



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 24 MARCH 2021





SHIRE OF WONGAN-BALLIDU

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Elected Members

I advise that the Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 24 March 2021 commencing at 3.00pm in Council Chambers, Administration Centre, Cnr Elphin Crescent and Quinlan Street, 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 has 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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Item 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

The Shire President has invited Robyn Schulz and Ray Holden to address Council regarding the Sports Co-location Management Agreement and Licence.

Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED**Item 3. PUBLIC QUESTION TIME****Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER****Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS****Item 6. APPLICATION/S FOR LEAVE OF ABSENCE****Item 7. CONFIRMATION OF MINUTES****7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 24 FEBRUARY 2021:****OFFICER RECOMMENDATION**

That the Minutes of the Special Meeting of Council held on Wednesday, 24 February 2021 be confirmed as a true and correct record of the proceedings.

Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

Nil.

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR FEBRUARY 2021

FILE REFERENCE:	F1.4
REPORT DATE:	19 March 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart, Deputy Chief Executive Officer
ATTACHMENTS:	February 2021

PURPOSE OF REPORT:

That the accounts as submitted be received.

BACKGROUND:

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

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

Lists of Accounts

Section 6.10 of the Local Government Act 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 28 February 2021 totalling \$387,919.71 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 TO COUNCIL 1ST - 28TH FEBRUARY 2021

Chq/EFT	Date	Name	Description	Amount
EFT20817	01/02/2021	BOEKEMAN NOMINEES PTY LTD		-135.66
	03/12/2020	BOEKEMAN NOMINEES PTY LTD	SPIN ON LUBE FILTER ISUZU CREW TRUCK	33.58
	07/12/2020	BOEKEMAN NOMINEES PTY LTD	QUICKSTEEL, to 30th June 2021	21.47
	07/12/2020	BOEKEMAN NOMINEES PTY LTD	SEAL, INCLUDING FREIGHT FOR BACKHOE, to 30th June 2021	80.61
EFT20818	01/02/2021	MCINTOSH & SON	REDUCING BUSH AND NYLON INSERT FOR ROLLER 11	-24.59
EFT20819	01/02/2021	STAR TRACK EXPRESS PTY LTD	Outstanding invoice amount at 10/01/2021	-218.87
EFT20820	01/02/2021	WATER CORPORATION		-2230.05
	08/01/2021	WATER CORPORATION	WATER CONSUMPTION - STANDPIPE MANMANNING ROAD	543.05
	11/01/2021	WATER CORPORATION	WATER SERVICE CHARGES - STANDPIPE BALLIDU SOUTH EAST ROAD	180.31
	11/01/2021	WATER CORPORATION	WATER CONSUMPTION - STANDPIPE KONDUT EAST ROAD	1504.03
	11/01/2021	WATER CORPORATION	WATER CONSUMPTION - STANDPIPE PODMORE ROAD	2.66
EFT20821	01/02/2021	THE POINT DOCTOR	250X250X8 PLATE 230X200X8 PLATE FOR DEPOT	-17.60
EFT20822	01/02/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	BANK GUARANTEE FEE	-7947.08
EFT20823	01/02/2021	WONGAN HILLS HARDWARE	WINDOW BOX AIR CONDITIONER 3.6KW	-1785.75
EFT20824	01/02/2021	TOLL IPEC PTY LTD	WATER SAMPLE FREIGHT - OVAL	-21.51
EFT20825	01/02/2021	BRYAN RURAL SERVICE		-1507.00
	18/01/2021	BRYAN RURAL SERVICE	Pest Spray at 27D Quinlan St, Wongan Hills	165.00
	18/01/2021	BRYAN RURAL SERVICE	30 Wandoo - internal and external ants and spiders, mice baits in roof	165.00
	18/01/2021	BRYAN RURAL SERVICE	Pest Spraying inside and outside of 42 Mitchell Street Wongan Hills	165.00
	18/01/2021	BRYAN RURAL SERVICE	Pest Spraying inside and outside of Shire Administration Building	220.00
	18/01/2021	BRYAN RURAL SERVICE	Gutter Cleaning - CRC Building	132.00
	18/01/2021	BRYAN RURAL SERVICE	Depot - Lunch area & external around office	165.00
	18/01/2021	BRYAN RURAL SERVICE	Pre Season Pest Spraying at Swimming Pool Complex	330.00
	18/01/2021	BRYAN RURAL SERVICE	Swimming Pool - mouse baits, ants around building not lawn area	165.00
EFT20826	01/02/2021	TKB MECHANICAL	SUPPLY AND INSTALL WINDSCREEN FOR WB034 MACK FLEETLINER	-700.00
EFT20827	01/02/2021	SHERMAC AUSTRALIA PTY LTD	air fittings as per quote 11701	-214.10
EFT20828	01/02/2021	RURAL RANGER SERVICES	RANGER SERVICES JANUARY 2021	-812.50
EFT20829	01/02/2021	FREARSON WELDING SERVICES	Fabricate BBQ Covers for Co-Location	-1100.00
EFT20830	01/02/2021	SAFE AVON VALLEY INC.	Cat Impounding Services DECEMBER 2020	-240.00
EFT20831	01/02/2021	AC HEALTHCARE PTY LTD	Pre-employment Medical - Deryce Du Plessis	-250.00
EFT20832	01/02/2021	WACB & COMMUNICATIONS	IC-410PRO UHF radio	-1038.00
EFT20833	01/02/2021	DAVID MCFARLANE	Bond refund for Rotary Club Civic Centre hire	-150.00
EFT20835	05/02/2021	TELSTRA CORPORATION LIMITED	Phone Line - Sport and Recreation Council	-55.00
EFT20836	05/02/2021	BOEKEMAN NOMINEES PTY LTD		-2913.33
	15/01/2020	BOEKEMAN NOMINEES PTY LTD	Repair wheel drive hub to Dynapac Roller	467.24
	18/12/2020	BOEKEMAN NOMINEES PTY LTD	Cylinder clamps and male fittings for Backhoe, Wheel diss, guard, fender and incidentals for PUT73	1821.48
	22/12/2020	BOEKEMAN NOMINEES PTY LTD	60,000KM Service for MWS vehicle	314.55
	05/01/2021	BOEKEMAN NOMINEES PTY LTD	Front fender retainer, assorted fixings	106.21
	18/01/2021	BOEKEMAN NOMINEES PTY LTD	6 month/10,000km Service for MAFS vehicle	203.85
EFT20837	05/02/2021	MOORE AUSTRALIA (WA) PTY LTD	2021 Budget Workshop -5 March 2021	-990.00
EFT20838	05/02/2021	WALLIS COMPUTER SOLUTIONS		-975.70
	28/01/2021	WALLIS COMPUTER SOLUTIONS	Cyber Hygiene Program (DMARC)- Annual Support	429.00
	28/01/2021	WALLIS COMPUTER SOLUTIONS	Cyber Hygiene Program (DMARC)- Setup and Implementation	546.70
EFT20839	05/02/2021	WATER CORPORATION		-674.01
	22/01/2021	WATER CORPORATION	Water consumption - Standpipe Railway St, Water Supply charge - Standpipe Railway St	318.58
	22/01/2021	WATER CORPORATION	Water consumption - Rabbit Proof Fence rd, Water supply charge - Rabbit Proof Fence rd	355.43
EFT20840	05/02/2021	SYNERGY	Railway Dam power consumption	-251.27
EFT20841	05/02/2021	THE HONDA SHOP	WP20 2" Transfer Pump with 4.8hp Yanmar Diesel Recoil Start	-3025.00
EFT20842	05/02/2021	RBC RURAL	Admin photocopier meter readings January 2021	-329.76
EFT20843	05/02/2021	WONGAN HILLS HARDWARE	Hardware Supplies for Works and Building Services February 2021	-3952.66
EFT20844	05/02/2021	ABBOTT AUTO ELECTRICS	Remove damaged solar panel, supply and install new panel to trailer PSP4	-1614.58
EFT20845	05/02/2021	IP CAMERAS AUSTRALIA PTY LTD	Replacement Batteries for CCTV Trailer	-1408.00
EFT20846	05/02/2021	ELLIOTTS IRRIGATION PTY LTD	Hunter I25 Sprinklers	-792.00
EFT20847	05/02/2021	GREAT SOUTHERN FUEL SUPPLIES	Parks and Gardens vehicle Fuel	-205.25
EFT20848	05/02/2021	T-QUIP	1x 10kg Bucket of Backlapping Paste 80 Grit.	-447.20
EFT20849	05/02/2021	HENDOS PLUMBING & GAS SERVICES	Repair Pipework Main Plantroom, Chlorine Injection line leaking water.	-630.52
EFT20850	05/02/2021	PW GEE WELDING SERVICES	Flat bar for trailer repairs	-29.61
EFT20851	05/02/2021	TERBRIDGE NOMINEES PTY LTD T/AS METISC	10 Support Hours for CRM	-2750.00
EFT20852	05/02/2021	RICOH FINANCE	Shire Office Photocopier lease 27/02/2021 to 26/03/2021	-276.96
EFT20853	05/02/2021	JB HI-FI GROUP PTY LTD	2 X Microsoft Surface Book 3	-8880.38
EFT20854	05/02/2021	GLEEMAN TRUCK PARTS P/L		-664.56
	04/01/2021	GLEEMAN TRUCK PARTS P/L	Glad hand emergency 1/2",35.31"	34.81
	08/01/2021	GLEEMAN TRUCK PARTS P/L	MDL34 Slim LED LMP BL for Volvo Loader	35.97
	12/01/2021	GLEEMAN TRUCK PARTS P/L	Resistor, air con unit and mudguard for Mack truck	148.48
	12/01/2021	GLEEMAN TRUCK PARTS P/L	Air cleaner element for Mack	307.30
	13/01/2021	GLEEMAN TRUCK PARTS P/L	Switch isplay control new breed blinker for Mack	137.50
EFT20855	05/02/2021	CLEANTECH ENERGY PTY LTD		-5747.51
		CLEANTECH ENERGY PTY LTD	Electricity - Wongan Hills Sports Pavilion	-2832.57
		CLEANTECH ENERGY PTY LTD	Electricity - Wongan Hills Swimming Pool	-1967.57
		CLEANTECH ENERGY PTY LTD	Electricity - Wongan Hills Medical Centre	-310.08
		CLEANTECH ENERGY PTY LTD	Electricity - Wongan Hills CRC	-637.29
EFT20856	05/02/2021	AC HEALTHCARE PTY LTD	Pre-Employment Medical Donna Donnelly	-250.00
EFT20857	05/02/2021	AUTOPRO NORTHAM	Fischer parts bins as per quote 19400	-157.16
EFT20858	05/02/2021	MARSH PTY LTD	Staff Training - Leadership Assessment and Development	-6793.60

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST - 28TH FEBRUARY 2021

Chq/EFT	Date	Name	Description	Amount
EFT20859	05/02/2021	CLARKSON FREIGHTLINES	Freight for Chlorine Gas	-121.32
EFT20860	05/02/2021	BEVERLEY SUZANNE MITCHELL	Rates refund for assessment A956	-57.42
EFT20861	10/02/2021	ANZ BANK (NETT WAGES)	Wages PPE 09.02.2021	-63391.00
EFT20862	10/02/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT20863	10/02/2021	IOU SOCIAL CLUB	Payroll deductions	-220.00
EFT20864	15/02/2021	AVON WASTE	Domestic Collection - Wongan Hills	-10314.45
EFT20865	15/02/2021	OFFICEWORKS BUSINESS DIRECT		-147.20
	13/01/2021	OFFICEWORKS BUSINESS DIRECT	Stationery	49.25
	21/01/2021	OFFICEWORKS BUSINESS DIRECT	Paper for Photocopier	97.95
EFT20866	15/02/2021	WESTRAC EQUIPMENT PTY LTD	FILTERS, ELEMENTS, LUBE AND SEALS FOR CAT GRADER	-1253.40
EFT20867	15/02/2021	WONGAN NEWSAGENCY		-194.10
	02/02/2021	WONGAN NEWSAGENCY	The supply of goods and services January 2021	184.70
	02/02/2021	WONGAN NEWSAGENCY	The supply of goods and services January 2021	9.40
EFT20868	15/02/2021	WESFARMERS KLEENHEAT GAS PTY LTD		-257.40
	21/02/2021	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire fee for 30 WANDOO CRES	85.80
	21/02/2021	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire fee for 2A PATTERSON STREET	85.80
	21/02/2021	WESFARMERS KLEENHEAT GAS PTY LTD	Gas cylinder hire fee for 14 ELLIS ST	85.80
EFT20869	15/02/2021	THE POINT DOCTOR	2 Door Checker Plate Cover	-935.00
EFT20870	15/02/2021	WONGAN-BALLIDU DEVELOPMENT GROUP	Mast rental for the year 1 January, 2020 to 31 December, 2020.	-1661.00
EFT20871	15/02/2021	SYNERGY		-4489.63
	27/01/2021	SYNERGY	Electricity Consumption - Railways, Electricity Supply charge - Railways	286.74
	01/02/2021	SYNERGY	Electricity Consumption - Street Lighting	4202.89
EFT20872	15/02/2021	METAL ARTWORK CREATIONS	Community Service plaque awards x 4	-294.10
EFT20873	15/02/2021	TOLL IPEC PTY LTD		-79.32
	03/01/2021	TOLL IPEC PTY LTD	Library freight	39.66
	10/01/2021	TOLL IPEC PTY LTD	Library freight	39.66
EFT20874	15/02/2021	LOCK, STOCK & FARRELL	Replacement Lock- Back Door Admin Building	-405.10
EFT20875	15/02/2021	BALLIDU TRADING POST - CLEANING ACCOUNT	Cleaning Alpha Park, Cleaning Bunyip Park, Cleaning Town Bins, Cleaning Pavilion, Cleaning BSCG Changerooms, Cleaning Info Bay	-2103.75
EFT20876	15/02/2021	SPECIALE SMASH REPAIRS	Insurance excess for repairs to mechanics truck	-600.00
EFT20877	15/02/2021	BRYAN RURAL SERVICE		-330.00
	02/02/2021	BRYAN RURAL SERVICE	Pest spraying @ 8 Ellis street	165.00
	02/02/2021	BRYAN RURAL SERVICE	Pest Spraying @ 14 Ellis street	165.00
EFT20878	15/02/2021	TKB MECHANICAL	Clutch Kit for Hilux ute	-1516.50
EFT20879	15/02/2021	DUN DIRECT PTY LTD	BULK DIESEL	-15572.73
EFT20880	15/02/2021	WIRTGEN AUSTRALIA PTY LTD	216619 door pane	-654.83
EFT20881	15/02/2021	BP AUSTRALIA	Fuel January 2021	-271.52
EFT20882	15/02/2021	AIR & POWER PTY LTD		-1511.53
	01/01/2021	AIR & POWER PTY LTD	air compressor inspection	992.28
	01/01/2021	AIR & POWER PTY LTD	air compressor inspections, Workshop compressor inspection	519.25
EFT20883	15/02/2021	RURAL RANGER SERVICES	Ranger services 27/01 - 05/02 2021	-825.00
EFT20884	15/02/2021	HAWKE VIEW KENNELS AND CATTERY		-475.00
	21/01/2021	HAWKE VIEW KENNELS AND CATTERY	Impound fees Vuitton - 12 days @\$25/day	300.00
	21/01/2021	HAWKE VIEW KENNELS AND CATTERY	Dog impound fee - Vuitton 7 days @\$25/day	175.00
EFT20885	15/02/2021	VALLEY FORD NORTHAM HYUNDAI	AB399176AC fuel filter	-303.18
EFT20886	15/02/2021	SEEK LIMITED	SEEK advertisement for Grader Operator - February 2021	-324.50
EFT20887	15/02/2021	ALAN LEAHY	Reimbursement for swimming lesson enrolment	-90.00
EFT20888	22/02/2021	LANDGATE		-109.80
	27/01/2021	LANDGATE	Mining Tenement enquiry	40.60
	27/01/2021	LANDGATE	GRV Enquiry	69.20
EFT20889	22/02/2021	MOORE AUSTRALIA (WA) PTY LTD	Audit, preparation and attendance	-2750.00
EFT20890	22/02/2021	JR & A HERSEY PTY LTD	M99-66 Brass boomless nozzle	-508.70
EFT20891	22/02/2021	STAR TRACK EXPRESS PTY LTD	FREIGHT EX HERSEY SAFETY	-68.49
EFT20892	22/02/2021	WESTRAC EQUIPMENT PTY LTD		-2167.34
	20/01/2021	WESTRAC EQUIPMENT PTY LTD	PICK AND TOOL PARTS FOR CAT	118.77
	20/01/2021	WESTRAC EQUIPMENT PTY LTD	PARTS FOR CAT, PARTS CAT SKID STEER	2048.57
EFT20893	22/02/2021	WONGAN HILLS DISTRICT HIGH SCHOOL	SCHOLARSHIP 2021	-350.00
EFT20894	22/02/2021	AUSTRALIAN TAXATION OFFICE	January BAS	-38590.00
EFT20895	22/02/2021	WONGAN MAIL SERVICE	Supply goods and services January 2021	-315.00
EFT20896	22/02/2021	DALLCON	Dual 750mm Headwall	-11220.00
EFT20897	22/02/2021	TKB MECHANICAL	CHECK STEERING AND SUSPENSION - TOYOTA WB018	-42.35
EFT20898	22/02/2021	TAYLOR MICKLE	GRATUITY PAYMENT	-100.00
EFT20899	22/02/2021	MARKET CREATIONS PTY LTD		-2100.58
	28/01/2021	MARKET CREATIONS PTY LTD	Manage back up for VMWare Licenses, Storage, RAM and CPU services	720.72
	29/01/2021	MARKET CREATIONS PTY LTD	Project online Premium and Office 365	1220.36
	29/01/2021	MARKET CREATIONS PTY LTD	Office 365	159.50
EFT20900	22/02/2021	SAFE AVON VALLEY INC.	Cat Impounding Services January 2021	-180.00
EFT20901	22/02/2021	GLEEMAN TRUCK PARTS P/L		-854.11
	02/02/2021	GLEEMAN TRUCK PARTS P/L	VALVE ISRI HEIGHT ADJUSTER FOR MACK TRUCK	241.40
	02/02/2021	GLEEMAN TRUCK PARTS P/L	BEARING SETS, SEALS, BRAKE SHOE, AXLE NUT AND HUB CAPS FOR DOLLY	581.48
	03/02/2021	GLEEMAN TRUCK PARTS P/L	HUB CAP FOR DOLLY	31.23
EFT20902	22/02/2021	AUTOPRO NORTHAM	SP20470 socket set	-80.88
EFT20903	24/02/2021	ANZ BANK (NETT WAGES)	Wages PPE 23.02.2021	-64234.61
EFT20904	24/02/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT20905	24/02/2021	IOU SOCIAL CLUB	Payroll deductions	-220.00
EFT20907	26/02/2021	DE LAGE LANDEN PTY LTD	CRC PHOTOCOPIER LEASE FEBRUARY 2021	-557.70
EFT20908	26/02/2021	WESTNET PTY LTD	WESTNET ACCOUNT FOR JANUARY 2021	-609.90

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST - 28TH FEBRUARY 2021

Chq/EFT	Date	Name	Description	Amount
EFT20909	02/03/2021	ANZ CORPORATE CREDIT CARD	Credit Card February 2021	-444.05
EFT20910	28/02/2021	DEPARTMENT OF TRANSPORT	DPI PAYMENT FOR FEBRUARY 2021	-66871.10
DD10398.1	09/02/2021	AWARE SUPER ACCUMULATION	Payroll deductions	-7350.40
DD10398.2	09/02/2021	AUSTRALIAN SUPER	Payroll deductions	-721.71
DD10398.3	09/02/2021	HESTA SUPER FUND	Payroll deductions	-324.88
DD10398.4	09/02/2021	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD10398.5	09/02/2021	SUNSUPER	Superannuation contributions	-98.26
DD10398.6	09/02/2021	CBUS SUPER	Payroll deductions	-305.31
DD10398.7	09/02/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-187.98
DD10398.8	09/02/2021	PRIME SUPER	Superannuation contributions	-836.23
DD10398.9	09/02/2021	REST SUPERANNUATION	Superannuation contributions	-1203.72
DD10416.1	23/02/2021	AWARE SUPER ACCUMULATION	Payroll deductions	-7508.32
DD10416.2	23/02/2021	AUSTRALIAN SUPER	Payroll deductions	-721.31
DD10416.3	23/02/2021	HESTA SUPER FUND	Payroll deductions	-324.88
DD10416.4	23/02/2021	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD10416.5	23/02/2021	SUNSUPER	Superannuation contributions	-98.26
DD10416.6	23/02/2021	CBUS SUPER	Payroll deductions	-306.13
DD10416.7	23/02/2021	ING SUPERANNUATION	Superannuation contributions	-51.94
DD10416.8	23/02/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-187.98
DD10416.9	23/02/2021	PRIME SUPER	Superannuation contributions	-835.64
DD10398.10	09/02/2021	AMP SUPERANNUATION LTD.	Superannuation contributions	-253.58
DD10398.11	09/02/2021	AXA Retirement Security Plan	Superannuation contributions	-228.45
DD10398.12	09/02/2021	HSTPLUS SUPERANNUATION FUND	Superannuation contributions	-133.01
DD10416.10	23/02/2021	REST SUPERANNUATION	Superannuation contributions	-1160.54
DD10416.11	23/02/2021	AMP SUPERANNUATION LTD.	Superannuation contributions	-253.94
DD10416.12	23/02/2021	AXA Retirement Security Plan	Superannuation contributions	-228.45
DD10416.13	23/02/2021	HSTPLUS SUPERANNUATION FUND	Superannuation contributions	-137.66

Municipal Bank	321048.61
Trust Bank	66871.10
TOTAL	387919.71
Recoverable	3376.40
Partially Recoverable	8601.91

9.2.2 FINANCIAL REPORTS FOR FEBRUARY 2021

FILE REFERENCE:	F1.4
REPORT DATE:	19 March 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart, Deputy Chief Executive Officer
ATTACHMENTS:	Financial Reports

PURPOSE OF REPORT:

That the following statements and reports for the month ended February 2021 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 February 2021 are attached to the Council agenda.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION

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

- **Monthly Statements as follows:-**

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

SHIRE OF WONGAN-BALLIDU							
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 28 FEBRUARY 2021							
	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)	(2,967,135)		0.1%	✓
Grants Operating, Subsidies & Contributions	(1,382,019)	(1,382,019)	(831,387)	(1,066,861)		(28.3%)	x
Non Operating Grants, Subsidies & Contributions	(2,080,633)	(2,080,633)	(1,327,911)	(590,643)		55.5%	x
Fees & Charges & Service Charges	(526,878)	(526,878)	(362,670)	(327,349)		9.7%	✓
Other Revenue	(132,354)	(132,354)	(98,574)	(107,563)		(9.1%)	✓
Interest	(56,333)	(56,333)	(37,544)	(26,289)		30.0%	x
Profit on sale of Assets	-	-	-	(92,498)		0.0%	✓
a: TOTAL INCOME	(7,146,957)	(7,146,957)	(5,626,825)	(5,178,338)			
OPERATING EXPENSES							
Employee Costs	2,732,616	2,732,616	1,721,839	1,522,279		11.6%	x
Materials & Contracts	1,536,569	1,533,389	1,026,967	833,267		18.9%	x
Utilities (Gas, Electricity) etc.	342,406	342,406	228,164	218,353		4.3%	✓
Interest	52,020	52,020	25,298	29,820	11	(17.9%)	x
Insurance	255,470	255,470	253,894	261,330		(2.9%)	✓
Other General	248,213	251,393	209,074	159,819		23.6%	x
Loss on Asset Disposals	234,180	234,180	68,009	167,034		(145.6%)	x
Depreciation	2,434,945	2,434,945	1,623,136	1,678,978		(3.4%)	✓
b: TOTAL OPERATING EXPENSES	7,836,419	7,836,419	5,156,381	4,870,881			
c: NET OPERATING (SURPLUS) / DEFICIT	689,462	689,461	(470,445)	(307,456)			
CAPITAL EXPENSES							
Land & Buildings	965,992	965,992	852,599	406,726		52.3%	x
Furniture & Equipment	25,496	25,496	-	11,977		0.0%	✓
Motor Vehicles	132,000	132,000	132,000	101,670		23.0%	x
Plant	678,000	499,000	459,000	204,728		55.4%	x
Infrastructure Other	561,730	561,730	561,730	14,441		97.4%	x
Infrastructure Roads	2,052,135	2,052,135	1,351,965	1,064,713		21.2%	x
d: TOTAL CAPITAL	4,415,353	4,236,353	3,357,294	1,804,255			
e: TOTAL OPERATING & CAPITAL	5,104,814	4,925,814	2,886,849	1,496,799			
ADJUST - NON CASH ITEMS							
Depreciation	(2,434,945)	(2,434,945)	(1,623,136)	(1,678,978)			
Accruals and Adjustments	-	-	-	-			
Profit on sale of assets	-	-	-	92,498	6		
Loss on sale of assets	(234,180)	(234,180)	(68,009)	(167,034)	6		
FINANCING ACTIVITIES							
Proceeds from Sale of Assets	(208,500)	(134,500)	(129,664)	(215,945)	6		
Transfer from reserves	(764,851)	(934,851)	(934,851)	-	10		
Transfer to reserves	298,950	298,950	298,950	-	10		
Interest paid to reserves	19,810	19,810	13,304	4,543	10		
Net Movement in LSL Reserve	-	-	-	(112)			
LSL Provision in reserves	-	-	-	-			
Loan proceeds	(57,000)	(57,000)	(57,000)	(40,000)			
Loan principal repayment	118,705	118,705	118,705	58,697	11		
Loan to SSL Parties	57,000	57,000	57,000	40,000			
SSL Principal Reimbursements	(36,089)	(36,089)	(36,089)	(17,601)	11		
Less (Surplus)/deficit B/Fwd	(1,863,714)	(1,588,714)	(1,588,714)	(1,504,373)	5		
ADJUSTED CLOSING (SURPLUS) / DEFICIT	0	(0)	(1,062,655)	(1,931,506)			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			Key Within budget tolerance of 10% Over budget tolerance of 10% Under budget tolerance of 10%				✓ x ⚠

Shire of Wongan-Ballidu Variance Report 28 February 2021				
<p>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.</p>				
Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	1,605	Within Threshold	Rates	Within Council variance reporting threshold.
✗	(235,475)	Timing	Grants Operating, Subsidies & Contributions	Higher than estimated due to Grants Commission paying 3rd quarter grants early.
✗	737,268	Timing	Non Operating Grants, Subsidies & Contributions	This is a timing variance and will resolve itself during the financial year
✓	35,321	Within Threshold	Fees & Charges & Service Charges	Within Council variance reporting threshold.
✓	(8,989)	Within Threshold	Other Revenue	Within Council variance reporting threshold.
✗	11,255	Permanent	Interest	Interest Rates are lower than anticipated at Budget adoption. Income from Interest earnings will be lower than budget. This will mainly affect the Reserve Account as most of the Shire's interest earnings are Reserve Funds.
✓	(77,085)	Within Threshold	Profit on sale of Assets	Within Council variance reporting threshold.
Operating Expenditure				
✗	(199,560)	Timing	Employee Costs	This is a timing variance and will resolve itself during the financial year
✗	(193,700)	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✓	(9,811)	Within Threshold	Utilities (Gas, Electricity) etc.	Within Council variance reporting threshold.
✗	4,522	Timing	Interest	This is a timing variance and will resolve itself during the financial year
✓	7,436	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	(49,254)	Timing	Other General	Expenditure on council donated projects, community donations and grants is lower than expended.
✗	99,025	Permanent	Loss on Asset Disposals	Loss on Disposal of Assets is mainly the disposal of the Masonic Lodge. This is a non-cash transaction and does not affect the Municipal Surplus at Year-End
✓	55,842	Within Threshold	Depreciation	Within Council variance reporting threshold.
Capital				
✗	(445,873)	Timing	Land & Buildings	This is a timing variance and will resolve itself during the financial year
✓	11,977	Within Threshold	Furniture & Equipment	Within Council variance reporting threshold.
✗	(30,330)	Timing	Motor Vehicles	The acquisition of Motor Vehicles is proceeding as planned. This is a timing issue only.
✗	(254,272)	Timing	Plant	The acquisition of Plant and Equipment is proceeding as planned. This is a timing issue only.
✗	(547,289)	Timing	Infrastructure Other	This is a timing variance and will resolve itself during the financial year
✗	(287,252)	Timing	Infrastructure Roads	This is a timing variance and will resolve itself during the financial year

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 28 FEBRUARY 2021

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
INCOME				
General Purpose Funding	(4,028,599)	(4,028,599)	(3,509,186)	(3,740,103)
Governance	(53,021)	(53,021)	(39,877)	(50,658)
Law, Order & Public Safety	(35,500)	(35,500)	(23,656)	(26,937)
Health	(29,100)	(29,100)	(19,392)	(6,721)
Education & Welfare	(13,883)	(13,883)	(9,256)	(3,464)
Housing	(64,500)	(64,500)	(42,984)	(35,697)
Community Amenities	(196,736)	(196,736)	(132,686)	(134,689)
Recreation & Culture	(938,723)	(938,723)	(388,988)	(266,089)
Transport	(1,393,745)	(1,393,745)	(1,182,687)	(566,527)
Economic Services	(37,950)	(37,950)	(25,280)	(14,131)
Other Property & Services	(355,201)	(355,201)	(252,834)	(333,323)
a: TOTAL INCOME	(7,146,957)	(7,146,957)	(5,626,825)	(5,178,338)
OPERATING EXPENSES				
General Purpose Funding	121,385	124,565	83,032	81,197
Governance	307,375	307,375	221,283	197,124
Law, Order & Public Safety	161,509	161,509	114,950	124,443
Health	406,067	406,067	272,178	233,844
Education & Welfare	176,764	176,764	122,574	94,010
Housing	191,444	191,444	129,118	117,467
Community Amenities	504,271	504,271	336,176	330,256
Recreation & Culture	1,847,292	1,847,292	1,154,848	1,238,033
Transport	2,935,405	2,935,405	1,897,633	1,851,854
Economic Services	239,099	235,919	167,881	125,526
Other Property & Services	945,807	945,807	656,716	477,128
b: TOTAL OPERATING EXPENSES	7,836,419	7,836,419	5,156,389	4,870,881
c: NET OPERATING (SURPLUS)/DEFICIT	689,461	689,462	(470,437)	(307,456)
CAPITAL EXPENSES				
General Purpose Funding	-	-	-	-
Governance	67,000	67,000	67,000	65,031
Law, Order & Public Safety	-	-	-	-
Health	23,800	23,800	15,864	7,158
Education & Welfare	-	-	-	-
Housing	55,671	55,671	37,080	-
Community Amenities	14,500	14,500	14,500	-
Recreation & Culture	1,394,637	1,394,637	1,319,735	379,458
Transport	2,813,365	2,634,365	1,894,195	1,332,499
Economic Services	-	-	-	-
Other Property & Services	46,379	46,379	34,416	20,110
d: TOTAL CAPITAL EXPENSES	4,415,353	4,236,353	3,382,790	1,804,255
e: TOTAL OPERATING & CAPITAL	5,104,814	4,925,814	2,912,353	1,496,799

SHIRE OF WONGAN-BALLIDU ANALYSIS OF NET CURRENT ASSETS AS AT 28 FEBRUARY 2021			
NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).	2019-2020	Original Budget	2020-2021
SURPLUS / (DEFICIT)	1,504,373	0	1,931,506
COMPRISES			
Cash (including reserves)	3,972,716	1,425,747	4,334,903
Current rates	151,090	144,760	332,489
Sundry debtors	51,477	44,564	10,724
Tax receivables	136,587	23,264	115,004
Other debtors	13,200	22,723	15,760
A: SSL debtors (are excluded see D: adj)	26,072	39,089	8,471
Inventories	6,610	10,541	10,272
Less:			
Reserves	(1,840,666)	(1,396,857)	(1,845,209)
Sundry creditors	(565,704)	(29,564)	(500,511)
Accrued interest	(5,317)	-	(0)
ESL Levy Owed	(90,869)	-	(79,567)
PAYG/GST Due To ATO	(3,371)	-	(92,510)
B: Other - (are excluded see D: adj)		(5,000)	
LSL Cash backed Reserve	41,498	41,896	41,610
Tax liabilities	(967)		(57,358)
Other - Trust	88		88
C: Loan liability (are excluded see D: adj)	(114,486)	(125,470)	(95,789)
Current employee benefits provisions	(362,000)	(287,074)	(354,189)
D: Adjustments (see above A to C)	88,414	91,381	87,318
Surplus / (Deficit) Variance	1,504,373	0	1,931,506
NOTE 1B: CLOSING FUNDS alternate format to Note 1 above	2019-2020	Original Budget	2020-2021
Current assets			
Cash & cash equivalents	3,972,716	1,425,747	4,334,903
Sundry debtors	378,425	274,400	482,447
Inventories	6,610	10,541	10,272
Total current assets	4,357,752	1,710,688	4,827,623
Current liabilities			
Creditors and accounts payable	(666,227)	(29,564)	(729,946)
Current loan liability	(114,486)	(125,470)	(95,789)
Provisions	(362,000)	(287,074)	(354,189)
Total current liability	(1,142,713)	(442,108)	(1,179,923)
Net current assets	3,215,039	1,268,580	3,647,700
Less: restricted reserves	(1,840,666)	(1,396,857)	(1,845,209)
Less: SSL principal repayments	(26,072)	(39,089)	(8,471)
Add back: Current loan liability	114,486	125,470	95,789
Add back: LSL Cash backed Reserve	41,498	41,896	41,610
Add back: Movement in provisions between current and non-current			
Other - Trust	88	-	88
Surplus / (Deficit) Variance	1,504,373	0	1,931,506

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 28 FEBRUARY 2021			
	2020-2021 Approved Budget	2020-2021 Current Budget	2020-2021 Year-to-Date Actual
<u>OPERATING INCOME</u>			
General Purpose Funding	(1,059,858)	(1,059,858)	(772,968)
Governance	(53,021)	(53,021)	(50,658)
Law, Order & Public Safety	(35,500)	(35,500)	(26,937)
Health	(29,100)	(29,100)	(6,721)
Education & Welfare	(13,883)	(13,883)	(3,464)
Housing	(64,500)	(64,500)	(35,697)
Community Amenities	(196,736)	(196,736)	(134,689)
Recreation & Culture	(938,722)	(938,722)	(266,089)
Transport	(1,393,745)	(1,393,745)	(566,527)
Economic Services	(37,950)	(37,950)	(14,131)
Other Property & Services	(355,201)	(355,201)	(333,323)
A	(4,178,216)	(4,178,216)	(2,211,203)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	121,385	124,565	81,197
Governance	307,375	307,375	197,124
Law, Order & Public Safety	161,509	161,509	124,443
Health	406,067	406,067	233,844
Education & Welfare	176,764	176,764	94,010
Housing	191,444	191,444	117,467
Community Amenities	504,271	504,271	330,256
Recreation & Culture	1,847,292	1,847,292	1,238,033
Transport	2,935,405	2,935,405	1,851,854
Economic Services	239,099	235,919	125,526
Other Property & Services	945,807	945,807	477,128
B	7,836,418	7,836,418	4,870,881
C= A and B	3,658,202	3,658,202	2,659,678
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,434,945)	(2,434,945)	(1,678,978)
Accruals and Adjustments			-
Profit/(Loss) on Asset Sales	(234,180)	(234,180)	(74,536)
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings	965,992	965,992	406,726
Purchase of furniture & equipment	25,496	25,496	11,977
Purchase of motor vehicles	132,000	132,000	101,670
Purchase of plant & machinery	678,000	499,000	204,728
Purchase of other infrastructure	561,730	561,730	14,441
Purchase of roads infrastructure	2,052,135	2,052,135	1,064,713
Proceeds from sale of assets	(208,500)	(134,500)	(215,945)
<u>Financing Activities</u>			
Repayment of Loan Principal	118,705	118,705	58,697
Loan proceeds / refinancing CL to NCL adj	(57,000)	(57,000)	(40,000)
Loans paid to SSL parties	57,000	57,000	40,000
Self Supporting Loan Income	(36,089)	(36,089)	(17,601)
<u>Reserve Movements</u>			
Transfers to Reserves	298,950	298,950	-
Interest paid to Reserves	19,810	19,810	4,543
Transfer from Reserves	(764,851)	(934,851)	-
Net Movement in LSL Reserve			(112)
LSL Provision in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(1,863,714)	(1,588,714)	(1,504,373)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(1,931,506)
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,968,741	2,968,741	2,967,135
TOTAL RATES RAISED	2,968,741	2,968,741	2,967,135
(Surplus) / Deficit Variance	0	0	0

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 28 FEBRUARY 2021

Asset No	Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Land & Buildings						
Masonic Lodge L0077 & B0120	189,150	27,000	162,150	188,740	25,000	163,740
34 Shields Crescent L0094				11,860	31,818	(19,958)
1 Danubin Street L0040				-	57,127	(57,127)
6 Shields Crescent L0094				11,860	27,273	(15,413)
Motor Vehicles						
Nissan Pathfinder 1505	21,183	14,500	6,683	22,970	22,727	242
Toyota Hilux 4x2 Tipper Utility (P&G) 1499	17,640	8,000	9,640			
Holden Colorado 4x4 dual cab-WS 1503	21,056	14,000	7,056	21,090	20,000	1,090
Plant & Equipment						
Izuzu NPR300 Dual Cab - Construction 1445	39,114	20,000	19,114			
Patching Truck 1395	34,971	31,000	3,971	33,961	32,000	1,961
Case MXU115 Tractor (Maintenance) 1404	31,500	15,000	16,500			
Dual Pig Trailer (Howard Porter) 1403	14,066	5,000	9,066			
			-			-
TOTAL	368,680	134,500	234,180	290,481	215,945	74,536
By Program						
Governance						
Nissan Pathfinder 1505	21,183	14,500	6,683	22,970	22,727	242
Recreation & Culture						
Masonic Lodge L0077 & B0120	189,150	27,000	162,150	188,740	25,000	163,740
Transport						
Toyota Hilux 4x2 Tipper Utility (P&G) 1499	17,640	8,000	9,640			
Holden Colorado 4x4 dual cab-WS 1503	21,056	14,000	7,056	21,090	20,000	1,090
			-	-	-	-
Other Property & Services						
Izuzu NPR300 Dual Cab - Construction 1445	39,114	20,000	19,114			
Patching Truck 1395	34,971	31,000	3,971	33,961	32,000	1,961
Case MXU115 Tractor (Maintenance) 1404	31,500	15,000	16,500			
Dual Pig Trailer (Howard Porter) 1403	14,066	5,000	9,066			
34 Shields Crescent L0094				11,860	31,818	(19,958)
1 Danubin Street L0040				-	57,127	(57,127)
6 Shields Crescent L0094				11,860	27,273	(15,413)
TOTAL	368,680	134,500	234,180	290,481	215,945	74,536
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						
Toyota Fortuner	52,000	14,500	37,500	53,053	22,727	30,326
Toyota Hilux 4x2 Tipper Utility (P&G)	37,000	8,000	29,000			-
Ford Ranger	43,000	14,000	29,000	48,617	20,000	28,617
Sub-total	132,000	36,500	95,500	101,670	42,727	58,943
Plant & Equipment						
Izuzu NPR300 Dual Cab - Construction	85,000	20,000	65,000			-
Patching Truck	201,000	31,000	170,000	201,064	32,000	169,064
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	-	-	-
Sub-total	499,000	71,000	428,000	201,064	32,000	169,064
	631,000	107,500	523,500	302,734	74,727	228,007

SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 28 FEBRUARY 2021

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Feb 21	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2020	Refinancing	Principal Repayments YTD	Loan Balance @ 28 Feb 21
147	Aged Persons	Ninan House*	Jul-2022		100,000	-	-	(1,144)	24,440	-	(9,282)	15,158
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	(4,364)	260,588	-	(8,319)	252,269
152	Co-Location Construction	Shire	Dec-2039		2,000,000	-	-	(24,181)	1,959,321	-	(41,097)	1,918,224
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025	57,000	40,000	-	-	(130)	-	-	-	40,000
TOTAL EXISTING LOANS				57,000	2,440,000	-	-	(29,820)	2,244,349	-	(58,697)	2,225,652

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	-	-	(24,181)	1,959,321	-	(41,097)	1,918,224
57,000	440,000	-	-	(5,639)	285,028	-	(17,601)	307,427

Current loan liability
Non current liability
Total Loan Liability

Loan Balance @ 30 June 2020	SSL	Shire	Total
(82,616)	(18,488)	(5,430)	(23,919)
(2,161,733)	(288,939)	(1,912,794)	(2,201,733)
(2,244,349)	(307,427)	(1,918,224)	(2,225,652)

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 28 FEBRUARY 2021															
ADOPTED FULL YEAR'S BUDGET								CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 28 FEBRUARY 2021			
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer from / Interest	Transfer to Muni/ Transfer from Reserve	Transfer from Muni/ Transfer to Reserve	Actual Balance
Community Resource Centre Reserve	01989	(32,617)	(32,504)	(278)	15,296	(19,950)	(37,436)	(278)	15,296	(19,950)	(37,436)	(87)	-	-	(32,592)
Depot Improvement Reserve	01940	(10,500)	(10,486)	(64)	-	-	(10,550)	(64)	-	-	(10,550)	(28)	-	-	(10,514)
Historical Publications Reserve	01965	(7,077)	(7,067)	(69)	-	-	(7,136)	(69)	-	-	(7,136)	(19)	-	-	(7,086)
Housing Reserve	01955	(1,854)	(1,851)	(18)	-	-	(1,869)	(18)	-	-	(1,869)	(5)	-	-	(1,856)
LSL Reserve	01935	(41,486)	(41,498)	(398)	-	-	(41,896)	(398)	-	-	(41,896)	(112)	-	-	(41,610)
Medical Facilities & R4R Special Projects Reserve	01975	(349,376)	(348,906)	(3,736)	30,000	(40,000)	(362,642)	(3,736)	30,000	(40,000)	(362,642)	(937)	-	-	(349,843)
Patterson Street JV Housing Reserve	01988	(44,039)	(43,980)	(383)	-	(5,000)	(49,363)	(383)	-	(5,000)	(49,363)	(118)	-	-	(44,099)
Plant Reserve	01945	(660,989)	(660,098)	(9,048)	244,000	(224,000)	(649,146)	(9,048)	414,000	(224,000)	(479,146)	(1,774)	-	-	(661,871)
Quinlan Street JV Housing Reserve	01987	(44,594)	(44,533)	(389)	-	(5,000)	(49,922)	(389)	-	(5,000)	(49,922)	(120)	-	-	(44,653)
Stickland JV Housing Reserve	01986	(53,214)	(53,142)	(473)	-	-	(53,615)	(473)	-	-	(53,615)	(143)	-	-	(53,285)
Swimming Pool Reserve	01970	(114,921)	(114,767)	(1,361)	86,500	-	(29,628)	(1,361)	86,500	-	(29,628)	(308)	-	-	(115,075)
Waste Management Reserve	01920	(45,042)	(44,981)	(393)	-	(5,000)	(50,374)	(393)	-	(5,000)	(50,374)	(121)	-	-	(45,102)
Sporting Co-Location Reserve	01990	(287,239)	(286,851)	(2,204)	289,055	-	(0)	(2,204)	289,055	-	(0)	(771)	-	-	(287,622)
Doctors Subsidy Reserve	01991	(150,000)	(150,000)	(996)	100,000	-	(50,996)	(996)	100,000	-	(50,996)	-	-	-	(150,000)
TOTALS		(1,842,948)	(1,840,666)	(19,810)	764,851	(298,950)	(1,394,575)	(19,810)	934,851	(298,950)	(1,224,575)	(4,543)	-	-	(1,845,209)

SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 28 FEBRUARY 2021					
	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	4,156,493.96	2,260,356.76	50,088.82	1,845,198.38	850.00
Add: Receipts	637,136.89	550,311.62	86,814.60	10.67	
Adjustment	-				
Transfers In/(Out)	-				
	-				
Less: Payments - EFT & Cheques	(387,919.71)	(321,048.61)	(66,871.10)		
Payments - Bank Fees	(776.06)	(776.06)			
Investment - Transfers In/Out	-				
	-				
Balance as per General Ledger	4,404,935.08	2,488,843.71	70,032.32	1,845,209.05	850.00
Balance as per Bank Statements	466,625.33	421,576.06	45,049.27		
Balance as per Bank Deposit Certificates	3,346,154.24	1,500,945.20		1,845,209.04	
Balance as per Holder Certificates	575,090.15	574,240.15			850.00
Add: Outstanding Deposits	25,606.95	171.10	25,435.85	-	
Adjustments -	-				
	-				
Less: Unpresented Payments	(4,713.00)	(4,713.00)			
	-				
Adjustments & Transfers	(3,828.59)	(3,375.80)	(452.80)	0.01	
	-				
Balance as per Cash Book	4,404,935.08	2,488,843.71	70,032.32	1,845,209.05	850.00

SHIRE OF WONGAN - BALLIDU INVESTMENT REPORT FOR 28 FEBRUARY 2021											
MUNICIPAL INVESTMENTS											
Matured Municipal Investments											
Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Last Placed	Interest/Transfers Realised	Closing Balance	BANK TO INVESTMENT
9155-84868	Term Deposit		Closed				\$ 500,000.00	\$ (501,314.24)	\$ 1,314.24	\$ 0.00	\$ 1,314.24
Total of matured municipal investments								0.00	0.00	0.00	
Current Municipal Investments											
Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9155-84606	Term Deposit		27/11/2020	27/05/2021	183	0.20%	\$ 500,000.00		\$ 945.20	\$ 500,945.20	\$ 945.20
9155-85086	Term Deposit		27/08/2020	1/03/2021	186	0.81%	\$ 500,000.00		\$ -	\$ 500,000.00	\$ -
9117-01465	Term Deposit		8/09/2020	8/03/2021	183	0.78%	\$ 500,000.00		\$ -	\$ 500,000.00	\$ -
4705-91546	Online Saver Account		7/11/2018				\$ 1,673,973.69	\$ (1,100,000.00)	\$ 266.46	\$ 574,240.15	\$ 266.46
Total of current municipal investments							\$ 3,173,973.69	\$ (1,100,000.00)	\$ 1,211.66	\$ 2,075,185.35	\$ 1,211.66
RESERVE INVESTMENTS											
Matured Reserve Investments											
Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment last Placed	Interest/Transfer Realised	Closing Balance	BANK TO INVESTMENT
Total of matured reserve investments								0.00	0.00	0.00	
Current Reserve Investments											
Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9788-42609	Term Deposit		6/09/2020	6/03/2021	183	0.78%	\$ 557,558.44	\$ -	\$ 1,124.28	\$ 558,682.72	\$ 1,124.28
9788-42596	Term Deposit		6/09/2020	6/03/2021	183	0.78%	\$ 556,737.36	\$ -	\$ 1,122.62	\$ 557,859.98	\$ 1,122.62
9789-82644	Term Deposit		3/10/2020	3/04/2021	182	0.50%	\$ 87,434.23	\$ -	\$ 438.37	\$ 87,872.60	\$ 438.37
9202-06415	Term Deposit		31/12/2020	31/03/2021	90	0.20%	\$ 500,000.00	\$ -	\$ 1,765.89	\$ 501,765.89	\$ 1,765.89
2527-63397	Reserve Saver						\$ 138,936.28	\$ -	\$ 91.57	\$ 139,027.85	\$ 91.57
Total of reserve investments and cash							\$ 1,840,666.31	\$ -	\$ 4,542.73	\$ 1,845,209.04	\$ 4,542.73
Total of matured municipal and reserve investment								\$ -	\$ -	\$ -	\$ -
Total of current municipal and reserve investment and cash							\$ 5,014,640.00	\$ (1,100,000.00)	\$ 5,754.39	\$ 3,920,394.39	\$ 5,754.39

SHIRE OF WONGAN - BALLIDU RATES OUTSTANDING 28 FEBRUARY 2021				
		Rates Raised for 2020/2021	\$ 3,230,325.81	Rates and service charges
Rates Outstanding Breakdown				
Total Amount Outstanding		28.2.21	\$ 358,307.91	11%
Outstanding same time last year		28.2.20	\$ 324,722.70	10%
SUNDRY DEBTORS OUTSTANDING 28 FEBRUARY 2021				
Debtors Ageing Summary				
Current			\$ 8,303.43	
30 Days			\$ 9,836.41	
60 Days			\$ 372.70	
90 Days & Over			\$ 2,428.38	
Credit Balance			\$ (10,216.83)	
Total Outstanding			\$ 10,724.09	
Accounts 90 Days & Over:				
Date	Dr No.	Comments	Amount	
17/05/2019	1370	Standpipe Fees	\$ 1,328.25	Company in Liquidation
12/11/2020	1322	Artwork	\$ 61.88	
10/07/2020	298	Water Consumption	\$ 407.25	
26/11/2020	168	Advertising/ Room Hire	\$ 511.00	
10/08/2020	32	Food Licence	\$ 120.00	
Total			\$ 2,428.38	

9.2.3 COMPLIANCE AUDIT RETURN 2020 (CAR)

FILE REFERENCE:	F1.7.1
REPORT DATE:	19 March 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Finance, Audit and Review Committee Meeting held 24 February 2021
AUTHOR:	Alan Hart – Deputy Chief Executive Officer
ATTACHMENTS:	2020 Compliance Audit Return

PURPOSE OF REPORT:

To consider and adopt the 2020 Compliance Audit Return ('CAR').

BACKGROUND:

Council is required to carry out a Compliance Audit Return for the period 1 January 2020 to 31 December 2020 against the requirements included in the 2020 Compliance Audit Return.

The Compliance Audit Return is to be:-

- a) presented to Council at a meeting of the Council;
- b) adopted by the Council; and
- c) the adoption recorded in the Minutes of the meeting at which it is adopted.

The adopted Compliance Audit Return is to be submitted to the Director General, Department of Local Government and Communities by 31 March 2021.

COMMENT:

Regulation 14 requires that the local government's Audit Committee review the CAR and reports the results of that review to the Council prior to adoption by Council and the March submission to the Department.

POLICY REQUIREMENTS:

There are no known legislative requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 Section 7.13(i).
Local Government (Audit) Regulations Regulation 13, 14 and 15.

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:**

There are no financial implications in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

COMMITTEE RECOMMENDATION

That Council ADOPT the 2020 Compliance Audit Return as presented.

BY ABSOLUTE MAJORITY



Wongan-Ballidu - Compliance Audit Return 2020

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of the relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a) F&G Regs 7,9,10	Has the local government prepared a business plan for each major trading undertaking that was not exempt in 2020?	N/A		Alan Hart
2	s3.59(2)(b) F&G Regs 7,8,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2020?	N/A		Alan Hart
3	s3.59(2)(c) F&G Regs 7,8,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2020?	N/A		Alan Hart
4	s3.59(4)	Has the local government complied with public notice and publishing requirements for each proposal to commence a major trading undertaking or enter into a major land transaction or a land transaction that is preparatory to a major land transaction for 2020?	N/A		Alan Hart
5	s3.59(5)	During 2020, did the council resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A		Alan Hart



Delegation of Power/Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16	Were all delegations to committees resolved by absolute majority?	N/A	There are no delegations to Committees	Alan Hart
2	s5.16	Were all delegations to committees in writing?	N/A	There are no delegations to Committees	Alan Hart
3	s5.17	Were all delegations to committees within the limits specified in section 5.17?	N/A	There are no delegations to Committees	Alan Hart
4	s5.18	Were all delegations to committees recorded in a register of delegations?	N/A	There are no delegations to Committees	Alan Hart
5	s5.18	Has council reviewed delegations to its committees in the 2019/2020 financial year?	N/A	There are no delegations to Committees	Alan Hart
6	s5.42(1) & s5.43 Admin Reg 18G	Did the powers and duties delegated to the CEO exclude those listed in section 5.43 of the Act?	Yes		Alan Hart
7	s5.42(1)	Were all delegations to the CEO resolved by an absolute majority?	Yes	Resolution 020320 OCM 25 March 2020	Alan Hart
8	s5.42(2)	Were all delegations to the CEO in writing?	Yes	Resolution 020320 OCM 25 March 2020	Alan Hart
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Alan Hart
10	s5.16(3)(b) & s5.45(1)(b)	Were all decisions by the council to amend or revoke a delegation made by absolute majority?	N/A		Alan Hart
11	s5.46(1)	Has the CEO kept a register of all delegations made under Division 4 of the Act to the CEO and to employees?	Yes		Alan Hart
12	s5.46(2)	Were all delegations made under Division 4 of the Act reviewed by the delegator at least once during the 2019/2020 financial year?	Yes		Alan Hart
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record in accordance with Admin Reg 19?	Yes		Alan Hart

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	Where a council member disclosed an interest in a matter and did not have participation approval under sections 5.68 or 5.69, did the council member ensure that they did not remain present to participate in discussion or decision making relating to the matter?	Yes	OCM 23/09/20 OCM 28/10/20 OCM 25/11/20	Alan Hart



Department of
**Local Government, Sport
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No	Reference	Question	Response	Comments	Respondent
2	s5.68(2) & s5.69 (5) Admin Reg 21A	Were all decisions regarding participation approval, including the extent of participation allowed and, where relevant, the information required by Admin Reg 21A, recorded in the minutes of the relevant council or committee meeting?	Yes	OCM 25/11/20	Alan Hart
3	s5.73	Were disclosures under section sections 5.65, 5.70 or 5.71A(3) recorded in the minutes of the meeting at which the disclosures were made?	Yes	OCM 23/09/20 OCM 28/10/20 OCM 5/11/20	Alan Hart
4	s5.75 Admin Reg 22, Form 2	Was a primary return in the prescribed form lodged by all relevant persons within three months of their start day?	N/A		Alan Hart
5	s5.76 Admin Reg 23, Form 3	Was an annual return in the prescribed form lodged by all relevant persons by 31 August 2020?	Yes		Alan Hart
6	s5.77	On receipt of a primary or annual return, did the CEO, or the mayor/president, give written acknowledgment of having received the return?	Yes		Alan Hart
7	s5.88(1) & (2)(a)	Did the CEO keep a register of financial interests which contained the returns lodged under sections 5.75 and 5.76?	Yes		Alan Hart
8	s5.88(1) & (2)(b) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70, 5.71 and 5.71A, in the form prescribed in Admin Reg 28?	Yes		Alan Hart
9	s5.88(3)	When a person ceased to be a person required to lodge a return under sections 5.75 and 5.76, did the CEO remove from the register all returns relating to that person?	N/A		Alan Hart
10	s5.88(4)	Have all returns removed from the register in accordance with section 5.88(3) been kept for a period of at least five years after the person who lodged the return(s) ceased to be a person required to lodge a return?	Yes		Alan Hart
11	s5.89A(1), (2) & (3) Admin Reg 28A	Did the CEO keep a register of gifts which contained a record of disclosures made under sections 5.87A and 5.87B, in the form prescribed in Admin Reg 28A?	Yes		Alan Hart
12	s5.89A(5) & (5A)	Did the CEO publish an up-to-date version of the gift register on the local government's website?	Yes		Alan Hart
13	s5.89A(6)	When a person ceases to be a person who is required to make a disclosure under section 5.87A or 5.87B, did the CEO remove from the register all records relating to that person?	Yes		Alan Hart



No	Reference	Question	Response	Comments	Respondent
14	s5.89A(7)	Have copies of all records removed from the register under section 5.89A (6) been kept for a period of at least five years after the person ceases to be a person required to make a disclosure?	Yes		Alan Hart
15	Rules of Conduct Reg 11(1), (2) & (4)	Where a council member had an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person, did they disclose the interest in accordance with Rules of Conduct Reg 11(2)?	Yes	OCM 25/11/20	Alan Hart
16	Rules of Conduct Reg 11(6)	Where a council member disclosed an interest under Rules of Conduct Reg 11 (2) was the nature of the interest recorded in the minutes?	Yes	OCM 25/11/20	Alan Hart
17	s5.70(2) & (3)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to council or a committee, did that person disclose the nature and extent of that interest when giving the advice or report?	Yes	OCM 24/06/20 OCM 26/08/20	Alan Hart
18	s5.71A & s5.71B (5)	Where council applied to the Minister to allow the CEO to provide advice or a report to which a disclosure under s5.71A(1) relates, did the application include details of the nature of the interest disclosed and any other information required by the Minister for the purposes of the application?	N/A		Alan Hart
19	s5.71B(6) & s5.71B(7)	Was any decision made by the Minister under subsection 5.71B(6) recorded in the minutes of the council meeting at which the decision was considered?	N/A		Alan Hart
20	s5.103 Admin Regs 34B & 34C	Has the local government adopted a code of conduct in accordance with Admin Regs 34B and 34C to be observed by council members, committee members and employees?	Yes		Alan Hart
21	Admin Reg 34B(5)	Has the CEO kept a register of notifiable gifts in accordance with Admin Reg 34B(5)?	Yes		Alan Hart

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Where the local government disposed of property other than by public auction or tender, did it dispose of the property in accordance with section 3.58(3) (unless section 3.58(5) applies)?	N/A		Alan Hart
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	N/A		Alan Hart



Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Regs 30G(1) & (2)	Did the CEO establish and maintain an electoral gift register and ensure that all disclosure of gifts forms completed by candidates and donors and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the forms relating to each candidate?	Yes		Alan Hart
2	Elect Regs 30G(3) & (4)	Did the CEO remove any disclosure of gifts forms relating to an unsuccessful candidate, or a successful candidate that completed their term of office, from the electoral gift register, and retain those forms separately for a period of at least two years?	N/A	No declarations were received	Alan Hart
3	Elect Regs 30G(5) & (6)	Did the CEO publish an up-to-date version of the electoral gift register on the local government's official website in accordance with Elect Reg 30G(6)?	Yes		Alan Hart

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes		Alan Hart
2	s7.1B	Where the council delegated to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	N/A		Alan Hart
3	s7.3(1) & s7.6(3)	Was the person or persons appointed by the local government to be its auditor appointed by an absolute majority decision of council?	N/A		Alan Hart
4	s7.3(3)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor a registered company auditor or an approved auditor?	N/A		Alan Hart
5	s7.9(1)	Was the auditor's report for the financial year ended 30 June 2020 received by the local government by 31 December 2020?	No	Letter From Auditor to department Local Government, Sport and Cultural Industries Dated 22 December 2020.	Alan Hart
6	s7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken, did the local government ensure that appropriate action was undertaken in respect of those matters?	N/A	There were no matters raised in the Auditors Report.	Alan Hart



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No	Reference	Question	Response	Comments	Respondent
7	s7.12A(4)(a)	Where matters identified as significant were reported in the auditor's report, did the local government prepare a report that stated what action the local government had taken or intended to take with respect to each of those matters?	N/A	There were no matters raised in the Auditors Report.	Alan Hart
8	s7.12A(4)(b)	Where the local government was required to prepare a report under s.7.12A(4)(a), was a copy of the report given to the Minister within three months of the audit report being received by the local government?	N/A		Alan Hart
9	s7.12A(5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A		Alan Hart
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives and scope of the audit, a plan for the audit, details of the remuneration and expenses paid to the auditor, and the method to be used by the local government to communicate with the auditor?	Yes		Alan Hart
11	Audit Reg 10(1)	Was the auditor's report for the financial year ending 30 June received by the local government within 30 days of completion of the audit?	Yes		Alan Hart

Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 19C	Has the local government adopted by absolute majority a strategic community plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	OCM 26/6/17 Resolution 090617	Alan Hart
2	Admin Reg 19DA (1) & (4)	Has the local government adopted by absolute majority a corporate business plan? If Yes, please provide the adoption date or the date of the most recent review in the Comments section?	Yes	OCM 26/6/17 Resolution 090617	Alan Hart
3	Admin Reg 19DA (2) & (3)	Does the corporate business plan comply with the requirements of Admin Reg 19DA(2) & (3)?	Yes		Alan Hart



Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve a process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A		Alan Hart
2	s5.36(4) & s5.37 (3) Admin Reg 18A	Were all CEO and/or senior employee vacancies advertised in accordance with Admin Reg 18A?	N/A		Alan Hart
3	Admin Reg 18E	Was all information provided in applications for the position of CEO true and accurate?	N/A		Alan Hart
4	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position under section 5.36(4)?	N/A		Alan Hart
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss senior employee?	N/A		Alan Hart
6	s5.37(2)	Where council rejected a CEO's recommendation to employ or dismiss a senior employee, did it inform the CEO of the reasons for doing so?	N/A		Alan Hart

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Has the local government designated a senior employee as defined by section 5.37 to be its complaints officer?	Yes	The CEO is the Complaints Officer	Alan Hart
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that resulted in a finding under section 5.110(2)(a)?	Yes		Alan Hart
3	s5.121(2)	Does the complaints register include all information required by section 5.121 (2)?	Yes		Alan Hart
4	s5.121(3)	Has the CEO published an up-to-date version of the register of the complaints on the local government's official website?	N/A	The Shire has not received any Complaints.	Alan Hart

Optional Questions					
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No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5 (2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Financial Management Reg 5(2)(c) within the three years prior to 31 December 2020? If yes, please provide the date of council's resolution to accept the report.	N/A		Alan Hart
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Audit Reg 17 within the three years prior to 31 December 2020? If yes, please provide date of council's resolution to accept the report.	N/A		Alan Hart
3	s5.87C(2)	Where a disclosure was made under sections 5.87A or 5.87B, was the disclosure made within 10 days after receipt of the gift?	N/A		Alan Hart
4	s5.87C	Where a disclosure was made under sections 5.87A or 5.87B, did the disclosure include the information required by section 5.87C?	N/A		Alan Hart
5	s5.90A(2)	Did the local government prepare and adopt by absolute majority a policy dealing with the attendance of council members and the CEO at events?	Yes	Policy 5.22 Adopted OCM 26/08/20 Resolution 020820	Alan Hart
6	s.5.90A(5)	Did the CEO publish an up-to-date version of the attendance at events policy on the local government's official website?	Yes		Alan Hart
7	s5.96A(1), (2), (3) & (4)	Did the CEO publish information on the local government's website in accordance with sections 5.96A(1), (2), (3), and (4)?	Yes		Alan Hart
8	s5.128(1)	Did the local government prepare and adopt (by absolute majority) a policy in relation to the continuing professional development of council members?	Yes	Policy 5.23 Adopted OCM 23/09/20 Resolution 020920	Alan Hart
9	s5.127	Did the local government prepare a report on the training completed by council members in the 2019/2020 financial year and publish it on the local government's official website by 31 July 2020?	Yes		Alan Hart
10	s6.4(3)	By 30 September 2020, did the local government submit to its auditor the balanced accounts and annual financial report for the year ending 30 June 2020?	Yes		Alan Hart



Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	F&G Reg 11A(1) & (3)	Does the local government have a current purchasing policy that complies with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Alan Hart
2	F&G Reg 11A(1)	Did the local government comply with its current purchasing policy in relation to the supply of goods or services where the consideration under the contract was, or was expected to be, \$250,000 or less or worth \$250,000 or less?	Yes		Alan Hart
3	s3.57 F&G Reg 11	Subject to F&G Reg 11(2), did the local government invite tenders for all contracts for the supply of goods or services where the consideration under the contract was, or was expected to be, worth more than the consideration stated in F&G Reg 11(1)?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
4	F&G Regs 11(1), 12(2), 13, & 14(1), (3), and (4)	When regulations 11(1), 12(2) or 13 required tenders to be publicly invited, did the local government invite tenders via Statewide public notice in accordance with F&G Reg 14(3) and (4)?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
5	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than a single contract?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
6	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer notice of the variation?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
7	F&G Regs 15 & 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Regs 15 and 16?	Yes		Alan Hart
8	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection and publish it on the local government's official website?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
9	F&G Reg 18(1)	Did the local government reject any tenders that were not submitted at the place, and within the time, specified in the invitation to tender?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart



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No	Reference	Question	Response	Comments	Respondent
10	F&G Reg 18(4)	Were all tenders that were not rejected assessed by the local government via a written evaluation of the extent to which each tender satisfies the criteria for deciding which tender to accept?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
11	F&G Reg 19	Did the CEO give each tenderer written notice containing particulars of the successful tender or advising that no tender was accepted?	N/A	The Council did not invite Tenders for contracts for the supply of goods or services in 2020.	Alan Hart
12	F&G Regs 21 & 22	Did the local government's advertising and expression of interest processes comply with the requirements of F&G Regs 21 and 22?	N/A	The Council did not invite Expressions of interest in 2020	Alan Hart
13	F&G Reg 23(1) & (2)	Did the local government reject any expressions of interest that were not submitted at the place, and within the time, specified in the notice or that failed to comply with any other requirement specified in the notice?	N/A	The Council did not invite Expressions of interest in 2020	Alan Hart
14	F&G Reg 23(3)	Were all expressions of interest that were not rejected assessed by the local government?	N/A	The Council did not invite Expressions of interest in 2020	Alan Hart
15	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services as an acceptable tenderer?	N/A	The Council did not invite Expressions of interest in 2020	Alan Hart
16	F&G Reg 24	Did the CEO give each person who submitted an expression of interest a notice in writing of the outcome in accordance with F&G Reg 24?	N/A	The Council did not invite Expressions of interest in 2020	Alan Hart
17	F&G Regs 24AD(2) & (4) and 24AE	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice in accordance with F&G Reg 24AD(4) and 24AE?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application notice of the variation?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart
19	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16, as if the reference in that regulation to a tender were a reference to a pre-qualified supplier panel application?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart
20	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers comply with the requirements of F&G Reg 24AG?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart



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and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
21	F&G Reg 24AH(1)	Did the local government reject any applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time, specified in the invitation for applications?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart
22	F&G Reg 24AH(3)	Were all applications that were not rejected assessed by the local government via a written evaluation of the extent to which each application satisfies the criteria for deciding which application to accept?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart
23	F&G Reg 24AI	Did the CEO send each applicant written notice advising them of the outcome of their application?	N/A	The Council does not have a panel of pre-qualified Suppliers	Alan Hart
24	F&G Regs 24E & 24F	Where the local government gave regional price preference, did the local government comply with the requirements of F&G Regs 24E and 24F?	N/A		Alan Hart

I certify this Compliance Audit Return has been adopted by council at its meeting on _____

Signed Mayor/President, Wongan-Ballidu

Signed CEO, Wongan-Ballidu

9.2.4 A222-REQUEST TO WAIVE INTEREST CHARGED ON OUTSTANDING RATES

FILE REFERENCE:	
REPORT DATE:	18 March 2021
APPLICANT/PROPONENT:	A222
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart, Deputy Chief Executive Office
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To consider a request made on behalf of the owner to write off penalty interest charged whilst the owner is making regular payments to repay the rates debt.

BACKGROUND:

When adopting 2020/2021 Budget, Council resolved to charge penalty interest on outstanding Rates and Charges at a rate of 8% per annum, calculated on the daily outstanding balance.

Penalty interest is charged in accordance with the provisions of the *Local Government Act (1995)*.

COMMENT:

The ratepayer has outstanding rates from 2015 and in December 2020 started making regular payments of \$100.00 per fortnight to repay the debt. No payments have been received from the ratepayer between July 2015 and December 2020.

Penalty interest is currently accruing on the property at the rate of approximately \$13.00 per fortnight in accordance with the *Local Government Act (1995)*. The ratepayer has requested that the interest charged on his assessment be waived due to him being on the aged pension.

It is recommended that Council do not waive the penalty interest as is been charged in accordance with the *Local Government Act (1995)*.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

Section 6.51 of the *Local Government Act (1995)* as amended- Accrual of Interest on Overdue Rates and Charges.

STRATEGIC IMPLICATIONS:

There are no strategic implication 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:

Waiving penalty interest will reduce interest income from outstanding rates and charges.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION

That Council DOES NOT APPROVE to waive penalty interest being charged on A222 from March 2021 until the rates debt is paid in full.

BY ABSOLUTE MAJORITY

9.3 WORKS AND SERVICES

9.3.1 RAV N4.3 – REQUEST FOR LG SUPPORT

FILE REFERENCE:	
REPORT DATE:	24/03/2021
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Works Committee Meeting 17 March 2021
AUTHOR:	Karl Mickle – Manager of Works & Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

The purpose of this report is to present to Council a request from Heavy Vehicle Services (HVS) To assess the roads listed below, and provide HVS with any comments relating to road condition, planning conflicts, development issues etc. that may be impacted by adding the above roads onto the RAV 6 Network.

BACKGROUND:

Main Roads proposes to upgrade the following roads that are currently approved for RAV Network 4 to RAV Network 6. As these roads are currently already approved for 36.5 metre access, Main Roads has determined there is negligible risk to safety associated with upgrading them to RAV 6 Network.

This application was submitted to Main Roads Western Australia (HVS) in late February, they are requesting to amend the below roads from RAV 4 to a RAV 6 (N4.3)

Request from Sarana T/ As Auhls Transport.

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
5180195	Hospital Rd	Mocardy Rd (5.32)	Oliver Rd (7.43)	RAV 6	N4.3
5180116	Mocardy Rd	Hospital Rd (0.00)	End of Road (2.54)	RAV 4	N4.3

COMMENT:

The changes from the category RAV 4 to RAV 6 (N4.3) is the trailer combinations and mass weight. The RAV 4 and RAV 6 (N4.3) allows trailer combinations up to 27.5m which is the same, but the mass weight increases from 84 tonne to 87.5 tonne an increase of 3.5 tonne.

Road No 5180195 -This is a bitumen road and has adequate seal width to accommodate RAV 6 vehicles safety.

The section they are requesting is 2.11km long and is straight with good vision.

Road No 5180116 -This road is gravel which only services the farm, which they usually maintain and is in good condition.



If Council does not want a higher Network level on particular roads for any reason, then they have the option to not support the application. This consultation process precedes the onsite assessment process by HVS staff members, who determine whether the road is suitable for the higher Network level. This assessment process either shows the road as suitable for the higher Network level, or highlights those blackspots and deficiencies that are restricting the higher levels to be achieved

POLICY REQUIREMENTS:

The “Heavy Vehicle” policy 10.4 outlines Council’s expectations for the use of heavy vehicles within the Shire.

LEGISLATIVE REQUIREMENTS:

The *Road Traffic Act 1974*, *Road Traffic Code 2000*, *Road Traffic (Vehicle Standards) Regulations 2002* and *MRWA Regulations and Policies* control the use of heavy vehicles throughout the State.

STRATEGIC IMPLICATIONS:

Liaising with the State Government vehicle configurations is in line with Council’s strategic direction on Infrastructure (Work with State Government to ensure improvement and integration of our local and state road network and public transport systems).

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no significant environmental implications.
- **Economic**
There are no significant economic implications.

➤ **Social**

There are no significant social implications.

FINANCIAL IMPLICATIONS:

There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance requirements of the road.

RISK IMPLICATIONS:

Any amendment to RAV Network Ratings can potentially reduce the life of the road and increase the maintenance requirements of the road, therefore impacting on the Shire of Wongan-Ballidu Asset Management Plan and Long-Term Financial Plan.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION

That Council SUPPORT Sarana T/As Auhls Transport Requests 5180195 and 5180116 from Heavy Vehicle Services (HVS) by adding the following roads onto the RAV Network N4.3:-

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
5180195	Hospital Rd	Mocardy Rd (5.32)	Oliver Rd (7.43)	RAV 6	N4.3
5180116	Mocardy Rd	Hospital Rd (0.00)	End of Road (2.54)	RAV 4	N4.3

9.3.2 POLICY REVIEWS

FILE REFERENCE:	
REPORT DATE:	18 March 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Works Committee Meeting held 17 March 2021
AUTHOR:	Karl Mickle, Manager of Works and Services
ATTACHMENTS:	Proposed Policies for review

PURPOSE OF REPORT:

To consider and adopt the following revised Council Policies:

- 10.12 Rare flora
- 10.14 Revegetation for rural roads and reserves
- 10.16 Road naming within the Shire
- 10.17 Rural road reserves revegetation (Repeal – Incorporated into Policy 10.14)
- 10.18 Sale of used grader blades, batteries, oil and scrap metal
- 10.20 School bus stop signs
- 10.22 Standpipe water charges
- 10.24 Soil conservation drainage (Repeal – Incorporated into Policy 10.27)
- 10.26 Vehicle crossovers
- 10.27 Water crossing on gazetted roads

BACKGROUND:

All adopted Council Policies are to be reviewed periodically and updated if necessary.

COMMENT:

At a Works Committee Meeting held on Wednesday 17 March 2021, a review of the listed policies was conducted with necessary amendments being made.

POLICY REQUIREMENTS:

- 10.12 Rare flora
- 10.14 Revegetation for rural roads and reserves
- 10.16 Road naming within the Shire
- 10.17 Rural road reserves revegetation (Repeal – Incorporated into Policy 10.14)
- 10.18 Sale of used grader blades, batteries, oil and scrap metal
- 10.20 School bus stop signs
- 10.22 Standpipe water charges
- 10.24 Soil conservation drainage (Repeal – Incorporated into Policy 10.27)
- 10.26 Vehicle crossovers
- 10.27 Water crossing on gazetted roads

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**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

COMMITTEE RECOMMENDATION

That Council ADOPT the following revised policies:

10.12 Rare flora

10.14 Revegetation for rural roads and reserves

10.16 Road naming within the Shire

10.17 Rural road reserves revegetation (Repeal–Incorporated into Policy 10.14)

10.18 Sale of used grader blades, batteries, oil and scrap metal

10.20 School bus stop signs

10.22 Standpipe water charges

10.24 Soil conservation drainage (Repeal – Incorporated into Policy 10.27)

10.26 Vehicle crossovers

10.27 Water crossing on gazetted roads

BY ABSOLUTE MAJORITY



10.12 Rare Flora

Policy Owner:	Works Committee
Person Responsible:	Chief Executive Officer
Date of Adoption:	24 March 2021
Adoption Resolution:	
Date of Last Amendment:	

OBJECTIVE

To ensure that *Department of Water and Environment Regulation (DWER)* Declared Rare Flora areas are defined and that staff are aware of the significance of these rare flora.

POLICY

Declared Rare Flora areas to be identified and the Manager Works & Services is to ensure that all staff are made aware of the need to protect those areas before any works commences.

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for implementing this policy.



10.14 Revegetation for Rural Roads and Reserves

Policy Owner: Works and Services
Person Responsible: Chief Executive Officer
Date of Adoption: 24 March 2021
Adoption Resolution:
Date of Last Amendment: 6 September 2017

OBJECTIVE

The Shire Of Wongan Ballidu acknowledges the social, economic and environmental benefits accorded to the Shire by virtue of retaining the Shire's native vegetation and will therefore minimise the loss of any native vegetation in its procedural, administrative and works practices on rural roads and reserves

POLICY

That Shire only undertake native vegetation removal where legally authorised to do so or required pursuant to an unforeseen or impending emergency (for example bushfire).

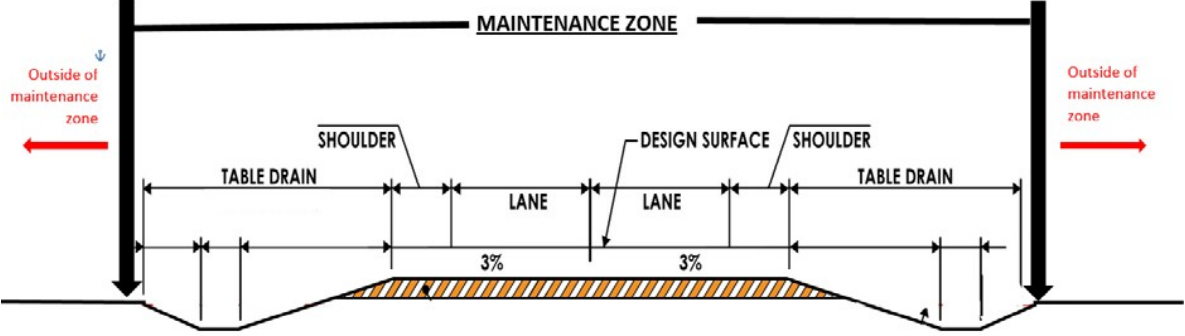
Where native or remnant vegetation on rural road verges outside the maintenance zone is destroyed or removed by shire or shire contractors;

- i. Shire staff will replace the type and quantity of vegetation removed with a similar local type and quantity of vegetation within a reasonable period and in conditions that allow the best opportunity for its survival (i.e. seasonal conditions).
- ii. Shire staff may select another rehabilitation site on reserve(s) or areas within that locality if site conditions require it. Examples of areas currently identified include;
 - Gratton Creek
 - Gratton Heights
 - Shire owned borrow (gravel and sand) pits
 - Shire borrow pits on private land (with landowner approval)
- iii. The Shire will accommodate for this policy in operating expenditure associated with the budget at the time of works and continue to identify areas suitable for rehabilitation.

The Shire Of Wongan Ballidu will continue to give priority to its road reserves for vehicular safety and maintain these reserves in accordance with accepted roadside corridor codes of practice and maintenance zones and the Department of Water and Environmental regulations.

RESPONSIBILITY FOR IMPLEMENTATION

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





10.16 Road Naming Within the Shire

Policy Owner:	Works Committee
Person Responsible:	Chief Executive Officer
Date of Adoption:	24 March 2021
Adoption Resolution:	
Date of Last Amendment:	
Scheduled Review:	

OBJECTIVE

To enable Council to prioritise and determine the allocation of road names to roads that are new or require a new name or named for the first time.

POLICY

The Council will, as a general rule, defer to the guidelines adopted by the Department of Land Information's Geographic Names Committee (**appendix**).

Councils preference, in applying the Geographic Names Committee's guidelines, is to utilise historic surnames of Freeman, Chairman of the Road Board, Shire Presidents and Councillors, and other worthy community nominated names recommended from time to time, based on the following mutually inclusive principals, in order of priority high to low;

1. Road names should not be duplicated within the Shire;
2. Surnames of Freeman of the Shire;
3. Surnames utilised must be of deceased persons (with the exception of Freeman);
4. Surnames of Chairman / Shire Presidents in priority order of length of service;
5. Surnames of Councillors in priority order of length of service;
6. Surnames of former pioneers whose property was predominately served by a specific historic road reserve.

The attached of Freeman, Chairman, Shire Presidents and Councillors serves as the basis for prioritising the selection of names for roads in accordance with the above principles.

Preference where possible will be given to locating the name within the general locality that the individual resided or owned land and if no such Freeman, Chair, President or Councillor exists that satisfies that criteria then the Council may revert to another suitable name satisfying the general principals of the Geographic Names Committee and based upon the original owners surname of the property that the particular road predominately or solely served.

Nothing in this policy shall prevent Council from determining the recommendation to the Geographic Naming Committee of an alternative name for a road if Council believes the alternative name selected is more appropriate.

RESPONSIBILITY FOR IMPLEMENTATION

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



10.17 Rural Road Reserves Revegetation

Policy Owner: Works Committee
Person Responsible: Chief Executive Officer
Date of Adoption: December 2011
Adoption Resolution: 101211
Date of Last Amendment:

OBJECTIVE

To protect and enhance our natural vegetation.

POLICY

Where native or remnant vegetation on rural road verges outside the maintenance zone is destroyed or removed by Council or Council contractors;

- i. Council staff will replace the type and quantity of vegetation removed with a similar local type and quantity of vegetation within a reasonable period and in conditions that allow the best opportunity for its survival (i.e. seasonal conditions).
- ii. Council staff may select another rehabilitation site on an alternate road reserve(s) within that locality if site conditions require it.
- iii. Council staff are encouraged to undertake the replanting in the most economical and efficient manner by taking opportunities to perform rehabilitation and replanting work in June of the works year in a coordinated manner.
- iv. Council budgets annually for the provision of the extra funds necessary to accommodate this policy.

RESPONSIBILITY FOR IMPLEMENTATION

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



10.18 Sale of Used Grader Blades, Batteries, Oil and Scrap Metal

Policy Owner:	Works Committee
Person Responsible:	Chief Executive Officer
Date of Adoption:	24 March 2021
Adoption Resolution:	
Date of Last Amendment:	
Scheduled Review:	

OBJECTIVE

To encourage recycling and use the proceeds to benefit those Shire employees who are members of the Shire of Wongan-Ballidu Social Club.

POLICY

That:

- All old grader blades and other cutting edges, batteries, oil and scrap metal produced by the Shire Works operations are to be sold.

The proceeds of these sales are to be donated to the Shire of Wongan-Ballidu Social Club.

RESPONSIBILITY FOR IMPLEMENTATION

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



10.20 School Bus Stops/Signs

Policy Owner:	Works Committee
Person Responsible:	Chief Executive Officer
Date of Adoption:	24 March 2021
Adoption Resolution:	
Date of Last Amendment:	
Scheduled Review:	

OBJECTIVE

To assist with providing safer areas for school children who use buses to commute to and from school.

POLICY

To provide School bus stop pull off bays if warranted but only after consultation with the relevant School Bus Services Committee. Pull off bays are to be provided while the plant is working in close proximity to the proposed site for the pull off bays. The Chief Executive Officer is authorised to arrange erection of school bus stop signs on request whether a school bus bay has been provided or not, subject to the site meeting the criteria for such signs under Main Roads WA guidelines.

School bus routes and stops to be assessed annually.

RESPONSIBILITY FOR IMPLEMENTATION

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



10.22 Standpipe Water Charges

Policy Owner: Works Committee
Person Responsible: Chief Executive Officer
Date of Adoption: 24 March 2021
Adoption Resolution:
Date of Last Amendment:
Scheduled Review:

OBJECTIVE

To provide guidelines as to charges that can be levied for those organisations/persons using water from Council's Standpipes.

POLICY

That charges be raised for all standpipe water consumption as follows:

That Council erect signs on all the Council standpipes on road reserve around the Shire stating:



Shire of Wongan-Ballidu Emergency Fire
Standpipe Fees apply for all use.

For enquiries, reporting of damage or
quantity taken (for billing) contact the
Shire Office on 9761 2500
during normal office hours

The rate of charge per litre be determined by Council annually as part of the budget process
and incorporated into the Shire Of Wongan Ballidu fees and charges

RESPONSIBILITY FOR IMPLEMENTATION

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



10.24 Soil Conservation Drainage

Policy Owner: Works Committee
Person Responsible: Chief Executive Officer
Date of Adoption: 17 May 2012
Adoption Resolution: 060512
Date of Last Amendment:
Scheduled Review:

OBJECTIVE

To provide financial support for placement of culverts beneath Council roads where a landholder carries out deep drainage for the purpose of soil conservation.

POLICY

If approval is granted by Council for a landholder to install a culvert for the purposes of soil/land conservation/rehabilitation beneath a Shire controlled road, Council may fund up all of the culvert and headwall material costs, within the Councils allocated budget total.

Applications to be submitted on the form appendixes.

Note: This policy should be read in conjunction with Policy 'Water Crossing on Gazetted Roads'.

RESPONSIBILITY FOR IMPLEMENTATION

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

Repeal



10.26 Vehicle Crossovers

Policy Owner: Works Committee
Person Responsible: Chief Executive
Date of Adoption: Officer 24 March 2021
Adoption Resolution:
Date of Last Amendment:
Scheduled Review:

OBJECTIVE

To specify Council's required Standards on the construction of Crossovers and to administer all matters relating to vehicle crossovers within the district of the Shire of Wongan-Ballidu.

POLICY

Rural Crossovers

Council will contribute 50% of the cost of one standard crossover to the main property entrance of each property.

When Council is constructing roads the Manager of Works Committee will liaise with the property owner to include standard crossovers at gateways that are in existence.

Standard Rural Crossover

Width of 6.5metres

Road to the property boundary Gravel surface

Pipes or culvert (if required) Headwalls (if required)

Town site Crossovers

Council will contribute 50% of one standard crossover per lot. Additional costs involved in wider crossovers or additional crossovers to be paid in full by the landowner

The Manager of works and services is to inspect and approve the crossover construction prior to any concrete being poured, pavement sealed, or brick paved.

Crossovers are to be constructed in accordance with council's specifications (attachment 2) and drawings (CO-01 & CO-02).

Standard Town site Crossover

A standard town site crossover is as stipulated in Council's Standard Crossover Specifications and Standard Crossover Drawings.

A standard town site crossover is deemed to be 3 metres in width, with 1.5 metre wings

A crossover runs from edge of the road to the property boundary.



General Conditions

Future and ongoing maintenance of the crossover shall be the responsibility of the property owner in accordance with the Local Government (Uniform Local Provisions) Regulations 1996.

Should an applicant require a crossover wider than 3 metres, the Chief Executive Officer is empowered to approve the additional width up to 6 metres subject to consideration being given to location, drainage implications and general aesthetic appeal from other landowners' point of view. Council will only make its contribution towards a 3-metre crossover only.

An application to construct a vehicle crossover is to be made prior to construction.

RESPONSIBILITY FOR IMPLEMENTATION

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



10.27 Water Crossing on Gazetted Roads

Policy Owner: Works Committee
Person Responsible: Chief Executive
Date of Adoption: Officer 24 March 2021
Adoption Resolution:
Date of Last Amendment:
Scheduled Review:

OBJECTIVE

To ensure that earthworks carried out by landholders does not create water hazards on roads and issues for downstream landowners.

POLICY

It is the responsibility of the landowner to advise the Shire of Wongan-Ballidu of any earthworks near or adjacent to a gazetted road that may contribute in creating a water hazard on any part of the gazetted road. Such hazard may be as a result of water being concentrated at a point, or as a result of increased total flow, or a more rapid flow of water.

Where such earthworks are likely to create the need for one or more culverts or floodways to alleviate water hazards, Council will only permit the construction of those earthworks provided:

1. The downstream landowner provides documentation that indicates he or she is willing to accept any water that may cross the road as a result of such earthworks.
2. The upstream landholder agrees to meet all costs associated with the provision of the materials for and the construction of such floodways or culverts, as the Council shall deem necessary;
3. Construction of the culverts or floodways is carried out to an approved design, at the Shires convenience, and if the landowner, under shire supervision.

RESPONSIBILITY FOR IMPLEMENTATION

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

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL P498 – R-CODE VARIATION PROPOSED NEW OUTBUILDING AT 34 SHIELDS CRESCENT, WONGAN HILLS

FILE REFERENCE:	A487/P498
REPORT DATE:	17 March 2021
APPLICANT/PROPONENT:	Dillan Elliott
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Consideration and final determination of an Application for Development Approval for the construction and use of a new outbuilding at 34 Shields Crescent, Wongan Hills.

Development Approval is required due to a variation of the R-Code for a residential property.

BACKGROUND:

The applicant is seeking Council's development approval for the construction and use of a new outbuilding at 34 Shields Crescent, Wongan Hills.

34 Shields Crescent, Wongan Hills comprises a total area of approximately 0.1186 hectares. The applicant has a current building approval to build a new transportable single residence at the property.



Synergy Maps 17/03/2021



Map of Bush Fire Prone Areas 17/03/2021

COMMENT:

The applicant would like to erect a new outbuilding at 34 Shields Crescent, Wongan Hills. The outbuilding will be made from Colorbond material and measure 8m x 12m. The outbuilding will have an eave height of 3.3m and a ridge height of 4.0m.

34 Shields Crescent, Wongan Hills is in a Bush Fire Prone Area. The Shire received a BAL assessment with the building application for the single residence. The BAL for this property is a 19 rating.

34 Shields Crescent, Wongan Hills is classified 'Residential' zone in the Shire of Wongan Ballidu Local Planning Scheme No. 5 (LPS5).

The Zone Objectives for the development and use of any land classified 'Residential' zone are as follows:

- To provide for a range of housing and a choice of residential densities to meet the needs of the community.
- To facilitate and encourage high quality design, built form and streetscapes throughout residential areas.
- To provide for a range of non-residential uses, which are compatible with and complementary to residential development.

The size of the outbuilding the applicant is requesting are outside the Deemed to Comply under the R-Codes, requiring a variation to the R-Codes.

5.4.3 Outbuildings Deemed-to-Comply – development satisfies the following deemed-to-comply requirements (c)

Deemed-to-Comply (R-Codes) C3 Outbuildings that:	Proposed Outbuilding Specifications
i. are not attached to a dwelling	Outbuilding is not attached to the dwelling
ii. are non-habitable	Outbuilding is being used for personal storage
iii. collectively do not exceed 60m ² in area or 10 per cent in aggregate of the site area, whichever is the lesser	The proposed outbuilding is the only structure on the residential property aside from the single residence. The total area of the shed is 96.0m ²
iv. do not exceed a wall height of 2.4m	Wall height 3.3m
v. do not exceed a ridge height of 4.2m	Ridge height 4.0 m
vi. are not within the primary or secondary street set back area	Outbuilding is not within the primary or secondary street set back area
vii. do not reduce the amount of open	Open space at completion of outbuilding and single

Deemed-to-Comply (R-Codes) C3 Outbuildings that:	Proposed Outbuilding Specifications
space required in Table 1; and Table 1 requirement 60%	residence will be 79%
viii. are set back in accordance with Tables 2a and 2b Set back requirement 1.5 m	Side setback 2.0m Front setback 10.0m Rear setback 11.0m

Under the Residential Design Codes (R-Codes), 34 Shields Crescent, Wongan Hills is zoned R10/25.

The size of an outbuilding can be varied if the application complies with the Design Principles set out by the R-Codes.

Design Principle 5.4.3 Outbuildings

P3 Outbuildings that do not detract from the streetscape or the visual amenity of residents or neighbouring properties.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies, the Residential Design Codes and the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2015

Planning and Development (Local Planning Schemes) Regulations 2015

Shire of Wongan Ballidu Local Planning Scheme No. 5

State Planning Policy 7.3 Residential Design Codes Volume 1

State Planning Policy 3.7 Planning in Bushfire Prone Areas

STRATEGIC IMPLICATIONS:

There are no known Strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item. All costs associated with the proposed development are the responsibility of and will be met by the current landowners.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION

That Council **APPROVE** the Development Application to allow the applicant to build the outbuilding at 34 Shields Crescent, Wongan Hills subject to the following conditions and advise notes:

Conditions:

1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan Ballidu having first been sought and obtained.
2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
3. All stormwater drainage generated by the proposed outbuilding shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
4. All external surfaces of the proposed outbuilding shall be clad with new materials only.
5. Building to be constructed using Colorbond range of colours.
6. The proposed outbuilding shall be used for private storage purposes only unless otherwise approved by Council.

Advice Notes:

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits, and licences required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant/landowner is reminded of their obligation to ensure compliance with the following requirements:
 - a. Shire of Wongan Ballidu Annual Firebreak Notice, all land zoned Residential; Rural Townsite and Commercial is required to reduce all annual grass and herbage to a height of not more than 75mm.
 - b. Shire of Wongan Ballidu Health Local Law
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.

5. The proposed outbuilding is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
7. No construction works shall commence on the land prior to 7 am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
8. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wongan Ballidu Local Planning Scheme No. 5 and may result in legal action being initiated by the local government.
9. If the applicant/landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the Planning and Development Act 2005 Part 14. An application must be submitted within 28 days of the determination.

9.4.2 APPROVAL TO CREATE A MURAL PAINTING AT PCYC BUILDING – 100 NINAN ROAD WONGAN HILLS

FILE REFERENCE:	A1221
REPORT DATE:	17 March 2021
APPLICANT/PROPONENT:	Wongan Hills Progress Association
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	Letter from Wongan Hills Progress Association Design Drawing

PURPOSE OF REPORT:

To seek Councils permission to approve the creation of a mural painting on the external facia of the PCYC building located at 100 Ninan Road Wongan Hills.

BACKGROUND:

In December 2020 Council received a request from the Wongan Hills Progress Association (WHPA) to create a mural painting on the facia of the PCYC building with the potential in the future to continue the mural to the eastern wall of the building.

WHPA also asked to remove and reposition the lettering of the PCYC to the door entrance.

The PCYC building has a current Management Agreement with Wongan Gymnastics Club Inc.

COMMENT:

The Manager of Community Services presented the letter at the informal session of Council in December with the request from WHPA.

Council had no objection to the repositioning of the lettering to the section of the building near the entrance door.

Council had no objection to the mural and requested a sketch of what the mural would be.

At the Council meeting in February 2021 Cr Stephenson provided a sketch of the proposed mural to Councillors.

The project will be conducted in two halves with the lower/smaller area completed first. The background will be grey and white pattern with the subjects being multicolour. There will be four larger than life sports characters.

An email was received from WHPA on 10 March 2021 approving the sketch.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

There are no legislative requirements in relation to the item.

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.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There will be no financial implication for the Shire as the project is being funded by the Wongan Hills Progress Association.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council APPROVE –

- (a) the repositioning of the PCYC lettering from the fascia to near the entrance of the PCYC building; and
- (b) the creation of a mural with four multicolour subjects on the fascia of the PCYC building as per sketch.

Wongan Hills Progress Association are not to impede access or egress to the PCYC building and are to liaise with the Wongan Gymnastics Club Inc. prior to and during the works being undertaken.

14th December 2020

Dear President & Councillors,

We as the Wongan Hills Progress Association have been approached with the idea of creating a mural painting on the PCYC Hall.

We would like to fund this project, however we request your approval to use the front wall of the PCYC Hall, reposition the lettering of PCYC to the door entrance or to suit the layout of the painting.

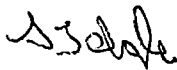
This will liven up the wall as the building is very dated.

If this is received well by the community, we would like to look at the side wall on a future project.

Could we please have your permission ASAP so we can get the this project underway.

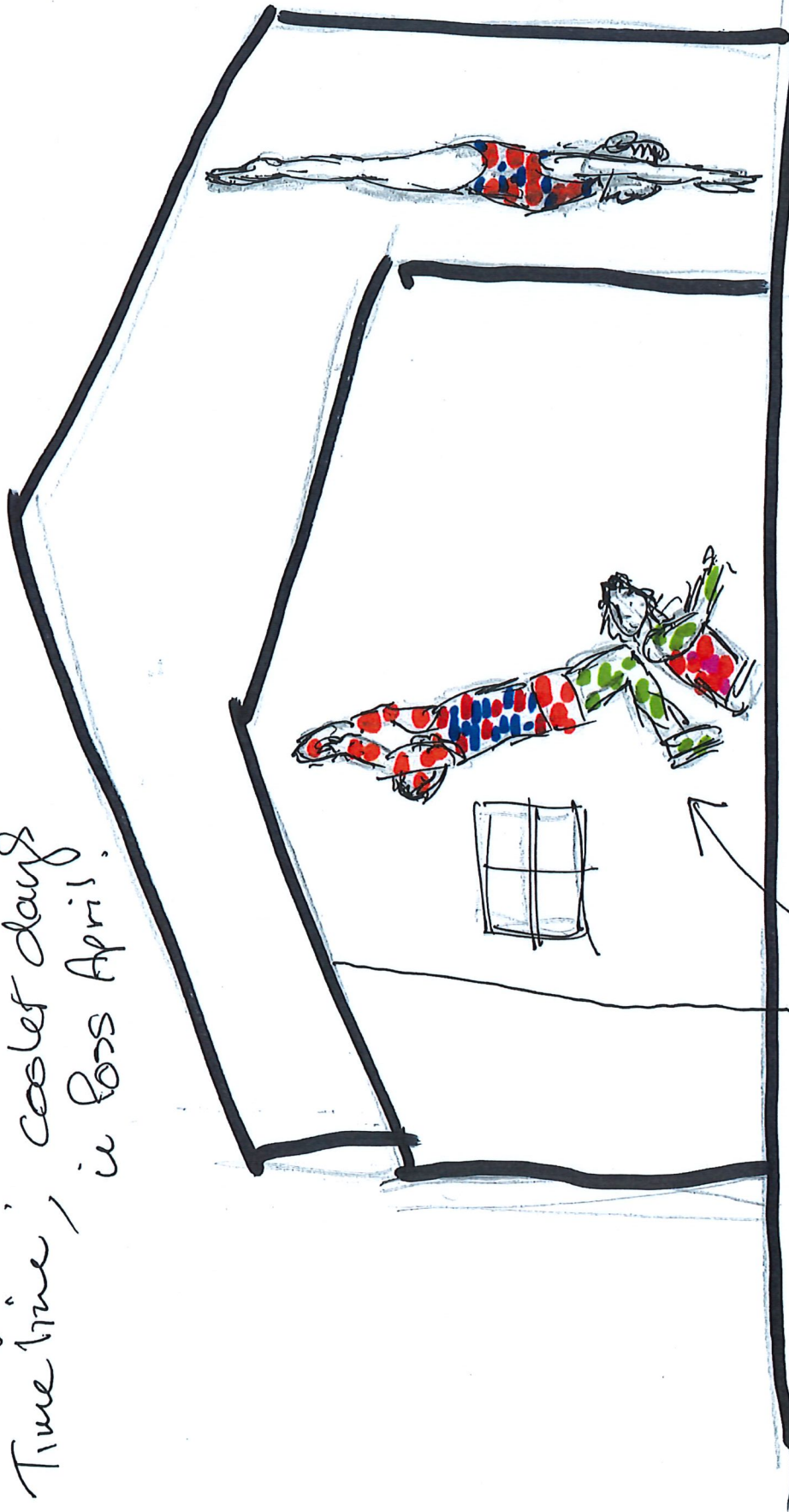
If you have any questions, please feel free to contact me on 0407 938 786.

Thankyou



Steve Clarke
President
Wongan Hills Progress Association

- Project in 2 halves - lower / smaller area first.
- Background: Grey + white pattern.
- Subjects; multi colour
- Time line; cooler days in Boss April.



about 4 larger than life Sports Characters; poss Multi colour footy. Swim. Hockey. Basketball

Phil.
0431 481 961

9.5 COMMUNITY SERVICES

Nil.

Item 10. QUESTIONS FROM MEMBERS WITHOUT NOTICE

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

Item 12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Item 13. CLOSURE