



Shire of
Wongan-Ballidu

Agenda

Ordinary Meeting of Council
Wednesday 20 October 2021





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, 20 October 2021 commencing at 3.00pm at the 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.

AGENDA INDEX

Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	3
1.1 ELECTION OF SHIRE PRESIDENT	3
1.2 ELECTION OF DEPUTY SHIRE PRESIDENT.....	3
1.3 DRAW FOR COUNCILLOR SEATING.....	3
Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED	3
Item 3. PUBLIC QUESTION TIME.....	3
Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER.....	3
Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS.....	3
Item 6. APPLICATION/S FOR LEAVE OF ABSENCE	3
Item 7. CONFIRMATION OF MINUTES.....	3
7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON THURSDAY, 16 SEPTEMBER 2021:	3
Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED.....	4
Item 9. REPORTS OF OFFICERS AND COMMITTEES.....	5
9.1 GOVERNANCE.....	5
9.1.1 APPOINTMENT OF COUNCILLORS TO COMMITTEES	5
9.1.2 APPOINTMENT OF COUNCIL REPRESENTATIVES TO GOVERNMENT / LOCAL GOVERNMENT ORGANISATIONS.....	7
9.1.3 APPOINTMENT OF COUNCILLORS TO COMMITTEE DAP	9
9.2 ADMINISTRATION & FINANCIAL SERVICES.....	11
9.2.1 ACCOUNTS SUBMITTED FOR SEPTEMBER 2021	11
9.2.2 FINANCIAL REPORTS FOR SEPTEMBER 2021	13
9.3 WORKS AND SERVICES	16
9.4 HEALTH, BUILDING AND PLANNING.....	17
9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL p510 – PROPOSED NEW CONTAINERISED SWITH ROOM ON COCHRANE ROAD CADOUX	17
9.4.2 REQUEST TO PURCHASE LEASE K849499 – LOT 47, KOORDA WONGANHILLS ROAD CADOUX.....	21
9.4.3 PROPOSED MANAGEMENT ORDER OVER LOTS 11-12, KING STREET, CADOUX.....	24
9.5 COMMUNITY SERVICES	26
9.5.1 ANNUAL SMALL COMMUNITY GRANTS PROGRAM, COMMUNITY DEVELOPMENT FUND (CDF) – CHANGE OF CONTACT AND AMENDMENTS TO GENERAL CONDITIONS OF GRANT	26
Item 10. QUESTIONS FROM MEMBERS WITHOUT NOTICE.....	29
Item 11. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING.....	29
Item 12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED.....	30
12.1 Confidential Item – Tender RFT 03/21 Colocation Upgrade Stage 2	30
Item 13. CLOSURE	32

SWEARING IN CEREMONY – COUNCILLORS ELECT

The Councillors Elect will be sworn in at 3.00pm.

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

Acknowledgement of Country:-

"I'd like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past and present."

- 1.1 ELECTION OF SHIRE PRESIDENT**
- 1.2 ELECTION OF DEPUTY SHIRE PRESIDENT**
- 1.3 DRAW FOR COUNCILLOR SEATING**

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 THURSDAY, 16 SEPTEMBER 2021:**

OFFICER RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on Thursday 16th September 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

9.1.1 APPOINTMENT OF COUNCILLORS TO COMMITTEES

FILE REFERENCE:	A1.2.1
REPORT DATE:	13 October 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council nominate its representatives to Council committees.

BACKGROUND:

Following the recent local government elections Council is required to renominate members to each of the Council's standing committees.

COMMENT:

Currently the Council has the following Committees:

➤ **Finance and Audit Review Committee**

This Committee currently comprises five elected members with the Chief Executive Officer and the Deputy Chief Executive Officer attending the meetings in an advisory capacity only.

➤ **Bush Fire Advisory Committee**

This Committee currently comprises one elected member, the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer, one representative from each Bush Fire Brigade and one representative from Wongan Hills with the Deputy Chief Executive Officer attending the meetings in an advisory capacity only. Council is therefore required to nominate one elected member to this Committee.

➤ **Local Emergency Management Committee**

This Committee currently comprises one elected member with the Deputy Chief Executive Officer attending the meetings in an advisory capacity only.

POLICY/LEGISLATIVE REQUIREMENTS:

Local Government Act Subdivision 2 – Committees and their meetings.
Council may establish committees of 3 or more persons being either,
Council members only,

Council members and employees,
 Council members, employees and other persons,
 Council members and other persons,
 Employees and other persons, or
 Other persons only.

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

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

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

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.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

FINANCIAL IMPLICATIONS:

Councillors attending Committee meetings are paid a sitting fee and travel allowance.

OFFICER RECOMMENDATION:

That Council appoint the following Councillors to the Finance and Audit Review Committee:

- 1.
- 2.
- 3.

That Council appoint the following Councillor to the Bushfire Advisory Committee:

- 1.

That Council appoint the following Councillor to the Local Emergency Management Committee:

- 1.

9.1.2 APPOINTMENT OF COUNCIL REPRESENTATIVES TO GOVERNMENT / LOCAL GOVERNMENT ORGANISATIONS

FILE REFERENCE:	A1.2.1
REPORT DATE:	13 October 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council nominate its representatives to various organisations and committees.

BACKGROUND:

Following the recent local government elections, Council is required to renominate representatives to each of the organisations and committees that it has representation on.

COMMENT:

The list of organisations and committees is based on previous year and may require additions and/or deletions.

Innovation Central Midlands Incorporated is an organisation formed by the Shires of Dalwallinu, Moora and Wongan Ballidu for the purpose of Economic Development. Its members are made up of Councillors and/or community members who may provide expertise and guidance in local government. Usually one or two Councillors may be appointed from each Shire.

POLICY/LEGISLATIVE REQUIREMENTS:

There are no Policy/Legislative Requirements in relation to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic requirements 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: No****OFFICER RECOMMENDATION:**

That Council appoint the following Councillors as their representatives on the following organisations and committees.

The Avon Midland Zone of the Western Australia Local Government Association:

- 1.
- 2.

The Innovations Central Midlands Inc:

- 1.
- 2.
- 3.

The Regional Road Group – Wheatbelt North Moora Subgroup:

- 1.
- 2.

9.1.3 APPOINTMENT OF COUNCILLORS TO COMMITTEE DAP

FILE REFERENCE:	
REPORT DATE:	13 October 2021
APPLICANT/PROPONENT:	Melissa Marcon – Manager of Regulatory Services
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To nominate four elected members of the Council, comprising two local members and two alternate local members to sit on a local Development Assessment Panels (DAP) as required.

Nominations are to be submitted to the Department of Planning, Lands and Heritage by 19 November 2021.

BACKGROUND:

All existing local government DAP members are currently appointed for a term ending 26 January 2022.

Under regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations), Council is requested to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on the respective DAP as required, following the local government elections.

Nominees will be required to provide name, address, and email, telephone numbers, date of birth, employer(s), position(s).

Following receipt of all local government nominations, the Minister will consider and appoint local government DAP members for the term ending 26 January 2024. All appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is a mandatory requirement, pursuant to the DAP regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government members who have previously undertaken training are not required to attend further training but are encouraged to attend refresher training.

When selecting nominees, the Council should consider that local government elections may result in a change to DAP membership if current Councillors, who are DAP members, are not re-elected, Council will need to re-nominate for the Minister's consideration. DAP members are entitled to be paid for their attendance at DAP meetings and training, unless they fall within a class of persons excluded from payment. Further details can be found in the *Premier's Circular – State Government Boards and Committees Circular (2010/02)*.

COMMENT:

Current local DAP Members are Cr Mandy Stephenson and Cr Sue Falconer. Alternate local members being Cr Eion Ganzer and Cr Jon Hasson who no longer hold office.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011.

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 known financial implications in relation to this item.

VOTING REQUIREMENTS:**ABSOLUTE MAJORITY REQUIRED:****OFFICER RECOMMENDATION:**

That Council nominate the following Councillors as Local DAP Members.

- 1.
- 2.

That Council nominate alternate local members.

- 1.
- 2.

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR SEPTEMBER 2021

FILE REFERENCE:	F1.4
REPORT DATE:	13 October 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart - Deputy Chief Executive Officer
ATTACHMENTS:	9.2.1 Accounts September 2021

PURPOSE OF REPORT:

That the accounts as submitted be received.

BACKGROUND:

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

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

Lists of Accounts

Section 6.10 of the *Local Government Act 1995* regulation 12 of the Financial Management Regulations (FMR's) requires a list of accounts paid for the month, and where the Council has delegated the payment of these accounts to the CEO under regulation 13 there must be a list of accounts paid, and the listing shall disclose the following:

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

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

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

FINANCIAL IMPLICATIONS:

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That the accounts submitted from 1 to 30 September 2021 totalling \$928,600.63 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 AND SUBMITTED TO COUNCIL SEPTEMBER 2021				
Chq/EFT	Date	Name	Description	Amount
EFT21800	06/09/2021	BOEKEMAN NOMINEES PTY LTD	Refund for overcharge on licencing, cheque written out for extra \$20	-20.00
EFT21801	06/09/2021	WALLIS COMPUTER SOLUTIONS	Dell Server Extended Warranty 2 years	-4796.00
EFT21802	06/09/2021	WESTRAC EQUIPMENT PTY LTD	HYDO, OIL AND SEALS FOR ROLLER, MIRROR, FILTER, LUBE, ELEMENT AND OIL FOR CAT, ELEMENTS AND FILTERS FOR GRADER	-1631.40
EFT21803	06/09/2021	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2021 - 2022 ESL Contribution Quarter 1	-25802.70
EFT21804	06/09/2021	RBC RURAL	Standing Order for Photocopier Meter readings August 2021	-674.14
EFT21805	06/09/2021	WURTH AUSTRALIA PTY LTD	pin locks, wiper blades, fitted bolts, screw and pump spray bottle for various	-245.43
EFT21806	06/09/2021	TOLL IPEC PTY LTD		-127.67
	12/08/2021	TOLL IPEC PTY LTD	FREIGHT EX DATA SIGNS AND SMP	43.62
	16/08/2021	TOLL IPEC PTY LTD	FREIGHT EX CJD EQUIPMENT, BARTCO, WIRTGEN, WESTRAC	84.05
EFT21807	06/09/2021	AUSSIE COOL SHADES & SAILS	Alpha Park - Replacement Shade Sail (Damaged during storm)	-3234.00
EFT21808	06/09/2021	KLEEN WEST DISTRIBUTORS	Cleaning supplies for Admin, CRC, Civic Centre, Community Park & Toilet	-621.94
EFT21809	06/09/2021	WONGAN HILLS HOTEL	Supply goods for Councillor Dinner 24/08/2021	-240.00
EFT21810	06/09/2021	T-QUIP	Rotomec V180	-9614.00
EFT21811	06/09/2021	BP AUSTRALIA	DIESEL FOR CEO and DCEO VEHICLES	-713.74
EFT21812	06/09/2021	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE SCRAP METAL RECYCLABLES	Call out fee 0767 30/06/2021, 0783 30/07/2021, 03/08/2021, 0785 04/08/2021	-400.00
EFT21813	06/09/2021	RURAL RANGER SERVICES	The supply of Ranger services August 17, 19, 25 and 26 2021	-720.00
EFT21814	06/09/2021	AC HEALTHCARE PTY LTD	Pre-employment Medical - Pomare Himona	-255.00
EFT21815	06/09/2021	SERMAC CONTRACTING	Construction of Shelter, installation and concreting at Lake Ninan	-11935.00
EFT21816	06/09/2021	TOLL TRANSPORT PTY LTD	Freight ex LISWA	-21.95
EFT21817	06/09/2021	MARSH PTY LTD	Values Development Project (Project ERS0069782)	-12802.01
EFT21818	06/09/2021	HERSEY'S SAFETY PTY LTD	Rigger Gloves, Marker Paints, Magic Trees, Fly Cream, Fly Nets, Vadar Mask, P2 Dust Masks, Gloves	-979.88
EFT21819	06/09/2021	HOODPIX MEDIA	Gravel Quantities - Aerial imaging	-1150.00
EFT21820	08/09/2021	ANZ BANK (NETT WAGES)	Wages PPE 07.09.2021	-67709.62
EFT21821	08/09/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT21822	08/09/2021	IOU SOCIAL CLUB	Payroll deductions	-270.00
EFT21823	10/09/2021	WESTERN AUSTRALIAN TREASURY CORPORATION		-34609.01
	10/09/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 152 Principal and Interest payment	30537.35
	10/09/2021	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 153 Principal and Interest payment	4071.66
EFT21824	13/09/2021	WATER CORPORATION		-7760.70
	07/09/2021	WATER CORPORATION	WATER CONSUMPTION DAVIES RD STANDPIPE	73.68
	08/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGES BALLIDU SOUTH EAST STANDPIPE	6703.46
	08/09/2021	WATER CORPORATION	WATER CONSUMPTION KONDUT EAST RD STANDPIPE	38.21
	09/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGES JAMES ST STANDPIPE	892.12
	09/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGES SUMMERS EAST STANDPIPE	53.23
EFT21825	13/09/2021	BRUCE & CAROLYN ARGENT	Rates refund for assessment A1465 660 WILDING ROAD WONGAN HILLS 6603	-114.06
EFT21826	13/09/2021	CJD EQUIPMENT PTY LTD	SERVICE VOLVO LOADER	-4083.46
EFT21827	13/09/2021	WONGAN HILLS IGA PLUS LIQUOR	SHIRE, CRC AND DEPOT ACCOUNT AUGUST 2021	-550.86
EFT21828	13/09/2021	NUTRIEN AG SOLUTIONS LTD		-282.74
	10/08/2021	NUTRIEN AG SOLUTIONS LTD	Wara Jio Star Post	41.58
	10/08/2021	NUTRIEN AG SOLUTIONS LTD	GENF MANCOZEB	241.16
EFT21829	13/09/2021	MCINTOSH & SON		-272.17
	03/08/2021	MCINTOSH & SON	GREASE FOR MACK	13.23
	03/08/2021	MCINTOSH & SON	CRIMP AND HYDRAULIC HOSE	102.96
	06/08/2021	MCINTOSH & SON	CAP, STOP KIT AND PLUG FOR PIG TRAILER	118.95
	11/08/2021	MCINTOSH & SON	BEARING AND FLAT WASHER FOR VERTIMOWER	37.03
EFT21830	13/09/2021	OFFICEWORKS BUSINESS DIRECT		-1303.63
	06/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	299.44
	16/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	218.83
	20/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	120.45
	20/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	210.29
	20/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	210.29
	23/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	42.33
	23/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	42.33
	27/08/2021	OFFICEWORKS BUSINESS DIRECT	Stationery Order	159.67
EFT21831	13/09/2021	WALLIS COMPUTER SOLUTIONS	Eaton Uninterruptible Power Supply with Extended Battery and Warranty	-10395.39
EFT21832	13/09/2021	WESTRAC EQUIPMENT PTY LTD	BREATHER FOR TYRED ROLLER	-250.36
EFT21833	13/09/2021	WONGAN HILLS COMMUNITY RESOURCE CENTRE	BOOMER ADVERTISING FOR P503 AND P507	228.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL SEPTEMBER 2021				
Chq/EFT	Date	Name	Description	Amount
EFT21834	13/09/2021	WONGAN HILLS NEWSAGENCY		-507.00
	31/08/2021	WONGAN HILLS NEWSAGENCY	CRC GOODS - AUGUST 2021	12.35
	31/08/2021	WONGAN HILLS NEWSAGENCY	SHIRE GOODS - AUGUST 2022	494.65
EFT21835	13/09/2021	IXOM OPERATIONS PTY LTD	Service Fee for Chlorine Gas Cylinders - Swimming Pool and Parks and Gardens	-169.14
EFT21836	13/09/2021	IT VISION AUSTRALIA PTY LTD		-1925.00
	31/08/2021	IT VISION AUSTRALIA PTY LTD	Update Logo and Font as per Quote	1100.00
	31/08/2021	IT VISION AUSTRALIA PTY LTD	Add YTD Super onto Payslip as per Quote IVH-20997	275.00
	31/08/2021	IT VISION AUSTRALIA PTY LTD	Restore Budget File for 2020/21 Budgets from Play to Live	550.00
EFT21837	13/09/2021	FINISHING WA	Binding of Council Minutes	-154.00
EFT21838	13/09/2021	ADVANCED AUTOLOGIC PTY LTD	GREASE FOR GRADER	-289.00
EFT21839	13/09/2021	RBC RURAL	TRAVEL CHARGE AND TRAINING ON DRIVER SETTINGS	-99.00
EFT21840	13/09/2021	WONGAN HILLS HARDWARE		-7890.15
	31/08/2021	WONGAN HILLS HARDWARE	BUILDING ACCOUNT-AUGUST 2021	1150.65
	31/08/2021	WONGAN HILLS HARDWARE	WORKS ACCOUNT-AUGUST 2021	6739.50
EFT21841	13/09/2021	TOLL IPEC PTY LTD	FREIGHT EX ABLE SALES, CJD EQUIPMENT, RBC RURAL, SMP/GLEEMAN, FORRESTFIELD MOWERS	-78.45
EFT21842	13/09/2021	BALLIDU TRADING POST - CLEANING ACCOUNT	CLEANING OF ALPHA PARK, BUNYIP PARK, TOWN BINS, SPORTS PAVILION AND CHANGE ROOMS, INFO BAY	-742.50
EFT21843	13/09/2021	WONGAN MAIL SERVICE		-251.93
	30/06/2021	WONGAN MAIL SERVICE	POSTAGE AND ITEMS JUNE 2020	137.53
	31/08/2021	WONGAN MAIL SERVICE	POSTAGE AND ITEMS SHIRE AND CRC AUGUST 2021	17.60
	31/08/2021	WONGAN MAIL SERVICE	POSTAGE AND ITEMS SHIRE AND CRC AUGUST 2022	96.80
EFT21844	13/09/2021	PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA TICKETING AUGUST 2021 LESS COMMISSION	-48.44
EFT21845	13/09/2021	D & E WHYTE & SONS	REFUND	-125.00
EFT21846	13/09/2021	DUN DIRECT PTY LTD	AUGUST FUEL SUPPLY	-32214.69
EFT21847	13/09/2021	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL RECONCILIATION AUGUST 2021	-118.30
EFT21848	13/09/2021	GREAT SOUTHERN FUEL SUPPLIES	FUEL FOR MWS VEHICLE AND WB013	-446.47
EFT21849	13/09/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY		-2112.79
	31/08/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY	OFFICE 365 ENTERPRISE	127.60
	31/08/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY	VMWARE LICENSES, STORAGE,CPU AND RAM	720.72
	31/08/2021	INTEGRATED ICT - A MARKET CREATIONS COMPANY	OFFICE 365 AND PROJECT ONLINE PREMIUM	1264.47
EFT21850	13/09/2021	FEGAN BUILDING SURVEYING	Building Surveying for 15/08/2021 - 31/08/2021 GENERAL PHONE CALLS AND ENQUIRIES	-165.00
EFT21851	13/09/2021	PW GEE WELDING SERVICES	1025 X 300 X 8 MM PLATE AND LABOUR	-174.69
EFT21852	13/09/2021	FIVE STAR BUSINESS & INNOVATION	CRC PHOTOCOPIER USAGE AUGUST 2021	-2112.00
EFT21853	13/09/2021	RICOH FINANCE	SHIRE PHOTOCOPIER	-276.96
EFT21854	13/09/2021	CLEANTECH ENERGY PTY LTD		-2074.17
		CLEANTECH ENERGY PTY LTD	ELECTRICITY - SPORTS PAVILION	907.06
	13/09/2021	CLEANTECH ENERGY PTY LTD	ELECTRICITY - SWIMMING POOL	295.86
	13/09/2021	CLEANTECH ENERGY PTY LTD	ELECTRICITY - MEDICAL CENTRE	323.08
	13/09/2021	CLEANTECH ENERGY PTY LTD	ELECTRICITY - CRC	548.17
EFT21855	13/09/2021	AC HEALTHCARE PTY LTD	Medical Centre Operating Subsidy September 2021	-21083.33
EFT21856	13/09/2021	TRACTUS AUSTRALIA		-8327.00
	20/08/2021	TRACTUS AUSTRALIA	SUPPLY AND FIT 2 TYRES FOR TIP TRUCK	1212.00
	20/08/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 1 TYRE FOR TIP TRUCK	385.00
	20/08/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL 4 TYRES FOR GRADER	6556.00
	20/08/2021	TRACTUS AUSTRALIA	SUPPLY AND INSTALL TYRE FOR CAT GRADER	99.00
	25/08/2021	TRACTUS AUSTRALIA	O-RING AND VALVE FOR CAT GRADER	75.00
EFT21857	13/09/2021	SEEK LIMITED		-649.00
	02/09/2021	SEEK LIMITED	Seek advertisement - Plant Operator 1 Sept - 24 Sept	324.50
	02/09/2021	SEEK LIMITED	Seek advertisement - Plant Operator 1 Sept - 24 Sept	324.50
EFT21858	13/09/2021	JACK MCNULTY	REIMBURSEMENT OF RELOCATION COSTS	-469.33
EFT21859	13/09/2021	TRUCKZONE PTY LTD		-408.15
	18/08/2021	TRUCKZONE PTY LTD	GREASE SPHEEROL	36.62
	27/08/2021	TRUCKZONE PTY LTD	TANK EXPANSION FOR MACK	371.53
EFT21860	13/09/2021	TECHNOLOGY ONE LIMITED	IntraMaps Subscription Plan Licence Fees (Subscription Fees)	-25300.00
EFT21861	13/09/2021	TRANSPORT ENGINEERING SOLUTIONS	Coil Deutsch type suit bypass valve 12v	-709.50
EFT21862	13/09/2021	LGIS LIABILITY	1st Instalment Liability Insurance 2021 - 2022	-100140.29
EFT21863	13/09/2021	LGIS WORKCARE	2021 - 2022 Workcare Insurance - 1st Instalment, Management Liability Insurance, Bushfire, Commercial crime, Travel, Personal accident and Wages adjustments	-63700.60
EFT21864	13/09/2021	LGIS INSURANCE BROKING	Salary Continuanace and Marine Cargo Insurance 2021 - 2022	-6447.98
EFT21865	13/09/2021	LGIS PROPERTY	1st Instalment Property Insurance - 2021 - 2022	-67479.93
EFT21866	01/09/2021	WESTNET PTY LTD	WESTNET ACCOUNTS	-609.90
EFT21867	10/09/2021	TELSTRA CORPORATION LIMITED	MEDICAL CENTRE TELSTRA ACCOUNT	341.16
EFT21868	10/09/2021	TELSTRA CORPORATION LIMITED	SHIRE TELSTRA ACCOUNTS	-4576.01
EFT21869	21/09/2021	AVON WASTE	DOMESTIC AND COMMERCIAL COLLECTION WONGAN HILLS AND BALLIDU, RECYCLING COLLECTION WONGAN HILLS AND BALLIDU, BULK CARDBOARD	-10415.28

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL SEPTEMBER 2021				
Chq/EFT	Date	Name	Description	Amount
EFT21870	21/09/2021	WONGAN HILLS COMMUNITY RESOURCE CENTRE	BOOMER ADVERTISING FOR PLANT OPERATOR AND PUBLIC NOTICE REGARDING RESCHEDULE OF COUNCIL MEETING	-60.00
EFT21871	21/09/2021	MOORA GLASS SERVICE	Remove and replace glass for ventilation in toilets at Shire Admin	-564.30
EFT21872	21/09/2021	AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	Licence 1614234/1 Land Mobile System Mt Obrien Telstra Site, Wongan Hills - Licence Renewal Notice	-59.00
EFT21873	21/09/2021	ABBOTT AUTO ELECTRICS	CHECK BRAKE FAULT AND REPAIR FOR WHEEL LOADER	-866.25
EFT21874	21/09/2021	TERPKOS ENGINEERING PTY LTD	Wongan Hills Co Location Civil and Engineering services	-3300.00
EFT21875	21/09/2021	DAVE WATSON CONTRACTING PTY.LTD	Tree Pruning	-797.50
EFT21876	21/09/2021	HENDOS PLUMBING & GAS SERVICES	Visitors Centre - Install pressure limiting valve to Rheem boiler unit	-190.27
EFT21877	21/09/2021	FEGAN BUILDING SURVEYING		-860.00
	09/09/2021	FEGAN BUILDING SURVEYING	Building Surveying for 65 Fairbank st Ballidu, Building Surveying for 79 Federation st Ballidu	530.00
	13/09/2021	FEGAN BUILDING SURVEYING	Building Surveying for Occupancy Permit for CBH 108 Federation St Ballidu	330.00
EFT21878	21/09/2021	RURAL RANGER SERVICES	The supply of Ranger services 31/08, 01/09, 02/09, 03/09, 07/09, 08/09 AND 10/09 2021	-1155.00
EFT21879	21/09/2021	QUREMED PTY LTD	Service of Oxy Sok - Swimming Pool	-182.70
EFT21880	21/09/2021	SEM ENGINEERING CONSULTANTS	Stage 2 - Electrical Engineer invoice WH Co Location	-2909.50
EFT21881	21/09/2021	ALLWEST BUILDING APPROVALS	Wongan Hills Co Location - Upgrade change rooms, Bowling green office and shade structures proposal	-605.00
EFT21882	21/09/2021	JB HI-FI GROUP PTY LTD	ASUS Zenscreen 15.6 Monitor"	-734.00
EFT21883	21/09/2021	RA-AN ENTERPRISES	Gravel Push Up Dowerin-Kalannie Road - Gaston Rd pit	-29403.99
EFT21884	21/09/2021	WATER CORPORATION		-11176.34
	02/09/2021	WATER CORPORATION	SEWERAGE CHARGE - WH SPORT COMPLEX	69.36
	09/09/2021	WATER CORPORATION	WATER CONSUMPTION - ALPHA PARK TOILETS	13.65
	09/09/2021	WATER CORPORATION	WATER CONSUMPTION - BUNYIP PARK	13.65
	09/09/2021	WATER CORPORATION	WATER FIRE SERVICE - BALLIDU HALL	47.77
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - COMMUNITY PARK	219.64
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION - COMMUNITY PARK	32.75
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - ADMIN	157.33
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE - CIVIC CENTRE	381.64
	10/09/2021	WATER CORPORATION	SEWERAGE CHARGE - CUBBYHOUSE	154.14
	10/09/2021	WATER CORPORATION	SEWERAGE AND SERVICE CHARGE - ELIZABETH TELFER	92.63
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION - COMMUNITY PARK TOILETS	8.19
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - STICKLAND STREET UNITS	727.58
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 2A PATTERSON ST	265.53
	10/09/2021	WATER CORPORATION	SERVICE CHARGE AND SEWERAGE CHARGE - 2B PATTERSON ST	248.80
	10/09/2021	WATER CORPORATION	SERVICE CHARGE - AIRPORT	47.77
	10/09/2021	WATER CORPORATION	SERVICE AND SEWERAGE CHARGE - 27A QUINLAN ST	248.80
	10/09/2021	WATER CORPORATION	SERVICE AND SEWERAGE CHARGE - 27B QUINLAN ST	248.80
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 27C QUINLAN ST	263.67
	10/09/2021	WATER CORPORATION	SERVICE AND SEWERAGE CHARGE - 27D QUINLAN ST	248.80
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION - CADOUX TOILETS	32.75
	10/09/2021	WATER CORPORATION	SERVICE AND SEWERAGE CHARGE - 31A QUINLAN ST	246.80
	10/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 31B QUINLAN ST	263.67
	13/09/2021	WATER CORPORATION	WATER SERVICE CHARGE - DEPOT HOUSE	44.95
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION,SEWERAGE AND FIRE SERVICE CHARGE - DEPOT	379.11
	13/09/2021	WATER CORPORATION	FIRE SERVICE CHARGE - CRC	47.77
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION - NINAN ENTRY STATEMENT	2.73
	13/09/2021	WATER CORPORATION	SEWERAGE CHARGE - COMMUNITY GARDEN	111.76
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION, SEWERAGE AND FIRE SERVICE CHARGE - CRC	445.61
	13/09/2021	WATER CORPORATION	DEPOT ROAD STANDPIPE WATER USAGE	4697.12
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION - RAILWAY CENTRE	8.19
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION - FENTON PLACE MEDIAN STRIP	251.07
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 11 WANDOO	312.01
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 7 WANDOO	267.39
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 30 WANDOO	267.39
	13/09/2021	WATER CORPORATION	SERVICE AND SEWERAGE CHARGE - 14 SHIELDS CRES	248.80
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGE - 27 QUINLAN ST GARDENS	50.53
	13/09/2021	WATER CORPORATION	WATER CONSUMPTION - SWIMMING POOL	8.19

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL SEPTEMBER 2021				
Chq/EFT	Date	Name	Description	Amount
EFT21885	21/09/2021	SYNERGY		-9317.01
	01/09/2021	SYNERGY	ELECTRICITY CONSUMPTION - STREET LIGHTING	4305.87
	07/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGES - CADOUX TOILETS	117.74
	08/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGES - COMMUNITY GARDEN	149.67
	08/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGES - AERODROME	123.85
	08/09/2021	SYNERGY	ELECTRICITY SERVICE CHARGE - 3/20 STICKLAND	65.19
	08/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - DEPOT	671.04
	08/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - ALPHA PARK TOILETS	153.67
	08/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - 30 WANDOO	286.61
	09/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - RETRANSMISSION TOWER	1009.58
	09/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - 27A QUINLAN ST	100.83
	09/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - CIVIC CENTRE	833.15
	09/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - TOWN GARDENS	148.50
	10/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - CRC	117.83
	10/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - MUSEUM	247.69
	10/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE - COMMUNITY PARK	985.79
EFT21886	14/09/2021	TELSTRA CORPORATION LIMITED	WONGAN HILLS SPORT AND REC COUNCIL TELSTRA ACCOUNT	-55.00
EFT21887	22/09/2021	ANZ BANK (NETT WAGES)	Wages PPE 21.09.2021	-67711.87
EFT21888	22/09/2021	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT21889	22/09/2021	IOU SOCIAL CLUB	Payroll deductions	-260.00
EFT21890	23/09/2021	DE LAGE LANDEN PTY LTD	CRC Photocopier Lease Direct Debit on 18th of Month \$557.70	-557.70
EFT21891	24/09/2021	LANDGATE	The supply of goods and services - August 2021	-190.40
EFT21892	24/09/2021	KOMATSU AUSTRALIA PTY LTD		-540.96
	07/09/2021	KOMATSU AUSTRALIA PTY LTD	Parts as per Quote Q002295408	454.66
	17/09/2021	KOMATSU AUSTRALIA PTY LTD	Parts as per Quote Q002295408	86.30
EFT21893	24/09/2021	WATER CORPORATION		-2258.71
	14/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGE MUSEUM	72.09
	14/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE - 49 QUINLAN ST	250.66
	14/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE 8 ELLIS ST	298.99
	14/09/2021	WATER CORPORATION	WATER CONSUMPTION, SERVICE AND SEWERAGE CHARGE 14 ELLIS ST	300.85
	14/09/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGES - DR RESIDENCE	251.74
	14/09/2021	WATER CORPORATION	WATER SERVICE CHARGES - DANUBIN ST	44.95
	14/09/2021	WATER CORPORATION	WATER CONSUMPTION CEMETERY	8.19
	14/09/2021	WATER CORPORATION	WATER SERVICE AND SEWERAGE CHARGES 16 MOORE ST	248.80
	14/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SEWERAGE CHARGES - MEDICAL CENTRE	174.53
	16/09/2021	WATER CORPORATION	RAILWAY STREET STANDPIPE SERVICE CHARGES	298.56
	16/09/2021	WATER CORPORATION	WATER CONSUMPTION AND SERVICE CHARGES - RABBIT PROOF FENCE STANDPIPE	309.35
EFT21894	24/09/2021	RBC RURAL	Standing Order for Photocopier Meter readings 2021 - 2022	-756.28
EFT21895	24/09/2021	TOLL IPEC PTY LTD	FREIGHT EX WESTRAC FOR TYRED ROLLER, FREIGHT EX SMP FOR MACK	-22.08
EFT21896	24/09/2021	KLEEN WEST DISTRIBUTORS	CLEANING SUPPLIES FOR ADMIN, COMMUNITY PARK & TOILET, CIVIC CENTRE, CR AND DEPOT	-768.90
EFT21897	24/09/2021	KARL MICKLE	LIFEPROOF PHONE COVER REIMBURSEMENT	-129.00
EFT21898	24/09/2021	WIRTGEN AUSTRALIA PTY LTD	Park Break Pressure Switch	-230.93
EFT21899	24/09/2021	FEGAN BUILDING SURVEYING	BUILDING SURVEYING - 79 FEDERATION ST	544.50
EFT21900	24/09/2021	SAFE AVON VALLEY INC.	Cat Impounding Services 21-031 AND 21-032 03/08/2021 PLUTO AND COSMOS - NOT RECOVERABLE	-350.00
EFT21901	24/09/2021	JB HI-FI GROUP PTY LTD	MICROSOFT SURFACE BOOK	-4323.00
EFT21902	24/09/2021	AC HEALTHCARE PTY LTD	Pre-employment Medical - Elizabeth (Liddy) Pudwell	-255.00
EFT21903	24/09/2021	ITR PACIFIC PTY LTD	Grader blades	-1603.80
EFT21904	24/09/2021	CLARKSON FREIGHTLINES		-1037.15
	10/09/2021	CLARKSON FREIGHTLINES	FREIGHT EX IXOM TO SWIMMING POOL, FREIGHT EX IXOM TO P&G, FREIGHT EX TRUCKZONE FOR SIDE TIPPER	830.39
	17/09/2021	CLARKSON FREIGHTLINES	FREIGHT EX ITR FOR GRADER	206.76
EFT21905	24/09/2021	HOODPIX MEDIA	Survey Gravel Pit	-900.00
EFT21906	06/09/2021	ANZ CORPORATE CREDIT CARD	CREDIT CARD SEPTEMBER 2021	-373.16
EFT21907	29/09/2021	BOEKEMAN NOMINEES PTY LTD		-13326.97
	22/09/2021	BOEKEMAN NOMINEES PTY LTD	REPAIRS TO JCB BACKHOE	12275.23
	24/09/2021	BOEKEMAN NOMINEES PTY LTD	CAB GLASS, HANDLE AND GAS STRUTS - INSURANCE FOR PTR9	1051.74
EFT21908	29/09/2021	KOMATSU AUSTRALIA PTY LTD	Parts for grader	-277.92
EFT21909	29/09/2021	COAD COMMUNICATIONS	Excavator Hire for grave dig	445.50
EFT21910	29/09/2021	SYNERGY	ELECTRICITY CONSUMPTION AND SERVICE CHARGE RAILWAY CENTRE	-329.42
EFT21911	29/09/2021	BALLIDU GREATER SPORTS COUNCIL	Council Management Agreement Payment	-8962.00
EFT21912	29/09/2021	TOLL IPEC PTY LTD	FREIGHT EX KOMATSU FOR GRADER, FREIGHT EX SMP FOR PIG TRAILER	-80.72
EFT21913	29/09/2021	WONGAN HILLS BAKERY AND CAFE	CRC - CRC Grant Writing Workshop - 2x Sandwich Tray - 1400160.37	-99.90
EFT21914	29/09/2021	DAVE WATSON CONTRACTING PTY.LTD		-6050.00
	26/09/2021	DAVE WATSON CONTRACTING PTY.LTD	Verge Mulching Danubin St	1925.00
	26/09/2021	DAVE WATSON CONTRACTING PTY.LTD	Verge Mulching Wilding Rd	1925.00
	26/09/2021	DAVE WATSON CONTRACTING PTY.LTD	Verge Mulching Waddington-Wongan Hills Rd	2200.00

LIST OF ACCOUNTS DUE AND SUBMITTED TO COUNCIL SEPTEMBER 2021				
Chq/EFT	Date	Name	Description	Amount
EFT21915	29/09/2021	NEWINS FAMILY TRUST T/AS STEPTOE AND WIFE SCRAP METAL RECYCLABLES	Standing Order for the Management of Wongan Hills Refuse Site September 2021	-7791.63
EFT21916	29/09/2021	FEGAN BUILDING SURVEYING	BUILDING SURVEYING FOR 139 MANMANNING ROAD WONGAN HILLS	544.50
EFT21917	29/09/2021	AHA! CONSULTING	Please undertake the Major Review of the Strategic Community Plan as detailed in your proposal dated 28/9/20	-14071.75
EFT21918	29/09/2021	TOLL TRANSPORT PTY LTD	Standing Order for the freight charges / LISWA	-29.68
EFT21919	29/09/2021	RA-AN ENTERPRISES	Gravel Push Up Dowerin-Kalannie Road	-32480.58
EFT21920	29/09/2021	TRUCKZONE PTY LTD	GREASE SPHEEROL FOR TIP TAILER	-40.28
EFT21921	29/09/2021	WALKERS DIESEL SERVICES		-1207.58
	17/09/2021	WALKERS DIESEL SERVICES	Header Tank Repairs, Repair Hub Seal	850.08
	23/09/2021	WALKERS DIESEL SERVICES	Header Tank Repairs, Repair Hub Seal	357.50
EFT21922	29/09/2021	MANGAART MIYA ENTERPRISES	Join Us for a Yarn" - Hosting and community outreach for Nyungar information session"	-100.00
EFT21923	29/09/2021	BETH MILLSTEED	CIVIC CENTRE BOND REFUND	-150.00
EFT21924	30/09/2021	FEATHERSTONE ROOFING & BUILDING SERVICES	Remove existing roof tiles and replace with zincalume sheets. Remove and replace solar hot water system. 49 Quinlan St	-14080.00
EFT21925	30/09/2021	FELTON INTERNATIONAL GROUP P/L		-9729.50
	28/09/2021	FELTON INTERNATIONAL GROUP P/L	Seating for Wongan Hills Airport	2420.00
	29/09/2021	FELTON INTERNATIONAL GROUP P/L	Seating for Wongan Hills Swimming Pool and Lake Ninan	7309.50
EFT21926	27/09/2021	TELETAC NAVMAN	NAVMAN MONTHLY SUBSCRIPTION	-2071.41
EFT21930	30/09/2021	DEPARTMENT OF TRANSPORT	DPI PAYMENT FOR SEPTEMBER 2021	54306.45
DD10835.1	07/09/2021	AWARE SUPER ACCUMULATION	Payroll deductions	-9620.01
DD10835.2	07/09/2021	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	-153.75
DD10835.3	07/09/2021	GUILD SUPER	Superannuation contributions	-89.22
DD10835.4	07/09/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-197.37
DD10835.5	07/09/2021	PRIME SUPER	Superannuation contributions	-905.70
DD10835.6	07/09/2021	AMP SUPERANNUATION LTD.	Superannuation contributions	-278.03
DD10835.7	07/09/2021	AUSTRALIAN SUPER	Superannuation contributions	-785.50
DD10835.8	07/09/2021	REST SUPERANNUATION	Superannuation contributions	-1228.17
DD10835.9	07/09/2021	HESTA SUPER FUND	Superannuation contributions	-428.84
DD10861.1	21/09/2021	AWARE SUPER ACCUMULATION	Payroll deductions	-9552.22
DD10861.2	21/09/2021	CBUS SUPER	Payroll deductions	-492.31
DD10861.3	21/09/2021	AUSTRALIAN SUPER PTY LTD	Superannuation contributions	-152.52
DD10861.4	21/09/2021	GUILD SUPER	Superannuation contributions	-91.07
DD10861.5	21/09/2021	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-197.37
DD10861.6	21/09/2021	PRIME SUPER	Superannuation contributions	-905.28
DD10861.7	21/09/2021	REST SUPERANNUATION	Payroll deductions	-1280.10
DD10861.8	21/09/2021	AUSTRALIAN SUPER	Superannuation contributions	-784.93
DD10861.9	21/09/2021	HESTA SUPER FUND	Superannuation contributions	-398.52
DD10835.10	07/09/2021	CBUS SUPER	Superannuation contributions	-492.31
DD10835.11	07/09/2021	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-154.51
DD10861.10	21/09/2021	AMP SUPERANNUATION LTD.	Superannuation contributions	-280.08
DD10861.11	21/09/2021	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-156.54
DD10861.12	21/09/2021	ING SUPERANNUATION	Superannuation contributions	-48.79
			Municipal Bank	\$ 874,294.18
			Trust Bank	\$ 54,306.45
			Total	\$ 928,600.63
			Recoverable	\$ 7,691.47
			Partially Recoverable	\$ 14,638.88

9.2.2 FINANCIAL REPORTS FOR SEPTEMBER 2021

FILE REFERENCE:	F1.4
REPORT DATE:	13 October 2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Alan Hart - Deputy Chief Executive Officer
ATTACHMENTS:	9.2.2a Financial Reports

PURPOSE OF REPORT:

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

BACKGROUND:

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

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

Financial Activity Statement Report

Section 6.4 of the *Local Government Act 1995* regulation 34.1 of the FMR requires a local government to prepare each month a statement of financial activity reporting on the sources and application of funds, as set out in the annual budget containing the following detail:

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

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

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

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

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

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

Council Policy 4.8 - Monthly Financial Reporting Requirements.

LEGISLATIVE REQUIREMENTS:

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

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

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

FINANCIAL IMPLICATIONS:

The financial reports for the period ending August 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 September 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 30 SEPTEMBER 2021

	Approved Budget 2021- 2022	Current Budget 2021-2022	YTD Budget	YTD Actual	Page	Variance Over or Under	10%
INCOME							
Rates	(3,061,114)	(3,061,114)	(3,066,362)	(3,063,399)		0.1%	✓
Grants Operating, Subsidies & Contributions	(1,513,732)	(1,513,732)	(575,504)	(527,493)		8.3%	✓
Non Operating Grants, Subsidies & Contributions	(4,276,404)	(4,276,404)	(318,765)	-		100.0%	x
Fees & Charges & Service Charges	(621,697)	(621,697)	(155,379)	(160,925)		(3.6%)	✓
Other Revenue	(125,821)	(125,821)	(31,443)	(35,580)		(13.2%)	x
Interest	(49,416)	(49,416)	(12,351)	(10,400)		15.8%	x
Profit on sale of Assets	(10,390)	(10,390)	-	-		0.0%	✓
a: TOTAL INCOME	(9,658,573)	(9,658,574)	(4,159,804)	(3,797,797)			
OPERATING EXPENSES							
Employee Costs	2,361,003	2,361,003	641,641	528,584		17.6%	x
Materials & Contracts	1,153,985	1,153,985	303,379	395,137		(30.2%)	x
Utilities (Gas, Electricity) etc.	357,816	357,816	89,256	94,531		(5.9%)	✓
Interest	47,668	47,668	11,916	13,060	11	(9.6%)	✓
Insurance	279,860	279,860	177,667	174,478		1.8%	✓
Other General	344,763	344,763	161,879	129,540		20.0%	x
Loss on Asset Disposals	151,192	151,192	-	-		0.0%	✓
Depreciation	2,520,170	2,520,170	629,976	-		100.0%	x
b: TOTAL OPERATING EXPENSES	7,216,457	7,216,457	2,015,714	1,335,330			
c: NET OPERATING (SURPLUS) / DEFICIT	(2,442,116)	(2,442,117)	(2,144,090)	(2,462,467)			
CAPITAL EXPENSES							
Land & Buildings	1,692,931	1,692,931	1,458,765	28,395		98.1%	x
Furniture & Equipment	235,000	235,000	146,500	29,450		79.9%	x
Motor Vehicles	110,000	110,000	27,498	-		100.0%	x
Plant	745,000	745,000	186,246	-		100.0%	x
Infrastructure Other	118,139	118,139	29,520	16,704		43.4%	x
Infrastructure Roads	3,999,805	3,999,805	990,351	472,586		52.3%	x
d: TOTAL CAPITAL	6,900,875	6,900,875	2,838,880	547,135			
e: TOTAL OPERATING & CAPITAL	4,458,759	4,458,758	694,790	(1,915,331)			
ADJUST - NON CASH ITEMS							
Depreciation	(2,520,170)	(2,520,170)	(629,976)	-			
Accruals and Adjustments	-	-	-	-			
Profit on sale of assets	10,390	10,390	-	-	6		
Loss on sale of assets	(151,192)	(151,192)	-	-	6		
FINANCING ACTIVITIES							
Proceeds from Sale of Assets	(196,000)	(196,000)	(48,996)	-	6		
Transfer from reserves	(1,302,000)	(1,302,000)	(1,302,000)	-	10		
Transfer to reserves	1,057,000	1,057,000	1,057,000	-	10		
Interest paid to reserves	9,575	9,575	2,370	880	10		
Net Movement in LSL Reserve	-	-	-	(20)			
LSL Provision in reserves	-	-	-	-			
Loan proceeds	-	-	-	-			
Loan principal repayment	119,587	119,587	119,587	29,757	11		
Loan to SSL Parties	-	-	-	-			
SSL Principal Reimbursements	(35,265)	(35,265)	(35,265)	(8,838)	11		
Less (Surplus)/deficit B/Fwd	(1,450,684)	(1,450,684)	(1,450,684)	(1,592,749)	5		
ADJUSTED CLOSING (SURPLUS) / DEFICIT	0	(0)	(1,593,174)	(3,486,301)			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			Key		Within budget tolerance of 10%		✓
					Over budget tolerance of 10%		x
					Under budget tolerance of 10%		⊕

Shire of Wongan-Ballidu				
Variance Report 30 September 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				
✓	2,963	Within Threshold	Rates	Within Council variance reporting threshold.
✓	48,011	Within Threshold	Grants Operating, Subsidies & Contributions	Within Council variance reporting threshold.
✗	318,765	Timing	Non Operating Grants, Subsidies & Contributions	This is a timing variance and as we are only into 3 months of the financial year, cashflows for the year are still to be finalised. Currently the budget is 3/12th of the Annual Budget
✓	(5,546)	Within Threshold	Fees & Charges & Service Charges	Within Council variance reporting threshold.
✗	(4,137)	Timing	Other Revenue	Reimbursements for Insurance Claims is the reason for this variance. Council do not budget for claims or reimbursements because at the time of budget the amount of claims is not known.
✗	1,951	Timing	Interest	Interest Income can vary to budget as term deposit time periods are not known when preparing the Annual Budget
✓	0	Within Threshold	Profit on sale of Assets	Within Council variance reporting threshold.
Operating Expenditure				
✗	(113,057)	Timing	Employee Costs	Employee Costs are lower than anticipated. This is a timing issue only as expenditure will increase during the year as works ramp up during the maintenance period (warmer months of the year)
✗	91,758	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✓	5,275	Within Threshold	Utilities (Gas, Electricity) etc.	Within Council variance reporting threshold.
✓	1,144	Within Threshold	Interest	Within Council variance reporting threshold.
✓	(3,189)	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	(32,339)	Timing	Other General	This is a timing issue. Many of the subsidies that the Shire makes to community groups and sporting clubs are still being paid out for the 2021/22 financial year. This will correct itself in the near future as these payments are made
✓	0	Within Threshold	Loss on Asset Disposals	Within Council variance reporting threshold.
✗	(629,976)	Timing	Depreciation	Depreciation for this financial year has not been calculated as yet and will not until the 2020/21 financial statements are complete.
Capital				
✗	(1,430,370)	Timing	Land & Buildings	The monthly cashflow budgets for the capital/infrastructure works programs are still be to loaded. Currently the budget is 3/12th of the Annual Budget. It is expected that these budgets will be loaded over the next month.
✗	(117,050)	Timing	Furniture & Equipment	The monthly cashflow budgets for the capital/infrastructure works programs are still be to loaded. Currently the budget is 3/12th of the Annual Budget. It is expected that these budgets will be loaded over the next month.
✗	(27,498)	Timing	Motor Vehicles	The monthly cashflow budgets for the capital/infrastructure works programs are still be to loaded. Currently the budget is 3/12th of the Annual Budget. It is expected that these budgets will be loaded over the next month.
✗	(186,246)	Timing	Plant	The monthly cashflow budgets for the capital/infrastructure works programs are still be to loaded. Currently the budget is 3/12th of the Annual Budget. It is expected that these budgets will be loaded over the next month.
✗	(12,816)	Timing	Infrastructure Other	The monthly cashflow budgets for the capital/infrastructure works programs are still be to loaded. Currently the budget is 3/12th of the Annual Budget. It is expected that these budgets will be loaded over the next month.
✗	(517,765)	Timing	Infrastructure Roads	The monthly cashflow budgets for the capital/infrastructure works programs are still be to loaded. Currently the budget is 3/12th of the Annual Budget. It is expected that these budgets will be loaded over the next month.

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 30 SEPTEMBER 2021

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
INCOME				
General Purpose Funding	(4,177,066)	(4,177,066)	(3,345,345)	(3,369,897)
Governance	(35,021)	(35,021)	(8,751)	(7,859)
Law, Order & Public Safety	(55,150)	(55,150)	(13,785)	(1,163)
Health	(84,490)	(84,490)	(19,770)	(5,006)
Education & Welfare	(11,120)	(11,120)	(2,781)	2,061
Housing	(64,500)	(64,500)	(16,119)	(11,400)
Community Amenities	(216,014)	(216,014)	(53,997)	(70,914)
Recreation & Culture	(1,032,000)	(1,032,000)	(75,749)	(3,747)
Transport	(3,562,169)	(3,562,169)	(518,279)	(212,824)
Economic Services	(59,800)	(59,800)	(14,949)	(3,691)
Other Property & Services	(361,244)	(361,244)	(90,279)	(113,356)
a: TOTAL INCOME	(9,658,574)	(9,658,574)	(4,159,804)	(3,797,797)
OPERATING EXPENSES				
General Purpose Funding	105,726	105,726	26,427	34,001
Governance	550,799	550,799	190,762	90,485
Law, Order & Public Safety	165,592	165,592	42,414	58,551
Health	407,106	407,106	105,324	95,410
Education & Welfare	221,573	221,573	52,902	37,808
Housing	172,364	172,364	46,861	51,720
Community Amenities	530,375	530,375	134,539	128,088
Recreation & Culture	1,689,422	1,689,422	537,657	332,184
Transport	2,900,038	2,900,038	691,073	404,039
Economic Services	189,073	189,073	73,732	66,889
Other Property & Services	284,390	284,390	114,016	36,155
b: TOTAL OPERATING EXPENSES	7,216,457	7,216,457	2,015,707	1,335,330
c: NET OPERATING (SURPLUS)/DEFICIT	(2,442,117)	(2,442,117)	(2,144,097)	(2,462,467)
CAPITAL EXPENSES				
General Purpose Funding	-	-	-	-
Governance	245,000	245,000	148,999	29,450
Law, Order & Public Safety	-	-	-	-
Health	81,101	81,101	20,274	-
Education & Welfare	-	-	-	-
Housing	47,805	47,805	11,946	22,200
Community Amenities	323,431	323,431	260,847	-
Recreation & Culture	1,022,758	1,022,758	961,240	6,195
Transport	4,920,865	4,920,865	1,220,601	474,786
Economic Services	59,915	59,915	14,973	14,504
Other Property & Services	200,000	200,000	200,000	-
d: TOTAL CAPITAL EXPENSES	6,900,875	6,900,875	2,838,880	547,135
e: TOTAL OPERATING & CAPITAL	4,458,758	4,458,759	694,783	(1,915,331)

SHIRE OF WONGAN-BALLIDU			
ANALYSIS OF NET CURRENT ASSETS AS AT 30 SEPTEMBER 2021			
NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).	2020-2021	Original Budget	2021-2022
SURPLUS / (DEFICIT)	1,592,749	48	3,486,301
COMPRISES			
Cash (including reserves)	4,122,578	1,425,747	5,702,916
Current rates	170,583	144,760	761,931
Sundry debtors	168,255	44,564	212,907
Tax receivables	(17,243)	23,264	35,845
Other debtors	11,882	22,723	22,842
A: SSL debtors (are excluded see D: adj)	35,265	39,089	26,427
Inventories	31,343	10,541	5,116
Less:			
Reserves	(1,911,869)	(1,396,857)	(1,912,749)
Sundry creditors\Prepaid Income	(548,446)	(29,564)	(814,612)
Accrued interest	(4,872)	-	(0)
ESL Levy Owed	(47,025)	-	(140,474)
PAYG/GST Due To ATO	208	-	(31,965)
B: Other - (are excluded see D: adj)		(5,000)	
LSL Cash backed Reserve	41,735	41,944	41,759
Tax liabilities	(29,676)		(9,053)
Other - Trust	88		(632)
C: Loan liability (are excluded see D: adj)	(124,515)	(125,470)	(94,759)
Current employee benefits provisions	(394,792)	(287,074)	(387,530)
D: Adjustments (see above A to C)	89,251	91,381	68,331
Surplus / (Deficit) Variance	1,592,749	48	3,486,301
NOTE 1B: CLOSING FUNDS alternate format to Note 1 above	2020-2021	Original Budget	2021-2022
Current assets			
Cash & cash equivalents	4,122,578	1,425,747	5,702,916
Sundry debtors	368,743	274,400	1,059,953
Inventories	31,343	10,541	5,116
Total current assets	4,522,663	1,710,688	6,767,984
Current liabilities			
Creditors/Accounts Payable/Prepaid Income	(629,812)	(29,564)	(996,103)
Current loan liability	(124,515)	(125,470)	(94,759)
Provisions	(394,792)	(287,074)	(387,530)
Total current liability	(1,149,119)	(442,108)	(1,478,392)
Net current assets	3,373,544	1,268,580	5,289,592
Less: restricted reserves	(1,911,869)	(1,396,857)	(1,912,749)
Less: SSL principal repayments	(35,265)	(39,089)	(26,427)
Add back: Current loan liability	124,515	125,470	94,759
Add back: LSL Cash backed Reserve	41,735	41,944	41,759
Add back: Movement in provisions between current and non-current			
Other - Trust	88	-	(632)
Surplus / (Deficit) Variance	1,592,749	48	3,486,301

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 30 SEPTEMBER 2021			
	2020-2021	2020-2021	2020-2021
	Approved Budget	Current Budget	Year-to-Date Actual
<u>OPERATING INCOME</u>			
General Purpose Funding	(1,115,952)	(1,115,952)	(306,498)
Governance	(35,021)	(35,021)	(7,859)
Law, Order & Public Safety	(55,150)	(55,150)	(1,163)
Health	(84,490)	(84,490)	(5,006)
Education & Welfare	(11,120)	(11,120)	2,061
Housing	(64,500)	(64,500)	(11,400)
Community Amenities	(216,014)	(216,014)	(70,914)
Recreation & Culture	(1,031,999)	(1,031,999)	(3,747)
Transport	(3,562,169)	(3,562,169)	(212,824)
Economic Services	(59,800)	(59,800)	(3,691)
Other Property & Services	(361,244)	(361,244)	(113,356)
A	(6,597,459)	(6,597,459)	(734,398)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	105,726	105,726	34,001
Governance	550,799	550,799	90,485
Law, Order & Public Safety	165,592	165,592	58,551
Health	407,106	407,106	95,410
Education & Welfare	221,573	221,573	37,808
Housing	172,364	172,364	51,720
Community Amenities	530,375	530,375	128,088
Recreation & Culture	1,689,422	1,689,422	332,184
Transport	2,900,038	2,900,038	404,039
Economic Services	189,073	189,073	66,889
Other Property & Services	284,390	284,390	36,155
B	7,216,456	7,216,456	1,335,330
C= A and B	618,997	618,997	600,932
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,520,170)	(2,520,170)	-
Accruals and Adjustments	-	-	-
Profit/(Loss) on Asset Sales	(140,802)	(140,802)	-
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings	1,692,931	1,692,931	28,395
Purchase of furniture & equipment	235,000	235,000	29,450
Purchase of motor vehicles	110,000	110,000	-
Purchase of plant & machinery	745,000	745,000	-
Purchase of other infrastructure	118,139	118,139	16,704
Purchase of roads infrastructure	3,999,805	3,999,805	472,586
Proceeds from sale of assets	(196,000)	(196,000)	-
<u>Financing Activities</u>			
Repayment of Loan Principal	119,587	119,587	29,757
Loan proceeds / refinancing CL to NCL adj	-	-	-
Loans paid to SSL parties	-	-	-
Self Supporting Loan Income	(35,265)	(35,265)	(8,838)
<u>Reserve Movements</u>			
Transfers to Reserves	1,057,000	1,057,000	-
Interest paid to Reserves	9,575	9,575	880
Transfer from Reserves	(1,302,000)	(1,302,000)	-
Net Movement in LSL Reserve	-	-	(20)
LSL Provision in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(1,450,684)	(1,450,684)	(1,592,749)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(3,486,301)
AMOUNT REQUIRED TO BE RAISED FROM RATES	3,061,114	3,061,114	3,063,399
TOTAL RATES RAISED	3,061,114	3,061,114	3,063,399
(Surplus) / Deficit Variance	-	(0)	0

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 30 SEPTEMBER 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						
			-			-
			-	-		-
			-			-
Motor Vehicles						
Subaru Outback		25,000	(25,000)			-
Mazda CX9		31,000	(31,000)			-
			-			-
Plant & Equipment						
JCB Backhoe		45,000	(45,000)			-
Komatsu Grader		90,000	(90,000)			-
			-			-
Dual Pig Trailer (Howard Porter)	1403	14,066	5,000	9,066		-
			-			-
TOTAL		14,066	196,000	(181,934)	-	-
By Program						
Governance						
Subaru Outback		-	25,000	(25,000)		-
Recreation & Culture						
		-	-	-		-
Transport						
Mazda CX9		-	31,000	(31,000)		-
		-	-	-		-
		-	-	-		-
Other Property & Services						
JCB Backhoe		-	45,000	(45,000)		-
Komatsu Grader		-	90,000	(90,000)		-
		-	-	-		-
Dual Pig Trailer (Howard Porter)	1403	14,066	5,000	9,066		-
			-			-
TOTAL		14,066	196,000	(181,934)	-	-
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						
Subaru Outback	66,000	25,000	41,000	-		-
Mazda CX9	44,000	31,000	13,000	-		-
			-	-		-
Sub-total	110,000	56,000	54,000	-		-
Plant & Equipment						
JCB Backhoe	210,000	45,000	165,000	-		-
Komatsu Grader	390,000	90,000	300,000	-		-
			-	-		-
Dual Pig Trailer (Howard Porter) TK34	50,000	5,000	45,000	-		-
Skidmount	55,000		55,000	-		-
Various Trailer Replacements	40,000		40,000	-		-
Sub-total	745,000	140,000	605,000	-		-
	855,000	196,000	659,000	-		-

SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 30 SEPTEMBER 2021

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Sep 21	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2021	Refinancing	Principal Repayments YTD	Loan Balance @ 30 Sep 21
147	Aged Persons	Ninan House*	Jul-2022		100,000	-	-	1,984	15,158	-	(4,883)	10,278
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	-	243,798	-	-	243,798
152	Co-Location Construction	Shire	Dec-2039		2,000,000	(20,919)	-	-	1,876,706	-	(20,919)	1,855,787
153	Wongan Hills Community Store	Wongan Hills Community Store	Jul-2025		40,000	(3,955)	-	-	36,058	-	(3,955)	32,103
TOTAL EXISTING LOANS					2,440,000	(24,874)		1,984	2,171,720		(29,757)	2,141,966

Shire Loan Summary
Self Supporting Loan Summary

	-	2,000,000	(20,919)	-	-	1,876,706	-	(20,919)	1,855,787
	-	440,000	(3,955)	-	1,984	295,014	-	(8,838)	286,179

Current loan liability
Non current liability
Total Loan Liability

Loan Balance @ 30 Sep 21	SSL	Shire	Total
(89,829)	(26,426)	(63,403)	(89,829)
(2,052,137)	(259,751)	(1,792,386)	(2,052,137)
(2,141,966)	(286,177)	(1,855,789)	(2,141,966)

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 30 SEPTEMBER 2021															
ADOPTED FULL YEAR'S BUDGET								CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 30 SEPTEMBER 2021			
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer in / Interest	Transfer to Muni	Transfer from Muni	EOY Balance	Transfer from / Interest	Transfer to Muni/ Transfer from Reserve	Transfer from Muni/ Transfer to Reserve	Actual Balance
Community Resource Centre Reserve	01989	(37,344)	(37,344)	(187)	-	-	(37,531)	(187)	-	-	(37,531)	(18)	-	-	(37,362)
Depot Improvement Reserve	01940	(10,546)	(10,546)	(53)	-	-	(10,599)	(53)	-	-	(10,599)	(5)	-	-	(10,551)
Historical Publications Reserve	01965	(7,108)	(7,108)	(36)	-	-	(7,144)	(36)	-	-	(7,144)	(3)	-	-	(7,111)
Housing Reserve	01955	(117,862)	(117,862)	(591)	200,000	(245,000)	(163,453)	(591)	200,000	(245,000)	(163,453)	(56)	-	-	(117,918)
LSL Reserve	01935	(41,735)	(41,735)	(209)	-	-	(41,944)	(209)	-	-	(41,944)	(20)	-	-	(41,755)
Medical Facilities & R4R Special Projects Reserve	01975	(360,900)	(360,900)	(1,809)	30,000	-	(332,709)	(1,809)	30,000	-	(332,709)	(171)	-	-	(361,071)
Patterson Street JV Housing Reserve	01988	(49,232)	(49,232)	(247)	-	(5,000)	(54,479)	(247)	-	(5,000)	(54,479)	(23)	-	-	(49,255)
Plant Reserve	01945	(594,288)	(594,288)	(2,978)	641,000	(740,000)	(696,266)	(2,978)	641,000	(740,000)	(696,266)	(281)	-	-	(594,569)
Quinlan Street JV Housing Reserve	01987	(49,788)	(49,788)	(250)	-	(5,000)	(55,038)	(250)	-	(5,000)	(55,038)	(24)	-	-	(49,812)
Stickland JV Housing Reserve	01986	(53,446)	(53,446)	(268)	-	(5,000)	(58,714)	(268)	-	(5,000)	(58,714)	(25)	-	-	(53,471)
Swimming Pool Reserve	01970	(63,993)	(63,993)	(321)	49,000	-	(15,314)	(321)	49,000	-	(15,314)	(30)	-	-	(64,023)
Waste Management Reserve	01920	(50,239)	(50,239)	(252)	-	(5,000)	(55,491)	(252)	-	(5,000)	(55,491)	(24)	-	-	(50,263)
Sporting Co-Location Reserve	01990	(425,241)	(425,241)	(2,126)	331,750	-	(95,617)	(2,126)	331,750	-	(95,617)	(201)	-	-	(425,442)
Doctors Subsidy Reserve	01991	(50,000)	(50,000)	(250)	50,250	-	-	(250)	50,250	-	-	-	-	-	(50,000)
Doctors Subsidy Reserve	01992	-	-	-	-	(52,000)	(52,000)	-	-	(52,000)	(52,000)	-	-	-	-
TOTALS		(1,911,722)	(1,911,722)	(9,575)	1,302,000	(1,057,000)	(1,676,297)	(9,575)	1,302,000	(1,057,000)	(1,676,297)	(880)	-	-	(1,912,602)

SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 30 SEPTEMBER 2021					
	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	6,143,822.61	4,173,624.00	56,978.39	1,912,370.22	850.00
Add:					
Receipts	522,318.11	472,391.11	49,547.90	379.10	
Adjustment	(720.00)		(720.00)		
Transfers In/(Out)	-				
Less:					
Payments - EFT & Cheques	(928,600.63)	(874,294.18)	(54,306.45)		
Payments - Bank Fees	(1,737.46)	(1,737.46)			
Investment - Transfers In/Out	(0.04)	(0.04)			
	-				
Balance as per General Ledger	5,735,082.59	3,769,983.43	51,499.84	1,912,749.32	850.00
Balance as per Bank Statements	807,214.58	754,994.74	52,219.84		
Balance as per Bank Deposit Certificates	1,912,749.29	-		1,912,749.29	
Balance as per Holder Certificates	3,031,064.56	3,030,214.56			850.00
Add:					
Outstanding Deposits	(14,141.57)	(14,141.57)			
Adjustments -	-				
	-				
Less:					
Unpresented Payments	(1,084.30)	(1,084.30)			
	-				
Adjustments & Transfers	(719.97)		(720.00)	0.03	
	-				
Balance as per Cash Book	5,735,082.59	3,769,983.43	51,499.84	1,912,749.32	850.00

SHIRE OF WONGAN - BALLIDU
INVESTMENT REPORT FOR 30 SEPTEMBER 2021

MUNICIPAL INVESTMENTS

Matured Municipal Investments

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

Current Municipal Investments

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
4705-91546	Online Saver Account		7/11/2018				\$ 879,888.79	\$ 2,150,000.00	\$ 325.77	\$ 3,030,214.56	\$ 325.77
Total of current municipal investments							\$ 879,888.79	\$ 2,150,000.00	\$ 325.77	\$ 3,030,214.56	\$ 325.77

RESERVE INVESTMENTS

Matured Reserve Investments

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
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		5/08/2021	5/09/2021	30	0.10%	\$ 560,961.98	\$ (561,054.19)	\$ 92.21	\$ 0.00	\$ 92.21
9789-82644	Term Deposit		3/04/2021	3/10/2021	183	0.10%	\$ 88,091.68	\$ -	\$ -	\$ 88,091.68	\$ -
9202-06415	Term Deposit		31/07/2021	31/08/2021	30	0.10%	\$ 502,200.37	\$ (502,286.36)	\$ 85.99	\$ 0.00	\$ 85.99
2527-63397	Reserve Saver						\$ 760,614.93	\$ 1,063,340.55	\$ 702.13	\$ 1,824,657.61	\$ 702.13
Total of reserve investments and cash							\$ 1,911,868.96	\$ -	\$ 880.33	\$ 1,912,749.29	\$ 880.33

Total of matured municipal and reserve investment

							\$ -	\$ -	\$ -	\$ -	\$ -
Total of current municipal and reserve investment and cash							\$ 2,791,757.75	\$ 2,150,000.00	\$ 1,206.10	\$ 4,942,963.85	\$ 1,206.10

**SHIRE OF WONGAN - BALLIDU
RATES AND CHARGES OUTSTANDING 30 SEPTEMBER 2021**

		Rates and Charges Raised for 2021/2022	\$ 3,334,751.95	Rates and service charges - raised 30.7.21
Rates and Charges Outstanding Breakdown				
Total Amount Outstanding		30.9.21	\$ 828,777.39	25%
Outstanding same time last year		30.9.20	\$ 810,351.03	24%

SUNDRY DEBTORS OUTSTANDING 30 SEPTEMBER 2021

Debtors Ageing Summary				
Current			\$ 133,243.58	
30 Days			\$ 5,270.40	
60 Days			\$ 79,862.30	
90 Days & Over			\$ 1,328.25	
Credit Balance			\$ (10,194.26)	
Total Outstanding			\$ 209,510.27	
Accounts 90 Days & Over:				
	Date	Dr No.	Comments	Amount
	17/05/2019	1370	Standpipe Fees	\$ 1,328.25
Total			\$ 1,328.25	

9.3 WORKS AND SERVICES

Nil

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL P510 – PROPOSED NEW CONTAINERISED SWITCH ROOM ON COCHRANE ROAD CADOUX

FILE REFERENCE:	A1600/P510
REPORT DATE:	6 October 2021
APPLICANT/PROPONENT:	Co-Operative Bulk Handling - Cadoux
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of 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 containerised switch room to house the replacement Motor Control Centre on Cochrane Road Cadoux.

BACKGROUND:

The applicant is seeking Council's development approval for the construction and use of a new containerised switch room to house a replacement motor control centre. The development is part of an electrical upgrade to the existing horizontal storage at the grain receival site on Cochrane Road, Cadoux. The switch room is to be installed on the existing concrete slab and associated civil works will include drainage.



Google Maps 6/10/2021



Bushfire Prone Area as at 6th October 2021

The proposed development is located in the Bushfire Prone Area as show in the Map above.

COMMENT:

The Cadoux site is registered as "Railway" by Landgate with no other Lot information. The Area where the Switch-Room will be located is part of a 99-year lease of land agreement between CBH and Public Transport Authority of WA (PTA) over rail reserve land known as Lease L6654. PTA has signed the Development Application (DA) as the land owners.

Cochrane Road, Cadoux is located in a Bushfire Prone Area. The Shire received a BAL assessment with the DA. The determined Bushfire Attack Level for this property is 12.5.

The location for the development is located on 'Railway Reserve'. The Objective of 'Railway Reserve' in the LPS5 is –

- To set aside land required for passenger rail and rail freight services

Despite the permissibility of the proposal Council's development approval is required.

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 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 3.7 Planning in Bush Fire 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:****OFFICER RECOMMENDATION:**

That Council: APPROVE the Development Application for the construction and use of a new containerised switch room at Cochrane Road, Cadoux subject to the following conditions and advice 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 dwelling shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
4. The proposed outbuilding shall be used to house the switch room 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 or not 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 demolition 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. 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.
6. The proposed building 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.
7. 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.
8. No construction works shall commence on the land prior to 7 am or after 7 pm without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
9. 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.
10. 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 REQUEST TO PURCHASE LEASE K849499 – LOT 47, KOORDA WONGANHILLS ROAD CADOUX

FILE REFERENCE:	A1351
REPORT DATE:	13 October 2021
APPLICANT/PROPONENT:	Department of Planning, Lands and Heritage
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

For Council to provide comment on the request to purchase Lease K849499 (Lot 47 on DP190664) and convert to freehold at Lot 47, Koorda-Wongan Hills Road, Cadoux to the Department of Planning, Lands and Heritage (DPLH).

BACKGROUND:

Lot 47, Koorda-Wongan Hills Road is owned by the State of Western Australia. There is a lease of crown land between DPLH and the Cadoux Sports Council Inc.



Google Maps 13/10/2021

COMMENT:

DPLH received a request from Cadoux Sports Council for PVJ Nominees Pty Ltd to purchase Lease K849499 (Lot 47 on Deposited Plan 190664) as a standalone lot, and convert this land to freehold - Cadoux, Shire of Wongan-Ballidu.

The Lease K849499 is currently held between the Cadoux Sports Council and the State of Western Australia and is utilised for "Cropping and Grazing" purposes.

A portion of Unallocated Crown Land (UCL) PIN number 989141 is proposed to be used as an easement for legal access to the nearest dedicated road being Cochrane Road, shown below.



DPLH is requesting comment from the Shire of Wongan-Ballidu.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Land Administration Act 1997

STRATEGIC IMPLICATIONS:

There are no known Strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this 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 known Financial implications associated this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED:

OFFICER RECOMMENDATION:

That Council SUPPORT the request received from Cadoux Sports Council for PVJ Nominees Pty Ltd to purchase Lease K849499 (Lot 47 on DP190664), Lot 47 Koorda-Wongan Hills Rd, Cadoux as a standalone lot, and convert this land to freehold.

9.4.3 PROPOSED MANAGEMENT ORDER OVER LOTS 11-12, KING STREET, CADOUX.

FILE REFERENCE:	A231 & A1399
REPORT DATE:	14 October 2021
APPLICANT/PROPONENT:	Shire of Wongan Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Council to approve the Chief Executive Officer obtaining a Management Order from Department of Planning, Lands and Heritage (DPLH) for Lot 11 and Lot 12 King Street, Cadoux.

BACKGROUND:

The Shire currently have use from the Crown of Lot 22, Grimmatt Street, Cadoux for the purpose of a park. The Cadoux Community are wanting to make improvements to the town which includes being able to have the use of Lot 11 and Lot 12 King Street, Cadoux. The Lot 11 and Lot 12 on King Street are owned by the DPLH.



Landgate Map July 2021

COMMENT:

Recently Council met with Jane Booth and Elize Scheepers who are working to form a group of members from the Cadoux Community for the purpose of presenting a plan to Council for improvements to the town.

The improvements are around upgrading Federation Park, placing machinery on Lot 11 and Lot 12 King Street and making a heritage centre in the old kindergarten building.

For the project to be able to move ahead the Shire require a Management Order from the DPLH for Lot 11 and Lot 12 King Street Cadoux.

POLICY REQUIREMENTS:

There are no known Policy requirements associated with this item.

LEGISLATIVE REQUIREMENTS:

Land Administration Act 1997

STRATEGIC IMPLICATIONS:

There are no known Strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental implications associated with this proposal.

➤ **Economic**

There are no known economic implications associated with this proposal.

➤ **Social**

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

FINANCIAL IMPLICATIONS:

There may be initial costs to the Shire of Wongan Ballidu on obtaining the management order, there are no ongoing costs to the Shire in relation to holding the Management Order.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council APPROVE the request for the Shire of Wongan Ballidu to obtain a Management Order from the Department of Planning, Lands and Heritage for Lot 11 and Lot 12 King Street, Cadoux.

9.5 COMMUNITY SERVICES

9.5.1 ANNUAL SMALL COMMUNITY GRANTS PROGRAM, COMMUNITY DEVELOPMENT FUND (CDF) – CHANGE OF CONTACT AND AMENDMENTS TO GENERAL CONDITIONS OF GRANT

FILE REFERENCE:	F1.11.2
REPORT DATE:	12 October 2021
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Jack McNulty – Manager Community Services
ATTACHMENTS:	Draft 2.3 Wongan-Ballidu Annual Community Development Fund (CDF) Grants Program

PURPOSE OF REPORT:

The purpose of this report is to enable Council to review the attached policy, which has been amended to list the Manager Community Services and Community Services Team as liaison for applicants of the Community Development Fund grant.

BACKGROUND:

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

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

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

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

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

COMMENT:

In the past, applicants had previously been advised to liaise with the Council's Development Officer for assistance and to discuss the details of the grant requested.

It is the intent of this request to amend:

- the listed liaison for applicants of the CDF grant to the Manager Community Services and Community Services Team, delegated with the responsibility to discuss the details of the grant requested.
- the general grant conditions to define the scope of assistance for CDF grant applications and acquittals.

POLICY REQUIREMENTS:

Policy 2.3 - Wongan-Ballidu Small Community Grants Program.

LEGISLATIVE REQUIREMENTS:

The Local Government Act 1995 outlines the roles of Council and the CEO.

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known Environmental implications associated with this policy.
- **Economic**
There are no known Economic implications associated with this policy.
- **Social**
There are no known social implications associated with this policy.

FINANCIAL IMPLICATIONS:

The awarding of Small Grants forms part of Council's budget deliberations.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

That Council firstly change the listed liaison for applicants of the CDF grant from "Council's Development Officer" to the Manager Community Services and Community Services Team. Secondly, Council are requested to include a defined scope of assistance for CDF applicants within Shire policy.

2. COMMUNITY DEVELOPMENT POLICIES

2.3 Wongan-Ballidu Annual Community Development Fund (CDF) Grants Program

Policy Owner:	Community Development
Person Responsible:	Manager Community Services
Date of Adoption:	26 September 2016
Adoption Resolution:	090916
Date of Last Amendment:	27 February 2019

OBJECTIVE

To assist community groups and support community projects.

To give clear direction and consistency to decision making for itself and sporting, community and cultural groups (not for profit) of the Shire of Wongan-Ballidu about Council's support for capital projects for buildings and infrastructure on Council land.

POLICY

Each financial year grant funds will be able to be applied for to support community projects undertaken by incorporated community, cultural or sporting groups within the Shire.

Funding will be given to projects which fit into the priority areas listed below:

Category	Description
Capital Works	New facilities, major modifications or extensions to existing Shire owned facilities. e.g: <ul style="list-style-type: none"> • Additions to existing facilities • Extension of playing surfaces • New Buildings
Major Maintenance Works	Major maintenance to existing Shire owned facilities (fixtures and structural only). e.g: <ul style="list-style-type: none"> • Replacement of playing surfaces • Kitchen upgrades • Carpet or curtain replacement • Reroof of existing building
Volunteers	Projects which support and develop volunteers and volunteer groups, including training and recognition
Community	Community events and workshops e.g: <ul style="list-style-type: none"> • Festivals • Information sessions • Exhibits • Workshops

Category	Description
Youth	Activities and programs for youth
Physical Activity	Funding for programs that increase physical activity and participation in sport and recreation activities within the Shire. Sports skill development.
Community Services Support	Funding to support the operations of community groups e.g: <ul style="list-style-type: none"> • Promotion and Marketing • Training and Development • Office Equipment • Operational

1. Application Process

- 1.1 Contact the Shire's Manager Community Services to discuss the details of the grant requested (at least six months prior to application if it is for a large project).
- 1.2 Complete the application form and ensure all relevant information is attached. Incomplete applications may be disadvantaged. The Shire's Community Service Team may provide assistance with grant applications, providing guidance on developing engagement plans and business plans, and assistance in understanding application criteria.
- 1.3 Submit the application to the Shire of Wongan-Ballidu before 4.30pm on the last Friday in April to be eligible for consideration in the following financial year funding round.
- 1.4 Applications will be assessed and prioritised by Council at the May Council meeting.
- 1.5 Council will approve or reject applications at its Budget Meeting in July.
- 1.6 Decision communicated to applicants in writing by the second week in August.

2. Conditions of Grant - Capital and Major Maintenance

- 2.1 It being demonstrated that the project is sustainable, applications for capital works must demonstrate a need through a Needs Assessment.
- 2.2 That the group has developed a plan to deal with the 'whole of life' costs of the asset or infrastructure so built and maintained without further Council assistance.
- 2.3 Applications for major maintenance must submit a three-year maintenance plan and prioritise each component.
- 2.4 That the total project cost is over \$10,000; (Capital and Major Maintenance Project Grants only).
- 2.5 For requested contribution amounts over \$5,000, the organisations independently audited financial statements must be provided for the immediate prior year and;
- 2.6 Infrastructure projects will generally be supported at the ratio of 1/6th and Building projects 1/3rd and;
- 2.7 Adequate advance notice, considering the size of the project, is provided to Council;
- 2.8 Councils existing, ongoing or regular contributions to that organisation are taken into account;

- 2.9 Recipients are required to publicise that the Shire of Wongan-Ballidu is a sponsor of the project and provide evidence upon acquittal
- 2.10 Applications for capital works or major maintenance will only be considered for Shire owned facilities and fixtures
- 2.11 Applications for major maintenance must submit a three-year maintenance plan and prioritise each component
- 2.12 Successful grants must be acquitted prior to the end of March of the financial year in which they are received. Applicants who have not acquitted a previously received grant will be ineligible for consideration until such acquittal is submitted

3. Conditions of Grant – Small

- 3.1 Organisations must be not-for-profit and based in the Shire of Wongan-Ballidu
- 3.2 Applicants must demonstrate they have applied for contributions from other funding agencies. For example, Lotterywest will consider funding community projects up to 1/2 and the Department of Sport & Recreation will consider funding for sport & recreation projects up to 1/3
- 3.3 All grants other than capital or major maintenance must be matched two for one with the Shire of Wongan-Ballidu's grant. This can be either financial (fundraising, grant from other outside agency) or in-kind
- 3.4 Recipients are required to publicise that the Shire of Wongan-Ballidu is a sponsor of the project
- 3.5 Successful grants must be acquitted prior to the end of March of the financial year in which they are received. Applicants who have not acquitted a previously received grant will be ineligible for consideration until such acquittal is submitted

4. Conditions of Grant – General

- 4.1 Where possible, projects must have the support of the wider community and not replicate existing projects in the community
- 4.2 Grant availability and application process will be advertised in the Wonga-Balli Boomer from the second week in January each year until the closing date
- 4.3 The Grant open period will run from January 14th to the last Friday in April each year.
- 4.4 Applications must be submitted to the Shire Office before 4.30pm on the closing date to be eligible for consideration in the following financial year funding round. Applications will be assessed and prioritised by Council at the May Council meeting
- 4.5 Scope of assistance with grant applications and acquittals from the Manager Community Services and Community Service Team extends to providing guidance on developing engagement plans and business plans, and assistance in understanding application criteria.
- 4.6 Council will approve or reject applications at its Budget meeting in July
- 4.7 Decisions will be communicated to applicants by the second week in August
- 4.8 Applications will only be accepted by not-for-profit incorporated organisations (unless an organisation is requesting assistance in becoming incorporated or unless the organisation/group has an incorporated sponsoring body acting as a guarantor)
- 4.9 Applications must be submitted with all supporting documentation

- 4.10 Applications must not be submitted directly to Councillors
- 4.11 Late applications will not be accepted
- 4.12 Applicants must complete relevant acquittal forms before the end of March in the year in which the grant is awarded. Previous recipients who have outstanding acquittals will be ineligible for consideration until all acquittals have been submitted. Forms outlining the acquittal process will be forwarded once a grant is awarded
- 4.13 Expenditure must take place in the financial year the grant is awarded

5. Disbursement of Grants

- 5.1 Payment of grants will only be paid on receipt of a tax invoice from the applicant
- 5.2 CDF grants in excess of \$2,000.00 will be disbursed quarterly on the following dates:
 - 30 September
 - 31 December
 - 31 March
 - 30 June
- 5.3 The CEO has delegated authority to adjust the disbursement if the applicant requires payment in one instalment or earlier for financial hardship reasons
- 5.4 Grants must be expended in the financial year they were awarded
- 5.5 Council has the right to refuse payment and/or request monies be returned from an approved grant if the project has altered from the original application
- 5.6 Any monies unspent at the conclusion of the funding period must be returned to Council within 60 days of completion of the project or the end of the financial year
- 5.7 The applicant must be ABN registered

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for implementing this policy.

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

12.1 CONFIDENTIAL ITEM – TENDER RFT 03/21 COLOCATION UPGRADE STAGE 2

FILE REFERENCE:	Tenders
REPORT DATE:	15-10-2021
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	N/A
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Draft Policy 5.7 Credit and Fuel Cards- September 2021

PURPOSE OF REPORT:

Council is requested to consider the Tenders received for RFT 03/21

BACKGROUND:

Tenders were called for works to the oval side of the pavilion, upgrading the Changes room and the provision of new bowling greens adjacent to the newly constructed tennis courts.

COMMENT:

The tenders closed on Tuesday 5th October

POLICY REQUIREMENTS:

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 (as amended).

Local Government (Function and General) Regulations 1996 (as amended)

STRATEGIC IMPLICATIONS:

N/A.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known Environmental implications associated with this policy.
- **Economic**
There are no known Economic implications associated with this policy.
- **Social**
There are no known social implications associated with this policy.

FINANCIAL IMPLICATIONS:

To be provided

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED:

OFFICER RECOMMENDATION:

To be distributed

Item 13. CLOSURE