



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 25 MARCH 2020





SHIRE OF WONGAN-BALLIDU

NOTICE OF AN ORDINARY COUNCIL MEETING

DEAR COUNCIL MEMBERS

THE NEXT ORDINARY MEETING OF THE SHIRE OF WONGAN-BALLIDU WILL BE HELD ON WEDNESDAY, 25 MARCH 2020, AT THE COUNCIL CHAMBERS, CNR ELPHIN CRESCENT & QUINLAN STREET, WONGAN Hills, commencing at 3.00pm.

PRIOR TO THE MEETING, COUNCILLOR ELECT, ANDREW TUNSTILL, WILL BE SWORN IN BY MR DAVID HOOD, JP. THEN MR STEVE MASON, CEO OF ICMI/CMC WILL GIVE A PRESENTATION TO COUNCIL.

STUART TAYLOR
CHIEF EXECUTIVE OFFICER

DISCLAIMER

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

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SWEARING IN CEREMONY – COUNCILLOR ELECT

The Councillor Elect, Mr Andrew Tunstill, will be sworn in at 3:00pm.

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Mr Steve Mason, CEO, ICMI/CMC, will provide an overview of the progress and proposed future directions of ICM.

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

Cr Mandy Stephenson is an apology.

3. PUBLIC QUESTION TIME

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

5. PETITIONS AND PRESENTATIONS

6. APPLICATION/S FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 26 FEBRUARY 2020:

OFFICER RECOMMENDATION:

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 26 FEBRUARY 2020 BE CONFIRMED AS A TRUE AND CORRECT RECORD OF THE PROCEEDINGS.

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

9.1.1 DELEGATED AUTHORITY REGISTER REVIEW

FILE REFERENCE:	A2.22 Local Government Act & Regulations
REPORT DATE:	17 February 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	9.1.1a Local Government Operational Guidelines – Delegations

PURPOSE OF REPORT:

To review and adopt the annual list of delegations.

BACKGROUND:

Under the *Local Government Act 1995* Council can delegate some of its functions to its committees or the Chief Executive Officer. The Chief Executive Officer may also delegate to other employees. These delegations are required to be reviewed once each financial year.

COMMENT:

The Chief Executive Officer has reviewed the delegations in accordance with the Local Government Operational Guidelines – Delegations.

The Delegations previously provided by Council to the Chief Executive Officer are as below:

FINANCE & ADMINISTRATION

DELEGATED AUTHORITY 01

DELEGATION: PAYMENTS FROM MUNICIPAL AND TRUST FUNDS
 SECTION/ACT: *Local Government Act 1995*, Section 6.7, 6.9 and 6.10
 DELEGATION: That Council delegate authority to the Chief Executive Officer to authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.

A listing of all payments made is to be presented to the next ordinary meeting of Council.

DELEGATED AUTHORITY 02

DELEGATION: DONATIONS
 SECTION/ACT: *Local Government Act 1995*, Section 5.42
 DELEGATION: That Council delegate authority to the Chief Executive Officer to grant requests for donations from Local Community Groups/Organizations, towards community-based activities, up to an amount of \$500 per donation subject to the relevant budget allocation.

DELEGATED AUTHORITY 03

DELEGATION: WRITING OFF DEBTS
 SECTION/ACT: *Local Government Act 1995*, Section 6.12(c)

- DELEGATION:
1. Council delegates to the Chief Executive Office authority to write off debts wherein the individual debt is not more than \$500. In exercising this authority, the Chief Executive Officer is to take into consideration Council Policy and the prospects of recovering the debt.
 2. Council delegates to the Chief Executive Office authority and power to write off any amount of money less than \$500, owed to the Shire of Wongan-Ballidu that in his opinion are a bad debt.
 3. Council delegates to the Chief Executive Office authority to write off amounts raised in error on all debtor and rate accounts.

DELEGATED AUTHORITY 04

DELEGATION: AUTHORISED PERSONS

SECTION/ACT: Section 9.10(1) of the *Local Government Act 1995*, *Bush Fires Act 1954* and the *Control of Vehicles (Off Road Areas) Act 1978*

DELEGATION: That the Ranger be appointed as an Authorised Officer under the *Control of Vehicles (Off-road Areas) Act 1978*

Council delegates authority to the Chief Executive Officer under section 59(3) of the *Bush Fires Act 1954* to institute and carry out proceedings for offences against the *Bush Fires Act 1954*

Council delegates authority to the Ranger under section 59(3) of the *Bushfires Act 1954* to issue infringements under section 59a of the *Bushfires Act 1954*.

DELEGATED AUTHORITY 05

DELEGATION: APPOINTMENT OF AUTHORISED PERSONS

SECTION/ACT: *Local Government Act 1995*, Section 9.10

DELEGATION: Council delegates to the Chief Executive Office authority to appoint persons to exercise the powers of a Local Government under subdivisions 2, 3 and 4 of Division 3 of Part 3 and subdivisions 1 and 2 of Division 2, Part 9 of the *Local Government Act 1995*.

A person who is authorised to give infringement notices under Section 9.16 is not to be made an authorised person for the purposes of Section 9.17, 9.19 or 9.20. In this event the Chief Executive Officer is not an authorised person under Section 9.16 of the *Local Government Act*.

DELEGATED AUTHORITY 06

DELEGATION: ENFORCEMENT AND LEGAL PROCEEDINGS

SECTION/ACT: *Local Government Act 1995*, Section 3.39, 9.10, 5.42 and *Litter Act 1979* Section 31 (2b)

DELEGATION: Council delegates to the Chief Executive Office authority to appoint persons or classes of persons to be authorised for the purposes of performing particular functions for the enforcement of provision of the various Acts and instigate legal proceedings accordingly.

DELEGATED AUTHORITY 07

DELEGATION: WITHDRAWAL OF INFRINGEMENT NOTICES

SECTION/ACT: *Local Government Act 1995*, Section 9.20

DELEGATION: Council delegates to the Chief Executive Office authority to withdraw infringement notices issued under the *Local Government Act 1995*, *Dog Act 1976*, *Councils Local Laws* and the *Bushfire Act 1954*.

DELEGATED AUTHORITY 08

DELEGATION: AUTHORISED OFFICERS – LITTER ACT 1979

SECTION/ACT: *Litter Act 1979*, Section 26 (1) (c)

DELEGATION: Council delegates to the Chief Executive Office authority to appoint "Authorised Officers" as detailed in the *Litter Act 1979*.

DELEGATED AUTHORITY 09

DELEGATION: IMPOUNDING OF GOODS

SECTION/ACT: *Local Government Act 1995*, Section 3.39

DELEGATION: Council delegates to the Chief Executive Office authority to remove and impound any goods that are involved in a contravention that can lead to impounding.

DELEGATED AUTHORITY 10

DELEGATION: DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS

SECTION/ACT: *Local Government Act 1995*, Section 3.47

DELEGATION: Council delegates to the Chief Executive Office authority to dispose of any goods that have been impounded.

DELEGATED AUTHORITY 11

DELEGATION: VARIATION OF PROHIBITED BURNING TIMES, RESTRICTED BURNING TIMES AND/OR PRESCRIBED CONDITIONS

SECTION/ACT: *Bush Fires Act 1954*, Section 17(10) and Section 18 (5)

OFFICER(S) UPON WHOM DELEGATION CONFERRED:

Shire President, Chief Bush Fire Control Officer (jointly)

DELEGATION: To vary the prohibited burning times, restricted burning times and/or prescribed conditions.

DELEGATED AUTHORITY 12

DELEGATION: EXECUTION AND AFFIXING OF COMMON SEAL TO DOCUMENTS

SECTION/ACT: *Local Government Act 1995* – Section 9.49A(3)

DELEGATION: Notwithstanding the provisions of Section 9.49 of the Local Government Act, Council delegates to the Chief Executive Office authority to affix the Common Seal to documents to be executed by the Shire where such documents are consistent and in accord with a resolution of Council, Council Policy G 48 or a delegated power.

DELEGATED AUTHORITY 13

DELEGATION: STAFF PAYMENTS OF GRATUITIES TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD

SECTION/ACT: *Local Government Act 1995* – sections 5.42 and 5.50

DELEGATION: Council delegates the Chief Executive Officer authority to implement in accordance with Councils policy relating to gratuities to officers and employees who are retiring in accordance with Councils Policy.
Conditions: Subject to Budget provision.

DELEGATED AUTHORITY 14

DELEGATION: DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT

SECTION/ACT: *Local Government Act 1995* – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General) Regulations 1995

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to dispose of surplus furniture with a market value of less than \$20,000.

DELEGATED AUTHORITY 15

DELEGATION: CORPORATE CREDIT CARD

SECTION/ACT: *Local Government Act 1995*, Section 5.42, Section 5.44 and Section 6.5 and Regulation 11 of the Local Government (Financial Management) Regulations 1996. Sections 53 and 55 of the *Financial Administration and Audit Act 1985*.

DELEGATION: Council delegates to the Chief Executive Office authority to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.

DELEGATION AUTHORITY 16

DELEGATION: TENDERS

SECTION/ACT: *Local Government Act 1995*, Section 3.57 and Section 5.8

DELEGATION: Council delegates to the Chief Executive Office authority to accept tenders up to \$100,000 and not exceeding budget allocation.

DELEGATED AUTHORITY 17

DELEGATION: *DOG ACT 1976*

SECTION/ACT: *Dog Act 1976*, Section 10 (AA)

DELEGATION: Council delegates to the Chief Executive Office authority under section 10(AA) of the Dog Act 1976 to exercise any power or duty of the Local Government under any other provision of this Act.

DELEGATED AUTHORITY 18

DELEGATION: *CAT ACT 2011*

SECTION/ACT: *Cat Act 2011* Section 44

DELEGATION: The Chief Executive Officer is authorised under Section 44 of the Cat Act 2011 to exercise any power or duty of the local government under any other provision of this Act.

WORKS AND SERVICES

DELEGATED AUTHORITY 19

DELEGATION: TEMPORARY ROAD CLOSURES

SECTION/ACT: *Local Government Act 1995*, Section 3.50A, 3.50[1], 3.50[1a], 3.50[4].3.50[6] and 3.50[8] and Road Traffic (Events on Roads) Regulations 1991

DELEGATION:

1. Council delegates to the Chief Executive Office authority to temporarily close thoroughfares to vehicles.
2. Council delegates to the Chief Executive Office authority to determine applications for the temporary closure of roads for the purpose of conducting events.

DELEGATED AUTHORITY 20

DELEGATION: PAYMENT OF CROSSOVER CONTRIBUTION

SECTION/ACT: *Local Government Act 1995* – Section 5.42

DELEGATION: Council delegates to the Chief Executive Office authority to pay Councils contribution to the construction of a crossover in accordance with Council's Policy - Vehicle Crossovers.

DELEGATED AUTHORITY 21

DELEGATION: PRIVATE WORKS ON, OVER, OR UNDER PUBLIC PLACES

SECTION/ACT: *Local Government Act 1995* – Sections 9.1

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to grant permission to construct anything on, over, or under a public thoroughfare or public place that is Local Government property and impose conditions in respect to the permission.
Conditions: Refer to Local Government (Uniform Local Provisions) Regulation 17.

DELEGATED AUTHORITY 22

DELEGATION: STREET VERGE TREATMENTS – INDIVIDUAL PROPERTIES

SECTION/ACT: *Local Government Act 1995* – Sections

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to authorise the installation of soft landscaping and/or hard paving within a road reserve.

DELEGATED AUTHORITY 23

DELEGATION: SEED COLLECTION – WILDFLOWER PICKING

SECTION/ACT: *Local Government Act 1995 – Sections*

DELEGATION: Council delegates to the Chief Executive Office authority to grant approval to pick wildflowers on Council controlled reserves; and approval to collect seeds on Council controlled reserves.

Conditions: All applications to be in writing; preference given to local land care groups/businesses.

HEALTH, BUILDING & PLANNING

DELEGATED AUTHORITY 24

DELEGATION: DEMOLITION LICENCES

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Section 374A*

DELEGATION: Council delegates to the Chief Executive Office authority to issue demolition licences.

DELEGATED AUTHORITY 25

DELEGATION: BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Section 401*

DELEGATION: Council delegates to the Chief Executive Office authority to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

DELEGATED AUTHORITY 26

DELEGATION: BUILDINGS – UNLAWFUL WORKS

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Section 401A*

DELEGATION: Council delegates to the Chief Executive Office authority to direct a survey of a building to be considered to be in a dangerous state and to issue a notice, requiring the owner or occupier to take it down, secure or repair it, as the case requires, if the survey confirms a building to be in a dangerous state.

DELEGATED AUTHORITY 27

DELEGATION: BUILDINGS – DANGEROUS

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960, Sections 403, 404*

DELEGATION: Council delegates to the Chief Executive Office authority to direct a survey of a building that is considered to be in a dangerous state.

If the Building Surveyor, or other competent person, certifies that the building is in a dangerous state, to cause the building to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause a written notice to be served on the owner or occupier of the building requiring him/her forthwith to take it down, secure, or repair it as the case requires.

DELEGATED AUTHORITY 28

DELEGATION: PRIVATE SWIMMING POOL INSPECTIONS

SECTION/ACT: *Local Government Act 1995, Sections 5.42 & 5.44 and Schedule 9.2(3) and Section 2, Section 245A (5), (6) and (7) of the Local Government (Miscellaneous Provisions) Act 1960*

DELEGATION: Council delegates to the Chief Executive Office authority to appoint officer(s) of the Council as “Authorised Officers” as required in Section 245A (5), (6) & (7) of the Local Government (Miscellaneous Provisions) Act 1960 for the purposes of inspecting and enforcing private swimming pool local laws or regulations. The delegate(s) has the authority to deal with such matters relevant to this declaration.

DELEGATED AUTHORITY 29

DELEGATION: BUILDING LICENCES

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960* Section 374

DELEGATION: Council delegates to the Chief Executive Office authority to approve plans submitted and issue building licences.

CONDITIONS: A summary of building licenses issued to be submitted to Council monthly.

DELEGATED AUTHORITY 30

DELEGATION: SALE AND/OR CONSUMPTION OF LIQUOR – COUNCIL PROPERTY

SECTION/ACT: Not Applicable

DELEGATION: Council delegates to the Chief Executive Office authority to approve applications for the sale of liquor and/or the consumption of liquor on property under the care, control and management of Council.

DELEGATED AUTHORITY 31

DELEGATION: TOWN PLANNING FUNCTIONS

SECTION/ACT: Clause 8.7.1 of the Shire of Wongan-Ballidu Town Planning Scheme No. 4

DELEGATION: That Council delegates authority to the Chief Executive Officer in accordance with respect of the Town Planning Functions of the Shire as detailed below;

- (a) Determination of applications for development approval, including applications involving:
 - (i) the variation of Scheme provisions, Planning Policy or provisions of the Residential Design Codes; or
 - (ii) the exercise of discretion under the Scheme, Planning Policy or the Residential Design Codes;
- (b) Refusal of all development applications where the proposed use is not permitted by the Scheme or where the development does not comply with the non-discretionary provisions of the Residential Design Codes or any mandatory statutory requirement or adopted Council policy;
- (c) Grant an extension of development approval for up to two (2) years;
- (d) Granting variations to relevant Planning Policies and provisions of the Residential Design Codes on Building License applications;
- (e) Determination of applications for development approval for buildings on land Zoned Rural Residential, including Dwellings, Sheds, Carports and other similar buildings, but excluding Transportable Buildings.
- (f) Deletion or modification of conditions of approval, whether imposed under delegated authority or not;
- (g) Making recommendations to the WA Planning Commission on:
 - i. applications for subdivision or amalgamation of land;
 - ii. minor variations to approved subdivisions;
 - iii. clearance of conditions of subdivision approval;
- (h) Determination of Applications for the relocation of Building Envelopes;
- (i) Provision of written and verbal responses to planning appeals, mediated settlements resulting from appeals and WA Planning Commission requests for reconsideration;
- (j) Taking all necessary action against owners or occupiers of properties to cease illegal uses or comply with conditions of Development Approval, including pursuing prosecution through Council's Solicitors; and
- (k) Formation of any opinion and consideration of any matter in the exercise of these delegated powers that would be required of Council under the Scheme, including, but not limited to, sufficient information required for the processing of applications, referral and advertising of applications, and interpretation of Scheme provisions, relevant Planning Policies and provisions of the Residential Design Codes.

Limits to delegated powers

With the exception of delegated power 1(b) above, all applications will be submitted to a meeting of Council for determination in the following circumstances:

- (a) Where the delegated decision would be contrary to the intent of a previous decision made at a Council meeting, or any law or regulation;
- (b) Where written objection is received to the proposal from any statutory agency;
- (c) Where the proposal is inconsistent with the intent of the Town Planning Scheme, relevant Policies, Residential Design Codes, or any Outline Development Plan or Local Planning Strategy adopted by Council;
- (d) Where notification has been given to adjoining and nearby owners or the general public for comment in accordance with the Town Planning Scheme or any Policy and written objections have been received within the time specified, unless in the opinion of the Chief Executive Officer:
 - (i) the proposal is for exercise of discretion under the R-Codes and is consistent with the intent of the Town Planning Scheme, Residential Design Codes and any relevant Policy; and
 - (ii) the objections can be overcome by imposing a condition(s) on the development approval, or modifying the design of the development; or
 - (iii) the objection does not relate to valid planning and development issues associated with the proposal.
- (e) Where, in the opinion of the Chief Executive Officer:
 - (i) Any of the requirements of this policy are not satisfied; or
 - (ii) There is insufficient certainty as to whether the application complies with the intent of the Scheme, Residential Design Codes or any relevant Council Policy; or
 - (iii) It would be in the public interest or consistent with the principles of administrative accountability for Council to determine the application; or
 - (iv) The decision involves a matter of principle which, in the opinion of the Chief Executive Officer, should be made by the Council; or
 - (v) A condition recommended by a statutory agency is unnecessary or impractical, or unreasonable to be enforced by the Shire.

Reporting of Use of Delegation

All instances of the use of this delegation are to be reported to the Council in the monthly Information Bulletin.

DELEGATED AUTHORITY 32

DELEGATION: MANAGEMENT/AGREEMENT OR LEASE FOR COUNCIL OWNED BUILDINGS, FACILITIES AND RESERVES

SECTION/ACT: *Local Government Act 1995*

DELEGATION: Council delegates to the Chief Executive Office authority to enter into a management agreement or lease for the use of Council owned buildings, facilities and reserves.

DELEGATED AUTHORITY 33

DELEGATION: RESERVES UNDER CONTROL OF A LOCAL GOVERNMENT

SECTION/ACT: *Local Government Act 1995 – Sections*

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to control and manage land that is vested or placed under the control and management of the Local Government.

DELEGATED AUTHORITY 34

DELEGATION: USE APPROVAL OF COUNCIL CONTROLLED BUILDINGS

SECTION/ACT: *Local Government Act 1995 – Sections*

DELEGATION: Council delegates to the Chief Executive Officer authority to approve functions and the 'use' of Council buildings, facilities and reserves.

Conditions: All applications to be received in writing. All approval/rejections to be in writing.

DELEGATED AUTHORITY 35

DELEGATION: SUBDIVISION CLEARANCE

SECTION/ACT: *Local Government Act 1995* – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4

DELEGATION: Council delegates to the Chief Executive Office authority to clear conditions on WAPC subdivision/amalgamation approvals in accordance with any relevant Council Policy, Specification, and Town Planning Scheme No 4, or other relevant Act or Regulation.

Conditions: the payment of bond in lieu or completion of works in order to clear a condition of subdivision.

DELEGATED AUTHORITY 36

DELEGATION: SALE OF SHIELDS CRESCENT

SECTION/ACT: *Local Government Act 1995* – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4

DELEGATION: Council delegates to the Chief Executive Officer:

1. Authority for the sale of Shire developed lots on Shields Crescent, Wongan Hills; and
2. To review submissions received in accordance with Section 3.58(3) of the *Local Government Act*; and
3. Declare that the valuation carried out more than 6 months before the proposed disposition to be a true indication of the value at the time of this proposed disposition.

DELEGATED AUTHORITY 37

DELEGATION: HEALTH ACT

SECTION/ACT: *Local Government Act 1995* – Sections 5.42, *Health Act 1911* – Section 26

DELEGATION: That Council delegate to the Chief Executive Officer the Functions and Powers of the *Health Act 1911* as provided by Section 26 of the *Health Act 1911*.

DELEGATED AUTHORITY 38

DELEGATION: DISPOSAL OF:

- a) Lot 1 Jensen Street, Wongan Hills
- b) Lot 8 Ninghan Road, Wongan Hills
- c) 2 Elphin Crescent, Wongan Hills

SECTION/ACT: *Local Government Act 1995* – Sections 5.42, 3.58 (3) Disposing of Property

DELEGATION: Council delegates to the Chief Executive Officer

1. Authority for the disposal of the above lots; and
2. To review submissions received in accordance with Section 3.58(3) of the *Local Government Act*; and
3. Declare that the valuation carried out more than 6 months before the proposed disposition to be a true indication of the value at the time of this proposed disposition.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Under the *Local Government Act 1995* Section 5.42 Council may delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the *Local Government Act 1995* subject to limitations imposed by Section 5.43.

The Chief Executive Officer may delegate to any employee of the Council under the *Local Government Act 1995* Section 5.44.

Under the *Local Government Act 1995* Section 5.16 Council may delegate to a committee any of its powers and duties subject to limitations imposed under Section 5.17.

The *Local Government Act 1995* Section 5.103.

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

That Council delegate the following powers and authorities to the Chief Executive Officer:-

FINANCE & ADMINISTRATION

DELEGATED AUTHORITY 01

DELEGATION: PAYMENTS FROM MUNICIPAL AND TRUST FUNDS

SECTION/ACT: *Local Government Act 1995*, Section 6.7, 6.9 and 6.10

DELEGATION: That Council delegate authority to the Chief Executive Officer to authorise and make payments from the Municipal and Trust Funds manually and electronically, including transferring funds to and from the Reserve accounts as allowed for in the budget as per the following.

A listing of all payments made is to be presented to the next ordinary meeting of Council.

DELEGATED AUTHORITY 03

DELEGATION: WRITING OFF DEBTS

SECTION/ACT: *Local Government Act 1995*, Section 6.12(c)

DELEGATION: Council delegates to the Chief Executive Office authority to write off amounts raised in error on all debtor and rate accounts.

DELEGATED AUTHORITY 04

DELEGATION: **AUTHORISED PERSONS**

SECTION/ACT: *Local Government Act 1995, Section 9.10(1), Bush Fires Act 1954 and the Control of Vehicles (Off Road Areas) Act 1978*

DELEGATION: That the Ranger be appointed as an Authorised Officer under the *Control of Vehicles (Off-road Areas) Act 1978*
Council delegates authority to the Chief Executive Officer under section 59(3) of the *Bush Fires Act 1954* to institute and carry out proceedings for offences against the *Bush Fires Act 1954*.
Council delegates authority to the Ranger under section 59(3) of the *Bush Fires Act 1954* to issue infringements under section 59a of the *Bushfires Act 1954*.

DELEGATED AUTHORITY 05

DELEGATION: **APPOINTMENT OF AUTHORISED PERSONS**

SECTION/ACT: *Local Government Act 1995, Section 9.10*

DELEGATION: Council delegates to the Chief Executive Office authority to appoint persons to exercise the powers of a Local Government under subdivisions 2, 3 and 4 of Division 3 of Part 3 and subdivisions 1 and 2 of Division 2, Part 9 of the *Local Government Act 1995*.

A person who is authorised to give infringement notices under Section 9.16 is not to be made an authorised person for the purposes of Section 9.17, 9.19 or 9.20. In this event the Chief Executive Officer is not an authorised person under Section 9.16 of the *Local Government Act*.

DELEGATED AUTHORITY 06

DELEGATION: **ENFORCEMENT AND LEGAL PROCEEDINGS**

SECTION/ACT: *Local Government Act 1995, Section 3.39, 9.10, 5.42 and Litter Act 1979 Section 31 (2b)*

DELEGATION: Council delegates to the Chief Executive Office authority to appoint persons or classes of persons to be authorised for the purposes of performing particular functions for the enforcement of provision of the various Acts and instigate legal proceedings accordingly.

DELEGATED AUTHORITY 07

DELEGATION: **WITHDRAWAL OF INFRINGEMENT NOTICES**

SECTION/ACT: *Local Government Act 1995, Section 9.20*

DELEGATION: Council delegates to the Chief Executive Office authority to withdraw infringement notices issued under the *Local Government Act 1995*, *Dog Act 1976*, *Councils Local Laws* and the *Bushfire Act 1954*.

DELEGATED AUTHORITY 08

DELEGATION: **AUTHORISED OFFICERS – LITTER ACT 1979**

SECTION/ACT: *Litter Act 1979, Section 26 (1) (c)*

DELEGATION: Council delegates to the Chief Executive Office authority to appoint "Authorised Officers" as detailed in the *Litter Act 1979*.

DELEGATED AUTHORITY 09

DELEGATION: **IMPOUNDING OF GOODS**

SECTION/ACT: *Local Government Act 1995, Section 3.39*

DELEGATION: Council delegates to the Chief Executive Office authority to remove and impound any goods that are involved in a contravention that can lead to impounding.

DELEGATED AUTHORITY 10

DELEGATION: **DISPOSING OF CONFISCATED OR UNCOLLECTED GOODS**

SECTION/ACT: Local Government Act 1995, Section 3.47

DELEGATION: Council delegates to the Chief Executive Office authority to dispose of any goods that have been impounded.

DELEGATED AUTHORITY 11

DELEGATION: **VARIATION OF PROHIBITED BURNING TIMES, RESTRICTED BURNING TIMES AND/OR PRESCRIBED CONDITIONS**

SECTION/ACT: *Bush Fires Act 1954*, Section 17(10) and Section 18 (5)

OFFICER(S) UPON WHOM DELEGATION CONFERRED:

Shire President, Chief Bush Fire Control Officer (jointly)

DELEGATION: To vary the prohibited burning times, restricted burning times and/or prescribed conditions.

DELEGATED AUTHORITY 12

DELEGATION: **EXECUTION AND AFFIXING OF COMMON SEAL TO DOCUMENTS**

SECTION/ACT: *Local Government Act 1995* – Section 9.49A(3)

DELEGATION: Notwithstanding the provisions of Section 9.49 of the Local Government Act, Council delegates to the Chief Executive Office authority to affix the Common Seal to documents to be executed by the Shire where such documents are consistent and in accord with a resolution of Council, Council Policy G 48 or a delegated power.

DELEGATED AUTHORITY 13

DELEGATION: **STAFF PAYMENTS OF GRATUITIES TO EMPLOYEES IN ADDITION TO CONTRACT OR AWARD**

SECTION/ACT: *Local Government Act 1995* – sections 5.42 and 5.50

DELEGATION: Council delegates the Chief Executive Officer authority to implement in accordance with Councils policy relating to gratuities to officers and employees who are retiring in accordance with Councils Policy. Conditions: Subject to Budget provision.

DELEGATED AUTHORITY 14

DELEGATION: **DISPOSAL OF SURPLUS FURNITURE & EQUIPMENT**

SECTION/ACT: *Local Government Act 1995* – Sections 3.58, 5.42 and 5.43 and Local Government (Functions and General) Regulations 1996.

DELEGATION: Council delegates its authority and power to the Chief Executive Officer to dispose of surplus furniture with a market value of less than \$20,000.

DELEGATED AUTHORITY 15

DELEGATION: **CORPORATE CREDIT CARD**

SECTION/ACT: *Local Government Act 1995*, Section 5.42, Section 5.44 and Section 6.5 and Regulation 11 of the Local Government (Financial Management) Regulations 1996. Sections 53 and 55 of the Financial Administration and Audit Act 1985.

DELEGATION: Council delegates to the Chief Executive Office authority to make payments via corporate credit card in accordance with Councils Policy – Fuel and Credit Cards.

WORKS AND SERVICES

DELEGATED AUTHORITY 19

DELEGATION: TEMPORARY ROAD CLOSURES

SECTION/ACT: *Local Government Act 1995*, Section 3.50A, 3.50[1], 3.50[1a], 3.50[4].3.50[6] and 3.50[8] and Road Traffic (Events on Roads) Regulations 1991

DELEGATION: 1. Council delegates to the Chief Executive Office authority to temporarily close thoroughfares to vehicles.
2. Council delegates to the Chief Executive Office authority to determine applications for the temporary closure of roads for the purpose of conducting events.

DELEGATED AUTHORITY 20

DELEGATION: PAYMENT OF CROSSOVER CONTRIBUTION

SECTION/ACT: *Local Government Act 1995* – Section 5.42

DELEGATION: Council delegates to the Chief Executive Office authority to pay Councils contribution to the construction of a crossover in accordance with Council's Policy - Vehicle Crossovers.

DELEGATED AUTHORITY 23

DELEGATION: SEED COLLECTION – WILDFLOWER PICKING

SECTION/ACT: *Local Government Act 1995* – Sections

DELEGATION: Council delegates to the Chief Executive Office authority to grant approval to pick wildflowers on Council controlled reserves; and approval to collect seeds on Council controlled reserves.

Delegation conditions: All applications to be in writing; preference given to local land care groups/businesses.

HEALTH, BUILDING & PLANNING

DELEGATED AUTHORITY 24

DELEGATION: DEMOLITION LICENCES

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960*, Section 374A

DELEGATION: Council delegates to the Chief Executive Office authority to issue demolition licences.

DELEGATED AUTHORITY 25

DELEGATION: BUILDINGS – ISSUING NOTICES REQUIRING ALTERATIONS

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960*, Section 401

DELEGATION: Council delegates to the Chief Executive Office authority to issue a Notice requiring alterations where a breach of building requirements is considered sufficient to warrant the issue of a Notice.

DELEGATED AUTHORITY 26

DELEGATION: BUILDINGS – UNLAWFUL WORKS

SECTION/ACT: *Local Government (Miscellaneous Provisions) Act 1960*, Section 401A

DELEGATION: Council delegates to the Chief Executive Office authority to direct a survey of a building to be considered to be in a dangerous state and to issue a notice, requiring the owner or occupier to take it down, secure or repair it, as the case requires, if the survey confirms a building to be in a dangerous state.

DELEGATED AUTHORITY 27

DELEGATION: BUILDINGS – DANGEROUS

SECTION/ACT:	<i>Local Government (Miscellaneous Provisions) Act 1960, Sections 403, 404</i>
DELEGATION:	Council delegates to the Chief Executive Office authority to direct a survey of a building that is considered to be in a dangerous state.
	If the Building Surveyor, or other competent person, certifies that the building is in a dangerous state, to cause the building to be shored up or otherwise secured and a proper hoarding or fence to be put up for the protection of the public from danger, and shall cause a written notice to be served on the owner or occupier of the building requiring him/her forthwith to take it down, secure, or repair it as the case requires.
DELEGATED AUTHORITY 28	
DELEGATION:	PRIVATE SWIMMING POOL INSPECTIONS
SECTION/ACT:	<i>Local Government Act 1995, Sections 5.42 & 5.44 and Schedule 9.2(3) and Section 2, Section 245A (5). (6) and (7) of the Local Government (Miscellaneous Provisions) Act 1960</i>
DELEGATION:	Council delegates to the Chief Executive Office authority to appoint officer(s) of the Council as “Authorised Officers” as required in Section 245A (5), (6) & (7) of the <i>Local Government (Miscellaneous Provisions) Act 1960</i> for the purposes of inspecting and enforcing private swimming pool local laws or regulations. The delegate(s) has the authority to deal with such matters relevant to this declaration.
DELEGATED AUTHORITY 29	
DELEGATION:	BUILDING LICENCES
SECTION/ACT:	<i>Local Government (Miscellaneous Provisions) Act 1960, Section 374</i>
DELEGATION:	Council delegates to the Chief Executive Office authority to approve plans submitted and issue building licences.
CONDITIONS:	A summary of building licenses issued to be submitted to Council monthly.
DELEGATED AUTHORITY 30	
DELEGATION:	SALE AND/OR CONSUMPTION OF LIQUOR – COUNCIL PROPERTY
SECTION/ACT:	Not Applicable
DELEGATION:	Council delegates to the Chief Executive Office authority to approve applications for the sale of liquor and/or the consumption of liquor on property under the care, control and management of Council.
DELEGATED AUTHORITY 35	
DELEGATION:	SUBDIVISION CLEARANCE
SECTION/ACT:	<i>Local Government Act 1995 – Sections 5.42, Planning & Development Act 2005, Town Planning Scheme No 4</i>
DELEGATION:	Council delegates to the Chief Executive Office authority to clear conditions on WAPC subdivision/amalgamation approvals in accordance with any relevant Council Policy, Specification, and Town Planning Scheme No 4, or other relevant Act or Regulation.
CONDITIONS:	The payment of bond in lieu or completion of works in order to clear a condition of subdivision.

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR FEBRUARY 2020

FILE REFERENCE:	F1.4
REPORT DATE:	20 March 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	9.2.1a February 2020

PURPOSE OF REPORT:

That the accounts as submitted be received.

BACKGROUND:

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

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

Lists of Accounts

Section 6.10 of the *Local Government Act* 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 29 February 2020 totalling \$841,110.59 having been checked and certified in accordance with the requirements of the Financial Management Regulations 12 be received, as shown on the summary of accounts paid schedule and the payroll EFT batches.

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST FEBRUARY 2020 TO 29TH FEBRUARY 2020

Chq/EFT	Date	Name	Description	Amount
EFT19374	07/02/2020	LANDGATE	Rates administration	-3449.60
EFT19375	07/02/2020	CJD EQUIPMENT PTY LTD	Supply oil filter, belts, safety filter, fuel filter for Loader PLDR8	-948.43
EFT19376	07/02/2020	JASON SIGNMAKERS	Sign Order for Dowerin Kalannie Road	-578.71
EFT19377	07/02/2020	LANDMARK OPERATIONS		-954.71
	28/01/2020	LANDMARK OPERATIONS	Supply 3 x 20L Eco wet for Wongan Hills Ovals, Supply 1 x 25kg Mancozeb for Wongan Hills Ovals	795.43
	29/01/2020	LANDMARK OPERATIONS	Supply stainless steel bowl for dog pound	159.28
EFT19378	07/02/2020	STAR TRACK EXPRESS PTY LTD	Freight charges ex Forrestfield Mowers for Sundry Plant PSP1	-55.00
EFT19379	07/02/2020	OFFICEWORKS BUSINESS DIRECT	Stationery supplies for CRC Administration	-383.30
EFT19380	07/02/2020	WALLIS COMPUTER SOLUTIONS	Cisco 10 Port POE Switch for CRC	-912.56
EFT19381	07/02/2020	WESTRAC EQUIPMENT PTY LTD		-1479.04
	22/01/2020	WESTRAC EQUIPMENT PTY LTD	supply belts, fuel & oil filters for Roller PROL13 & Grader PG16	470.11
	29/01/2020	WESTRAC EQUIPMENT PTY LTD	Warranty repair engine oil leak for Grader PG17	1008.93
EFT19382	07/02/2020	T A MATTHEWS ELECTRICAL SERVICES		-3245.00
	31/01/2020	T A MATTHEWS ELECTRICAL SERVICES	Replace and install 2 x hot water pumps - Medical Centre	1243.00
	31/01/2020	T A MATTHEWS ELECTRICAL SERVICES	Replace motion sensor for ladies foyer at Medical Centre, Replace motion sensor for men's toilets at Railway	209.00
	31/01/2020	T A MATTHEWS ELECTRICAL SERVICES	Replacement exhaust fan - Medical Centre server room	297.00
	31/01/2020	T A MATTHEWS ELECTRICAL SERVICES	Replace power point to weather proof , and replace faulty red at Swimming Complex Switchboard	308.00
	31/01/2020	T A MATTHEWS ELECTRICAL SERVICES	INSURANCE CLAIM , Replace damage lights in Park , Repair cages on lights , Spray paint, reconnect to circuit & check operation	797.50
	05/02/2020	T A MATTHEWS ELECTRICAL SERVICES	Inspect air conditioner not working, replace faulty RCD - 2B Patterson	214.50
	05/02/2020	T A MATTHEWS ELECTRICAL SERVICES	Repair air conditioner float - 27A Quinlan Street Wongan Hills	176.00
EFT19383	07/02/2020	IT VISION AUSTRALIA PTY LTD	Altus Enterprise Procurement Management, Annual Subscription fee 01/01/2020 to 30/06/2020	-1292.50
EFT19385	07/02/2020	H RENK & SONS	Gravel purchase for Ballidu-Bindi Bindi Road shoulder works	-672.00
EFT19386	07/02/2020	WONGAN HILLS HARDWARE		-1556.78
	16/01/2020	WONGAN HILLS HARDWARE	Supply mop bucket for depot office	52.25
	30/01/2020	WONGAN HILLS HARDWARE	Supply various parts for Wandoo Crescent D0104	605.09
	31/01/2020	WONGAN HILLS HARDWARE	Works account for January 2020	899.44
EFT19387	07/02/2020	TOLL IPEC PTY LTD		-44.66
	19/01/2020	TOLL IPEC PTY LTD	Freight charges ex Hoist Sales for PTRL13	33.88
	26/01/2020	TOLL IPEC PTY LTD	Freight charges ex CRC Depart of Transport to Innaloo	10.78
EFT19388	07/02/2020	SIGMA CHEMICALS	Delivery from Sigma to Overlander Perth for Swimming Pool	-37.40
EFT19389	07/02/2020	BALLIDU TRADING POST - CLEANING ACCOUNT	Cleaning at various locations in Ballidu	-935.00
EFT19390	07/02/2020	LGIS RISK MANAGEMENT	1 x large and 2 x small Safety Information Boards (recoverable)	-1526.80
EFT19391	07/02/2020	DUN DIRECT PTY LTD	Supply of fuel for January 2020	-18556.28
EFT19392	07/02/2020	COERCO	Supply 1,000 litre single axle fire fighting trailer unit	-12964.60
EFT19393	07/02/2020	GREAT SOUTHERN FUEL SUPPLIES	Supply of fuel for January 2020	-14917.82
EFT19394	07/02/2020	HDJ CONTRACTING	Cleaning of the CRC and Allied Health side of Medical Centre from Mon 13/01/20 to Fri 24/01/20	-1155.00
EFT19395	07/02/2020	BP AUSTRALIA	Fuel Supply for January 2020	-825.49
EFT19396	07/02/2020	MARKET CREATIONS PTY LTD		-1708.98
	28/01/2020	MARKET CREATIONS PTY LTD	Managed backup licenses for Shire Administration	445.72
	31/01/2020	MARKET CREATIONS PTY LTD	Office 365 for Medical Centre	159.50
	31/01/2020	MARKET CREATIONS PTY LTD	Project Online Premium for Shire Administration	1103.76
EFT19397	07/02/2020	AFGR EQUIPMENT AUSTRALIA	Carry out 85,000km service for Nissan Pathfinder WB2	-168.48
EFT19398	07/02/2020	RURAL RANGER SERVICES	Ranger Services from 22/01/2020 to 31/01/2020	-825.00
EFT19399	07/02/2020	RACHAEL WATERS	Refund for the purchase of Uniforms	-135.87
EFT19400	07/02/2020	NEXACU	Excel Training - TSO (intermediate and advanced)	-1650.00
EFT19401	07/02/2020	FIVE STAR BUSINESS & INNOVATION	Administration/postage fee for the supply of toners to CRC Administration	-73.60
EFT19402	07/02/2020	RICOH FINANCE	Billing Period from 27/02/20 to 26/03/2020 Shire Administration Photocopier	-276.96
EFT19403	07/02/2020	FIRM CONSTRUCTION PTY LTD	Works completed as at 24/1/20	-6136.72
EFT19404	07/02/2020	JETSTREAM ENTERPRISES T/A HURI-CAIN CANVAS WORKS & SPORTING	2x Barron Volley Balls & 1 x PVC Basketball for Swimming Pool Complex	-73.70
EFT19405	12/02/2020	ANZ BANK (NETT WAGES)	Wages PPE 11.02.20	-61214.38
EFT19406	12/02/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT19407	12/02/2020	IOU SOCIAL CLUB	Payroll deductions	-210.00
EFT19408	17/02/2020	AVON WASTE	Domestic and Commercial Collection for Wongan Hills and Ballidu	-11820.65
EFT19409	17/02/2020	WONGAN HILLS IGA		-331.38
	31/01/2020	WONGAN HILLS IGA	Shire Account for January 2020	312.57
	31/01/2020	WONGAN HILLS IGA	CRC account for January 2020	18.81
EFT19410	17/02/2020	STAR TRACK EXPRESS PTY LTD	Freight charges x Jason sign makers	-77.21
EFT19411	17/02/2020	OFFICEWORKS BUSINESS DIRECT	Stationery incl freight	-389.77
EFT19412	17/02/2020	WONGAN NEWSAGENCY		-293.53

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST FEBRUARY 2020 TO 29TH FEBRUARY 2020				
	31/01/2020	WONGAN NEWSAGENCY	Shire admin account for newsagency	248.68
	31/01/2020	WONGAN NEWSAGENCY	CRC Newsagency account for December and January	44.85
EFT19413	17/02/2020	HOIST SALES & HYDRAULIC REPAIRS PTY LTD	Hydraulic cylinders and control valve for Trailer PTRL13	-1358.50
EFT19414	17/02/2020	BALLIDU TRADING POST	100 x Australia Day flyers	-19.90
EFT19415	17/02/2020	AUSTRALIAN TAXATION OFFICE	BAS for January 2020	-16748.00
EFT19416	17/02/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Payments for loans 142, 147, 149, 151A, 152	-2212.29
EFT19417	17/02/2020	TOLL IPEC PTY LTD	freight Ex Gleeman	-129.20
EFT19418	17/02/2020	WREN OIL	waste oil for Grader PG15	-16.50
EFT19419	17/02/2020	WONGAN MAIL SERVICE		-281.02
	31/01/2020	WONGAN MAIL SERVICE	CRC mail account for January	27.17
	31/01/2020	WONGAN MAIL SERVICE	Shire admin mail account January	253.85
EFT19420	17/02/2020	PUBLIC TRANSPORT AUTHORITY OF WA	CRC Trans WA January	-11.11
EFT19421	17/02/2020	DUN DIRECT PTY LTD	Fuel Supply for January 2020	-3112.63
EFT19422	17/02/2020	WINC AUSTRALIA PTY LTD	Stationery Admin	-61.31
EFT19423	17/02/2020	FIRM CONSTRUCTION PTY LTD	Works completed as at 07/02/2020	-88058.22
EFT19424	17/02/2020	AC HEALTHCARE PTY LTD	Medical Centre operating subsidy February 2020	-21083.33
EFT19425	17/02/2020	DEPT OF PLANNING, LANDS & HERITAGE	lease rent	-45.84
EFT19426	17/02/2020	TRACTUS AUSTRALIA		-6518.00
	08/01/2020	TRACTUS AUSTRALIA	supply 4 new tyres for ptk34	2294.00
	08/01/2020	TRACTUS AUSTRALIA	supply 3 truck tyres for back hoe pbh3, supply 1 truck tyre for water tanker ptrl26	2346.00
	08/01/2020	TRACTUS AUSTRALIA	supply 1 x tyre for hylux put70	424.50
	29/01/2020	TRACTUS AUSTRALIA	supply 4 new tyres for works manager vehicle	1312.00
	29/01/2020	TRACTUS AUSTRALIA	puncture repair for dceo vehicle	41.50
	31/01/2020	TRACTUS AUSTRALIA	puncture repair for truck	49.50
	31/01/2020	TRACTUS AUSTRALIA	supply o ring and fitting to loader	50.50
EFT19427	17/02/2020	RENAE LANGFORD	Refund for training expenses	-65.00
EFT19428	03/02/2020	WESTNET PTY LTD	Internet Usage from 1st February - 1st March 2020	-609.90
EFT19429	06/02/2020	ANZ CORPORATE CREDIT CARD	January account	-2776.30
EFT19430	21/02/2020	LANDGATE	Landgate Fees December 2019	-193.49
EFT19431	21/02/2020	CJD EQUIPMENT PTY LTD	Supply hydraulic hose for Loader PLDR8	-413.85
EFT19432	21/02/2020	JR & A HERSEY PTY LTD		-2397.47
	10/02/2020	JR & A HERSEY PTY LTD	8 x bollards, 1 x heavy duty roll barrier, 12 x safety glasses, 12 x sunscreen, 1 x box P2 Dust masks, 11 x Cod flex Gloves XL, 1 x rubber mallet, 20 x saddlebags, 1 x 45cm flex line, 2 x grease coupler, 2 x 25mm paint brushes for various road works & plant	1544.29
	10/02/2020	JR & A HERSEY PTY LTD	Bollards, Heavy Duty Roll Barrier, Sunglasses, Sunscreen, Saddle Bags for Signs, P2 Dust masks, Gloves, Rubber Mallot, Hose clamps, Flex Line, Grease Coupler, Paint Brushes for various road & plant	110.68
	17/02/2020	JR & A HERSEY PTY LTD	50 x 450 high witches hats with reflective tape	742.50
EFT19433	21/02/2020	STAR TRACK EXPRESS PTY LTD	Freight ex Staples	-44.53
EFT19434	21/02/2020	SHIRE OF DALWALLINU	Septic tank x 2 pump out - Cadoux public toilets. Including return travel Dalwallinu - Cadoux, tip disposal and return to depot site	-1275.00
EFT19435	21/02/2020	IXOM OPERATIONS PTY LTD	1 x 70kg Chlorine Gas Cylinder	-981.20
EFT19436	21/02/2020	WONGAN HILLS DISTRICT HIGH SCHOOL	2019-2020 Annual Council Donation/Subsidy - 2019 Scholarship	-350.00
EFT19437	21/02/2020	WESTERN STABILISERS	Cement Stabilisation - Ballidu Bindi Bindi Road; Kondut West Road	-58229.27
EFT19438	21/02/2020	ROYAL LIFE SAVING (WA BRANCH)	Swimming Lesson Certificates, Wongan Hills Swimming Pool.	-27.82
EFT19439	21/02/2020	WESTWATER ENTERPRISES PTY LTD	Evoqua Puffer, ATI Cell generator	-2150.19
EFT19440	21/02/2020	WONGAN HILLS GOLF CLUB INC.	Block mowing at various locations (recoverable)	-1400.00
EFT19441	21/02/2020	BRYAN RURAL SERVICE		-561.00
	05/02/2020	BRYAN RURAL SERVICE	Spraying for ants - 49 Quinlan Street Wongan Hills	165.00
	16/02/2020	BRYAN RURAL SERVICE	Spraying for ants - Swimming Pool & 49 Quinlan Street and cleaning gutters at CRC Building	396.00
EFT19442	21/02/2020	FEATHERSTONE ROOFING & BUILDING SERVICES	Roof Works, includes clear gutters, remove existing rusted sheets around a/c unit and flashings, install new apron flashings, new Zincalume sheets - 8 Ellis Street	-2182.30
EFT19443	21/02/2020	HDJ CONTRACTING	Cleaning of the Allied Health Side of Medical Centre from Mon 27/1/20 to Fri 07/02/20	-1039.50
EFT19444	21/02/2020	NORTHAM HOLDEN AND MAZDA	Carry out 40,000km service & replace battery in key for vehicle WB007	-48.00
EFT19445	21/02/2020	NEWINS FAMILY TRUST	Managing of Wongan Hills Refuse site February 2020	-5951.00
EFT19446	21/02/2020	SAFE AVON VALLEY INC.	Cat impounding for January 2020	-300.00
EFT19447	21/02/2020	PW GEE WELDING SERVICES	supply 40 x 40 RHS x 8 metres for Depot	-57.82
EFT19448	21/02/2020	FIVE STAR BUSINESS & INNOVATION	Supply Toner for CRC Office	-15.35
EFT19449	21/02/2020	KYLIE NEAVES	EHO & Public Health Services 19 & 20/2/20	-1040.00
EFT19450	21/02/2020	CEMETERIES & CREMATORIA ASSOC OF WA	CCAWA Seminar 2020 registration	-310.00
EFT19451	21/02/2020	JB HI-FI GROUP PTY LTD	Arlo Security Camera for Airport-Replacement Camera	-611.00
EFT19452	21/02/2020	GLEEMAN TRUCK PARTS P/L		-1149.99
	13/02/2020	GLEEMAN TRUCK PARTS P/L	various filters, weather strip, strainer, side marker, clamp, terminal for various plant	895.25
	18/02/2020	GLEEMAN TRUCK PARTS P/L	various filters, weather strip, strainer, side marker, clamp, terminal for various plant	254.74
EFT19453	21/02/2020	CLEANTECH ENERGY PTY LTD	Electricity Consumption for Sportsground, Swimming Pool, Medical Centre & CRC Building	-4624.20
EFT19454	21/02/2020	AC HEALTHCARE PTY LTD	Pre-Employment Medical CRC-CSO	-250.00

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST FEBRUARY 2020 TO 29TH FEBRUARY 2020				
EFT19455	21/02/2020	SANDRA CIABARRI	Relief Pool Managing 8th February 2020 includes travel	-523.82
EFT19456	21/02/2020	TRACTUS AUSTRALIA		-72.00
	21/02/2020	TRACTUS AUSTRALIA	Repair puncture to DCEO vehicle WB2	32.00
	21/02/2020	TRACTUS AUSTRALIA	Wheel balance and rotation for Admin Vehicle WB05	40.00
EFT19457	21/02/2020	ST JOHN AMBULANCE AUSTRALIA		-320.00
	08/02/2020	ST JOHN AMBULANCE AUSTRALIA	Senior First Aid Course Sacha Lupton	160.00
	08/02/2020	ST JOHN AMBULANCE AUSTRALIA	Senior First Aid Course for Teagan Benjafield	160.00
EFT19458	21/02/2020	MEREDITH LEE-CURTIS	St John Ambulance reimbursement for 1st Aid Course	-160.00
EFT19459	21/02/2020	CDM AUSTRALIA	Business Programming & Migration of Medical Centre Telephone	-363.00
EFT19460	21/02/2020	TIGHTLINES BUILDING PTY LTD	Block Laying of Retaining Wall	-1320.00
EFT19461	18/02/2020	DE LAGE LANDEN PTY LTD	CRC photocopier Lease for February 2020	-557.70
EFT19462	26/02/2020	ANZ BANK (NETT WAGES)	Wages PPE 25.02.2020	-65806.88
EFT19463	26/02/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT19464	26/02/2020	IOU SOCIAL CLUB	Payroll deductions	-210.00
EFT19465	28/02/2020	DEPARTMENT OF FIRE & EMERGENCY SERVICES	2019/20 ESL Quarter 3	-25793.29
EFT19466	28/02/2020	MOORE STEPHENS	Budget Workshop 20th March 2020 - DCEO	-957.00
EFT19467	28/02/2020	OFFICEWORKS BUSINESS DIRECT	Stationery order for Shire Office	-354.30
EFT19468	28/02/2020	WCS CONCRETE	Retaining Wall Core Fill - Concrete for Sports Co-Location	-1662.54
EFT19469	28/02/2020	IXOM OPERATIONS PTY LTD	Service fee for 3 x Chlorine Gas for Swimming Pool	-186.87
EFT19470	28/02/2020	BALLIDU TRADING POST	Hire of Community Bus - Youth Day Out Excursion to Adventure World	-320.00
EFT19471	28/02/2020	RBC RURAL	Meterplan charge for Shire Photocopier Colour	-417.11
EFT19472	28/02/2020	METAL ARTWORK CREATIONS	2 x plaques for Citizen of the Year Awards 2020	-116.00
EFT19473	28/02/2020	TOLL IPEC PTY LTD		-59.30
	11/02/2020	TOLL IPEC PTY LTD	Freight charges ex CJD Equipment	19.64
	23/02/2020	TOLL IPEC PTY LTD	Freight charges ex CRC to LISWA	39.66
EFT19474	28/02/2020	COLAS WA PTY LTD	Bitumen Sealing work at Ballidu Bindi-Bindi Road & Kondut West Road,	-64797.11
EFT19475	28/02/2020	HDJ CONTRACTING	Cleaning of the Allied Health Side of Medical Centre, Cleaning of the CRC from Mon 10/2/20 to Fri 21/2/20	-1155.00
EFT19476	28/02/2020	RURAL RANGER SERVICES	Ranger Services from 03/02/2020 to 13/02/2020	-925.00
EFT19477	28/02/2020	PW GEE WELDING SERVICES	supply 6 x 12mm round rod for Footpath maintenance	-20.66
EFT19478	28/02/2020	FIVE STAR BUSINESS & INNOVATION	Meter reading for CRC photocopier - Colour & Black	-1661.95
EFT19479	28/02/2020	KYLIE NEAVES	EHO & Public Health Services 27/2/20	-520.00
EFT19480	28/02/2020	FIRM CONSTRUCTION PTY LTD	Works completed as at the 21/2/20	-201152.49
EFT19481	28/02/2020	VANESSA DEETLEFS	Refund for the purchase of Lake Ninan high resolution photograph for website & and Australia's Golden Outback	-100.00
EFT19482	28/02/2020	AC HEALTHCARE PTY LTD	Pre-employment Medical - Trainee	-250.00
EFT19483	28/02/2020	MEREDITH LEE-CURTIS	Refund for the purchase of catering items for Council Meetings	-115.79
EFT19484	28/02/2020	AUSSIE OUTDOOR CINEMAS	Hire of Outdoor Cinema for Sunset Cinemas Event	-1650.00
EFT19485	28/02/2020	OPEN COLLEGES	Open Colleges - Deposit - Cert III in Horticulture Chris Beeson	-3603.60
EFT19486	28/02/2020	DEPARTMENT OF TRANSPORT	DPI payment for February 2020	-52582.50
21477	04/02/2020	SAM HARDER	Gratuity Payment	-100.00
21478	07/02/2020	SYNERGY	Street Lighting Wongan Hills	-4215.89
21480	21/02/2020	AUSTRALIA POST	Post office box renewal for CRC - PO Box 255	-201.00
21481	21/02/2020	PETER SPECIALE SMASH REPAIRS		-2918.89
	18/02/2020	PETER SPECIALE SMASH REPAIRS	1GJW920 - Volkswagon Touareg. Repairs to side mirror, Repairs to WB007 - Mazda CX9 & Subaru Outback	1491.09
	18/02/2020	PETER SPECIALE SMASH REPAIRS	1GJW920 - Volkswagon Touareg. Repairs to side mirror as per quote 16630, WB007 - Mazda CX9 - as per quote 16616, Repairs to Subaru Outback - (Recoverable)	1427.80
21482	28/02/2020	WONGAN HILLS COMMUNITY RESOURCE CENTRE		-126.00
	05/02/2020	WONGAN HILLS COMMUNITY RESOURCE CENTRE	Boomer advertising - Beach Volleyball	30.00
	05/02/2020	WONGAN HILLS COMMUNITY RESOURCE CENTRE	Boomer advertising for Plant Operator, Council Meeting Dates, Swim School Close Dates, January EBoomer subscriptions for Councillors	96.00
21483	28/02/2020	AUSTRALIA POST	Post office box renewal for Shire Office - PO Box 84	-324.00
DD9781.1	11/02/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-6805.80
DD9781.2	11/02/2020	AUSTRALIAN SUPER	Payroll deductions	-855.21
DD9781.3	11/02/2020	BT SUPER FOR LIFE	Payroll deductions	-250.01
DD9781.4	11/02/2020	HESTA SUPER FUND	Payroll deductions	-287.37
DD9781.5	11/02/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD9781.6	11/02/2020	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	-622.88
DD9781.7	11/02/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-151.44
DD9781.8	11/02/2020	PRIME SUPER	Superannuation contributions	-791.59
DD9781.9	11/02/2020	REST SUPERANNUATION	Superannuation contributions	-846.65
DD9798.1	25/02/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-7291.25
DD9798.2	25/02/2020	AUSTRALIAN SUPER	Payroll deductions	-861.26
DD9798.3	25/02/2020	BT SUPER FOR LIFE	Payroll deductions	-250.01
DD9798.4	25/02/2020	HESTA SUPER FUND	Payroll deductions	-299.98
DD9798.5	25/02/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD9798.6	25/02/2020	ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND)	Superannuation contributions	-622.88
DD9798.7	25/02/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	Superannuation contributions	-189.31
DD9798.8	25/02/2020	PRIME SUPER	Superannuation contributions	-792.13
DD9798.9	25/02/2020	REST SUPERANNUATION	Superannuation contributions	-904.33
DD9781.10	11/02/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-249.48
DD9781.11	11/02/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-232.54

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST FEBRUARY 2020 TO 29TH FEBRUARY 2020

DD9781.12	11/02/2020	HSTPLUS SUPERANNUATION FUND	Superannuation contributions	-100.18
DD9798.10	25/02/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-249.37
DD9798.11	25/02/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-237.51
DD9798.12	25/02/2020	HSTPLUS SUPERANNUATION FUND	Superannuation contributions	-87.96

Municipal	788528.09
Trust	52582.50
TOTAL	841110.59
Recoverable	6643.19
Partially Recoverable	

9.2.3 FINANCIAL REPORTS FOR FEBRUARY 2020

FILE REFERENCE:	F1.4
REPORT DATE:	20 March 2020
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 February 2020 be received:

BACKGROUND:

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

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

Financial activity statement report

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

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

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

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

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

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

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

COMMENT:

Refer to attachment.

POLICY REQUIREMENTS:

Council Policy 4.8 - Monthly Financial Reporting Requirements.

LEGISLATIVE REQUIREMENTS:

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

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.
- **Financial Implications**
The financial reports for the period ending February 2020 are attached to the Council agenda.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That the following Statements and Reports for the month ended February 2020 be received:

- **Monthly Statements as follows:-**

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

SHIRE OF WONGAN-BALLIDU STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 29 FEBRUARY 2020							
	Approved Budget 2019- 2020	Current Budget 2019-2020	YTD Budget	YTD Actual	Page	Variance Over or Under	10%
INCOME							
Rates	(2,963,588)	(2,973,288)	(2,972,451)	(2,971,339)		0.0%	✓
Grants Operating, Subsidies & Contributions	(1,718,005)	(1,752,536)	(1,475,653)	(1,507,215)		(2.1%)	✓
Non Operating Grants, Subsidies & Contributions	(1,802,087)	(1,913,599)	(902,130)	(789,500)		12.5%	×
Fees & Charges & Service Charges	(621,882)	(622,882)	(455,266)	(421,451)		7.4%	✓
Other Revenue	(148,890)	(170,990)	(96,420)	(179,092)		(85.7%)	×
Interest	(88,175)	(90,175)	(63,088)	(47,466)		24.8%	×
Profit on sale of Assets	-	-	-	-		0.0%	✓
a: TOTAL INCOME	(7,342,627)	(7,523,470)	(5,965,008)	(5,916,062)			
OPERATING EXPENSES							
Employee Costs	2,431,654	2,398,654	1,587,000	1,443,448		9.0%	✓
Materials & Contracts	1,621,762	1,756,062	1,174,204	932,390		20.6%	×
Utilities (Gas, Electricity) etc.	378,968	319,020	210,627	227,949		(8.2%)	✓
Interest	64,826	38,826	8,205	7,885	11	3.9%	✓
Insurance	241,310	241,310	241,310	259,791		(7.7%)	✓
Other General	233,312	243,312	193,533	167,383		13.5%	×
Loss on Asset Disposals	67,129	67,129	67,129	2,902		95.7%	×
Depreciation	2,352,950	2,352,950	1,568,464	1,604,163		(2.3%)	✓
b: TOTAL OPERATING EXPENSES	7,391,910	7,417,262	5,050,472	4,645,911			
c: NET OPERATING (SURPLUS) / DEFICIT	49,283	(106,208)	(914,536)	(1,270,151)			
CAPITAL EXPENSES							
Land & Buildings	4,449,780	4,448,280	2,954,164	1,971,360		33.3%	×
Furniture & Equipment	-	-	-	-		0.0%	✓
Motor Vehicles	90,000	90,000	90,000	86,298		4.1%	✓
Plant	555,000	555,000	555,000	201,786		63.6%	×
Infrastructure Other	30,500	37,030	37,030	17,423		52.9%	×
Infrastructure Roads	2,117,372	2,117,372	1,411,096	1,243,189		11.9%	×
d: TOTAL CAPITAL	7,242,652	7,247,682	5,047,290	3,520,056			
e: TOTAL OPERATING & CAPITAL	7,291,935	7,141,474	4,132,754	2,249,905			
ADJUST - NON CASH ITEMS							
Depreciation	(2,352,950)	(2,352,950)	(1,568,464)	(1,604,163)			
Accruals and Adjustments	-	-	-	-	6		
Profit on sale of assets	-	-	-	-			
Loss on sale of assets	(67,129)	(67,129)	(67,129)	(2,902)	6		
FINANCING ACTIVITIES							
Proceeds from Sale of Assets	(103,000)	(103,000)	(103,000)	(33,636)	6		
Transfer from reserves	(1,109,883)	(1,109,883)	(1,109,883)	-	10		
Transfer to reserves	244,000	694,449	694,449	-	10		
Interest paid to reserves	25,519	25,519	17,120	14,516	10		
Net Movement in LSL Reserve	-	-	-	(528)			
LSL Provision in reserves	-	-	-	-			
Loan proceeds	(2,000,000)	(2,000,000)	(2,000,000)	(2,000,000)			
Loan principal repayment	146,198	146,198	43,643	43,643	11		
Loan to SSL Parties	-	-	-	-			
SSL Principal Reimbursements	(71,793)	(71,793)	(43,643)	(43,643)	11		
Less (Surplus)/deficit B/Fwd	(2,002,897)	(2,327,885)	(2,327,885)	(2,327,885)	5		
ADJUSTED CLOSING (SURPLUS) / DEFICIT	0	(25,000)	(2,332,038)	(3,704,694)			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			Key Within budget tolerance of 10% Over budget tolerance of 10% Under budget tolerance of 10%				✓ × ⊖

Shire of Wongan-Ballidu Variance Report 29 February 2020				
<p>The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% as its threshold for line items on the nature and type report shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expense.</p>				
Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	1,112	Within Threshold	Rates	Within Council variance reporting threshold.
✓	(31,562)	Within Threshold	Grants Operating, Subsidies & Contributions	Within Council variance reporting threshold.
✗	112,630	Timing	Non Operating Grants, Subsidies & Contributions	Progress payments for roads grants projected to be received by now have not yet been received by Council.
✓	33,815	Within Threshold	Fees & Charges & Service Charges	Within Council variance reporting threshold.
✗	(82,672)	Permanent	Other Revenue	Reimbursements higher than budgeted (Eg Insurance Claims)
✗	15,622	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				
✓	(143,552)	Within Threshold	Employee Costs	Within Council variance reporting threshold.
✗	(241,814)	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✓	17,322	Within Threshold	Utilities (Gas, Electricity) etc.	Utility charges vary depending on when accounts are processed as they are received bi-monthly.
✓	(320)	Within Threshold	Interest	Within Council variance reporting threshold.
✓	18,481	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	(26,150)	Timing	Other General	Variances occur based on expenditure levels. This is only a timing variance
✗	(64,227)	Timing	Loss on Asset Disposals	The majority of the disposal of assets are still to occur.
✓	35,699	Within Threshold	Depreciation	Within Council variance reporting threshold.
Capital				
✗	(982,804)	Timing	Land & Buildings	Building construction expenditure is lower than YTD Budget, this will even out as works progress.
✓	0	Within Threshold	Furniture & Equipment	Within Council variance reporting threshold.
✓	(3,702)	Within Threshold	Motor Vehicles	Within Council variance reporting threshold.
✗	(353,214)	Timing	Plant	Roller purchased earlier than planned (\$170,000). Water tank purchased in October (\$20,000). Balance will occur in 2020.
✗	(19,607)	Timing	Infrastructure Other	Capital Expenditure is lower than YTD budget, expenditure will increase during the rest of the financial year.
✗	(167,907)	Timing	Infrastructure Roads	The Road program expenditure is lower than YTD budget, expenditure will increase as works progress.

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 29 FEBRUARY 2020

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
INCOME				
General Purpose Funding	(4,056,288)	(4,067,988)	(3,788,304)	(3,804,372)
Governance	(50,021)	(68,321)	(29,044)	(54,348)
Law, Order & Public Safety	(35,500)	(35,500)	(23,656)	(24,845)
Health	(79,100)	(80,100)	(54,892)	(8,256)
Education & Welfare	(13,597)	(13,597)	(7,049)	(8,367)
Housing	(66,322)	(66,322)	(43,895)	(46,561)
Community Amenities	(206,740)	(206,740)	(194,388)	(181,621)
Recreation & Culture	(1,173,215)	(1,183,215)	(421,416)	(407,597)
Transport	(1,265,312)	(1,393,155)	(1,121,890)	(1,007,889)
Economic Services	(72,950)	(72,950)	(19,018)	(35,326)
Other Property & Services	(323,582)	(335,582)	(261,456)	(336,880)
a: TOTAL INCOME	(7,342,627)	(7,523,470)	(5,965,008)	(5,916,062)
OPERATING EXPENSES				
General Purpose Funding	120,197	120,197	80,120	70,035
Governance	301,052	310,402	252,776	211,561
Law, Order & Public Safety	155,027	155,027	108,048	108,354
Health	328,434	451,135	302,234	252,625
Education & Welfare	183,821	172,021	116,733	98,892
Housing	200,582	200,582	134,693	128,247
Community Amenities	511,710	491,710	324,799	268,631
Recreation & Culture	1,683,671	1,644,573	1,114,590	1,045,702
Transport	2,825,885	2,778,085	1,856,189	1,882,892
Economic Services	178,822	178,822	119,074	132,407
Other Property & Services	902,708	914,708	641,216	446,565
b: TOTAL OPERATING EXPENSES	7,391,910	7,417,262	5,050,472	4,645,911
c: NET OPERATING (SURPLUS)/DEFICIT	49,283	(106,208)	(914,536)	(1,270,151)
CAPITAL EXPENSES				
General Purpose Funding	-	-	-	-
Governance	115,500	122,000	122,000	118,357
Law, Order & Public Safety	30,000	30,000	30,000	20,000
Health	18,000	18,000	16,328	11,576
Education & Welfare	-	-	-	-
Housing	50,366	50,366	39,224	22,637
Community Amenities	67,500	66,030	17,694	17,423
Recreation & Culture	4,299,931	4,299,931	2,869,636	1,889,703
Transport	2,650,355	2,650,355	1,941,408	1,431,228
Economic Services	-	-	-	-
Other Property & Services	11,000	11,000	11,000	9,133
d: TOTAL CAPITAL EXPENSES	7,242,652	7,247,682	5,047,290	3,520,056
e: TOTAL OPERATING & CAPITAL	7,291,935	7,141,474	4,132,754	2,249,905

SHIRE OF WONGAN-BALLIDU ANALYSIS OF NET CURRENT ASSETS AS AT 29 FEBRUARY 2020			
NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).	2018-2019	Original Budget	2019-2020
SURPLUS / (DEFICIT)	2,327,885	0	3,704,694
COMPRISES			
Cash (including reserves)	4,720,703	1,591,297	5,502,737
Current rates	230,462	196,349	327,175
Sundry debtors	106,495	103,282	14,939
Tax receivables	31,720	55,347	52,932
Other debtors	8,936	-	15,466
A: SSL debtors (are excluded see D: adj)	70,422	26,131	26,779
Inventories	11,204	11,204	(5,394)
Less:			
Reserves	(2,228,365)	(1,435,547)	(2,242,881)
Sundry creditors	(134,079)	(201,855)	(62,005)
Accrued interest	(4,160)	(15,000)	(0)
ESL Levy Owed	(32,078)		(5,718)
PAYG/GST Due To ATO	(47,973)	(14,741)	(18,573)
B: Other - (are excluded see D: adj)			
LSL Cash backed Reserve	81,042	41,861	81,570
Tax liabilities	(12,619)		12,618
Other - Trust	(125)		(412)
C: Loan liability (are excluded see D: adj)	(74,118)	(102,281)	(30,475)
Current employee benefits provisions	(403,278)	(332,197)	(345,154)
D: Adjustments (see above A to C)	3,696	76,150	3,696
Change in accounting policies t'fer from retained surplus	-		377,394
Surplus / (Deficit) Variance	2,327,885	0	3,704,694
NOTE 1B: CLOSING FUNDS alternate format to Note 1 above	2018-2019	Original Budget	2019-2020
Current assets			
Cash & cash equivalents	4,720,703	1,591,297	5,502,737
Sundry debtors	448,034	381,109	437,292
Inventories	11,204	11,204	(5,394)
Total current assets	5,179,942	1,983,610	5,934,634
Current liabilities			
Creditors and accounts payable	(230,909)	(231,596)	(73,679)
Current loan liability	(74,118)	(102,281)	(30,475)
Provisions	(403,278)	(332,197)	(345,154)
Total current liability	(708,305)	(666,074)	(449,308)
Net current assets	4,471,637	1,317,536	5,485,326
Less: restricted reserves	(2,228,365)	(1,435,547)	(2,242,881)
Less: SSL principal repayments	(70,422)	(26,131)	(26,779)
Add back: Current loan liability	74,118	102,281	30,475
Add back: LSL Cash backed Reserve	81,042	41,861	81,570
Add back: Movement in provisions between current and non-current			
Other - Trust	(125)	-	(412)
Change in accounting policies t'fer from retained surplus			377,394
Surplus / (Deficit) Variance	2,327,885	0	3,704,694

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 29 FEBRUARY 2020			
	2019-2020 Approved Budget	2019-2020 Current Budget	2019-2020 Year-to-Date Actual
<u>OPERATING INCOME</u>			
General Purpose Funding	(1,092,700)	(1,094,700)	(833,033)
Governance	(50,021)	(68,321)	(54,348)
Law, Order & Public Safety	(35,500)	(35,500)	(24,845)
Health	(79,100)	(80,100)	(8,256)
Education & Welfare	(13,597)	(13,597)	(8,367)
Housing	(66,322)	(66,322)	(46,561)
Community Amenities	(206,740)	(206,740)	(181,621)
Recreation & Culture	(1,173,214)	(1,183,214)	(407,597)
Transport	(1,265,312)	(1,393,155)	(1,007,889)
Economic Services	(72,950)	(72,950)	(35,326)
Other Property & Services	(323,582)	(335,582)	(336,880)
A	(4,379,038)	(4,550,181)	(2,944,723)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	120,197	120,197	70,035
Governance	301,052	310,402	211,561
Law, Order & Public Safety	155,027	155,027	108,354
Health	328,434	451,135	252,625
Education & Welfare	183,821	172,021	98,892
Housing	200,582	200,582	128,247
Community Amenities	511,710	491,710	268,631
Recreation & Culture	1,683,671	1,644,573	1,045,702
Transport	2,825,885	2,778,085	1,882,892
Economic Services	178,822	178,822	132,407
Other Property & Services	902,708	914,708	446,565
B	7,391,909	7,417,261	4,645,911
C= A and B	3,012,871	2,867,080	1,701,188
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,352,950)	(2,352,950)	(1,604,163)
Accruals and Adjustments	-	-	-
Profit/(Loss) on Asset Sales	(67,129)	(67,129)	(2,902)
<u>Capital Expenditure & Income</u>			
Purchase of land & buildings	4,449,780	4,448,280	1,971,360
Purchase of furniture & equipment	-	-	-
Purchase of motor vehicles	90,000	90,000	86,298
Purchase of plant & machinery	555,000	555,000	201,786
Purchase of other infrastructure	30,500	37,030	17,423
Purchase of roads infrastructure	2,117,372	2,117,372	1,243,189
Proceeds from sale of assets	(103,000)	(103,000)	(33,636)
<u>Financing Activities</u>			
Repayment of Loan Principal	146,198	146,198	43,643
Loan proceeds / refinancing CL to NCL adj	(2,000,000)	(2,000,000)	(2,000,000)
Loans paid to SSL parties	-	-	-
Self Supporting Loan Income	(71,793)	(71,793)	(43,643)
<u>Reserve Movements</u>			
Transfers to Reserves	244,000	694,449	-
Interest paid to Reserves	25,519	25,519	14,516
Transfer from Reserves	(1,109,883)	(1,109,883)	-
Net Movement in LSL Reserve	-	-	(528)
LSL Provision in reserves	-	-	-
Estimated Muni (Surplus)/Deficit July 1 B/Fwd.	(2,002,897)	(2,327,885)	(2,327,885)
Estimated Muni (Surplus)/Deficit June 30 C/Fwd.	-	-	(3,704,694)
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,963,588	2,948,288	2,971,339
TOTAL RATES RAISED	2,963,588	2,973,288	2,971,339
(Surplus) / Deficit Variance	(0)	(25,000)	0

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 29 FEBRUARY 2020

Asset No	Budget Net Book Value	Original Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Motor Vehicles						
Volkswagon Touraq	41,700	30,000	(11,700)	36,538	33,636	(2,902)
Plant & Equipment						
Multi-Tyred Roller - Construction WB6938		-	-			
CAT CS56 Vib Roller (Construction) WB038	89,327	45,000	(44,327)			
Fuso Tip Truck - Patching Truck (Maintenance) WB028	39,102	28,000	(11,102)			
Water Trailers 250 gal WB3398		-	-			
Water Tanker - NEW						
TOTAL	170,129	103,000	(67,129)	36,538	33,636	(2,902)
By Program						
Transport						
Multi-Tyred Roller - Construction WB6938 1441	-	-	-			-
CAT CS56 Vib Roller (Construction) WB038 1409	89,327	45,000	(44,327)	-	-	-
Fuso Tip Truck - Patching Truck (Maintenance) WB02 1444	39,102	28,000	(11,102)	-	-	-
Water Trailers 250 gal WB3398 1432	-	-	-	-	-	-
Water Tanker - NEW 1406	-	-	-	-	-	-
Water Tanker - NEW 0	-	-	-	-	-	-
Other Property & Services						
Volkswagon Touraq 1504	41,700	30,000	(11,700)	36,538	33,636	(2,902)
TOTAL	170,129	103,000	(67,129)	36,538	33,636	(2,902)
Motor Vehicle and Plant & Equipment Change Over						
	Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
Motor Vehicles						
Toyota Landcruiser	90,000	30,000	60,000	86,298	33,636	52,662
Plant & Equipment						
Multi-Tyred Roller - Construction WB6938	170,000	-	170,000	170,000	-	-
CAT CS56 Vib Roller (Construction) WB038	180,000	45,000	135,000	-	-	-
Fuso Tip Truck - Patching Truck (Maintenance) WB028	135,000	28,000	107,000	-	-	-
Water Trailers 250 gal WB3398	40,000	-	40,000	11,786	-	-
Water Tanker - NEW	30,000	-	30,000	20,000	-	-
TOTAL	645,000	103,000	542,000	288,084	33,636	52,662

SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 29 FEBRUARY 2020

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Feb 20	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2019	Refinancing	Principal Repayments YTD	Loan Balance @ 29 Feb 20
142	Housing Construction	WB Community Association*	Mar-2020		400,000	-	-	(1,019)	39,325	-	(19,384)	19,941
147	Aged Persons	Ninan House*	Jul-2022		100,000	-	-	(1,399)	33,112	-	(8,672)	24,440
149	Resurface Bowling Greens	Wongan Hills Bowling Club*	Dec-2019		115,000	-	-	(282)	7,563	-	(7,563)	0
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	(3,590)	276,782	-	(8,024)	268,758
152	Co-Location Construction	Shire	Dec-2039		2,000,000	-	-	(1,518)	-	2,000,000	-	2,000,000
TOTAL EXISTING LOANS				-	2,915,000	-	-	(7,809)	356,782	2,000,000	(43,643)	2,313,139

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	-	-	(1,518)	-	2,000,000	-	2,000,000
-	915,000	-	-	(6,291)	356,782	-	(43,643)	313,139

Current loan liability
Non current liability
Total Loan Liability

Loan Balance @ 30 June 2019	SSL	Shire	Total
(74,117)	(30,474)	-	(30,474)
(282,665)	(282,665)	(2,000,000)	(2,282,665)
(356,782)	(313,139)	(2,000,000)	(2,313,139)

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 29 FEBRUARY 2020															
				ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 29 FEBRUARY 2020			
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	(13,335)	(13,372)	(198)	-	-	(13,570)	(198)	-	(14,490)	(28,060)	(87)	-	-	(13,459)
Depot Improvement Reserve	01940	(10,364)	(10,377)	(154)	-	-	(10,531)	(154)	-	-	(10,531)	(68)	-	-	(10,444)
Historical Publications Reserve	01965	(6,975)	(6,994)	(104)	-	-	(7,098)	(104)	-	-	(7,098)	(46)	-	-	(7,039)
Housing Reserve	01955	(1,827)	(1,832)	(27)	-	-	(1,859)	(27)	-	-	(1,859)	(12)	-	-	(1,844)
LSL Reserve	01935	(80,682)	(81,042)	(1,202)	40,383	-	(41,861)	(1,202)	40,383	-	(41,861)	(528)	-	-	(81,570)
Medical Facilities & R4R Special Projects Reserve	01975	(289,995)	(290,895)	(4,312)	30,000	-	(265,207)	(4,312)	30,000	(84,936)	(350,143)	(1,895)	-	-	(292,790)
Patterson Street JV Housing Reserve	01988	(38,473)	(38,573)	(572)	-	(5,000)	(44,145)	(572)	-	(5,000)	(44,145)	(251)	-	-	(38,825)
Plant Reserve	01945	(678,649)	(682,931)	(11,740)	254,000	(224,000)	(664,671)	(11,740)	254,000	(224,000)	(664,671)	(4,449)	-	-	(687,379)
Quinlan Street JV Housing Reserve	01987	(39,019)	(39,121)	(580)	-	(5,000)	(44,701)	(580)	-	(5,000)	(44,701)	(255)	-	-	(39,376)
Stickland JV Housing Reserve	01986	(47,514)	(47,640)	(707)	-	(5,000)	(53,347)	(707)	-	(5,000)	(53,347)	(310)	-	-	(47,951)
Swimming Pool Reserve	01970	(113,194)	(113,573)	(1,682)	-	-	(115,255)	(1,682)	-	-	(115,255)	(740)	-	-	(114,313)
Waste Management Reserve	01920	(39,461)	(39,564)	(587)	-	(5,000)	(45,151)	(587)	-	(5,000)	(45,151)	(258)	-	-	(39,822)
Sporting Co-Location Reserve	01990	(916,423)	(862,450)	(3,654)	785,500	-	(80,604)	(3,654)	785,500	(201,023)	(281,627)	(5,618)	-	-	(868,068)
Doctors Subsidy Reserve	01991	-	-	-	-	-	-	-	-	(150,000)	(150,000)	-	-	-	-
TOTALS		(2,275,911)	(2,228,365)	(25,519)	1,109,883	(244,000)	(1,388,001)	(25,519)	1,109,883	(694,449)	(1,838,450)	(14,516)	-	-	(2,242,881)

MUNICIPAL INVESTMENTS

Matured Municipal Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment Last Placed	Interest/Transfers Realised	Closing Balance	BANK TO INVESTMENT
Total of matured municipal investments								0.00	0.00	0.00	

Current Municipal Investments

Invest No.	Name	Maturity	Particulars	From	To	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9770-46811	Muni Term Deposit			9/12/2019	9/03/2020	1.45%	\$ 210,158.77	\$ -	\$ 1,605.41	\$ 211,764.18	\$ 1,605.41
9147-00687	Muni Term Deposit			16/12/2019	16/03/2020	1.45%	\$ 500,000.00	\$ -	\$ 2,044.38	\$ 502,044.38	\$ 2,044.38
9111-76541	Muni Term Deposit			9/02/2020	9/05/2020	1.45%	\$ 500,000.00	\$ -	\$ 2,065.95	\$ 502,065.95	\$ 2,065.95
4705-91546	Online Saver Account			7/11/2018		0.40%	\$ 260,078.29	\$ 1,500,000.00	\$ 1,018.48	\$ 1,761,096.77	\$ 1,018.48
Total of current municipal investments							\$ 1,470,237.06	\$ 1,500,000.00	\$ 6,734.22	\$ 2,976,971.28	\$ 6,734.22

RESERVE INVESTMENTS

Matured Reserve Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	Interest Rate	Investment last Placed	Interest/Transfer Realised	Closing Balance	BANK TO INVESTMENT
Total of matured reserve investments								0.00	0.00	0.00	

Current Reserve Investments

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
9788-42609	Term Deposit		6/01/2020	6/04/2020	90	1.45%	\$ 549,662.07	\$ -	\$ 5,496.32	\$ 555,158.39	\$ 5,496.32
9788-42596	Term Deposit		6/01/2020	6/04/2020	90	1.45%	\$ 549,662.07	\$ -	\$ 4,598.76	\$ 554,260.83	\$ 4,598.76
9788-42748	Term Deposit		6/12/2019	6/03/2020	90	1.45%	\$ 549,342.84	\$ -	\$ 2,988.92	\$ 552,331.76	\$ 2,988.92
9789-82644	Term Deposit		3/10/2019	3/04/2020	183	1.55%	\$ 85,749.69	\$ -	\$ 1,010.31	\$ 86,760.00	\$ 1,010.31
2527-63397	Reserve Saver						\$ 493,948.26	\$ -	\$ 421.49	\$ 494,369.75	\$ 421.49
Total of reserve investments and cash							\$ 2,228,364.93	\$ -	\$ 14,515.80	\$ 2,242,880.73	\$ 14,515.80

Total of matured municipal and reserve investment								\$ -	\$ -	\$ -	\$ -
Total of current municipal and reserve investment and cash							\$ 3,698,601.99	\$ 1,500,000.00	\$ 21,250.02	\$ 5,219,852.01	\$ 21,250.02

SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 29 FEBRUARY 2020					
	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	6,020,548.13	3,721,589.80	55,265.42	2,242,842.91	850.00
Add: Receipts	378,242.53	325,855.96	52,348.75	37.82	
Adjustment	-	1,350.00	(1,350.00)		
Transfers In/(Out)	-				
	-				
Less: Payments - EFT & Cheques	(841,110.59)	(788,528.09)	(52,582.50)		
Payments - Bank Fees	(1,261.82)	(1,261.82)			
Investment - Transfers In/Out	-				
	-				
Balance as per General Ledger	5,556,418.25	3,259,005.85	53,681.67	2,242,880.73	850.00
Balance as per Bank Statements	357,863.33	304,762.91	53,100.42		
Balance as per Bank Deposit Certificates	3,458,755.24	1,215,874.51		2,242,880.73	
Balance as per Holder Certificates	1,761,946.77	1,761,096.77			850.00
Add: Outstanding Deposits	742.05	139.05	603.00	-	
Adjustments -	-				
	-				
Less: Unpresented Payments	(22,867.39)	(22,867.39)			
	-				
Adjustments & Transfers	(21.75)		(21.75)		
	-				
Balance as per Cash Book	5,556,418.25	3,259,005.85	53,681.67	2,242,880.73	850.00

SHIRE OF WONGAN - BALLIDU RATES OUTSTANDING 29 FEBRUARY 2020				
		Rates Raised for 2019/2020*	\$ 2,978,113.00	*Excludes Rates Discount and Ex-Gratia Rates
Rates Outstanding Breakdown				
Total Amount Outstanding		29-Feb-20	\$ 324,722.70	11%
Outstanding same time last year		28-Feb-19	\$ 406,245.37	14%
SUNDRY DEBTORS OUTSTANDING 29 FEBRUARY 2020				
Debtors Ageing Summary				
Current			\$ 11,188.92	
30 Days			\$ 61.14	
60 Days			\$ 1,677.40	
90 Days & Over			\$ 2,330.36	
Credit Balance			\$ (2,928.79)	
Total Outstanding			\$ 12,329.03	
Accounts 90 Days & Over:				
Date	Dr No.	Comments	Amount	
17/05/2019	1370	Standpipe Fees	\$ 1,328.25	Company in Liquidation
29/11/2019	89	Boomer Advertising	\$ 30.00	Statement sent
29/11/2019	603	CRC - Laminating, Binding, Email, Fax Service	\$ 9.00	Statement sent
29/11/2019	132	CRC - Printing	\$ 248.00	Statement sent
23/10/2019	37	Electricity	\$ 707.11	Statement sent
29/11/2019	1168	Boomer sales	\$ 8.00	Email requesting urgent payment
Total			\$ 2,330.36	

9.3	WORKS AND SERVICES
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Nil.

9.4 HEALTH, BUILDING AND PLANNING

Nil.

9.5 COMMUNITY SERVICES

Nil.

10. QUESTIONS FROM MEMBERS WITHOUT NOTICE

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

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

13. CLOSURE