	09/07/2020	SYNERGY	Supply Charge & consumption for 30 Wandoo Crescent Wongan Hills	255.44
	09/07/2020	SYNERGY	Service charge & consumption for 2A Patterson St Wongan Hills (Recoverable via Firm Construction)	243.34
	10/07/2020	SYNERGY	Service Charge & consumption for 10 Quinlan street Wongan hills	572.28
	10/07/2020	SYNERGY	Service charge & consumption for Civic Centre Wongan Hills	630.28
	10/07/2020	SYNERGY	Service charge for Quinlan St Gardens Wongan Hills	64.05
	10/07/2020	SYNERGY	Service Charge for Fenton Place Wongan Hills ,	150.05

LIST OF ACCOUNTS DUE & SUBMITTED FOR COUNCIL 1ST JULY 2020 TO 31ST JULY 2020

	10/07/2020	SYNERGY	Service Charge, consumption & account establishment for 27D Quinlan Street Wongan Hills	63.55
	10/07/2020	SYNERGY	Service Charge & consumption for 53 Quinlan street Wongan hills	901.04
	10/07/2020	SYNERGY	Service Charge & consumption for Lot 139 Coomer street Wongan Hills	695.30
	13/07/2020	SYNERGY	Service Charge & consumption for CRC Building	109.07
EFT20011	24/07/2020	CONSTRUCTION TRAINING FUND	B578 - Forsyth Building Application BCITF Payment	-479.41
EFT20012	24/07/2020	RBC RURAL	Meter plan charge for Admin Photocopier	-599.91
EFT20013	24/07/2020	LOCAL HEALTH AUTHORITIES ANALYTICAL COMM.	2020/21 Analytical Services	-254.65
EFT20014	24/07/2020	WONGAN HILLS HARDWARE	Building account for June 2020	-354.05
EFT20015	24/07/2020	PUBLIC TRANSPORT AUTHORITY OF WA	CRC Trans WA	-42.45
EFT20016	24/07/2020	KLEEN WEST DISTRIBUTORS	Cleaning supplies - various locations	-620.73
EFT20017	24/07/2020	DUN DIRECT PTY LTD	Fuel supply for June 2020	-15510.59
EFT20018	24/07/2020	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	June 2020 BSL Reconciliation	-325.65
EFT20019	24/07/2020	WONGAN HILLS BAKERY AND CAFE		-165.00
	02/06/2020	WONGAN HILLS BAKERY AND CAFE	Morning Tea for Hon Mia Davies & Hon Shane Love	80.00
	26/06/2020	WONGAN HILLS BAKERY AND CAFE	Supply salads for Works BBQ (COVID-19) 26.6.20	85.00
EFT20020	24/07/2020	DAIMLER TRUCKS PERTH	FLK18B Fuso filter kit for Mechanical Services Co-ordinator	-178.59
EFT20021	24/07/2020	NEWINS FAMILY TRUST		-6051.00
	18/07/2020	NEWINS FAMILY TRUST	Call out fee Tip docket 690	100.00
	18/07/2020	NEWINS FAMILY TRUST	Managing of Wongan Hills Refuse Site from 1st July 2020 to 31st July 2020	5951.00
EFT20022	24/07/2020	MELISSA MARCON	Uniform Reimbursement	-90.98
EFT20023	24/07/2020	FEGAN BUILDING SURVEYING	Building Surveying Moore St Wongan Hills	-544.50
EFT20024	24/07/2020	RURAL RANGER SERVICES	Ranger Services from 26/6/20 to 12/7/20	-752.50
EFT20025	24/07/2020	ELLENBY TREE FARM	Plants for colocation - part invoice	-627.00
EFT20026	24/07/2020	SAFE AVON VALLEY INC.	Cat Impound 28/5 #20020	-60.00
EFT20027	24/07/2020	TERBRIDGE NOMINEES PTY LTD T/AS METISC	Support Hours for CRM	-2750.00
EFT20028	24/07/2020	FIVE STAR BUSINESS & INNOVATION	Meter reading for CRC Photocopier	-1343.96
EFT20029	24/07/2020	JB HI-FI GROUP PTY LTD	2 x Microsoft Surface Book 15 QDR i7 32GB including extended 3 year Warranty (Part invoice)	-6170.00
EFT20030	24/07/2020	CLEANTECH ENERGY PTY LTD	Electricity consumption for CRC Building, Sports complex, Swimming Pool, Medical Centre	-1871.14
EFT20031	24/07/2020	DEPT OF PLANNING, LANDS & HERITAGE	Lease rent for 1 month due to holding over as per agreement L848615 01/07/20 to 31/7/20	-45.84
EFT20032	24/07/2020	ITR PACIFIC PTY LTD		-3344.00
	10/07/2020	ITR PACIFIC PTY LTD	Supply Grader Blades for PG15	1540.00
	10/07/2020	ITR PACIFIC PTY LTD	Supply Grader Blades PG16 & PG17	1804.00
EFT20033	24/07/2020	AUTOPRO NORTHAM		-222.03
	08/07/2020	AUTOPRO NORTHAM	RCA182P filter for Works Supervisor vehicle, WC0172 oil filter for Works Supervisor vehicle, Z125 oil filter for Hilux PUT69, Z418 oil filter for Hilux PUT69	121.83
	09/07/2020	AUTOPRO NORTHAM	Supply 4 x cab filters for grader ute PUT73	100.20
EFT20034	24/07/2020	RM SURVEYS	Refund for the overpayment of debtor account 1380	-16.00
EFT20035	03/07/2020	SHERIFF'S OFFICE	21776 - Lodgement fee for registering 1 unpaid infringement	-70.00
EFT20036	29/07/2020	ANZ BANK (NETT WAGES)	Wages PPE 28.07.2020	-68858.74
EFT20037	29/07/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT20038	29/07/2020	IOU SOCIAL CLUB	Payroll deductions	-230.00
EFT20039	09/07/2020	ANZ CORPORATE CREDIT CARD	Purchases for June 2020	-988.17
EFT20040	29/07/2020	WONGAN COMMUNITY SHOP	Self Supporting Loan	-40000.00
EFT20041	17/07/2020	DE LAGE LANDEN PTY LTD	CRC Photocopier Lease	-557.70
EFT20042	31/07/2020	LANDGATE		-237.36
	21/06/2020	LANDGATE	Rural Uv's Chargeable from 30/5/20 to 12/6/20	125.64
	23/06/2020	LANDGATE	Gross Rental valuations chargeable from 16/5/20 to 12/6/20	71.92
	26/06/2020	LANDGATE	Mining tenements chargeable from 17/5/20 to 26/6/20	39.80
EFT20043	31/07/2020	CJD EQUIPMENT PTY LTD	V11172700 brake pipe for Loader PLDR8	-269.91
EFT20044	31/07/2020	KOMATSU AUSTRALIA PTY LTD	Supply Mirror for Komatsu Grader PG15	-191.59
EFT20045	31/07/2020	STAR TRACK EXPRESS PTY LTD	Freight charges ex Winc Stationery	-41.60
EFT20046	31/07/2020	WALLIS COMPUTER SOLUTIONS	Epson TM88 Receipting Printer for Admin and CRC	-1397.98
EFT20047	31/07/2020	WESTRAC EQUIPMENT PTY LTD	338-3540 Hydraulic filter for PG16	-1244.31
EFT20048	31/07/2020	WCS CONCRETE	TV Retransmission Site - Concrete pad for compound extension	-1112.10
EFT20049	31/07/2020	BALLIDU CONTEMPORARY ARTS SOCIETY	2020/2021 Council Community Subsidy - BCAS Support	-5500.00
EFT20050	31/07/2020	THE WORKWEAR GROUP P/L	Uniform Allowance for AMO	-374.00
EFT20051	31/07/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan 152	-8025.19
EFT20052	31/07/2020	AUSTRALASIAN PERFORMING RIGHT ASSOCIATION LIMITED	Music Licence Fee from 1st July 2020 to 30th June 2021	-350.00
EFT20053	31/07/2020	CONSTRUCTION TRAINING FUND	BCITF - B557 Co-Location	-8191.75

LIST OF ACCOUNTS DUE & SUBMITTED FOR COUNCIL 1ST JULY 2020 TO 31ST JULY 2020

EFT20054	31/07/2020	IT VISION USER GROUP INC.	Annual Subscription 2020/2021 for IT Vision User Group	-748.00
EFT20055	31/07/2020	WONGAN HILLS HARDWARE	Works account for June 2020	-3161.64
EFT20056	31/07/2020	WURTH AUSTRALIA PTY LTD	Supply various parts for PSP4	-178.09
EFT20057	31/07/2020	TOLL IPEC PTY LTD	Freight charges ex RBC Rural for Shire Admin Photocopier	-11.55
EFT20058	31/07/2020	ROYAL LIFE SAVING (WA BRANCH)	Requalification Course, Aug 9 2020 Doug Macaulay	-159.00
EFT20059	31/07/2020	WONGAN HILLS ROTARY CLUB	2020/20201 Council Community Subsidy - Seniors Christmas Lunch	-1700.00
EFT20060	31/07/2020	DSATCO PTY LTD	Lupin mulch for Colocation H0309	-1782.00
EFT20061	31/07/2020	AAA TRIPLE A ASPHALT	Cold mix for A0199 Waddington Road	-4345.00
EFT20062	31/07/2020	MOLONEY ASSET MANAGEMENT SYSTEMS	Moloney Software maintenance and upgrade agreement for the period 01/07/20 to 30/6/21 covering the asset modules as listed	-440.00
EFT20063	31/07/2020	WONGAN-BALLIDU COMMUNITY FITNESS CLUB INC	Refund of Room and Key Bond	-150.00
EFT20064	31/07/2020	WONGAN HILLS HOTEL	Council Dinner Dated 22/7/20	-345.50
EFT20066	31/07/2020	HENDOS PLUMBING & GAS SERVICES	Backflow testing - Lot 1 RES 51506 Fenton Place	-440.00
EFT20067	31/07/2020	LYNETTE HOOD	Laundrying & Ironing - 13 tablecloths @ \$7 each	-91.00
EFT20068	31/07/2020	TUNNEL VISION	Storm Water Jetting on Nugent Street Wongan Hills	-3080.00
EFT20069	31/07/2020	RURAL RANGER SERVICES	Rural Ranger Services from 13/7/20 to 23/7/20	-1075.00
EFT20070	31/07/2020	FIVE STAR BUSINESS & INNOVATION		-27.55
	24/07/2020	FIVE STAR BUSINESS & INNOVATION	Admin & Handling fee for the supply of Waste Toner Bottle - CRC	12.20
	28/07/2020	FIVE STAR BUSINESS & INNOVATION	Admin & Handling fee for the supply of black toner - CRC	15.35
EFT20071	31/07/2020	ACTION SHEDS AUSTRALIA P/L	DEPOSIT ONLY - Supply steel kit shed - Civic Centre for Community Groups	-12604.72
EFT20072	31/07/2020	MELISSA WHYTE	Refund for meals & mileage for department of transport training	-677.06
EFT20073	31/07/2020	RICOH FINANCE		-553.92
	29/06/2020	RICOH FINANCE	CRC Photocopier Lease from 27/7/20 to 26/8/20	276.96
	28/07/2020	RICOH FINANCE	Shire Office Photocopier lease from 27/8/20 to 26/9/20	276.96
EFT20074	31/07/2020	JB HI-FI GROUP PTY LTD	Supply 1 x Microsoft Surface Book 3 15 QDR i7 32GB including extended 3 year Warranty"	-5775.00
EFT20075	31/07/2020	FIRM CONSTRUCTION PTY LTD	PC27: Works completed as at the 24/7/20	-53923.12
EFT20076	31/07/2020	TRACTUS AUSTRALIA		-1072.40
	15/06/2020	TRACTUS AUSTRALIA	Puncture Repair for VWC vehicle	41.50
	19/06/2020	TRACTUS AUSTRALIA	Supply 2 new tyres for PUT70	499.40
	24/06/2020	TRACTUS AUSTRALIA	Puncture Repair for Mack Truck PTK34	49.50
	24/06/2020	TRACTUS AUSTRALIA	Puncture repair, strip, fit & balance and 2 x new fittings for PSP4	267.50
	26/06/2020	TRACTUS AUSTRALIA	Puncture Repair for PUT72	41.50
	29/06/2020	TRACTUS AUSTRALIA	Supply Century Battery for Mack PTK36	173.00
EFT20077	31/07/2020	ITR PACIFIC PTY LTD	Grader Blades for PG16	-2706.00
EFT20078	31/07/2020	EDS SHEDS SOLUTIONS	Supply and install 1 Zinalume PA door to Aircraft hanger	-847.00
EFT20079	31/07/2020	SERMAC CONTRACTING	Supply and installation of 7m wide gazebo at Burakin Hall site, including seats, lattice and concreting	-13241.80
EFT20080	31/07/2020	TELSTRA CORPORATION LIMITED	Medical Centre telephone account issued 290620	-505.47
EFT20081	31/07/2020	DEPARTMENT OF TRANSPORT	DPI payment for July 2020	-96284.20
EFT20082	01/07/2020	WESTNET PTY LTD	Internet Usage for July 2020	-609.90
21504	10/07/2020	WATER CORPORATION	Licence over Mocardy Dam Wongan Hills	-691.57
21505	10/07/2020	SHIRE OF WONGAN-BALLIDU	councillors Ebomer 2020/21	-545.00
21506	30/07/2020	RENAE LANGFORD	Gratuity Payment	-155.00
21507	30/07/2020	GREGORY HUTCHISON	Gratuity Payment	-25.00
DD10008.1	14/07/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-7401.33
DD10008.2	14/07/2020	AUSTRALIAN SUPER	Payroll deductions	-817.25
DD10008.3	14/07/2020	HESTA SUPER FUND	Payroll deductions	-287.37
DD10008.4	14/07/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD10008.5	14/07/2020	SUNSUPER	Payroll deductions	-452.38
DD10008.6	14/07/2020	CBUS SUPER	Payroll deductions	-288.20
DD10008.7	14/07/2020	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	-622.88
DD10008.8	14/07/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-178.81
DD10008.9	14/07/2020	PRIME SUPER	Superannuation contributions	-791.52
DD10033.1	28/07/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-7486.50
DD10033.2	28/07/2020	AUSTRALIAN SUPER	Payroll deductions	-811.60
DD10033.3	28/07/2020	HESTA SUPER FUND	Payroll deductions	-255.44
DD10033.4	28/07/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD10033.5	28/07/2020	SUNSUPER	Payroll deductions	-547.89
DD10033.6	28/07/2020	CBUS SUPER	Payroll deductions	-287.28
DD10033.7	28/07/2020	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	-622.88
DD10033.8	28/07/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-178.81
DD10033.9	28/07/2020	PRIME SUPER	Superannuation contributions	-792.24
DD10008.10	14/07/2020	REST SUPERANNUATION	Superannuation contributions	-910.02

LIST OF ACCOUNTS DUE & SUBMITTED FOR COUNCIL 1ST JULY 2020 TO 31ST JULY 2020

DD10008.11	14/07/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-245.53
DD10008.12	14/07/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-224.60
DD10008.13	14/07/2020	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-87.96
DD10033.10	28/07/2020	REST SUPERANNUATION	Superannuation contributions	-890.90
DD10033.11	28/07/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-244.96
DD10033.12	28/07/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-226.29
DD10033.13	28/07/2020	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-95.29

Municipal	764889.19
Trust	96284.20
TOTAL	861173.39
Recoverable	-1975.40
Partially Recoverable	

9.2.2 FINANCIAL REPORTS FOR JULY 2020

FILE REFERENCE:	F1.4
REPORT DATE:	24 August 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart, Deputy Chief Executive Officer
ATTACHMENTS:	9.2.2a Financial Reports

PURPOSE OF REPORT:

That the following statements and reports for the month ended August 2020 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; 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 June 2020 are attached to the Council Agenda.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That the following Statements and Reports for the month ended July 2020 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

SHIRE OF WONGAN-BALLIDU							
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 JULY 2020							
	Approved Budget 2020-2021	Current Budget 2020-2021	YTD Budget	YTD Actual	Page	Variance Over or Under	10%
INCOME							
Rates	(2,968,741)	(2,968,741)	(2,968,740)	(2,995,427)		(0.9%)	✓
Grants Operating, Subsidies & Contributions	(1,382,019)	(1,382,019)	(115,166)	(34,231)		70.3%	x
Non Operating Grants, Subsidies & Contributions	(2,080,633)	(2,080,633)	(96,465)	-		100.0%	x
Fees & Charges & Service Charges	(526,878)	(526,878)	(203,606)	(38,379)		81.2%	x
Other Revenue	(132,354)	(132,354)	(11,025)	(3,956)		64.1%	x
Interest	(56,333)	(56,333)	(4,693)	(1,073)		77.1%	x
Profit on sale of Assets	-	-	-	-		0.0%	✓
a: TOTAL INCOME	(7,146,957)	(7,146,957)	(3,399,695)	(3,073,065)			
OPERATING EXPENSES							
Employee Costs	2,732,616	2,732,616	249,456	293,973		(17.8%)	x
Materials & Contracts	1,536,569	1,536,569	146,614	125,201		14.6%	x
Utilities (Gas, Electricity) etc.	342,406	342,406	28,683	16,587		42.2%	x
Interest	52,020	52,020	4,334	925	11	78.7%	x
Insurance	255,470	255,470	112,921	-		100.0%	x
Other General	248,213	248,213	86,837	60,054		30.8%	x
Loss on Asset Disposals	289,105	289,105	-	-		0.0%	✓
Depreciation	2,434,945	2,434,945	202,892	-		100.0%	x
b: TOTAL OPERATING EXPENSES	7,891,344	7,891,344	831,737	496,740			
c: NET OPERATING (SURPLUS) / DEFICIT	744,387	744,386	(2,567,958)	(2,576,325)			
CAPITAL EXPENSES							
Land & Buildings	965,992	965,992	28,318	196,042		(592.3%)	x
Furniture & Equipment	25,496	25,496	-	-		0.0%	✓
Motor Vehicles	217,000	217,000	-	-		0.0%	✓
Plant	593,000	593,000	-	-		0.0%	✓
Infrastructure Other	561,730	561,730	1,477	770		47.9%	x
Infrastructure Roads	2,052,135	2,052,135	170,961	17,082		90.0%	x
d: TOTAL CAPITAL	4,415,353	4,415,353	200,756	213,894			
e: TOTAL OPERATING & CAPITAL	5,159,739	5,159,739	(2,367,202)	(2,362,431)			
ADJUST - NON CASH ITEMS							
Depreciation	(2,434,945)	(2,434,945)	(202,892)	-			
Accruals and Adjustments	-	-	-	-			
Profit on sale of assets	-	-	-	-	6		
Loss on sale of assets	(289,105)	(289,105)	-	-	6		
FINANCING ACTIVITIES							
Proceeds from Sale of Assets	(208,500)	(208,500)	(14,459)	-	6		
Transfer from reserves	(764,851)	(764,851)	(764,851)	-	10		
Transfer to reserves	298,950	298,950	298,950	-	10		
Interest paid to reserves	19,810	19,810	1,662	12	10		
Net Movement in LSL Reserve	-	-	-	(0)			
LSL Provision in reserves	-	-	-	-			
Loan proceeds	(57,000)	(57,000)	(57,000)	-			
Loan principal repayment	118,705	118,705	118,705	4,562	11		
Loan to SSL Parties	57,000	57,000	57,000	-			
SSL Principal Reimbursements	(36,089)	(36,089)	(36,089)	(4,562)	11		
Less (Surplus)/deficit B/Fwd	(1,863,714)	(1,863,714)	(1,863,714)	(1,592,120)	5		
ADJUSTED CLOSING (SURPLUS) / DEFICIT	0	(0)	(4,829,890)	(3,954,540)			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			Key	Within budget tolerance of 10%			✓
				Over budget tolerance of 10%			x
				Under budget tolerance of 10%			⊕

Shire of Wongan-Ballidu
Variance Report 31 July 2020

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				
✓	(26,687)	Within Threshold	Rates	Within Council variance reporting threshold.
✗	80,935	Timing	Grants Operating, Subsidies & Contributions	Early in each financial year, timing variances occur until the timelines for the receipt of grants is finalised
✗	96,465	Timing	Non Operating Grants, Subsidies & Contributions	Early in each financial year, timing variances occur until the timelines for the receipt of grants is finalised
✗	165,227	Timing	Fees & Charges & Service Charges	Adjustments need to be made to the cashflow for Rubbish Charge Revenue due to the new requirements of recognition of revenue. Rubbish Charge income has to be spread evenly over the financial year
✗	7,069	Timing	Other Revenue	This is a timing issue, as the year progresses this variance will reduce.
✗	3,620	Timing	Interest	Interest Income can vary to budget as term deposit time periods are not known when preparing the Annual Budget
✓	0	Within Threshold	Profit on sale of Assets	Within Council variance reporting threshold.
Operating Expenditure				
✗	44,517	Timing	Employee Costs	This is a timing issue as we are only early into the financial year.
✗	(21,413)	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✗	(12,096)	Timing	Utilities (Gas, Electricity) etc.	Utility charges vary depending on when accounts are processed as they are received bi-monthly.
✗	(3,409)	Timing	Interest	Interest on Loans are currently spread evenly throughout the financial year. The monthly cashflows will be modified to align with the loan repayments
✗	(112,921)	Timing	Insurance	The 1st installment of insurance premiums have been paid, with the balance due in October/November 2020.
✗	(26,783)	Timing	Other General	Variances occur based on expenditure levels. This is only a timing variance
✓	0	Within Threshold	Loss on Asset Disposals	Within Council variance reporting threshold.
✗	(202,892)	Timing	Depreciation	Depreciation for July has not been calculated as yet and will not until the 2019/20 financial statements are complete.
Capital				
✗	167,724	Timing	Land & Buildings	Monthly Cashflow for Capital Expenditure in 2020/21 for Land and Buildings is still to be finalised.
✓	0	Within Threshold	Furniture & Equipment	Within Council variance reporting threshold.
✓	0	Within Threshold	Motor Vehicles	Within Council variance reporting threshold.
✓	0	Within Threshold	Plant	Within Council variance reporting threshold.
✗	(707)	Timing	Infrastructure Other	Monthly Cashflow for Capital Expenditure in 2020/21 for Infrastructure Other is still to be finalised.
✗	(153,879)	Timing	Infrastructure Roads	Monthly Cashflow for Capital Expenditure in 2020/21 for Roadworks is still to be finalised.

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 31 JULY 2020

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
INCOME				
General Purpose Funding	(4,028,599)	(4,028,599)	(3,057,060)	(2,996,873)
Governance	(53,021)	(53,021)	(4,417)	(1,378)
Law, Order & Public Safety	(35,500)	(35,500)	(2,957)	(443)
Health	(29,100)	(29,100)	(2,424)	(560)
Education & Welfare	(13,883)	(13,883)	(1,157)	-
Housing	(64,500)	(64,500)	(5,373)	(9,021)
Community Amenities	(196,736)	(196,736)	(176,108)	(14,682)
Recreation & Culture	(938,723)	(938,723)	(3,930)	(780)
Transport	(1,393,745)	(1,393,745)	(113,520)	-
Economic Services	(37,950)	(37,950)	(3,160)	(1,392)
Other Property & Services	(355,201)	(355,201)	(29,589)	(47,938)
a: TOTAL INCOME	(7,146,957)	(7,146,957)	(3,399,695)	(3,073,065)
OPERATING EXPENSES				
General Purpose Funding	121,385	121,385	10,113	13,456
Governance	307,375	307,375	48,164	33,685
Law, Order & Public Safety	161,509	161,509	22,690	8,342
Health	406,067	406,067	35,826	28,518
Education & Welfare	176,764	176,764	17,938	12,659
Housing	191,444	191,444	17,731	17,099
Community Amenities	504,271	504,271	42,367	32,444
Recreation & Culture	1,847,292	1,847,292	207,569	96,540
Transport	2,990,330	2,990,330	241,479	194,355
Economic Services	239,099	239,099	47,387	32,729
Other Property & Services	945,807	945,807	140,473	26,914
b: TOTAL OPERATING EXPENSES	7,891,344	7,891,344	831,737	496,740
c: NET OPERATING (SURPLUS)/DEFICIT	744,386	744,387	(2,567,958)	(2,576,325)
CAPITAL EXPENSES				
General Purpose Funding	-	-	-	-
Governance	67,000	67,000	-	-
Law, Order & Public Safety	-	-	-	-
Health	23,800	23,800	1,983	-
Education & Welfare	-	-	-	-
Housing	55,671	55,671	4,635	-
Community Amenities	14,500	14,500	1,208	-
Recreation & Culture	1,394,637	1,394,637	18,710	196,042
Transport	2,813,365	2,813,365	171,230	17,852
Economic Services	-	-	-	-
Other Property & Services	46,379	46,379	3,864	-
d: TOTAL CAPITAL EXPENSES	4,415,353	4,415,353	201,630	213,894
e: TOTAL OPERATING & CAPITAL	5,159,739	5,159,739	(2,366,328)	(2,362,431)

SHIRE OF WONGAN-BALLIDU			
ANALYSIS OF NET CURRENT ASSETS AS AT 31 JULY 2020			
NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).	2019-2020	Original Budget	2020-2021
SURPLUS / (DEFICIT)	1,592,120	0	3,954,540
COMPRISES			
Cash (including reserves)	3,735,724	1,425,747	3,200,902
Current rates	152,787	144,760	2,897,054
Sundry debtors	51,477	44,564	331,121
Tax receivables	91,199	23,264	128,100
Other debtors	10,446	22,723	127,339
A: SSL debtors (are excluded see D: adj)	(1,370)	39,089	(1,370)
Inventories	(28,408)	10,541	(17,622)
Less:			
Reserves	(1,840,666)	(1,396,857)	(1,840,678)
Sundry creditors	(313,411)	(29,564)	(434,855)
Accrued interest	(0)	-	(0)
ESL Levy Owed	(49,632)	-	(135,501)
PAYG/GST Due To ATO	(71,163)	-	(160,615)
B: Other - (are excluded see D: adj)		(5,000)	
LSL Cash backed Reserve	41,498	41,896	41,499
Tax liabilities	150,765		150,765
Other - Trust	88		47
C: Loan liability (are excluded see D: adj)	38,353	(125,470)	38,525
Current employee benefits provisions	(338,585)	(287,074)	(333,016)
D: Adjustments (see above A to C)	(36,983)	91,381	(37,155)
Surplus / (Deficit) Variance	1,592,120	0	3,954,540
NOTE 1B: CLOSING FUNDS alternate format to Note 1 above	2019-2020	Original Budget	2020-2021
Current assets			
Cash & cash equivalents	3,735,724	1,425,747	3,200,902
Sundry debtors	304,539	274,400	3,482,243
Inventories	(28,408)	10,541	(17,622)
Total current assets	4,011,855	1,710,688	6,665,523
Current liabilities			
Creditors and accounts payable	(283,440)	(29,564)	(580,206)
Current loan liability	38,353	(125,470)	38,525
Provisions	(338,585)	(287,074)	(333,016)
Total current liability	(583,672)	(442,108)	(874,696)
Net current assets	3,428,183	1,268,580	5,790,827
Less: restricted reserves	(1,840,666)	(1,396,857)	(1,840,678)
Less: SSL principal repayments	1,370	(39,089)	1,370
Add back: Current loan liability	(38,353)	125,470	(38,525)
Add back: LSL Cash backed Reserve	41,498	41,896	41,499
Add back: Movement in provisions between current and non-current			
Other - Trust	88	-	47
Surplus / (Deficit) Variance	1,592,120	0	3,954,540

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 31 JULY 2020			
	2020-2021	2020-2021	2020-2021
	Approved Budget	Current Budget	Year-to-Date Actual
<u>OPERATING INCOME</u>			
General Purpose Funding	(1,059,858)	(1,059,858)	(1,446)
Governance	(53,021)	(53,021)	(1,378)
Law, Order & Public Safety	(35,500)	(35,500)	(443)
Health	(29,100)	(29,100)	(560)
Education & Welfare	(13,883)	(13,883)	0
Housing	(64,500)	(64,500)	(9,021)
Community Amenities	(196,736)	(196,736)	(14,682)
Recreation & Culture	(938,722)	(938,722)	(780)
Transport	(1,393,745)	(1,393,745)	0
Economic Services	(37,950)	(37,950)	(1,392)
Other Property & Services	(355,201)	(355,201)	(47,938)
A	(4,178,216)	(4,178,216)	(77,638)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	121,385	121,385	13,456
Governance	307,375	307,375	33,685
Law, Order & Public Safety	161,509	161,509	8,342
Health	406,067	406,067	28,518
Education & Welfare	176,764	176,764	12,659
Housing	191,444	191,444	17,099
Community Amenities	504,271	504,271	32,444
Recreation & Culture	1,847,292	1,847,292	96,540
Transport	2,990,330	2,990,330	194,355
Economic Services	239,099	239,099	32,729
Other Property & Services	945,807	945,807	26,914
B	7,891,343	7,891,343	496,740
C= A and B	3,713,127	3,713,127	419,102
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,434,945)	(2,434,945)	-
Accruals and Adjustments	-	-	-
Profit/(Loss) on Asset Sales	(289,105)	(289,105)	-
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings	965,992	965,992	196,042
Purchase of furniture & equipment	25,496	25,496	-
Purchase of motor vehicles	217,000	217,000	-
Purchase of plant & machinery	593,000	593,000	-
Purchase of other infrastructure	561,730	561,730	770
Purchase of roads infrastructure	2,052,135	2,052,135	17,082
Proceeds from sale of assets	(208,500)	(208,500)	-
<u>Financing Activities</u>			
Repayment of Loan Principal	118,705	118,705	4,562
Loan proceeds / refinancing CL to NCL adj	(57,000)	(57,000)	-
Loans paid to SSL parties	57,000	57,000	-
Self Supporting Loan Income	(36,089)	(36,089)	(4,562)
<u>Reserve Movements</u>			
Transfers to Reserves	298,950	298,950	-
Interest paid to Reserves	19,810	19,810	12
Transfer from Reserves	(764,851)	(764,851)	-
Net Movement in LSL Reserve	-	-	(0)
LSL Provsion in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(1,863,714)	(1,863,714)	(1,592,120)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(3,954,540)
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,968,741	2,968,741	2,995,427
TOTAL RATES RAISED	2,968,741	2,968,741	2,995,427
(Surplus) / Deficit Variance	0	0	0

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 31 JULY 2020

Asset No	Budget Net Book Value	Original Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Motor Vehicles						
Nissan Pathfinder	1505	52,000	14,500	37,500		
Toyota Hilux 4x2 Tipper Utility (P&G)	1499	37,000	8,000	29,000		
Holden Colorado 4x4 dual cab-WS	1503	43,000	14,000	29,000		
Plant & Equipment						
Izuzu NPR300 Dual Cab - Construction	1445	85,000	20,000	65,000		
Komatsu Grader (Maintenance)	1447	380,000	105,000	275,000		
Case MX115 Tractor (Maintenance)		75,000	15,000	60,000		
Dual Pig Trailer (Howard Porter) TK34		50,000	5,000	45,000		
Data Signs (2)		48,000	-	48,000		
Various Trailer Replacements		40,000	-	40,000		
						-
TOTAL		810,000	181,500	628,500	-	-
By Program						
Transport						
Nissan Pathfinder	1505	52,000	14,500	37,500		-
Toyota Hilux 4x2 Tipper Utility (P&G)	1499	37,000	8,000	29,000	-	-
Holden Colorado 4x4 dual cab-WS	1503	43,000	14,000	29,000	-	-
					-	-
Other Property & Services						
Izuzu NPR300 Dual Cab - Construction	1445	85,000	20,000	65,000		
Komatsu Grader (Maintenance)	1447	380,000	105,000	275,000		
Case MX115 Tractor (Maintenance)		75,000	15,000	60,000		
Dual Pig Trailer (Howard Porter) TK34		50,000	5,000	45,000		
Data Signs (2)		48,000	-	48,000		
Various Trailer Replacements		40,000	-	40,000		
						-
TOTAL		810,000	181,500	628,500	-	-
Motor Vehicle and Plant & Equipment Change Over						
		Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale Change-Over
Motor Vehicles						
Nissan Pathfinder	1505	52,000	14,500	37,500	-	
Toyota Hilux 4x2 Tipper Utility (P&G)	1499	37,000	8,000	29,000		
Holden Colorado 4x4 dual cab-WS	1503	43,000	14,000	29,000		
Plant & Equipment						
Izuzu NPR300 Dual Cab - Construction	1445	85,000	20,000	65,000		
Komatsu Grader (Maintenance)	1447	380,000	105,000	275,000		
Case MX115 Tractor (Maintenance)		75,000	15,000	60,000	-	
Dual Pig Trailer (Howard Porter) TK34		50,000	5,000	45,000	-	
Data Signs (2)		48,000	-	48,000	-	
Various Trailer Replacements		40,000	-	40,000	-	
						-
		810,000	181,500	628,500	-	-

SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 31 JULY 2020

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Jul 20	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2020	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Jul 20
147	Aged Persons	Ninan House*	Jul-2022		100,000	(4,562)	-	-	24,440	-	(4,562)	19,878
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025	57,000	-	-	-	-	-	-	-	-
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	(925)	260,588	-	-	260,588
152	Co-Location Construction	Shire	Dec-2039		2,000,000	-	-	-	1,959,321	-	-	1,959,321
TOTAL EXISTING LOANS				57,000	2,400,000	(4,562)	-	(925)	2,244,349	-	(4,562)	2,239,787

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	-	-	-	1,959,321	-	-	1,959,321
57,000	400,000	(4,562)	-	(925)	285,028	-	(4,562)	280,466

	Loan Balance @ 30 June 2020	SSL	Shire	Total
Current loan liability	(82,616)	(31,527)	(46,527)	(78,054)
Non current liability	(2,161,733)	(248,939)	(1,912,794)	(2,161,733)
Total Loan Liability	(2,244,349)	(280,466)	(1,959,321)	(2,239,787)

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 31 JULY 2020															
Reserve Description	GL Acct.	ADOPTED FULL YEAR'S BUDGET						CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 JULY 2020			
		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	(13,335)	(32,504)	(278)	15,296	(19,950)	(37,436)	(278)	15,296	(19,950)	(37,436)	(0)	-	-	(32,505)
Depot Improvement Reserve	01940	(10,364)	(10,486)	(64)	-	-	(10,550)	(64)	-	-	(10,550)	(0)	-	-	(10,486)
Historical Publications Reserve	01965	(6,975)	(7,067)	(69)	-	-	(7,136)	(69)	-	-	(7,136)	(0)	-	-	(7,067)
Housing Reserve	01955	(1,827)	(1,851)	(18)	-	-	(1,869)	(18)	-	-	(1,869)	-	-	-	(1,851)
LSL Reserve	01935	(80,682)	(41,498)	(398)	-	-	(41,896)	(398)	-	-	(41,896)	(0)	-	-	(41,499)
Medical Facilities & R4R Special Projects Reserve	01975	(289,995)	(348,906)	(3,736)	30,000	(40,000)	(362,642)	(3,736)	30,000	(40,000)	(362,642)	(2)	-	-	(348,908)
Patterson Street JV Housing Reserve	01988	(38,473)	(43,980)	(383)	-	(5,000)	(49,363)	(383)	-	(5,000)	(49,363)	(0)	-	-	(43,981)
Plant Reserve	01945	(678,649)	(660,098)	(9,436)	244,000	(224,000)	(649,534)	(9,436)	244,000	(224,000)	(649,534)	(5)	-	-	(660,102)
Quinlan Street JV Housing Reserve	01987	(39,019)	(44,533)	(389)	-	(5,000)	(49,922)	(389)	-	(5,000)	(49,922)	(0)	-	-	(44,534)
Stickland JV Housing Reserve	01986	(47,514)	(53,142)	(473)	-	-	(53,615)	(473)	-	-	(53,615)	(0)	-	-	(53,143)
Swimming Pool Reserve	01970	(113,194)	(114,767)	(1,361)	86,500	-	(29,628)	(1,361)	86,500	-	(29,628)	(1)	-	-	(114,767)
Waste Management Reserve	01920	(39,461)	(44,981)	(393)	-	(5,000)	(50,374)	(393)	-	(5,000)	(50,374)	(0)	-	-	(44,982)
Sporting Co-Location Reserve	01990	(916,423)	(286,851)	(1,816)	289,055	-	388	(1,816)	289,055	-	388	(2)	-	-	(286,853)
Doctors Subsidy Reserve	01991	-	(150,000)	(996)	100,000	-	(50,996)	(996)	100,000	-	(50,996)	-	-	-	(150,000)
TOTALS		(2,275,911)	(1,840,666)	(19,810)	764,851	(298,950)	(1,394,575)	(19,810)	764,851	(298,950)	(1,394,575)	(12)	-	-	(1,840,678)

SHIRE OF WONGAN - BALLIDU RATES OUTSTANDING 31 JULY 2020				
		Rates Raised for 2020/2020	\$ 3,230,325.81	Rates and service charges
Rates Outstanding Breakdown				
Total Amount Outstanding		31.7.20	\$ 2,977,693.94	92%
Outstanding same time last year		31.7.19	\$ (145,575.87)	-5%
SUNDRY DEBTORS OUTSTANDING 31 JULY 2020				
Debtors Ageing Summary				
Current			\$ 298,436.91	
30 Days			\$ 30,950.76	
60 Days			\$ 87.50	
90 Days & Over			\$ 2,248.25	
Credit Balance			\$ (602.46)	
Total Outstanding			\$ 331,120.96	
Accounts 90 Days & Over:				
Date	Dr No.	Comments	Amount	
17/05/2019	1370	Standpipe Fees	\$ 1,328.25	Company in Liquidation
25/02/2020	1413	Block Mowing	\$ 500.00	Statement sent
25/02/2020	1409	Block Mowing	\$ 300.00	Statement sent
25/02/2020	213	Full Page Boomer Ad	\$ 30.00	Statement sent
28/02/2020	1354	Half page colour Boomer Ad	\$ 90.00	Statement sent
Total			\$ 2,248.25	

SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 31 JULY 2020					
	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	3,811,318.31	1,894,207.89	75,594.12	1,840,666.30	850.00
Add:					
Receipts	303,708.69	232,304.78	71,392.15	11.76	
Adjustment	-				
Transfers In/(Out)	-				
Less:					
Payments - EFT & Cheques	(861,173.39)	(764,889.19)	(96,284.20)		
Payments - Bank Fees	(2,249.96)	(2,249.96)			
Investment - Transfers In/Out	-				
Balance as per General Ledger	3,251,603.65	1,359,373.52	50,702.07	1,840,678.06	850.00
Balance as per Bank Statements	468,927.98	420,855.21	48,072.77		
Balance as per Bank Deposit Certificates	1,840,678.07	-		1,840,678.07	
Balance as per Holder Certificates	1,074,890.49	1,074,040.49			850.00
Add:					
Outstanding Deposits	8,053.41	5,466.96	2,586.45	-	
Adjustments -	-				
Less:					
Unpresented Payments	(140,989.14)	(140,989.14)			
Adjustments & Transfers	42.84		42.85	(0.01)	
Balance as per Cash Book	3,251,603.65	1,359,373.52	50,702.07	1,840,678.06	850.00

9.2.3 WRITE OFF RATES FOR ASSESSMENT A853, AND 2020/21 BUDGET AMENDMENT

FILE REFERENCE:	
REPORT DATE:	11 August 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart - Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

The purpose of this report is to write off the Outstanding Rates (Current and Arrears) for Assessment 853 - 30 Wilson Street, Wongan Hills and to amend the 2020/21 Annual Budget to provide funding for this write off.

BACKGROUND:

This property was destroyed by fire about two years ago with the previous owner having subsequently disposed of the property. The new owner has agreed to purchase the property conditional upon there being no outstanding rates or charges on the property at the time of settlement. Council has verbally agreed to this request and this report is to formalise the request.

COMMENT:

The previous owner has outstanding rates from the last two financial years, and the current financial year, totalling (including penalty interest) \$3,179.52.

The intent is to write these rates off as well as the current years' rates, with the new owner agreeing to demolish the house on the property and remove all building material from the site, at his cost.

To fund the write off, a budget adjustment is required. It is recommended that an amendment to the 2020/21 Annual Budget be made equivalent to the write off.

POLICY REQUIREMENTS:

There are no policy implications relating to this item.

LEGISLATIVE REQUIREMENTS:

S6.12 of the *Local Government Act 1995* "...a local government may by absolute majority write off any amount of money..."

STRATEGIC IMPLICATIONS:

There are no strategic implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no environmental implications in relation to this item.
- **Economic**
There are no economic implications in relation to this item.

➤ **Social**

There are no social implications in relation to this item.

➤ **Financial Implications**

Council budgeted \$50,000 to demolish this property in the 2020/21 Annual Budget. Writing off the outstanding rates of \$3,179.52 will achieve a saving of \$46,820.48.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

That Council

1. **APPROVES** a write off of the Rates and Charges for A853 totalling \$3,179.52.
2. **AMENDS** the 2020/21 Annual Budget as follows;

G/L CODE	DESCRIPTION	DR	CR
03025.32	Rates Expenses-Bad Debts	\$3,179.52	
13600.16	Building Control – Contractors & Materials		\$3,179.52
	To amend the 2020/21 Annual Budget to write off the outstanding rates on Assessment A853.		

ABSOLUTE MAJORITY REQUIRED

9.2.4 AMENDMENT TO THE 2020/2021 ANNUAL BUDGET.

FILE REFERENCE:	
REPORT DATE:	12 August 2020
APPLICANT/PROPONENT:	Nil
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart, Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

For Council to consider an amendment to the 2020/2021 Annual Budget.

BACKGROUND:

Section 6.8 of the *Local Government Act 1995* requires a local government to only expend monies that are included in the annual budget. During the financial year unforeseen events and changing circumstances sometimes require adjustment to income or expenditure on items that were not included in the adopted budget.

To ensure compliance with the legislation, budget adjustments are undertaken to revise the adopted budget, to reflect the changing circumstances of the organisation.

COMMENT:

This report will deal with two issues that require amendment to the 2020/21 Annual Budget:-

1. Opening Balance

The final Rate Setting Statement presented to Council for the 2020/21 budget adoption had estimated an opening balance (surplus) of \$1,863,714.00.

When commencing the preparation of the 2019/20 annual financial statements, it became apparent that this surplus would be considerably lower. This is due to a write-back in rate receipts received in advance in the 2018/19 year. An adjustment had to be made in the rate setting statement which resulted in a reduced surplus at the end of June 2020. The adjusted opening balance is currently \$1,592,120.00, which is a reduction of \$271,594.00.

It must also be noted that as the 2019/20 final accounts have not yet been finalised this figure will change, however it is not expected to change significantly and any further amendments will be addressed after the conclusion of the annual audit and during the mid-year budget review.

To address this shortfall, it is recommended that the replacement of the Komatsu Grader (maintenance) be delayed by 12 months and be re-considered in the 2021/22 financial year. This item of plant is in good condition and the delay in replacement will not adversely affect the delivery of roads maintenance services this financial year. The saving to the budget as a result of this amendment is \$275,000. (\$380,000 purchase less trade-in of \$105,000).

2. Replacement of Patching Truck

The replacement of this item of plant was budgeted for in the 2019/20 financial year and an order was placed with the supplier on 2 June 2020. The item is still being customised to Council's specifications and will be delivered in the 2020/21 financial year. This item was not included in the 2020/21 annual budget and therefore the budget needs to be amended to

include this purchase. The purchase price for this item is \$201,000 and a trade-in has been offered on the current truck of \$31,000 leaving a changeover of \$170,000.

It is recommended that this item be funded from the Plant Reserve by increasing the transfer from the Plant Reserve to the Municipal Fund by \$170,000. This will leave a balance in the Plant Reserve at the 30 June 2021 of \$480,425.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 Section 6.8 (1) requires Council to approve expenditure if it is not included in the Annual Budget.

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 proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

➤ **Financial Implications**

The net effect of these proposed changes to the 2020/21 Annual Budget will maintain a closing balance

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: YES

OFFICER RECOMMENDATION:

That Council APPROVE the following amendments to the 2020/21 Annual Budget;

G/L Code	Account Description	Dr	Cr
Amendment 1- Reduce Budget Opening Balance 1 July 2020			
N/A	Opening Balance 1/7/20	\$275,000	
12612.96	Maintenance Grader – (P&E)		\$380,000
12095.170	Proceeds from Disposal of Asset	\$105,000	
12095.171	Realisation of Assets		\$105,000
1771.00	Plant and Equipment -WDV	\$163,896	
12095.46	Loss on Disposal of Assets		\$58,896

G/L Code	Account Description	Dr	Cr
Amendment 2- Include the purchase of the Patching Truck in the 2020/2021 Annual Budget			
12608.96	Tip Truck – Patching Truck (P&E)	\$201,000	
12095.170	Proceeds from Disposal of Asset		\$31,000
01945.151	Transfer from Plant Reserve to Municipal Fund		\$170,000
12095.171	Realisation of Assets	\$31,000	
1771.00	Plant and Equipment – WDV		\$34,971
12095.46	Loss on Disposal of Asset	\$3,971	

ABSOLUTE MAJORITY REQUIRED

9.3 WORKS AND SERVICES

9.3.1 POLICY 10.29 VERGE MANAGEMENT POLICY

FILE REFERENCE:	
REPORT DATE:	20 August 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Works Committee Meeting held 8 July 2020
AUTHOR:	Karl Mickle, Manager of Works & Services
ATTACHMENTS:	9.3.1a Policy 10.29 Verge Management Policy

PURPOSE OF REPORT:

That the recommendation of the Works Committee for Council to adopt the attached Council Policy, 10.29 Verge Management Policy be received.

BACKGROUND:

At a previous Works Committee meeting there were discussions on the verge maintenance, in particular, verge spraying. Now that the graders are not over-clearing the back slopes and staff have been informed to stay within the maintenance corridor, weed control has become a concern.

COMMENT:

The Works Committee was informed that the gardener's vehicle had been fitted with a skid mounted broom spray, and there are currently trials taking place.

The Works Committee requested the development of a policy for verge management within the Shire of Wongan-Ballidu.

It was also discussed that the Manager of Works and Services contact the Department of Main Roads to investigate their procedures and practices and to try to incorporate these into our processes.

POLICY REQUIREMENTS:

There are no known Policy implications associated with this item.

LEGISLATIVE REQUIREMENTS:

There are no known legislative requirements associated with this item.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

➤ Environment

Council currently utilises the following products which contains glyphosate: Gullf Ag ClearUp Bio 360 SL Herbicide; Gullf Ag ClearUp Bio 360 Herbicide; and Rygel ClearUp Bio 360 Herbicide. ClearUp Bio 360 is an improved product from previous glyphosate herbicides. It is non-toxic to fish, birds and bees.

Council will follow the legislative requirements for staff health monitoring of hazardous chemicals.

➤ **Economic**

Nil.

➤ **Social**

There are no known social implications associated with this item.

➤ **Financial Implications**

The additional operating cost to Council would be approximately \$5,000 to \$10,000 per annum.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

COMMITTEE RECOMMENDATION:

That Council ADOPT Policy 10.29 Verge Management Policy.

ABSOLUTE MAJORITY REQUIRED

10.29 *Verge Management Policy*

Policy Owner: Administration & Financial Services
Person Responsible: Chief Executive Officer
Date of Adoption:
Adoption Resolution:
Date of Last Amendment:

Policy Statement:

This policy caters for the management of verges under the jurisdiction of the Shire of Wongan-Ballidu. The Shire cannot authorise any private works on road reserves under the control of other authorities i.e. Main Roads.

OBJECTIVE

To provide guidelines for the effective management of road verges within the Shire of Wongan-Ballidu.

Guidelines:-

1 Scope

This policy applies to road verges located in a dedicated road reserve within the Shire.

Although conservation of roadside vegetation is an objective of this policy, road safety and road asset protection are the principal consideration.

2 Legislation

This legislation is relevant to the Shire, setting limitations for road infrastructure works, and landowners who wish to undertake work in road reserves.

- *Environmental Protection Act 1986*
- Environmental Protection (Clearing of Native Vegetation) Regulations 2004
- *Local Government Act 1995*

3 Definitions

Designated Maintenance Corridor

Environmental Protection legislation, in particular Regulation 5, Item 22 “Clearing for maintenance in existing transport corridors” of the Environmental Protection (Clearing of Native Vegetation) Regulations 2004, provides that local government can carry out activities to maintain and protect the integrity of road infrastructure within the designated ‘maintenance corridor’ as shown in Diagram 1.



Diagram 1 Designated Maintenance Corridor

4 Application of Policy

4.1 Road Construction Operations:

All works shall be planned to ensure that there is no damage to any vegetation outside the limits of the designated maintenance corridor. Where necessary, the Shire will make application for the appropriate clearing permits from the Department of Water and Environment Regulation (DWER) prior to undertaking any road construction. If required, as conditions of the permit, special considerations for declared or threatened flora and/or fauna will be made during works.

Rural road widening is to be carried out according to the requirements of the Council and will take into consideration the preservation of roadside vegetation wherever possible by clearing only one side of the road.

4.2 Road Maintenance Operations:

The Shire's road maintenance program includes grading, slashing, herbicide application, pruning, drain cleaning, drainage improvements, bitumen resealing, bitumen shoulder grading and gravel re-sheeting. Road maintenance activities will be contained within the 'maintenance corridor', which comprises the running surface, shoulder, table drain and batter/ to the top of the backslope/batter.

If major weed control works are to be undertaken, in areas outside the 'maintenance corridor', consultation will occur with the Department of Biodiversity, Conservation and Attractions (DBCA), DWER and local catchment management groups.

As part of the Shire's annual road program, unsealed shoulders subject to significant traffic will require periodic grading and gravel re-sheeting. During this process all grasses and vegetation within the designated maintenance corridor will be removed and disposed of offsite.

Some maintenance grading requires occasional clearing of vegetation to accommodate the machine and ensure road safety, however, where possible, this will be minimised.

Drains are usually mechanically cleared and maintained using a grader, and/or slashed if covered with grass. Drains inaccessible to mechanical equipment may require maintenance with hand tools or approved herbicides. In the cases where these practices will not provide for

an acceptable level of drainage the use of excavation equipment may be used. The Council will take all care not to damage any portion of the rural road reserve from the batter/backslope to the fence line.

4.3 Removal of Dangerous Vegetation:

Occasionally it is necessary to remove a dangerous tree/vegetation that pose/s a threat to public safety, such as impeding sight along the roadway or a tree that has been subject to storm damage and is threatening to fall over a fence line or a roadway. Following inspection by a Shire Officer, tree removal will be in accordance with the Environmental Protection (Clearing of Native Vegetation) Regulations 2004.

4.4 Pruning:

It may be necessary to prune vegetation that impedes sight distances for motorists or impacts on the performance of drainage. The Shire refers to Austroads Engineering Guidelines to determine road visibility and safety requirements.

The Shire will prune/remove trees that:

- impede sight distances for road users, or
- have been subject to storm damage, and
- have an imminent threat to public safety, in accordance with the *Environmental Protection Act 1986*, or
- are impacting on infrastructure.

4.5 Services and Utilities:

Alignment of services is to be encouraged to minimise impact on roadside vegetation where possible. Under the Utility Providers Code of Practice for Western Australia, utility providers are to liaise with the Shire of Wongan-Ballidu regarding the positioning of services and the reinstatement and rehabilitation of disturbed areas. Alignment of services is to be encouraged to minimise impact on roadside vegetation where possible. However, if removal of vegetation is required, it is the responsibility of the service providers to obtain a valid clearing permit from DWER.

All materials are to be removed from the road verge by the utility providers on the completion of works. All trenches, if relevant, are to be backfilled, adequately compacted and trimmed to ensure they are safe.

Gazetted Flora Roads within the Shire of Wongan-Ballidu currently include Waddington Road. These roads shall be managed to minimise any disturbance to the roadside flora, consistent with the provision of a safe and efficient roadway.

4.6 Unauthorised Clearing and/or Activities within Rural Road Reserves:

Clearing of a rural road verge or unmade road reserve without the relevant permits is prohibited. Penalties may also apply in accordance with the Environmental Protection legislation. The *Environmental Protection Act 1986* and Clearing of Native Vegetation Regulations apply to rural residential areas and a permit may be required to remove native vegetation.

Refer to Department of Water and Environmental Regulation for more information or the fact sheet at the following link: https://www.der.wa.gov.au/images/documents/your-environment/native-vegetation/Fact_sheets/fs1_legislation.pdf

No works shall be undertaken in rural road reserves without written approval from the Shire of Wongan-Ballidu. This includes planting (including native species), drainage work, fencing, spraying, burning off, clearing vegetation or seed collection.

4.7 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.

5 Annual Spraying Program

The Shire's annual spraying program is conducted within town sites and on rural road verges to reduce the amount of flammable material whilst targeting weeds.

Landowners should note that the drains to the top of the backslope/batter will be sprayed if considered necessary to maintain the integrity of the drainage system.

RESPONSIBILITY FOR IMPLEMENTATION

The Manager Works and Services is responsible for applying this policy.

9.3.2 2020/21 BITUMEN

FILE REFERENCE:	
REPORT DATE:	20 August 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Karl Mickle – Manager Works and Services
ATTACHMENTS:	

PURPOSE OF REPORT:

The purpose of this report is to provide sufficient information summarising the results of the submissions called, for the supply and laying of bitumen products for the 2020/21 financial year to enable Council to award the contract for this service.

BACKGROUND:

As the Shire's proposed bitumen sealing programme for the 2020/21 financial year exceeds \$150,000.00 it was necessary to call tenders for the service.

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

The submission called for a complete bitumen service, which included the supply/spray of bitumen, the supply/spread of aggregate, rolling, sweeping and traffic management within the Shire of Wongan-Ballidu up to 30 June 2021.

Submissions closed at 4pm Friday, 13 August 2020.

COMMENT:

The Schedule of Rates (refer to Page 18) provides quotes from the three (3) suppliers, and the Budget figures. In all cases, variations are noted between both the total tender price and the variance between the "fixed" price and the "rise & fall" price.

1. **Fulton Hogan**

76 years in the Australian market. In 2009 they acquired Pioneer Road Services with over 5500 employees in Australia and New Zealand.

2. **Boral**

Boral was a previous contractor for the Shire of Wongan-Ballidu in 2018-19. They have a good track record, but unfortunately did not submit any costings in 2019-20.

We have only encountered one minor issue, the quality on one job that was not up to usual standard, but Boral returned and rectified to our satisfaction when weather conditions improved.

3. **Downer**

Downer Group employs approximately 56,000 people across more than 300 sites, primarily in Australia and New Zealand but also in the Asia-Pacific region, South America and Southern Africa. Downer operates out of Maddington, Western Australia, which houses the majority of management and support staff and also maintains regional offices in Geraldton and Karratha.

They support state government departments and more than 350 local government authorities. Downer is a national supplier and service provider.

Pricing

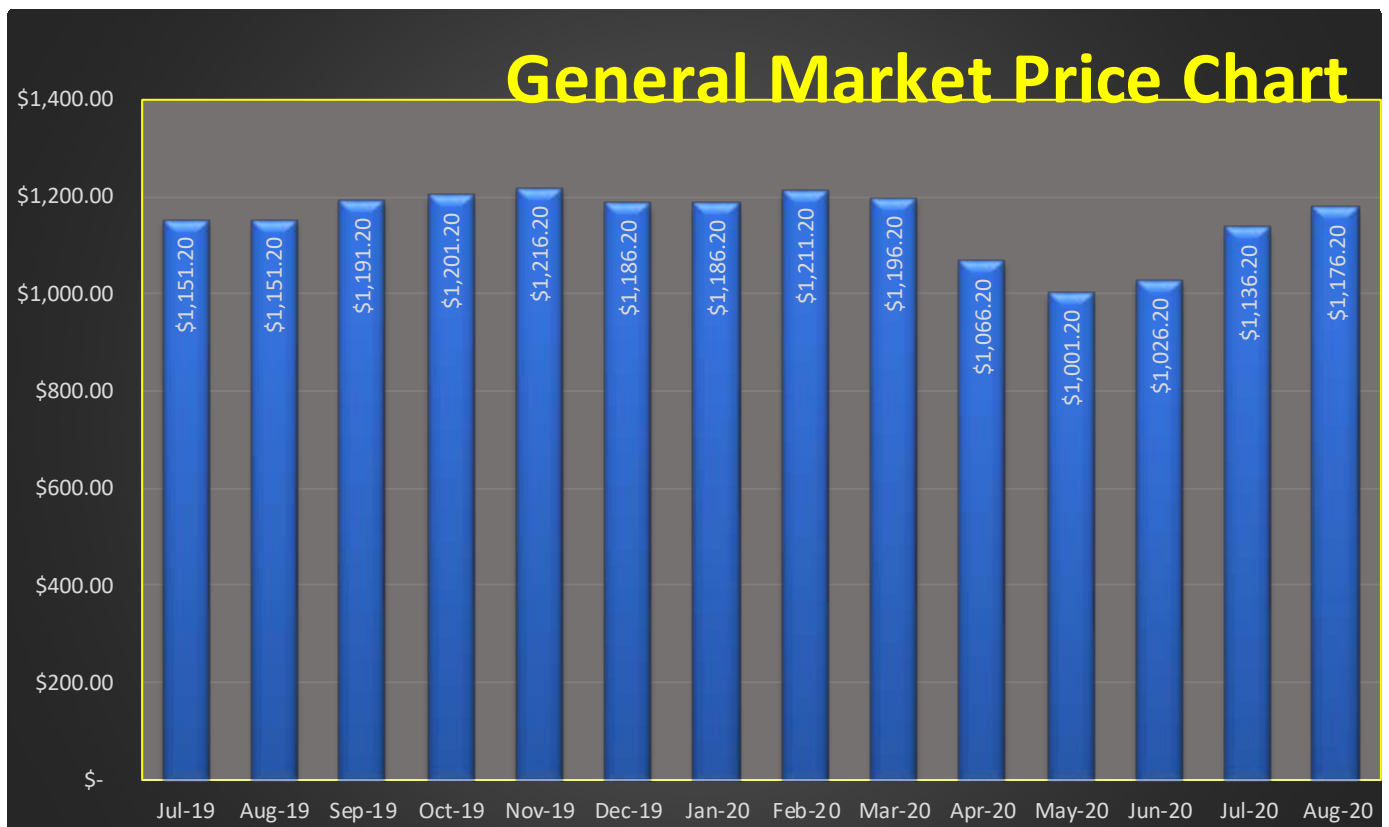
In regard to the pricing options, Council has two choices. The first is to eliminate any risk associated with bitumen price fluctuations (**GMP**) and choose the “fixed” tender price, whilst the second is to take the risk and choose the “rise & fall” price.

Bitumen prices have increased from \$1151.20 to \$1176.20 per tonne over the last 12 months, which equates to a 2.5% increase.

The bitumen price increased \$40 per tonne in August this year and the general trend is that from August to February the demand and price for bitumen increases.

The current financial pressures felt globally are expected to remain until at least the end of the year, if not further into the future. Current suppliers have indicated a likely increase of up to \$15.00 per tonne by February 2021.

However, if Council were to select the “rise & fall” option, it risks significantly eroding this saving if the bitumen price (**GMP**) increases over the next 6 months at an accelerated rate above those trends shown previously. The worst-case scenario would be for the bitumen price (**GMP**) to exceed the current trend and thus create a deficit.



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

Based on the current price of bitumen and the margin of potential savings with rise & fall option, and with pricing not expected to reduce in the next six months, the officer recommendation would be to accept the tender from Boral Asphalt (WA) for a Fixed price contract to supply and lay bitumen products within the Shire of Wongan-Ballidu for 2020/21.

In relation to potential savings based on budget estimates, selecting Boral on a fixed price contract would realise a potential budgetary saving of \$101,923.

If Council were to select the rise & fall option, there is the potential of additional savings as indicated in the graphs attached. The trend over the last four years has indicated potential savings with the rise & fall option.

The risk associated with this is, if the bitumen price (GMP) increases above the current trends this would affect potential savings with the rise & falls option. The worst-case scenario is that this would also affect any budget savings.

POLICY REQUIREMENTS:

Purchasing and Procurement Policy.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 – s3.57 – Tenders for providing goods or services; and
Local Government (Function and General) Regulations 1996 – Part 4.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no significant environmental implications.
- **Economic**
There are no significant economic implications.
- **Social**
There are no known social implications associated with this item.
- **Financial Implications**
Ensuring the most reliable and cost-efficient service is provided, in line with Council's strategic direction of ensuring that existing infrastructure is maintained and renewed to meet identified service and amenity levels.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council ACCEPT the Quote from Boral Asphalt (WA) for a Fixed price contract to supply and lay bitumen products within the Shire of Wongan-Ballidu for 2020/21 in accordance with the attached pricing structure.

SCHEDULE OF PRICES (SUPPLY & LAY BITUMEN PRODUCTS 2020/2021)

JOB LOCATIONS	BUDGET	FULTON/HOGAN										BORAL										DOWDER					
		Cumbed Rubber \$/perm2 (inc GST)	Cumbed Rubber \$/perm2 (inc GST)	C170 \$/perm2 (inc GST)	C170 \$/perm2 (inc GST)	(C/R) FIXED	(C/R) RISE & FALL	(C170) FIXED	(C170) RISE & FALL	Cumbed Rubber \$/perm2 (inc GST)	Cumbed Rubber \$/perm2 (inc GST)	C170 \$/perm2 (inc GST)	C170 \$/perm2 (inc GST)	(C/R) FIXED	(C/R) RISE & FALL	(C170) FIXED	(C170) RISE & FALL	Cumbed Rubber \$/perm2 (inc GST)	Cumbed Rubber \$/perm2 (inc GST)	C170 \$/perm2 (inc GST)	C170 \$/perm2 (inc GST)	(C/R) FIXED	(C/R) RISE & FALL	(C170) FIXED	(C170) RISE & FALL		
Weddington Road	140,000	4.30	4.24	3.80	3.52	146,200	144,160	122,400	119,880	3.99	3.77	3.52	3.23	135,680	128,180	119,680	109,820	4.340	N/A	3.85	N/A	3.32	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	112,880	
Weddington Road	80,000	5.53	5.47	5.01	4.94	91,245	90,255	82,665	81,510	4.32	4.11	3.87	3.60	71,280	67,515	63,655	59,400	16,445	N/A	6.03	N/A	4.51	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	74,415	
Hospital Road	70,000	4.91	4.84	4.38	4.31	81,015	79,860	72,270	71,115	4.46	4.25	4.00	3.73	73,590	70,125	66,000	61,545	4,000	N/A	6.05	N/A	4.51	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	74,415	
Maraming Road	80,000	5.19	5.13	4.66	4.60	67,470	66,690	60,690	59,800	4.81	4.59	4.36	4.07	62,530	59,670	56,680	52,910	23,320	N/A	6.45	N/A	4.81	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	62,530	
Billed Bind Road	70,000	5.15	5.08	4.63	4.57	72,100	71,120	64,620	63,980	4.46	4.25	4.00	3.73	62,440	59,500	56,000	52,220	14,000	N/A	6.30	N/A	4.71	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	65,940	
Billed Bind Road	34,000	5.23	5.15	4.51	4.43	36,610	36,050	31,570	31,010	4.00	3.78	3.53	3.25	28,000	26,460	24,710	22,750	6,000	N/A	4.06	N/A	3.52	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	26,640	
Kondal West Road	60,000	5.43	5.37	4.91	4.84	65,160	64,440	58,920	58,080	4.47	4.25	4.02	3.73	53,640	51,000	48,290	44,760	11,760	N/A	6.60	N/A	5.03	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	60,380	
Hospital Road	70,000	4.33	4.26	3.82	3.54	69,280	68,160	57,920	56,640	3.99	3.77	3.53	3.23	63,940	60,520	56,480	51,680	6,160	N/A	3.75	N/A	5.79	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	92,640	
Maraming Road	25,000	8.75	8.67	8.03	7.95	17,500	17,340	16,060	15,900	4.05	3.83	3.58	3.29	8,100	7,660	7,160	6,580	16,900	N/A	5.47	N/A	5.03	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	10,080	
Care Street	28,000	6.13	6.07	5.61	5.54	24,520	24,290	22,440	22,160	6.82	6.50	6.16	5.75	27,280	26,000	24,640	23,000	3,560	N/A	8.87	N/A	9.10	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	36,400	
Billed Bind Road	16,800	9.43	9.36	8.91	8.84	16,674	16,848	16,038	15,912	6.85	6.55	6.19	5.79	12,330	11,790	11,142	10,422	5,558	N/A	10.91	N/A	11.14	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	20,052	
Meadow Road	15,000	11.11	11.06	10.59	10.53	7,777	7,742	7,413	7,371	6.96	6.64	6.30	5.90	4,872	4,648	4,410	4,130	10,590	N/A	21.21	N/A	20.47	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	14,329	
Billed East Road	12,000	8.58	8.53	8.06	8.00	18,018	17,913	16,926	16,800	6.84	6.53	6.18	5.78	14,384	13,713	12,978	12,138	978	N/A	10.82	N/A	10.09	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	21,189	
Federation Street	65,000	26.82	26.82	26.82	26.82	75,096	75,096	75,096	75,096	26.04	26.04	26.04	26.04	72,912	66,276	72,912	72,912	7,912	N/A	N/A	26.00	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	72,800		
Commercial Road	17,500	27.81	27.81	27.81	27.81	27,810	27,810	27,810	27,810	29.46	28.78	29.46	29.46	29,460	26,780	29,460	29,460	11,960	N/A	N/A	39.40	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	39,400		
Jensen Street	30,000	27.81	27.81	27.81	27.81	27,810	27,810	27,810	27,810	29.46	28.78	29.46	29.46	29,460	26,780	29,460	29,460	540	N/A	N/A	39.40	(C/R) FIXED	(C/R) RISE & FALL	(C170) RISE & FALL	39,400		

Savings \$ 101,932 \$ 813,300 \$ 713,869 \$ 704,838 \$ 760,738 \$ 750,674 \$ 749,758 \$ 706,717 \$ 683,400 \$ 645,387 \$ 101,932 \$ 773,517 \$ 821,450

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 BALLIDU HERITAGE CENTRE PERMISSION TO ERECT SIGN

FILE REFERENCE:	RC2.2
REPORT DATE:	19 August 2020
APPLICANT/PROPONENT:	Ballidu Contemporary Arts Society
OFFICER DISCLOSURE OF INTEREST:	Melissa Marcon (partner constructing sign at no cost)
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	Copy of letter from Ballidu Heritage Centre

PURPOSE OF REPORT:

To seek Council's permission to erect a jarrah timber sign on stumps 2m long x 700mm high. Sign will have on it the words 'Ballidu Heritage Centre'.

BACKGROUND:

In September 2019 the Ballidu Contemporary Arts Society signed a Management (Lease) Agreement with the Shire for a period of five (5) years for the purpose of a Community based Museum and Gallery.

COMMENT:

Under Clause 3.2 of the Management (Lease) Agreement the Organisation (Ballidu Contemporary Arts Society) is not permitted to;

'The Organisation will not permit to exhibit or affix to or upon any part of the premises, any placard, poster, sign, board or other advertisement unless first obtaining the written approval of the Shire'.

The Ballidu Heritage Centre displays various items of history from within the Ballidu area. There is currently no signage to advise tourists and community members that the Heritage Centre is housed in this building.

The proposed location for the sign is on the corner of the block in the Shire footpath area at the front of the hall.



Source: Google Maps 19/08/2020



Front of Ballidu Hall Where Sign will be Placed

POLICY REQUIREMENTS:

Development Application under the Shire of Wongan-Ballidu Local Planning Scheme No. 5.

LEGISLATIVE REQUIREMENTS:

There are no known Legislative requirements associated with this item.

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.

➤ **Strategic**

There are no known strategic implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There is significant social value/impact in providing for community.

➤ **Financial Implications**

Consideration may be given to waive Development Application Fees.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council:-

- a) **AGREES** to the erection of a sign on the corner footpath area outside the Ballidu Hall and that the Ballidu Heritage Centre submit a Development Application for the sign for Council Approval; and
- b) **WAIVES** any and all fees associated with the lodgement of the Development Application.

10 / 7 / 2020

To the Wongan Hills Shire.

On behalf of the Ballidu Heritage Centre we are seeking permission to erect a sign out the front of the Centre

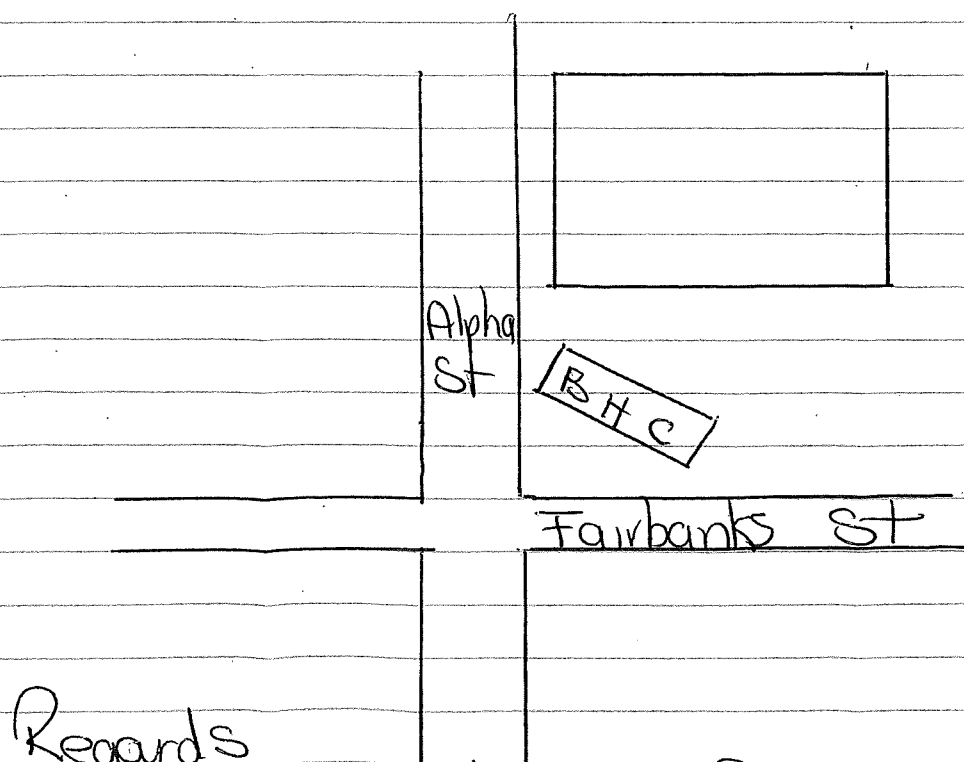
The diagram below shows you what we would like to do, we've been offered for it to be done as a donation to the centre.

This will let people know we are there in the hall, at the moment there is nothing there.

Please consider this, as it is progress for us.

Ballidu Heritage Centre	length	2 metres
	width	700 mm

Made of Jarrah timber → on stumps



Regards

Ballidu Heritage Centre
Dawn Vaughan 9 Ros Sutherland

9.4.2 WONGAN HILLS COMMUNITY GARDEN PERMISSION TO ERECT SHED

FILE REFERENCE:	RC6.2
REPORT DATE:	19 August 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	Copy of letter from Wongan Hills Community Garden

PURPOSE OF REPORT:

To seek Council's permission to erect a 4.5m x 3m x 2.06m garden shed at 42 Commercial Road Wongan Hills at the Community Garden site owned/managed by the Shire of Wongan-Ballidu.

BACKGROUND:

In 2018, the site of the 'Old Sheep Saleyards' was identified by the Shire as an ideal location for a Community Garden.

The Shire secured \$10,000 funding from the Department of Communities; this funding was used for materials and equipment.

The Shire sold the yards and levelled the area and provided earthworks and utility connections ready for a group to establish community plots on the site, and to make the existing kiosk and ablution blocks serviceable after a period of non-use.

In early 2019, the Shire arranged for all interested community members to take a road trip on a provided Shire bus to visit other Community Gardens in the Perth metropolitan area. Shortly after, the Shire facilitated an inception meeting and the Wongan Hills Community Gardens group was established. The group then took operational control. The group has been successful in securing further funding, developed membership guidelines, leased several plots to community members and further expanded and planned garden beds and infrastructure on the site.

The Shire provided public liability and volunteer personal accident insurance for the 2019/2020 year to assist the group in its establishment.

The Shire continues to provide security of tenure, water and electricity to the site.

COMMENT:

It is the Committee's intention to erect a shed within the compound which is gated and locked. The shed is for storage of garden tools and equipment.

The total area of the shed is 27.81 m². The total area of the shed will require Wongan Hills Community Garden Committee to submit to the Shire a building application for approval.



Source – Google Maps 19/08/2020



POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Building Act 2011

Building Regulations 2012

STRATEGIC IMPLICATIONS:

There are no immediate strategic implications particular to the Shire.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental implications associated with this proposal.

➤ **Strategic**

There are no known strategic implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There is significant social value in providing a space and opportunity for community.

➤ **Financial Implications**

Consideration may be given to waive of Building Application Fees.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council

- a) **SUPPORTS** the application to erect a 4.5m x 3m x 2.06 m garden shed at 42 Commercial Road Wongan Hills at the Community Garden site owned/managed by the Shire of Wongan Ballidu.
- b) upon receiving a Building Application for the erection of the shed **WAIVES** the application fee of \$711.15.

15.7.2020

WONGAN HILLS COMMUNITY GARDEN
31 B QUINNAN ST W/H.
0407 381 346 381
florabound1@outlook.com

SHIRE OF WONGAN - BARRIDU
ATTENTION: MELISSA MARCON.

DEAR MELISSA,

THE COMMUNITY GARDEN COMMITTEE HAS JUST
PURCHASED A SMALL GARDEN SHED FOR STORAGE FOR GARDEN
TOOLS ETC.

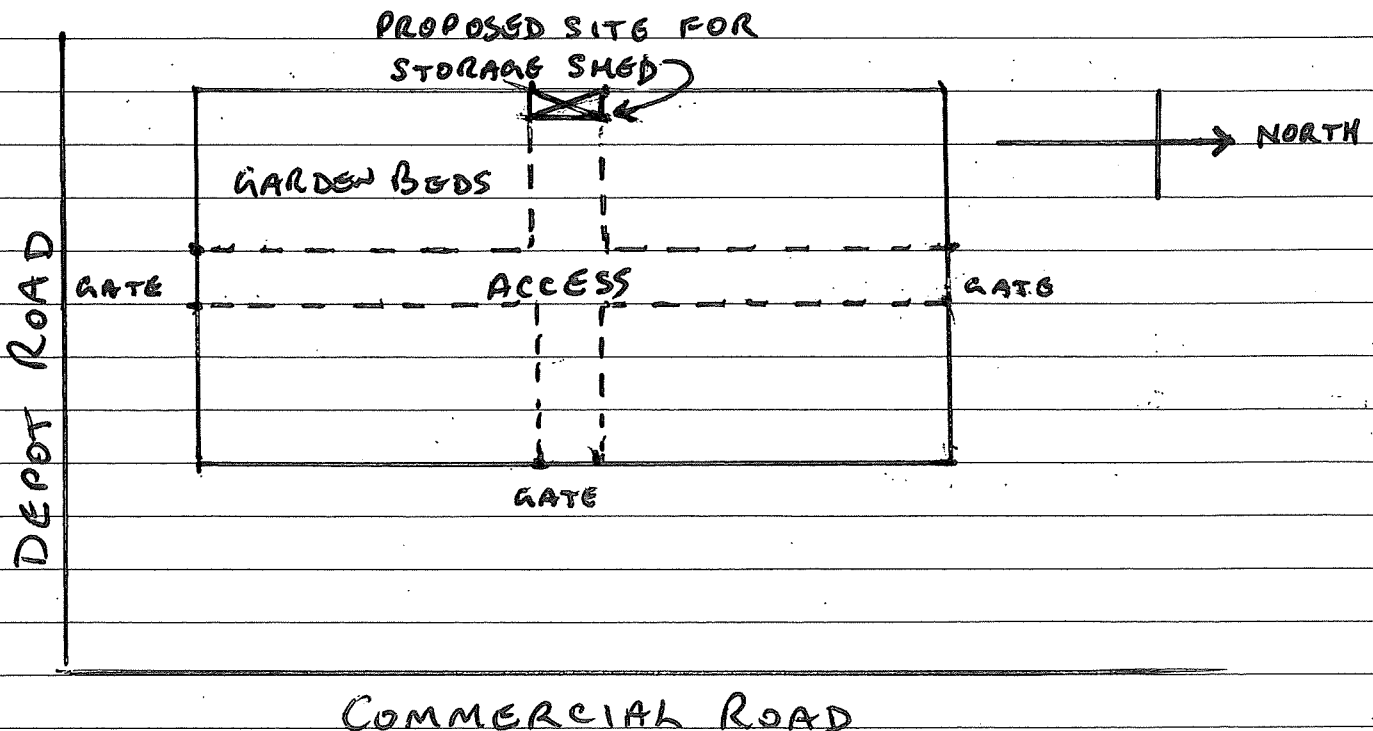
WE ARE SEEKING PERMISSION FROM YOU TO ERECT IT. WE
PLAN TO PUT IT WITHIN OUR FENCED GARDEN AREA WHICH
IS GATED & LOCKED.

THANK YOU FOR YOUR CONSIDERATION.

KIND REGARDS
Bruce Mitchell

BRUCE MITCHELL, PRES.

P.S. PLEASE SEE PLAN BELOW



9.4.3 CONTAINERS FOR CHANGE MOBILE COLLECTION POINT

FILE REFERENCE:	CA1.3
REPORT DATE:	19 August 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	Copy of email from Damien and Lisa Marshall Holcombe Downs Transport and Contracting

PURPOSE OF REPORT:

To seek Councils permission to approve the Contractor to set up a mobile collection point at the community recycling area located on Council owned land at 2 Patterson Street (cnr Wongan Road), Wongan Hills, free of charge.

BACKGROUND:

In 2017 the Department of Water, Environment and Regulation issued the Western Australian Container Deposit Scheme Discussion Paper and in 2018 the Western Australian Container Deposit Scheme Consultation Summary (2018).

The Shire's Building Services Coordinator and Manager of Community Services attended a WALGA Briefing Session on the Containers for Change program held at the Shire of Moora's offices on 3 September 2019. The Shires of Dalwallinu, Chittering, Coorow, Carnamah and Gingin were also represented at this session.

A verbal report was provided by staff to Council at the informal briefing session held 20 September 2019. This report included the statement that the majority of the other Shires attending the briefing session on 3 September 2019 had expressed that they did not feel the scheme was viable for their own municipality.

Council declined to be involved in the scheme.

The original start date of the scheme was delayed in response to COVID-19 to protect public health and the financial viability of some scheme participants.

COMMENT:

Mrs Lisa Marshall (Contractor) attended a meeting with the Building Services Coordinator in June 2020. At this meeting Mrs Marshall asked if the Shire had an area where they could have a container system set up where people could attend and drop off recyclable items allowable under the Container Deposit Scheme (CDS). The Shire do not have an area that is lockable and suitable for this purpose.

The Contractors are anticipating attending on a Thursday at the Shires current recycling area at 2 Patterson Street (cnr Wongan Road), Wongan Hills.

Part of the CDS contract is that the Contractors must have a designated drop off point for community members to deliver recyclables. Initially she intends to come each week/fortnight depending on demand and spend 2 hours at the collection point.

Approving this will enhance our existing recycling collection point and reduce the volume of waste in our recycle bins and landfill.

These Contractors have been approved for the CDS in both the Shires of Moora and Dalwallinu.



POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Waste Avoidance and Resource Recovery Act 2007

Waste Avoidance and Resource Recovery (Container Deposit Scheme) Regulations 2019

STRATEGIC IMPLICATIONS:

Community Strategic Plan Outcome 2.3: Environmentally sustainable waste management.

Strategy 2.3.2 – Support appropriate regional waste management strategies.

Strategy 2.3.4 – Establish improved waste recycling capability at waste disposal facility.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

Significant positive environmental impact with less landfill waste in our local refuse site and encouraging recycling in the community.

➤ **Economic**

Possible increase in positive economic impact as surrounding residents may travel to make use of this facility and conduct other business while in the area.

➤ **Social**

Encouraging the broader community to consider their waste habits in a positive way and the Shire making available the facilities to achieve this

➤ **Financial Implications**

Replacement signage at the waste drop off and recycling area located on the corner of Wongan Road and Patterson Street, Wongan Hills.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council APPROVES the use of a portion of the land adjacent to Council's Recycling facilities at 2 Patterson Street Wongan Hills, by Damien and Lisa Marshall for the purpose of collecting eligible recyclables as part of the Container Deposit Scheme, on a weekly/fortnightly basis.

Melissa Marcon

From: Lisa Marshall <marshallisaann@gmail.com>
Sent: Tuesday, 14 July 2020 10:18 AM
To: Melissa Marcon
Subject: Containers for change program

Good morning Melissa Marcon,

I am writing to you to ask permission to have a mobile collection point in your community recycling bay located on the corner of Wongan Rd and Patterson st, Wongan Hills. We are currently looking at being there on thursdays for a couple of hours, to collect any eligible recyclable items the locals of Wongan hills would like to deliver.

As apart of our contract we also have to have a designated drop off point for the locals of your town, we have talked to the contractors at your landfill site Paul & Wendy 'Steptoe & Wife' and they are keen to have a drop off point at the landfill where they will collect all drop offs by the public during their opening hours. Thursday to Sunday each week. we will be supplying them with containers to put the recyclables into.

Each week / fortnight depending on demand we will come to Wongan Hills, spend two hours at the roadside collection point, then visit and pick up from any businesses and schools participating in the program and then pick up from the landfill site. We will then return to Moora and process all items collected.

Each person, community group & charity will go online and register for their own unique number. This number will be linked to their bank details and payment will be made into their account of choice. It's a Fantastic way for the community and its different organizations to fundraise and raise extra funds for the community and its individuals. we look forward to being involved in this program with your shire and surrounding areas,

yours sincerely

Damien & Lisa Marshall
Holcombe Downs Transport & Contracting

2A Patterson St, Wongan Hills WA 6603
<https://maps.app.goo.gl/CHtkDazdR46rTpr98>

9.5 COMMUNITY SERVICES

Nil.

10. QUESTIONS FROM MEMBERS WITHOUT NOTICE

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

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

13. CLOSURE