



MINUTES 24 JUNE 2015

**ORDINARY MEETING
OF COUNCIL**



INDEX

1.	DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS.....	1
2.	ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED	1
3.	PUBLIC QUESTION TIME	1
4.	ANNOUNCEMENTS FROM THE PRESIDING MEMBER.....	2
5.	PETITIONS AND PRESENTATIONS.....	2
6.	APPLICATION/S FOR LEAVE OF ABSENCE	2
7.	CONFIRMATION OF MINUTES	2
7.1	CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 27 MAY 2015	2
8.	MATTERS FOR WHICH MEETING MAY BE CLOSED	2
9.	REPORTS OF OFFICERS AND COMMITTEES.....	3
9.1	ADMINISTRATION & FINANCIAL SERVICES.....	3
9.1.1	ACCOUNTS SUBMITTED.....	3
9.1.2	FINANCIAL REPORTS	5
9.1.3	2014/15 BUDGET AMENDMENT.....	7
	PROPOSAL TO ENGAGE THE SURVEYOR AND ARCHITECT AND OTHER RELATED SERVICES FOR THE SPORTS GROUND REDEVELOPMENT PROJECT.	7
9.1.4	LONG TERM FINANCIAL PLAN 2015-2026	9
9.1.5	FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT	11
9.1.6	RISK MANAGEMENT REPORT	13
10.	QUESTIONS FROM MEMBERS WITHOUT NOTICE.....	15
11.	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	15
12.	MATTERS FOR WHICH THE MEETING MAY BE CLOSED	15
13.	CLOSURE	15

SHIRE OF WONGAN-BALLIDU
MINUTES
FOR THE ORDINARY MEETING OF COUNCIL
Held in the Council Chambers
on Wednesday 24 June 2015



DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

ATTENDANCE:

Cr Peter Macnamara	Cr Michael Godfrey
Cr David Armstrong	Cr Bradley West
Cr Tracey deGrussa	Cr Alfreda Lyon
Cr Richard Morgan	Cr Hugh Barrett-Leonard
Cr Sandra Hartley	

STAFF:

Stuart Taylor	Chief Executive Officer
David Taylor	Deputy Chief Executive Officer
Len deGrussa	Manager Building Services
Karl Mickle	Works & Services Manager
Tanya Greenwood	Manager Community Services

APOLOGIES:

Nil

PUBLIC:

Jane Liu
Tasha Abbott
Chenaye Davidson
Lucinda Ryan
Renee Atkinson

PUBLIC QUESTION TIME

The Shire President welcomed Ms Jane Liu, Mrs Tasha Abbot, Ms Chenaye Davidson, Mrs Lucinda Ryan, Ms Renee Atkinson who were in attendance representing Cubbyhouse, who then introduced themselves to Council.

Ms Liu stated that they were present to request short term financial assistance from the Shire to Cubbyhouse. Assistance of \$40,000.00 in each of the 2015/16 and 2016/17 years is requested, to prevent the centre from closing. Ms Liu's justification for this request was as follows:

In 2012 new Education and Care legislation was introduced which stipulates a minimum level of staffing in Childcare Centres, regardless of the number of children in care. Staff are expected to also be undertaking training while employed, which also affects staffing availability and can increase costs. Cubbyhouse have already increased fees from \$12.00/hr to \$20.00/hr in the previous ten years and feel a further increase would be not be viable.

Ms Liu stated that Wongan Hills is exceptionally lucky to have a childcare facility, and that if it were to close it would present a problem to the Shire. Ms Liu quoted statistics of a vision of population growth to 2020 by the year 2020. At present 50% of the local population are families with children. 16 local businesses have staff members that utilise Cubbyhouse.

REPORTS OF OFFICERS AND COMMITTEES

9.1 ADMINISTRATION & FINANCIAL SERVICES

9.1.1 ACCOUNTS SUBMITTED

FILE REFERENCE:	F1.4
REPORT DATE:	22 July 2015
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	May 2015

PURPOSE OF REPORT:

That the accounts as submitted be received.

BACKGROUND:

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

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

Lists of Accounts

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

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

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental implications associated with the proposals.

➤ **Economic**

There are no known environmental implications associated with the proposals.

9.1.2 FINANCIAL REPORTS

FILE REFERENCE:	F1.4
REPORT DATE:	22 July 2015
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	Financial Reports

PURPOSE OF REPORT:

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

BACKGROUND:

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

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

Financial activity statement report

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

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

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

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

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

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

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

COMMENT:

Refer to attachment.

9.1.3 2014/15 BUDGET AMENDMENT

PROPOSAL TO ENGAGE THE SURVEYOR AND ARCHITECT AND OTHER RELATED SERVICES FOR THE SPORTS GROUND REDEVELOPMENT PROJECT.

FILE REFERENCE:	
REPORT DATE:	18 June 2015
APPLICANT/PROPONENT:	Deputy Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	David Taylor - Deputy CEO
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To obtain Council approval for an amendment to the 2014/2015 Annual Budget to allow for the expenditure in relation to the planning for the sports co-location project.

BACKGROUND:

It is proposed to engage the surveyor and architect and other related services in order to start preliminary designs for the new sports co-location project.

COMMENT:

A transfer of \$15,000 from the sports co-location reserve is required in order to finance the expenditure of engaging an architect for the design.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

The Local Government Act 1995 requires Council to approve any budget amendments.

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

➤ Environment

There are no known environmental implication associated with this proposal.

➤ Economic

There are no known economic implications associated with this proposal.

➤ Social

There are no known social implications associated with this proposal.

9.1.4 LONG TERM FINANCIAL PLAN 2015-2026

FILE REFERENCE:	
REPORT DATE:	18 th of June 2015
APPLICANT/PROPONENT:	David Taylor - Deputy Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	David Taylor - Deputy Chief Executive Officer
ATTACHMENTS:	Long Term Financial Plan 2015-2026

PURPOSE OF REPORT:

The Long Term Financial Plan (LTFP) provides information on the Shire's financial sustainability in the context of the delivery of projects and services contained within the Corporate Business Plan.

The LTFP indicates a local government's long term financial sustainability, allows early identification of financial issues and their longer term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

BACKGROUND:

Section 5.56(1) of the Local Government Act 1995 requires local government authorities in Western Australia to Plan for the Future. To assist local government authorities in meeting their strategic planning responsibilities pursuant to this section, the Department of Local Government has developed an Integrated Planning and Reporting (IPR) Framework.

The Long Term Financial Plan (LTFP) provides information on the Shire's financial sustainability in the context of the delivery of projects and services contained within the Corporate Business Plan.

The LTFP indicates a local government's long term financial sustainability, allows early identification of financial issues and their longer term impacts, shows the linkages between specific plans and strategies, and enhances the transparency and accountability of the Council to the community.

The LTFP will enable Council to model the financial impacts of various activities, initiatives, service levels and programs as well as perform risk analysis to measure the impacts of changing assumptions such as growth, inflation, grants and subsidises, etc. The LTFP will identify whether or not those priorities are sustainable given current resourcing, and will evidence any gap between projected expenditures and projected income.

COMMENT:

The attached LTFP was developed using issues identified to the Community Strategic Plan and Corporate Business Plan, updated with information and knowledge gained since those plans were adopted.

It provides the Council and the community with a picture of the Shire's long term financial circumstances and assists us to meet our strategic outcomes and objectives.

9.1.5 FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT

FILE REFERENCE:	
REPORT DATE:	18 th June 2015
APPLICANT/PROPONENT:	David Taylor - Deputy Chief Executive Officer
OFFICER DISCLOSURE OF INTEREST	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	David Taylor - Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

The Australian Local Government Association (ALGA) has requested Council to acknowledge the importance of federal funding through the Financial Assistance Grants (FAGs) program for the continued delivery of councils services and infrastructure.

BACKGROUND:

FAGs are a vital part of the revenue base of all councils, and this year councils will receive \$2.3 billion from the Australian Government under this important program.

The Government's decision in the 2014 Federal Budget to freeze the indexation of FAGs for three years beginning in 2014-15 will unfortunately cost councils across Australia an estimated \$925 million by 2017-18.

ALGA and the state local government associations are seeking the support of Council for the advocacy to have the Federal Government reverse the decision to freeze the indexation of FAGs.

While the FAGs are paid through each state's Local Government Grants Commission, the funding originates with the Commonwealth and it is important it is recognised as such. Council and every other council in Australia have been asked to pass a resolution acknowledging the importance of the Commonwealth's Financial Assistance Grants in assisting Council to provide importance community infrastructure.

Council is also being asked to acknowledge the receipt of Financial Assistance Grants from the Commonwealth in media releases and council publications, including our annual report and to highlight to the media a council project costing a similar size to the FAGs received by Council so that the importance and impact of the grants can be more broadly appreciated.

COMMENT:

For the 2014-15 financial year the Shire of Wongan-Ballidu received a general purpose cash payment of \$1,144,182 and a road grants and special projects cash payment of \$773,879. The payments were paid quarterly and total \$1,918,061.

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

9.1.6 RISK MANAGEMENT REPORT

FILE REFERENCE:	
REPORT DATE:	18 th of June 2015
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST	NIL
PREVIOUS MEETING REFERENCES:	NIL
AUTHOR:	Stuart Taylor - Chief Executive Officer
ATTACHMENTS:	Risk Management Report

PURPOSE OF REPORT:

To report to Council on Risk Management relating to the Shire of Wongan Ballidu.

BACKGROUND:

In 2013 the State Government inserted Regulation 17 into the Local Government (Audit) Regulations 1996 the requirement for the CEO to review the local government's system and procedures risk management, internal control and legislative compliance.

COMMENT:

Internal Control Reviews are currently undertaken biannually by an independent auditor, and the compliance return is completed annually which generally covers legislative compliance.

The CEO has previously advised the Council on the requirement for the CEO to undertake a review of risk management systems and to implement procedures and control mechanisms to manage risk.

LGIS has assisted by undertaking a number of workshops with its clients in relation to the requirements of the regulations and has developed a very good framework to assist in identifying risks and the controls which provides a dashboard report that is easy to follow and recognises the risks that face this particular Shire.

The CEO is satisfied that the Shire of Wongan-Ballidu systems are effective and appropriate.

The report is attached for the Committee's information.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

17. CEO TO REVIEW CERTAIN SYSTEMS AND PROCEDURES

- (1) The CEO is to review the appropriateness and effectiveness of a local government's systems and procedures in relation to —
 - (a) risk management;
 - (b) internal control; and
 - (c) legislative compliance.

QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

Nil

MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

CLOSURE

There being no further business the President, Cr Macnamara declared the meeting closed at 3.53pm.

These minutes were confirmed at a meeting on 22 July 2015

Signed _____
President