

Shire of Wongan-Ballidu



AGENDA

ORDINARY MEETING OF COUNCIL

WEDNESDAY, 22 APRIL 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, 22 APRIL 2020, VIA TELECONFERENCE, COMMENCING AT 3.00PM.

STUART TAYLOR
CHIEF EXECUTIVE OFFICER

DISCLAIMER

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

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

3. PUBLIC QUESTION TIME

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

5. PETITIONS AND PRESENTATIONS

6. APPLICATION/S FOR LEAVE OF ABSENCE

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY, 25 MARCH 2020:

OFFICER RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on Wednesday, 25 March 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 APPOINTMENT OF COUNCILLOR TO COMMITTEE

FILE REFERENCE:	A1.2.1
REPORT DATE:	1 April 2020
APPLICANT/PROPONENT:	
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stuart Taylor – Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council nominate an Elected Member as a representative to a Council committee.

BACKGROUND:

Following the recent Extraordinary Local Government Elections, Council is required to nominate each new Member to each of the Council's standing committees.

COMMENT:

Currently the Council has the following Committees:

- **Finance and Audit Review Committee**
This Committee currently comprises five elected members with the Chief Executive Officer and the Deputy Chief Executive Officer attending the meetings in an advisory capacity only.
- **Bush Fire Advisory Committee**
This Committee currently comprises one elected member, the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer, one representative from each Bush Fire Brigade and one representative from Wongan Hills with the Deputy Chief Executive Officer attending the meetings in an advisory capacity only. Council is therefore required to nominate one elected member to this Committee.
- **Local Emergency Management Committee**
This Committee currently comprises one elected member with the Deputy Chief Executive Officer attending the meetings in an advisory capacity only.
- **Works Committee**
This Committee currently comprises three elected members with the Chief Executive Officer attending the meetings in an advisory capacity only.

POLICY/LEGISLATIVE REQUIREMENTS:

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

Other persons only.

At any given time, each Council Member is entitled to be a member of a least one Committee.

Council is to appoint the President to a Committee (requiring Council Members) if he/she requests to be a member.

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

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

Nil

➤ **Economic**

Nil

➤ **Social**

Nil

➤ **Financial Implications**

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION

That Council appoint Cr Andrew Tunstill to the Works Committee.

ABSOLUTE MAJORITY REQUIRED

9.1.2 DRAFT COMMUNITY AND STAKEHOLDER ENGAGEMENT POLICY

FILE REFERENCE:	
REPORT DATE:	12 April 2020
APPLICANT/PROPONENT:	Nil
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	
AUTHOR:	Manager Community Services – Alana Wigmore
ATTACHMENTS:	9.1.2 (a) Draft Community and Stakeholder Engagement Policy

PURPOSE OF REPORT:

The purpose of this report is to seek Council's endorsement for the Shire to seek feedback from the community and stakeholders on the draft 'Community and Stakeholder Engagement Policy'. This policy marks the commencement of formalisation of the Shire's initiative to improve community and stakeholder engagement across the organisation.

BACKGROUND:

Contemporary engagement practices are critical to the Shire's success in the ability to effectively communicate and engage with key stakeholders, community and colleagues in a coordinated, consistent and purposeful way.

The Shire has already undertaken a number of initiatives to support this approach:

- Development and Implementation of Service Delivery Review for the Wongan Hills Memorial Swimming Pool;
- A robust and transparent engagement process with impacted clubs and groups through the Colocation Project;
- Identification of unintended impacts by the Mocardy Dam Pipeline project, and immediate measures to resolve these with impacted stakeholders;
- Development of a Youth Engagement Strategy;
- Implementation of a Customer Relationship Management system (CRM);
- Appointment of a dedicated Marketing and Communications Officer;
- Engagement activities undertaken at key public events held by the Shire and the CRC;
- Conduct of a Shire-wide Dual Use Path survey;
- Increase visibility, responsiveness and transparency across social media and website communication; and
- Implementation of regular 'Sundowner' events with key stakeholders such as residents, community groups and local businesses.

In addition, a number of future initiatives have been identified for consideration:

- Development of a Stakeholder Identification, Management and Engagement Plan that will articulate the Shire's commitment to improving the way stakeholders and the community are

involved in decision making, with the aim of embedding best-practice engagement processes within the organisation;

- Development of a Community and Stakeholder Engagement Framework which incorporates guidelines and procedures based on best-practice, to support officers in meeting the Shire's commitment to engagement;
- Review of the Customer Service Charter;
- Review of Council Policies;
- Council consideration of the Town Team Movement and its appropriateness for linkages with the Shire regarding place activation; and
- To undertake an organisation-wide audit of engagement.

It is important to acknowledge that implementing a Policy that requires a change to 'business as usual' for some areas of the Shire needs to be adequately supported. While there are many possible 'quick wins' that could be implemented, it would be unrealistic to expect a significant change, and these approaches to be embedded immediately. The goal should be to sustainably adopt best-practice engagement across the Shire, and this requires an investment of time and resources.

COMMENT:

Local governments are required to make difficult decisions on complex matters that often have a great impact on the communities they represent.

When making these decisions, many considerations may need to be balanced including technical constraints, legislative requirements and financial implications. Added to this is the need to represent the competing priorities of impacted stakeholders in the community and ensure the diversity of needs, aspirations and views are considered as part of the decision-making process.

Engagement and public participation processes support local government decision makers by helping them listen to and understand the views and perspectives of their diverse communities. Best-practice engagement processes, such as those promoted by the International Association for Public Participation (IAP2), ensure those views and perspectives represent the whole community affected, not just the 'vocal minority' or the easy to reach.

Best practice goes beyond the requirement to simply 'consult' on a final option or 'inform' the community about a decision. It instead requires an organisation-wide approach that puts communities at the heart of everything local governments do. It acknowledges that local governments and communities need to work together, and that each has a role in maintaining a productive and positive relationship and dialogue. It encourages local governments to start a conversation with their affected communities from the beginning of a project or initiative so those impacted are involved in a meaningful and appropriate way throughout the process.

By clearly and effectively communicating information to stakeholders throughout a project, and providing genuine opportunities for feedback and input, organisations are able to achieve greater transparency and accountability. The result is usually an understanding and support of the final decision by the community and increased trust in the local government's decision-making process.

Community expectations of engagement and participation in decision-making have changed. The State Government has recognised this and identified community engagement as a specific area of reform as part of the Local Government Act review. The outcome of these reforms is likely to require local governments to adopt and embed best-practice engagement approaches across their

organisations and a number of mechanisms are being considered to achieve this. More information about the Local Government Act review is available at:-

www.dlgsc.wa.gov.au/localgovernment/strengthening/Pages/LG-Act-Review.aspx.

It is important to note that improving an organisation's approach to community and stakeholder engagement processes may require a significant change to 'business as usual' for many areas.

Genuine engagement requires the skills, processes, tools and time to plan and implement targeted and effective communications activities to promote opportunities to engage and participate. Information needs to be communicated in a way that the intended audience can understand, especially if related to complex matters or impacted stakeholders have specific communications or access needs. The methods of feedback and participation need to be genuine and appropriate for both the audience and project.

To ensure community expectations are met, and these engagement approaches are genuinely and sustainably adopted as part of business as usual, organisations should provide appropriate resources.

CONSULTATION/COMMUNICATION IMPLICATIONS

The Shire proposes to seek feedback from external stakeholders and the wider community over a three-week period using traditional and digital methods. If this Draft Policy is adopted by Council for public consultation on 22 April 2020, then the proposed three-week consultation period will be from Friday 24 April 2020 to Friday 15 May 2020.

The intention of this engagement is to raise awareness of the Shire's focus on quality engagement, develop positive relationships for further data gathering and engagement, understand the level of support for the policy and obtain ideas to help inform procedures and processes going forward.

The nature of the engagement would be to identify input into the following elements:

- Agreement with the key concepts of the policy;
- Identification of the current sentiment towards the Shire's approach to engagement to establish some baseline data from which to periodically measure the impact of the policy; and
- Exploration of preferred methods of engagement and topics people want to be most engaged in.

Feedback will be gathered via online and print surveys.

Awareness of the opportunity to provide feedback on the Policy will incorporate a number of mass and targeted communications and marketing methods including:

- Wonga-Balli Boomer;
- Shire website;
- Shire Facebook page;
- Media release; and
- Promotion through existing partner networks and customer-facing employees.

POLICY AND LEGISLATIVE REQUIREMENTS:

Under the *Local Government Act 1995*, local governments are required to engage with the community when creating a 10-year strategic community plan as part of the Integrated Planning and Reporting. The community must also be consulted on matters such as local laws, differential rates, planning, and other matters.

STRATEGIC IMPLICATIONS:

Goal 5: Good Governance and an Efficient Organisation That Shows Leadership and Advocates on Behalf of the Shire

Outcome 5.1: Good governance and leadership

Strategy 5.1.1: Ensure local government reforms support and strengthen the Shire's communities

Strategy 5.1.2: Implement business and governance frameworks that are aligned to the strategic direction of the Council

Strategy 5.1.5: Develop a community engagement and communication strategy for open, honest and informed discussion on key strategic issues.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental implications associated with this item.

➤ **Economic**

There are no known economic implications associated with this item.

➤ **Social**

Community engagement: This policy will lead to more effective participation processes in decision making.

Equity: Best-practice engagement focusses on inclusive and accessible processes so that all members of our diverse community have an opportunity to be aware of, understand and participate in decision-making.

➤ **Financial Implications**

The consultation activities listed can be undertaken within existing budget and therefore do not require additional Council funds.

However, should the Community and Stakeholder Policy be adopted in its current form, a financial/resourcing investment from the Shire will be required to implement the Policy.

Further information about this financial impact will be provided when the final draft of the Community and Stakeholder Policy is presented to Council for consideration in May/June.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council ENDORSES the draft 'Community and Stakeholder Engagement Policy' to be advertised for public comment.

Community and Stakeholder Engagement Policy

Date of Issue: Draft March 2020

Date of Last Review:

Date of Last Amendment:

Scheduled Review:

OBJECTIVE

The objectives of this policy are to:

- Provide a clear statement of Council's commitment to best-practice community and stakeholder engagement as it applies to decision making;
- Define the guiding principles that will ensure appropriate, effective and inclusive community and stakeholder engagement is achieved consistently the Shire; and
- Outline the required mechanisms to be established and continually reviewed to ensure best-practice engagement practices are integrated into strategic and operational planning.

SCOPE

This policy applies to all Shire of Wongan-Ballidu staff and contractors that manage projects, plans and initiatives that impact stakeholders in our community, as well as consultants appointed to manage these on the Shire's behalf.

This policy applies to the engagement strategies managed through the Shire's traditional methods, and increasingly online engagement as the Shire continues to develop this platform.

This policy is not intended to replace legal and statutory obligations. It should, however, guide business unit specific practices and procedures.

BACKGROUND

The Shire of Wongan-Ballidu is committed to openly and inclusively communicating and engaging with our community to make sure they have the opportunity to participate in decision-making processes that impact them. We recognise that this commitment helps us to help our community, shape the future of the Shire.

The Shire supports public participation as a process to make better decisions. Good decisions incorporate both the interests and concerns of affected stakeholders, and the needs of the Shire. While there are many technical, financial and legislative requirements that the Shire must consider when making decisions, every effort will be made to involve affected stakeholders in the decision-making process.

The Shire has adapted the International Association of Public Participation (IAP2) Core Values to shape our commitment to community and stakeholder engagement. Our approach to engagement will build on these principles and will support the development and implementation of engagement processes consistent with recognised international best practice.

THE PRINCIPLES GUIDING THE SHIRE'S APPROACH TO COMMUNITY AND STAKEHOLDER ENGAGEMENT

1. We believe that those affected by a decision have the right to be involved in the decision-making process.
2. We will be clear about how participants' feedback and contributions will influence the decision.
3. We believe that the best decisions are the ones that recognise and communicate the needs and interests of both the Shire and the stakeholders in our community.
4. We will actively identify those affected by or interested in a decision and make every effort to support and encourage participation in the decision-making processes.
5. We are committed to providing equal access and inclusion for all members of our diverse community. We will understand the diverse range of needs that stakeholders in our community have and choose the methods of engagement within our means that will best support their participation in the decision-making process.
6. We will ensure we give the stakeholders in our community the information they need, at the right time and communicated in the best way to support their understanding, so that they can participate in a meaningful way.
7. We will keep the stakeholders in our community updated on the progress and let them know how their input affected the decision.

The Shire of Wongan-Ballidu recognises the importance of integrating best practice engagement practices into strategic and operational planning, including business case decision-making and project management. We will work towards continual improvement in this area.

WHEN THE SHIRE MAY ENGAGE

Community and stakeholder engagement may occur:

- On developments or changes with the potential to impact residents and ratepayers;
- When required by Legislative requirements;
- To obtain input into long-term and strategic plans of the Shire;
- On major projects and strategic issues; and
- When requested by the community or Council.

HOW THE SHIRE MAY ENGAGE

The Shire of Wongan-Ballidu will take a planned and purposeful approach when engaging with stakeholders and the community and will use tools such as the IAP2 Spectrum (Appendix 1) and internal guidelines and frameworks.

Methods will be appropriate to the purpose, level of engagement, resources available and stakeholders impacted.

WHEN FEEDBACK MAY NOT BE SOUGHT

There are some situations when it may not be effective or appropriate to seek feedback from the community and stakeholders, for example when:

- Legal constraints exist (e.g. confidentiality);
- The Shire is required to act in a timeframe which prevents consultation;
- The matter is delivering a policy-driven decision where previous engagement with the community and stakeholders has occurred;
- A decision has already been made;
- The Shire is not the decision-maker and has no ability to influence the decision; or
- The matter concerns public safety or is an emergency.

Where it is determined that seeking feedback will not occur, the Shire will provide clear communication to impacted stakeholders explaining why feedback was not sought.

ENGAGING WITH AND SUPPORTING GOVERNMENT DEPARTMENTS

The Shire of Wongan-Ballidu understands that government agencies such as schools, hospitals and police are fully funded core business units of state and federal government and as such are not a fundamental responsibility of local government. The Shire does, however, believe that we have a social and community responsibility to assist and engage with government departments in a manner congruent with facilitating delivery of services for which we are responsible under legislation.

The manner in which the Shire would offer support to government departments is further prescribed in the Shire of Wongan-Ballidu Council Policy 'State Government Department Support'.

The Shire of Wongan-Ballidu recognises that government departments would be considered a stakeholder in numerous Shire projects and initiatives, and as such will be engaged with, pursuant to the operationally appropriate level on the engagement spectrum (Appendix 1).

RESPONSIBILITY OF BUSINESS UNITS

Embedding the principles outlined in this policy will be supported by processes and practices based on the IAP2 Quality Assurance Standard for Community and Stakeholder Engagement and the AA1000 Stakeholder Engagement Standard (SES) 2015.

To provide consistency, and to ensure that the Shire engages at a level considered as being best practice, Community and Stakeholder Engagement Procedures will be developed for Shire issues that require engagement.

These issues include, but are not limited to, the following:

- Strategic Plans, Frameworks etc. (e.g. Community Strategic Plan);
- Scheduled roadworks, right-of-way construction;
- Road closures, traffic calming proposals;

- Local Laws;
- Changes to services (e.g. changes to service provision ie Swimming Pool Operating Hours, closure of services);
- Reactive building maintenance and minor building works;
- Public or other building demolitions;
- Building upgrades, internal or external building refurbishments;
- Playground and park upgrades, replacement and renewal; and
- Major projects (new regional facilities, parklands etc.).

As a minimum, these Community and Stakeholder Engagement Procedures will include the following areas:

- Legislative requirements, if applicable;
- When engagement is to occur;
- Situations where feedback may not be sought;
- Processes of engagement that will be used;
- Minimum requirements for engagement;
- How feedback will be used to inform the final decision, and who the decision-maker is;
- Method and timing of feedback and communication;
- Reporting requirements and format; and
- How the engagement process will be reviewed and improved on an ongoing basis.

All Community and Stakeholder Engagement Procedures are to be developed within one (1) year of this policy's adoption.

RESOURCES

Several resources have been developed, and will continue to be developed, to assist Shire of Wongan-Ballidu staff to implement this policy.

These include, but are not limited to the operational documents:

- Engagement Plan Template;
- Project Plan Template;
- Community and Stakeholder Framework; and
- Community and Stakeholder Procedures.

DEFINITIONS

Shire: The Shire of Wongan-Ballidu

Communication: The imparting or exchanging of information by speaking, writing or via another medium, in consideration of the audience and appropriate for the channel delivered through. Communication is about connecting with people by sending information.

Community: Broadly refers to any specific group of people who share a similar location, interest or affiliation within the Shire of Wongan-Ballidu area. These include, but are not limited to residents, ratepayers, business owners and operators, employees, students, visitors and community groups and organisations.

Community and stakeholder engagement: A planned process, which aims to ensure those affected by a decision are given an opportunity to be involved in the decision-making process. It includes a range of activities and strategies to encourage the participation and involvement of all stakeholders.

Community consultation: A subset of community engagement, as defined within the IAP2 Spectrum of Public Participation, it is a level of engagement in which the purpose is to obtain feedback on analysis, alternatives and/or decisions.

IAP2: International Association for Public Participation. The leading professional organisation advancing the practice of public participation globally by promoting the right of those affected by a decision to have a say in the decision-making process, highlighting the benefits of this to organisations, governments and individuals, and providing training programs.

IAP2 Spectrum: Developed by IAP2, the IAP2 Public Participation Spectrum helps to define the community's role in any public participation or engagement process. The spectrum identifies five levels of engagement based on the engagement purpose or goal and the organisation's promise to the public during the process. The spectrum also includes examples of methods or tools suitable for each level.

Program: A group of related projects, subprograms and program activities managed in a coordinated way to obtain benefits not available from managing them individually.

Project: An endeavour undertaken to create a unique product, service or result. Projects have a definite beginning and end, and a desired outcome. Projects could be the development of a product/service, change in business structure or process, delivering information technology, construction of infrastructure or enhancing a business practice/policy.

Public Participation: Is another term used to describe the process of 'community engagement'. Other terms include 'civic engagement', 'citizen engagement', 'public engagement' and 'public involvement'.

Our Vision: The Shire of Wongan Ballidu will be a caring and supportive community driving sustainability of agriculture, services and the environment.

Our Mission: To be leaders in the provision of local government services and infrastructure. - to serve the Shire's diverse community through delivering efficient, responsive and sustainable services.

Our Values: leadership; integrity; teamwork; communication; empathy; professionalism; positivity.

Stakeholder: Individuals, groups or organisations interested in, impacted by or in a position to influence the Shire of Wongan-Ballidu's activities or objectives.

Statutory: A legal requirement the Shire must adhere to.

Sustainability Principles: Long-term decision making; fairness for all generations; improving lives and human rights; environmentally and socially responsible development; acting with precaution; conserving the natural environment and biodiversity; minimising the impact of operations, goods and services; accountability, transparency and engagement.

RELEVANT MANAGEMENT PRACTICES/DOCUMENTS

- Disability Access and Inclusion Plan
- Strategic Community Plan
- Customer Service Charter
- Legislation/local law requirements
- WA Local Government Act 1995 and Regulations Health Act 1911 and associated regulations Local Town Planning Scheme
- Planning and Development (Local Planning Schemes) Regulations 2015
- Heritage of WA Act 1990
- Environmental Protection Act 1986
- Bush Fires Act 1954 and associated regulations
- Occupational Health, Safety and Welfare Act 1984 and associated regulations
- Privacy Act 1998
- Disability Services Act 1993
- Equal Opportunity Act 1984

RESPONSIBILITY FOR IMPLEMENTATION

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

IAP2 SPECTRUM OF PUBLIC PARTICIPATION – ADAPTED FOR USE BY SHIRE OF WONGAN-BALLIDU

International Association for Public Participation: www.iap2.org

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
Public participation goal	To provide stakeholders with balanced and objective information to assist them understand the problems, alternatives and/or solutions to enable them to provide meaningful feedback and make informed decisions Nb. Informing happens throughout the process – not only after the final decision has been made	To obtain feedback from stakeholders on options, analysis, alternatives and/or decisions	To work directly with stakeholders throughout the process to ensure that stakeholder issues and concerns are consistently understood and considered	To partner with stakeholders in each aspect of the decision including the development of alternatives and the identification of the preferred solution	To place the final decision-making in the hands of the community or public
Our promise to stakeholders	We will keep you informed	We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision	We will work with you to ensure that your concerns and issues are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision	We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible	We will implement what you decide
Role of stakeholders	Listen	Contribute	Participate	Partner	Decide
Examples of tools and methods	<ul style="list-style-type: none"> • Corporate website • Social media – Facebook • Wongan-Balli Boomer • Media • Advertising • Email, mail out • Corporate publications • Displays 	<ul style="list-style-type: none"> • Focus groups • Surveys • Public meetings • Ballot • Pop up events • Listening posts 	<ul style="list-style-type: none"> • Vox pops • Focus groups • Workshops 	<ul style="list-style-type: none"> • Citizen advisory/ reference committees • Participatory decision-making • Meetings 	<ul style="list-style-type: none"> • Elected member representation • Ballots • Citizen juries • Delegated decisions

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR MARCH 2020

FILE REFERENCE:	F1.4
REPORT DATE:	20 April 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Deputy Chief Executive Officer
ATTACHMENTS:	9.2.1a March 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 31 March 2020 totalling \$980,669.77 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 MARCH 2020 TO 31ST MARCH 2020				
Chq/EFT	Date	Name	Description	Amount
EFT19487	06/03/2020	AVON WASTE	Domestic and Commercial Collection for Wongan Hills and Ballidu	-9748.36
EFT19488	06/03/2020	MCINTOSH & SON		-995.82
	07/01/2020	MCINTOSH & SON	Parts for trailer ptr13	60.38
	10/01/2020	MCINTOSH & SON	Parts for trailer ptr25	196.41
	15/01/2020	MCINTOSH & SON	Parts for trailer ptr13	652.55
	22/01/2020	MCINTOSH & SON	Parts for trailer ptr33	15.97
	29/01/2020	MCINTOSH & SON	Parts for trailer ptr32	70.51
EFT19489	06/03/2020	OFFICEWORKS BUSINESS DIRECT		-304.83
	06/02/2020	OFFICEWORKS BUSINESS DIRECT	Stationery supplies for Shire Admin	115.13
	19/02/2020	OFFICEWORKS BUSINESS DIRECT	Stationery supplies for CRC	189.70
EFT19490	06/03/2020	WESTERN AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION (WALGA)	Planning Practices - The Essentials training - Maree Smartt - CANCELLED	-525.00
EFT19491	06/03/2020	WALLIS COMPUTER SOLUTIONS	HP monitors for Asset Management Officer	-715.00
EFT19492	06/03/2020	WESTRAC EQUIPMENT PTY LTD	Freight charge for parts supplied	-23.45
EFT19493	06/03/2020	WESTERN AUSTRALIAN TREASURY CORPORATION		-51130.29
	04/03/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 142 Principal payment - Community Housing	20592.94
	04/03/2020	WESTERN AUSTRALIAN TREASURY CORPORATION	Loan No. 152 Principal payment - Sports Co-Location	30537.35
EFT19494	06/03/2020	IT VISION AUSTRALIA PTY LTD	Installation and Licencing of Altus Bank Reconciliation	-6374.50
EFT19495	06/03/2020	WONGAN HILLS PHARMACY	Supplies for first aid kit, Admin kitchen	-44.10
EFT19496	06/03/2020	N-COM PTY LTD	Satellite Decoder - Spare Unit for Retransmission site Model P5000-14 Ref- Q2189-01	-2185.78
EFT19497	06/03/2020	KLEEN WEST DISTRIBUTORS	Cleaning supplies	-879.23
EFT19498	06/03/2020	DALLCON		-7563.05
	24/02/2020	DALLCON	450mm Headwalls, 450mm Pipes, 375mm Headwalls, 375mm pipes, 300mm Headwalls, 300mm Pipes	2615.80
	24/02/2020	DALLCON	450mm Headwalls, 450mm Pipes, 375mm Headwalls, 375mm pipes, 300mm Headwalls, 300mm Pipes	4947.25
EFT19499	06/03/2020	MARKET CREATIONS PTY LTD		-1708.98
	28/02/2020	MARKET CREATIONS PTY LTD	Office 365 for Medical Centre	159.50
	28/02/2020	MARKET CREATIONS PTY LTD	Project Online Premium for Shire Administration	1103.76
	28/02/2020	MARKET CREATIONS PTY LTD	Managed backup licenses for Shire Administration	445.72
EFT19500	06/03/2020	RURAL RANGER SERVICES	Ranger services - 17 -29 Feb 2020	-1252.50
EFT19501	06/03/2020	RICOH FINANCE	Photocopy lease - 27/03/2020-26/04/2020	-276.96
EFT19502	06/03/2020	GLEEMAN TRUCK PARTS P/L	Supply Filter for Mac truck ptr36	-38.31
EFT19503	06/03/2020	NINTEX PTY LTD	Promapp standard package-100 processes.	-12584.00
EFT19504	06/03/2020	CLEANTECH ENERGY PTY LTD	Electricity Consumption for Wongan Hills Swimming Pool, Medical Centre, CRC - 01/02/2020-29/02/2020	-4529.84
EFT19505	06/03/2020	AC HEALTHCARE PTY LTD	Pre-employment Medical - Works Staff	-250.00
EFT19506	06/03/2020	SUSAN DEW	Refund for uniform	-269.50
EFT19507	02/03/2020	WESTNET PTY LTD	Internet Usage - from 1 March 2020 to 1 April 2020	-609.90
EFT19508	11/03/2020	ANZ BANK (NETT WAGES)	Wages PPE 10.03.2020	-67883.61
EFT19509	11/03/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT19510	11/03/2020	IJO SOCIAL CLUB	Payroll deductions	-240.00
EFT19511	09/03/2020	ANZ CORPORATE CREDIT CARD		-1053.00
EFT19512	13/03/2020	BOEKEMAN NOMINEES PTY LTD		-2093.11
	10/02/2020	BOEKEMAN NOMINEES PTY LTD	Supply blacksteel grommet and motor pump, for Backhoe	62.99
	13/02/2020	BOEKEMAN NOMINEES PTY LTD	Supply Turbo 3 pre cleaner, wiper refill for Backhoe	559.21
	20/02/2020	BOEKEMAN NOMINEES PTY LTD	Supply light bar, roof racks, and driving lamp harness for CEO vehicle	1470.91
EFT19513	13/03/2020	NUTRIEN AG SOLUTIONS LTD		-941.75
	06/02/2020	NUTRIEN AG SOLUTIONS LTD	NUFA Gladiator CT 20L and sino Roundup CT Broadacre 20L for parks and gardens	404.17
	19/02/2020	NUTRIEN AG SOLUTIONS LTD	Barm Thiram Liquid 20L and Genf Mancozeb 750 25kg for parks and gardens	537.58
EFT19514	13/03/2020	WCS CONCRETE		-74386.13
	07/02/2020	WCS CONCRETE	Footpath installation on Stickland Street and Parker Place Wongan Hills	73778.10
	17/02/2020	WCS CONCRETE	Supply & Deliver of 2m/3 of 25 MPA concrete for core fill to Wongan Hills Sports Co Location	608.03
EFT19515	13/03/2020	WONGAN NEWSAGENCY		-175.55
	29/02/2020	WONGAN NEWSAGENCY	Newsagency account for Shire Admin	153.05
	29/02/2020	WONGAN NEWSAGENCY	Newsagency account for CRC Administration	22.50
EFT19516	13/03/2020	IXOM OPERATIONS PTY LTD	Service fee for 4 x Chlorine Gas for Swimming Pool & Parks & Gardens	-169.14
EFT19517	13/03/2020	LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA	Registration Fees for Finance Professionals Conference 12-13 March 2020	-1555.00
EFT19518	13/03/2020	H RENK & SONS	Gravel Purchased	-216.00
EFT19519	13/03/2020	WONGAN HILLS SPORT & RECREATION COUNCIL	Gravel Purchased	-1116.00
EFT19520	13/03/2020	TOLL IPEC PTY LTD	Freight charges for water exam	-10.73
EFT19521	13/03/2020	WONGAN MAIL SERVICE		-232.88
	28/02/2020	WONGAN MAIL SERVICE	Mail account for Admin	202.08
	28/02/2020	WONGAN MAIL SERVICE	Mail account for CRC	30.80
EFT19522	13/03/2020	PUBLIC TRANSPORT AUTHORITY OF WA	Trans WA February account	-142.74
EFT19523	13/03/2020	WONGAN HILLS HOTEL	Meal for LGIS representative	-23.50
EFT19524	13/03/2020	TERPKOS ENGINEERING PTY.LTD	Structural Engineering Services for Sport Co-Location Shop drawing review for toilet-meeting block	-928.13
EFT19525	13/03/2020	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL Reconciliation for Feb 2020	-56.65
EFT19526	13/03/2020	GREAT SOUTHERN FUEL SUPPLIES	Fuel supply for February 2020	-241.83
EFT19527	13/03/2020	HDI CONTRACTING	Cleaning of the Allied Health Side of Medical Centre -24/2/20 - 06/03/20	-1039.50
EFT19528	13/03/2020	BP AUSTRALIA	Fuel supply for February	-984.73
EFT19529	13/03/2020	AFGRI EQUIPMENT AUSTRALIA	Supply hose, CD62 Deg, oring for PLDR8	-325.59
EFT19530	13/03/2020	MELISSA WHYTE	Refund for National Police Clearance check	-42.00
EFT19531	13/03/2020	FIRM CONSTRUCTION PTY LTD	Co-Location Progress Payment - works completed as at the 06/03/20	-151800.69
EFT19532	13/03/2020	AC HEALTHCARE PTY LTD	March payment	-21083.33
EFT19533	13/03/2020	DEPT OF PLANNING, LANDS & HERITAGE	Lease rent for 1 month due to holding over as per agreement L848615	-45.84
EFT19534	13/03/2020	TRACTUS AUSTRALIA		-929.40
	10/02/2020	TRACTUS AUSTRALIA	Truck tyre, disposal of truck tyre, for PTRL26	347.00
	10/02/2020	TRACTUS AUSTRALIA	Puncture Repair - 4WD	83.00
	21/02/2020	TRACTUS AUSTRALIA	Supply fit and balance 2x tires for Hilux P170	499.40
EFT19535	13/03/2020	JETSTREAM ENTERPRISES	Repair Damaged Shade Cloth	-165.00
EFT19536	13/03/2020	MEREDITH LEE-CURTIS	Refund for the purchase of cheese knife set x2	-17.00
EFT19537	13/03/2020	THE FRAMING FACTORY	Framing of Shire President photo	-890.00
EFT19538	13/03/2020	SERVICES AUSTRALIA	Reimburse DHS for Access Point Christmas Closure	-64.78

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST MARCH 2020 TO 31ST MARCH 2020				
EFT19539	13/03/2020	SHIRE OF BRUCE ROCK	Long Service Leave reimbursement	-404.79
EFT19540	13/03/2020	JP TURNER & CO	Gravel Refund	-4272.00
EFT19541	23/03/2020	WONGAN HILLS IGA		-743.07
	29/02/2020	WONGAN HILLS IGA	Refreshments, Cleaning products for Shire Admin	660.37
	29/02/2020	WONGAN HILLS IGA	Refreshments, Bin Bags for CRC	82.70
EFT19542	23/03/2020	MCINTOSH & SON		-141.64
	05/02/2020	MCINTOSH & SON	Flat washers x 20	24.64
	24/02/2020	MCINTOSH & SON	Hydraulic hose x 2	117.00
EFT19543	23/03/2020	STAR TRACK EXPRESS PTY LTD	Freight ex LGIS Risk Management	-127.85
EFT19544	23/03/2020	WONGAN RETRAVISION & COMFORTSTYLE FURNITURE		-304.35
	12/03/2020	WONGAN RETRAVISION & COMFORTSTYLE FURNITURE	Gift for Citizenship Awards 2020	44.35
	13/03/2020	WONGAN RETRAVISION & COMFORTSTYLE FURNITURE	ANZAC Day Flowers Ballidu and Wongan Hills	260.00
EFT19545	23/03/2020	WESTRAC EQUIPMENT PTY LTD	Hoses, adaptors, wear strips, washers, bolts	-121.53
EFT19546	23/03/2020	IT VISION AUSTRALIA PTY LTD	Altus Annual Subscription fee 1 April - 30 June 2020	-345.13
EFT19547	23/03/2020	OVERLAND FREIGHT		-1575.56
	01/01/2020	OVERLAND FREIGHT	Freight ex Sigma chemicals, ex Ixom, ex Mercury Fire Safety, 6 x Refresh water	841.96
	29/02/2020	OVERLAND FREIGHT	Freight ex Sigma Chemicals, ex Ixom 6 x Refresh water	733.60
EFT19548	23/03/2020	WONGAN HILLS HARDWARE		-3134.08
	24/02/2020	WONGAN HILLS HARDWARE	Argyle Zip safety boots - S Casey	220.95
	27/02/2020	WONGAN HILLS HARDWARE	Rapid Set, Diamond Tip Cutting Blade, Freight	965.54
	29/02/2020	WONGAN HILLS HARDWARE	Building Account for February 2020	215.24
	29/02/2020	WONGAN HILLS HARDWARE	Works Account for February 2020	1732.35
EFT19549	23/03/2020	METAL ARTWORK CREATIONS	Desk name plaque - Cr Tunstill	-55.00
EFT19550	23/03/2020	TOLL IPEC PTY LTD	Freight ex Path west - water samples	-10.73
EFT19551	23/03/2020	WHEATBELT BOOMERS FOOTBALL CLUB	2020 Masters Football Carnival - Shire Community Grant	-1000.00
EFT19552	23/03/2020	KLEEN WEST DISTRIBUTORS	Cleaning Supplies	-1321.76
EFT19553	23/03/2020	DUN DIRECT PTY LTD	Fuel account for February 2020	-18489.03
EFT19554	23/03/2020	DAVE WATSON CONTRACTING PTY LTD	Western Power - Prune Trees in Ballidu	-660.00
EFT19555	23/03/2020	NEWINS FAMILY TRUST	Managing of Wongan Hills Refuse site - March 2020	-5951.00
EFT19556	23/03/2020	FEGAN BUILDING SURVEYING	Surveying services for February	-764.50
EFT19557	23/03/2020	RURAL RANGER SERVICES	Ranger services to 15/3/20	-587.50
EFT19558	23/03/2020	RE EWEN	Ballidu Tennis Club - Supply labour and materials to timber over hardfice sheeting and 2 coats of paint	-1265.00
EFT19559	23/03/2020	ALAN HART	Travel & Accommodation - Conference LG Professionals	-627.44
EFT19560	23/03/2020	FIVE STAR BUSINESS & INNOVATION	CRC Printer - Billing for March 2020	-983.94
EFT19561	23/03/2020	MEREDITH LEE-CURTIS	Citizenship Gift - P Newins	-40.00
EFT19562	23/03/2020	COMPLETE PORTABLES	Portable Toilet Hire - Basketball and Vets Carnival	-957.00
EFT19563	23/03/2020	FULHAM ENGINEERING SERVICES PTY LTD	64800250 Chadson Strainer strapping	-1471.90
EFT19564	23/03/2020	CLINIPATH PATHOLOGY	Pathology fees - pre employment Works Staff	-40.00
EFT19565	25/03/2020	ANZ BANK (NETT WAGES)	Wages PPE 24.03.2020	-70799.29
EFT19566	25/03/2020	AUSTRALIAN SERVICES UNION	Payroll deductions	-25.90
EFT19567	25/03/2020	IJU SOCIAL CLUB	Payroll deductions	-240.00
EFT19568	26/03/2020	CUTTING EDGES PTY LTD	Grader Blades	-1051.60
EFT19569	26/03/2020	OFFICEWORKS BUSINESS DIRECT		-864.70
	21/03/2020	OFFICEWORKS BUSINESS DIRECT	Stationery for Admin	504.75
	24/03/2020	OFFICEWORKS BUSINESS DIRECT	Hard drives	359.95
EFT19570	26/03/2020	RBC RURAL	Photocopying charges for February 2020	-717.61
EFT19571	26/03/2020	TKB MECHANICAL	Supply and fit Windscreen to WB005	-605.00
EFT19572	26/03/2020	DAVE WATSON CONTRACTING PTY LTD	Tree Pruning in the Shire of Wongan-Ballidu	-2750.00
EFT19573	26/03/2020	WA LIBRARY SUPPLIES	Brochure Stand	-547.00
EFT19574	26/03/2020	HDI CONTRACTING	Cleaning of CRC and Allied Health 9 - 20 March 2020	-1155.00
EFT19575	26/03/2020	CENTRAL REGIONAL TAFE	Carley Trindall - TAFE Course work	-343.91
EFT19576	26/03/2020	KYLIE NEAVES	Services for 13/16 & 20 March 2020	-715.00
EFT19577	26/03/2020	JB HI-FI GROUP PTY LTD		-7302.65
	20/03/2020	JB HI-FI GROUP PTY LTD	Apple air iPads - iPad cases	449.65
	26/03/2020	JB HI-FI GROUP PTY LTD	Apple air iPads	6853.00
EFT19578	26/03/2020	FIRM CONSTRUCTION PTY LTD	PC 18 works completed to 23/3/20	-233750.65
EFT19579	26/03/2020	AC HEALTHCARE PTY LTD	Vaccinations for - Chris Beeson, Nick Broad, John Chapman, Roger Duyster, Bruce Mitchell and Chris Wilding	-264.00
EFT19580	26/03/2020	CIVIQ PTY LTD	Elkay EZH2O Vandal-Resistant Bottle filling station with single drinking fountain (refrigerated) (1 micron filter (standard), Internal chiller (standard) plus freight	-7638.40
EFT19581	26/03/2020	SHIRE OF DANDARAGAN	Long Service Leave reimbursement	-4928.93
EFT19582	26/03/2020	AN & KE TUNSTILL	Refund Bond - LG Election	-80.00
EFT19583	26/03/2020	DWIGHT COAD	Refund Bond - LG Election	-80.00
EFT19584	18/03/2020	DE LAGE LANDEN PTY LTD	CRC Photocopier lease	-557.70
EFT19597	31/03/2020	DEPARTMENT OF TRANSPORT	DPI payment for March 2020	-64081.90
21484	05/03/2020	TELSTRA CORPORATION LIMITED		-9843.75
	26/01/2020	TELSTRA CORPORATION LIMITED	Telephone account for January	4710.98
	29/01/2020	TELSTRA CORPORATION LIMITED	Harvest Ban line & Medical Centre Telephone Account for January	710.77
	04/02/2020	TELSTRA CORPORATION LIMITED	Medical Centre Telephone Account for February	358.76
	26/02/2020	TELSTRA CORPORATION LIMITED	Shire Administration Telephone account for February	4063.24
21485	06/03/2020	AUSTRALIA POST	Pathology Medical Services for Carley Trindall	-40.00
21486	06/03/2020	SYNERGY	Street lighting Wongan Hills	-4214.84
21487	13/03/2020	WONGAN HILLS COMMUNITY RESOURCE CENTRE	Boomer sales, councillor Eboomers	-24.00
21488	13/03/2020	SONIC HEALTH	Pre-employment Medical - Works Staff	-282.70
21489	23/03/2020	WATER CORPORATION		-59292.67
	04/03/2020	WATER CORPORATION	Service Charge Tennis Courts at Depot Road	65.84
	04/03/2020	WATER CORPORATION	Cadoux Standpipe water usage	278.75
	04/03/2020	WATER CORPORATION	Kirwan standpipe water usage	581.77
	04/03/2020	WATER CORPORATION	Ballidu South East Road Standpipe water usage	401.01
	10/03/2020	WATER CORPORATION	Oliver Road Standpipe water usage	1659.48
	10/03/2020	WATER CORPORATION	Davies Road Koorda-Buntine Standpipe water usage	340.21
	11/03/2020	WATER CORPORATION	Kondut Hall - Water consumption	249.31
	11/03/2020	WATER CORPORATION	Bunyip Park - Water consumption	197.37
	11/03/2020	WATER CORPORATION	Alpha Toilets - Water consumption	799.88
	11/03/2020	WATER CORPORATION	Ballidu Standpipe - Water Consumption & Rates	26839.00
	11/03/2020	WATER CORPORATION	Kondut West Rd Standpipe - Water consumption	5.19
	11/03/2020	WATER CORPORATION	Kondut East Rd Standpipe Water consumption	516.80
	12/03/2020	WATER CORPORATION	Summers East Road Standpipe Water Consumption & rates	131.04
	12/03/2020	WATER CORPORATION	Museum - Water rates & consumption	177.51
	12/03/2020	WATER CORPORATION	16 Moore Street, Service charges	243.00
	12/03/2020	WATER CORPORATION	Airport - Rates	45.34
	12/03/2020	WATER CORPORATION	Ballidu Hall - Water rates	45.34
	13/03/2020	WATER CORPORATION	Cadoux Standpipe - Water consumption & rates	517.55

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST MARCH 2020 TO 31ST MARCH 2020				
	13/03/2020	WATER CORPORATION	27a Quinlan Street- consumption & Rates	318.77
	13/03/2020	WATER CORPORATION	27B Quinlan Street - Service charges	243.86
	13/03/2020	WATER CORPORATION	31A Quinlan Street - Service charges	243.86
	13/03/2020	WATER CORPORATION	27C Quinlan Street - Service charges	243.34
	13/03/2020	WATER CORPORATION	Masonic Lodge - Service charges	85.97
	13/03/2020	WATER CORPORATION	Quinlan St Gardens - Service charges & consumption	191.45
	13/03/2020	WATER CORPORATION	King Street Toilets - Water consumption	158.42
	13/03/2020	WATER CORPORATION	Park Fenton Street - Water consumption	1404.98
	13/03/2020	WATER CORPORATION	Park Fenton Street - Water consumption & rates	504.71
	13/03/2020	WATER CORPORATION	31B Quinlan Street - Water consumption & Rates	402.07
	13/03/2020	WATER CORPORATION	27D Quinlan Street - Service charges	244.52
	16/03/2020	WATER CORPORATION	Cubby House - Service charges	146.32
	16/03/2020	WATER CORPORATION	Units 1, 2, 3/20 Stickland Street - Service charges & consumption	666.46
	16/03/2020	WATER CORPORATION	Civic Centre - Water consumption & rates	3198.38
	16/03/2020	WATER CORPORATION	Admin Office - Water consumption & rates	1198.80
	16/03/2020	WATER CORPORATION	Elizabeth Telfer Centre - Service charges	85.97
	16/03/2020	WATER CORPORATION	2A Patterson Street - Water consumption & rates	271.27
	16/03/2020	WATER CORPORATION	2B Patterson Street - Rates Only	243.86
	16/03/2020	WATER CORPORATION	14 Shields Crescent - Rates only	243.86
	16/03/2020	WATER CORPORATION	7 Wandoo Crescent - Water consumption & Rates	672.17
	16/03/2020	WATER CORPORATION	30 Wandoo Crescent - Water consumption & rates	838.08
	16/03/2020	WATER CORPORATION	11 Wandoo Crescent - Water consumption & rates	639.46
	17/03/2020	WATER CORPORATION	Depot Standpipe - Water consumption & rates	454.64
	17/03/2020	WATER CORPORATION	Swimming Pool - Water consumption	6253.58
	17/03/2020	WATER CORPORATION	Park Ninan Street - Water consumption	18.18
	17/03/2020	WATER CORPORATION	42 Mitchell Street - Service charges	243.86
	17/03/2020	WATER CORPORATION	Medical Centre - Water consumption & rates	347.60
	17/03/2020	WATER CORPORATION	Median Strip Fenton Street - Water consumption	2804.76
	17/03/2020	WATER CORPORATION	CRC - Water consumption & rates	329.93
	17/03/2020	WATER CORPORATION	Depot office - Water consumption & rates	846.13
	17/03/2020	WATER CORPORATION	Danubin Street - Service charges	44.06
	17/03/2020	WATER CORPORATION	CRC - Service charges	45.34
	17/03/2020	WATER CORPORATION	Saleyard - Rates only	106.08
	17/03/2020	WATER CORPORATION	Median Strip Rogers Street - Water consumption	150.63
	17/03/2020	WATER CORPORATION	Cemetery - Water consumption	137.64
	17/03/2020	WATER CORPORATION	Ninan Street - Service charges	44.06
	17/03/2020	WATER CORPORATION	49 Quinlan Street - Service charges	243.86
	17/03/2020	WATER CORPORATION	14 Ellis Street - Water consumption & rates	1050.43
	17/03/2020	WATER CORPORATION	8 Ellis Street - Water consumption & rates	547.52
	18/03/2020	WATER CORPORATION	Burakin Standpipe - Service charge	283.40
21490	23/03/2020	TELSTRA CORPORATION LIMITED	Medical Centre Telephone account	-217.95
21491	23/03/2020	SYNERGY		-5461.10
	18/02/2020	SYNERGY	27A Quinlan Street	91.40
	05/03/2020	SYNERGY	Railway Dam - Electricity consumption	161.55
	06/03/2020	SYNERGY	Cadoux Fire Station	132.92
	06/03/2020	SYNERGY	Cadoux toilets	120.93
	09/03/2020	SYNERGY	Airstrip	125.73
	09/03/2020	SYNERGY	2A Patterson Street	176.65
	09/03/2020	SYNERGY	30 Wandoo Crescent	413.29
	09/03/2020	SYNERGY	Depot office	384.01
	09/03/2020	SYNERGY	Community Garden - Electricity consumption	131.72
	09/03/2020	SYNERGY	Ninan St - Electricity consumption	68.23
	09/03/2020	SYNERGY	Alpha Park - Electricity consumption	266.42
	10/03/2020	SYNERGY	Lot 139 Coomer Street	642.20
	10/03/2020	SYNERGY	Fenton Place	158.07
	10/03/2020	SYNERGY	Civic Centre	514.62
	10/03/2020	SYNERGY	10 Quinlan Street	549.41
	10/03/2020	SYNERGY	53 Quinlan Street	1098.82
	10/03/2020	SYNERGY	Lot 20 Quinlan Street	67.20
	11/03/2020	SYNERGY	79 Camm Street - 7 January	240.59
	11/03/2020	SYNERGY	1a Wongan Road	117.34
21492	26/03/2020	WATER CORPORATION	Kirwan Standpipe	-429.52
DD9817.1	10/03/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-6933.07
DD9817.2	10/03/2020	AUSTRALIAN SUPER	Payroll deductions	-853.18
DD9817.3	10/03/2020	BT SUPER FOR LIFE	Payroll deductions	-250.01
DD9817.4	10/03/2020	HESTA SUPER FUND	Payroll deductions	-319.30
DD9817.5	10/03/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD9817.6	10/03/2020	SUNSUPER	Payroll deductions	-268.41
DD9817.7	10/03/2020	CBUS SUPER	Payroll deductions	-171.80
DD9817.8	10/03/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	-622.88
DD9817.9	10/03/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL	Superannuation contributions	-177.55
DD9829.1	24/03/2020	WALGS SUPERANNUATION PLAN	Payroll deductions	-7389.41
DD9829.2	24/03/2020	AUSTRALIAN SUPER	Payroll deductions	-813.95
DD9829.3	24/03/2020	HESTA SUPER FUND	Payroll deductions	-319.30
DD9829.4	24/03/2020	IOOF PURSUIT FOCUS SUPER FUND	Payroll deductions	-936.51
DD9829.5	24/03/2020	SUNSUPER	Payroll deductions	-453.50
DD9829.6	24/03/2020	CBUS SUPER	Payroll deductions	-286.60
DD9829.7	24/03/2020	ANZ SMART CHOICE SUPER	Superannuation contributions	-622.88
DD9829.8	24/03/2020	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL	Superannuation contributions	-182.77
DD9829.9	24/03/2020	PRIME SUPER	Superannuation contributions	-792.08
DD9817.10	10/03/2020	PRIME SUPER	Superannuation contributions	-791.67
DD9817.11	10/03/2020	REST SUPERANNUATION	Superannuation contributions	-893.42
DD9817.12	10/03/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-255.78
DD9817.13	10/03/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-223.91
DD9817.14	10/03/2020	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-98.96
DD9829.10	24/03/2020	REST SUPERANNUATION	Superannuation contributions	-907.02
DD9829.11	24/03/2020	AMP SUPERANNUATION LTD.	Superannuation contributions	-260.62
DD9829.12	24/03/2020	AXA RETIREMENT SECURITY PLAN	Superannuation contributions	-223.91
DD9829.13	24/03/2020	HOSTPLUS SUPERANNUATION FUND	Superannuation contributions	-95.29
		Municipal		916587.87
		Trust		64081.90
		TOTAL		980669.77
		Recoverable		28093.86
		Partially Recoverable		27.41

9.2.2 FINANCIAL REPORTS FOR MARCH 2020

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

• **Monthly Statements as follows:-**

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

SHIRE OF WONGAN-BALLIDU

STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 31 MARCH 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)	(2,972,659)	(2,971,715)		0.0%	✓
Grants Operating, Subsidies & Contributions	(1,718,005)	(1,752,536)	(1,480,827)	(1,538,034)		(3.9%)	✓
Non Operating Grants, Subsidies & Contributions	(1,802,087)	(1,913,599)	(1,411,089)	(819,984)		41.9%	x
Fees & Charges & Service Charges	(621,882)	(622,882)	(488,738)	(448,267)		8.3%	✓
Other Revenue	(148,890)	(170,990)	(119,872)	(186,050)		(55.2%)	x
Interest	(88,175)	(90,175)	(65,090)	(53,514)		17.8%	x
Profit on sale of Assets	-	-	-	-		0.0%	✓
a: TOTAL INCOME	(7,342,627)	(7,523,470)	(6,538,275)	(6,017,565)			
OPERATING EXPENSES							
Employee Costs	2,431,654	2,398,654	1,789,494	1,597,720		10.7%	x
Materials & Contracts	1,621,762	1,756,062	1,314,892	993,745		24.4%	x
Utilities (Gas, Electricity) etc.	378,968	319,020	241,151	304,528		(26.3%)	x
Interest	64,826	38,826	26,143	18,749	11	28.3%	x
Insurance	241,310	241,310	241,310	259,791		(7.7%)	✓
Other General	233,312	243,312	205,955	177,523		13.8%	x
Loss on Asset Disposals	67,129	67,129	67,129	2,902		95.7%	x
Depreciation	2,352,950	2,352,950	1,764,522	1,808,143		(2.5%)	✓
b: TOTAL OPERATING EXPENSES	7,391,910	7,417,262	5,650,596	5,163,099			
c: NET OPERATING (SURPLUS) / DEFICIT	49,283	(106,208)	(887,679)	(854,466)			
CAPITAL EXPENSES							
Land & Buildings	4,449,780	4,448,280	3,313,172	2,324,128		29.9%	x
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%	x
Infrastructure Other	30,500	37,030	37,030	17,423		52.9%	x
Infrastructure Roads	2,117,372	2,117,372	1,587,483	1,426,733		10.1%	x
d: TOTAL CAPITAL	7,242,652	7,247,682	5,582,685	4,056,368			
e: TOTAL OPERATING & CAPITAL	7,291,935	7,141,474	4,695,006	3,201,902			
ADJUST - NON CASH ITEMS							
Depreciation	(2,352,950)	(2,352,950)	(1,764,522)	(1,808,143)			
Accruals and Adjustments	-	-	-	-			
Profit on sale of assets	-	-	-	-	6		
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	19,260	16,947	10		
Net Movement in LSL Reserve	-	-	-	(616)			
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	83,910	83,910	11		
Loan to SSL Parties	-	-	-	-			
SSL Principal Reimbursements	(71,793)	(71,793)	(63,622)	(63,622)	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)	(1,943,417)	(2,934,046)			
** 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 31 March 2020

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% as its threshold for line items on the nature and type report shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expense.

Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	944	Within Threshold	Rates	Within Council variance reporting threshold.
✓	(57,207)	Within Threshold	Grants Operating, Subsidies & Contributions	Within Council variance reporting threshold.
✗	591,105	Timing	Non Operating Grants, Subsidies & Contributions	Progress payments for roads grants projected to be received by now have not yet been received by Council.
✓	40,471	Within Threshold	Fees & Charges & Service Charges	Within Council variance reporting threshold.
✗	(66,178)	Permanent	Other Revenue	Reimbursements higher than budgeted (Eg Insurance Claims)
✗	11,576	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				
✗	(191,774)	Timing	Employee Costs	This is a timing issue and will not affect the year end result
✗	(321,147)	Timing	Materials & Contracts	Variances occur based on expenditure levels. The majority of Materials and Contracts budgets are spread evenly throughout the year.
✗	63,377	Timing	Utilities (Gas, Electricity) etc.	Utility charges vary depending on when accounts are processed as they are received bi-monthly.
✗	(7,394)	Timing	Interest	This is a timing issue and will not affect the year end result
✓	18,481	Within Threshold	Insurance	Within Council variance reporting threshold.
✗	(28,432)	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.
✓	43,621	Within Threshold	Depreciation	Within Council variance reporting threshold.
Capital				
✗	(989,044)	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.
✗	(160,750)	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 31 MARCH 2020

	Approved Budget	Current Budget	YTD BUDGET *	YTD Actual
INCOME				
General Purpose Funding	(4,056,288)	(4,067,988)	(3,791,136)	(3,810,227)
Governance	(50,021)	(68,321)	(38,460)	(56,655)
Law, Order & Public Safety	(35,500)	(35,500)	(26,613)	(31,160)
Health	(79,100)	(80,100)	(61,191)	(8,669)
Education & Welfare	(13,597)	(13,597)	(13,222)	(8,367)
Housing	(66,322)	(66,322)	(50,179)	(52,658)
Community Amenities	(206,740)	(206,740)	(196,844)	(181,952)
Recreation & Culture	(1,173,215)	(1,183,215)	(931,835)	(409,880)
Transport	(1,265,312)	(1,393,155)	(1,124,723)	(1,038,373)
Economic Services	(72,950)	(72,950)	(24,114)	(40,071)
Other Property & Services	(323,582)	(335,582)	(279,958)	(379,552)
a: TOTAL INCOME	(7,342,627)	(7,523,470)	(6,538,275)	(6,017,565)
OPERATING EXPENSES				
General Purpose Funding	120,197	120,197	90,135	77,716
Governance	301,052	310,402	263,332	230,519
Law, Order & Public Safety	155,027	155,027	119,754	117,007
Health	328,434	451,135	339,412	282,983
Education & Welfare	183,821	172,021	134,254	114,832
Housing	200,582	200,582	151,753	143,566
Community Amenities	511,710	491,710	369,352	301,007
Recreation & Culture	1,683,671	1,644,573	1,252,700	1,182,275
Transport	2,825,885	2,778,085	2,086,529	2,134,111
Economic Services	178,822	178,822	133,947	173,800
Other Property & Services	902,708	914,708	709,428	405,283
b: TOTAL OPERATING EXPENSES	7,391,910	7,417,262	5,650,596	5,163,099
c: NET OPERATING (SURPLUS)/DEFICIT	49,283	(106,208)	(887,679)	(854,466)
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	16,744	11,576
Education & Welfare	-	-	-	-
Housing	50,366	50,366	42,002	22,637
Community Amenities	67,500	66,030	15,277	17,423
Recreation & Culture	4,299,931	4,299,931	3,227,203	2,242,470
Transport	2,650,355	2,650,355	2,118,459	1,614,771
Economic Services	-	-	-	-
Other Property & Services	11,000	11,000	11,000	9,133
d: TOTAL CAPITAL EXPENSES	7,242,652	7,247,682	5,582,685	4,056,368
e: TOTAL OPERATING & CAPITAL	7,291,935	7,141,474	4,695,006	3,201,902

SHIRE OF WONGAN-BALLIDU			
ANALYSIS OF NET CURRENT ASSETS AS AT 31 MARCH 2020			
NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT).	2018-2019	Original Budget	2019-2020
SURPLUS / (DEFICIT)	2,327,885	0	2,934,046
COMPRISES			
Cash (including reserves)	4,720,703	1,591,297	4,827,957
Current rates	230,462	196,349	223,251
Sundry debtors	106,495	103,282	16,033
Tax receivables	31,720	55,347	57,176
Other debtors	8,936	-	11,535
A: SSL debtors (are excluded see D: adj)	70,422	26,131	6,800
Inventories	11,204	11,204	7,436
Less:			
Reserves	(2,228,365)	(1,435,547)	(2,245,312)
Sundry creditors	(134,079)	(201,855)	(64,899)
Accrued interest	(4,160)	(15,000)	(0)
ESL Levy Owed	(32,078)	-	(5,718)
PAYG/GST Due To ATO	(47,973)	(14,741)	(25,129)
B: Other - (are excluded see D: adj)			
LSL Cash backed Reserve	81,042	41,861	81,659
Tax liabilities	(12,619)	-	12,619
Other - Trust	(125)	-	88
C: Loan liability (are excluded see D: adj)	(74,118)	(102,281)	9,792
Current employee benefits provisions	(403,278)	(332,197)	(340,043)
D: Adjustments (see above A to C)	3,696	76,150	(16,591)
Change in accounting policies t'fer from retained surplus	-	-	377,394
Surplus / (Deficit) Variance	2,327,885	0	2,934,046
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	4,827,957
Sundry debtors	448,034	381,109	314,795
Inventories	11,204	11,204	7,436
Total current assets	5,179,942	1,983,610	5,150,187
Current liabilities			
Creditors and accounts payable	(230,909)	(231,596)	(83,127)
Current loan liability	(74,118)	(102,281)	9,792
Provisions	(403,278)	(332,197)	(340,043)
Total current liability	(708,305)	(666,074)	(413,379)
Net current assets	4,471,637	1,317,536	4,736,809
Less: restricted reserves	(2,228,365)	(1,435,547)	(2,245,312)
Less: SSL principal repayments	(70,422)	(26,131)	(6,800)
Add back: Current loan liability	74,118	102,281	(9,792)
Add back: LSL Cash backed Reserve	81,042	41,861	81,659
Add back: Movement in provisions between current and non-current			
Other - Trust	(125)	-	88
Change in accounting policies t'fer from retained surplus	-	-	377,394
Surplus / (Deficit) Variance	2,327,885	0	2,934,046

SHIRE OF WONGAN-BALLIDU			
RATE SETTING STATEMENT AS AT 31 MARCH 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)	(838,512)
Governance	(50,021)	(68,321)	(56,655)
Law, Order & Public Safety	(35,500)	(35,500)	(31,160)
Health	(79,100)	(80,100)	(8,669)
Education & Welfare	(13,597)	(13,597)	(8,367)
Housing	(66,322)	(66,322)	(52,658)
Community Amenities	(206,740)	(206,740)	(181,952)
Recreation & Culture	(1,173,214)	(1,183,214)	(409,880)
Transport	(1,265,312)	(1,393,155)	(1,038,373)
Economic Services	(72,950)	(72,950)	(40,071)
Other Property & Services	(323,582)	(335,582)	(379,552)
A	(4,379,038)	(4,550,181)	(3,045,850)
<u>OPERATING EXPENSES</u>			
General Purpose Funding	120,197	120,197	77,716
Governance	301,052	310,402	230,519
Law, Order & Public Safety	155,027	155,027	117,007
Health	328,434	451,135	282,983
Education & Welfare	183,821	172,021	114,832
Housing	200,582	200,582	143,566
Community Amenities	511,710	491,710	301,007
Recreation & Culture	1,683,671	1,644,573	1,182,275
Transport	2,825,885	2,778,085	2,134,111
Economic Services	178,822	178,822	173,800
Other Property & Services	902,708	914,708	405,283
B	7,391,909	7,417,261	5,163,099
C= A and B	3,012,871	2,867,080	2,117,249
<u>ADJUST FOR CASH BUDGET REQUIREMENTS</u>			
<u>Non-Cash Expenditure and Income</u>			
Depreciation on Assets	(2,352,950)	(2,352,950)	(1,808,143)
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	2,324,128
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	1,426,733
Proceeds from sale of assets	(103,000)	(103,000)	(33,636)
<u>Financing Activities</u>			
Repayment of Loan Principal	146,198	146,198	83,910
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)	(63,622)
<u>Reserve Movements</u>			
Transfers to Reserves	244,000	694,449	-
Interest paid to Reserves	25,519	25,519	16,947
Transfer from Reserves	(1,109,883)	(1,109,883)	-
Net Movement in LSL Reserve			(616)
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.	-	-	(2,934,046)
AMOUNT REQUIRED TO BE RAISED FROM RATES	2,963,588	2,948,288	2,971,715
TOTAL RATES RAISED	2,963,588	2,973,288	2,971,715
(Surplus) / Deficit Variance	(0)	(25,000)	0

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 31 MARCH 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) WB028	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
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 31 MARCH 2020

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Mar 20	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2019	Refinancing	Principal Repayments YTD	Loan Balance @ 31 Mar 20
142	Housing Construction	WB Community Association*	Mar-2020		400,000	(19,980)	-	(1,633)	39,325	-	(39,364)	(39)
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	(20,287)	-	(11,768)	-	2,000,000	(20,287)	1,979,713
TOTAL EXISTING LOANS					2,915,000	(40,267)		(18,673)	356,782	2,000,000	(83,910)	2,272,872

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	(20,287)	-	(11,768)	-	2,000,000	(20,287)	1,979,713
-	915,000	(19,980)	-	(6,905)	356,782	-	(63,622)	293,160

Current loan liability
Non current liability
Total Loan Liability

Loan Balance @ 30 June 2019	SSL	Shire	Total
(74,117)	9,793	20,287	30,080
(282,665)	(282,665)	(2,000,000)	(2,282,665)
(356,782)	(272,872)	(1,979,713)	(2,252,585)

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 31 MARCH 2020															
Reserve Description	GL Acct.	Budget Opening Balance	Actual Opening Balance	ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 MARCH 2020			
				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)	(102)	-	-	(13,474)
Depot Improvement Reserve	01940	(10,364)	(10,377)	(154)	-	-	(10,531)	(154)	-	-	(10,531)	(79)	-	-	(10,456)
Historical Publications Reserve	01965	(6,975)	(6,994)	(104)	-	-	(7,098)	(104)	-	-	(7,098)	(53)	-	-	(7,047)
Housing Reserve	01955	(1,827)	(1,832)	(27)	-	-	(1,859)	(27)	-	-	(1,859)	(14)	-	-	(1,846)
LSL Reserve	01935	(80,682)	(81,042)	(1,202)	40,383	-	(41,861)	(1,202)	40,383	-	(41,861)	(616)	-	-	(81,659)
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)	(2,212)	-	-	(293,108)
Patterson Street JV Housing Reserve	01988	(38,473)	(38,573)	(572)	-	(5,000)	(44,145)	(572)	-	(5,000)	(44,145)	(293)	-	-	(38,867)
Plant Reserve	01945	(678,649)	(682,931)	(11,740)	254,000	(224,000)	(664,671)	(11,740)	254,000	(224,000)	(664,671)	(5,194)	-	-	(688,124)
Quinlan Street JV Housing Reserve	01987	(39,019)	(39,121)	(580)	-	(5,000)	(44,701)	(580)	-	(5,000)	(44,701)	(297)	-	-	(39,418)
Stickland JV Housing Reserve	01986	(47,514)	(47,640)	(707)	-	(5,000)	(53,347)	(707)	-	(5,000)	(53,347)	(362)	-	-	(48,003)
Swimming Pool Reserve	01970	(113,194)	(113,573)	(1,682)	-	-	(115,255)	(1,682)	-	-	(115,255)	(864)	-	-	(114,437)
Waste Management Reserve	01920	(39,461)	(39,564)	(587)	-	(5,000)	(45,151)	(587)	-	(5,000)	(45,151)	(301)	-	-	(39,865)
Sporting Co-Location Reserve	01990	(916,423)	(862,450)	(3,654)	785,500	-	(80,604)	(3,654)	785,500	(201,023)	(281,627)	(6,559)	-	-	(869,010)
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)	(16,947)	-	-	(2,245,312)

SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 31 MARCH 2020					
	Total	Municipal (01100+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	5,556,418.25	3,259,005.85	53,681.67	2,242,880.73	850.00
Add:					
Receipts	310,816.70	239,579.74	68,805.60	2,431.36	
Adjustment	557.70	557.70			
Transfers In/(Out)	-				
Less:					
Payments - EFT & Cheques	(980,669.77)	(916,587.87)	(64,081.90)		
Payments - Bank Fees	(760.65)	(760.65)			
Investment - Transfers In/Out	-				
Balance as per General Ledger	4,886,362.23	2,581,794.77	58,405.37	2,245,312.09	850.00
Balance as per Bank Statements	661,352.69	602,997.22	58,355.47		
Balance as per Bank Deposit Certificates	3,251,237.34	1,005,925.25		2,245,312.09	
Balance as per Holder Certificates	974,685.90	973,835.90			850.00
Add:					
Outstanding Deposits	5,812.40	5,812.40	-	-	
Adjustments -	-				
Less:					
Unpresented Payments	(6,776.00)	(6,776.00)			
Adjustments & Transfers	49.90		49.90		
Balance as per Cash Book	4,886,362.23	2,581,794.77	58,405.37	2,245,312.09	850.00

SHIRE OF WONGAN - BALLIDU
INVESTMENT REPORT FOR 31 MARCH 2020

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
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Total of matured municipal investments									0.00	0.00	0.00
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Current Municipal Investments

Invest No.	Name	Maturity	Particulars	From	To	Days	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	\$ (212,537.00)	\$ 2,378.23	\$ (0.00)	\$ 2,378.23
9147-00687	Muni Term Deposit			16/03/2020	16/04/2020		0.70%	\$ 500,000.00	\$ -	\$ 3,859.30	\$ 503,859.30	\$ 3,859.30
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	\$ 712,537.00	\$ 1,220.61	\$ 973,835.90	\$ 1,220.61
Total of current municipal investments								\$ 1,470,237.06	\$ 500,000.00	\$ 9,524.09	\$ 1,979,761.15	\$ 9,524.09

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
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Total of matured reserve investments									0.00	0.00	0.00
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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	\$ (554,404.41)	\$ 5,061.57	\$ (0.00)	\$ 5,061.57	
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	\$ 554,404.41	\$ 780.20	\$ 1,049,132.87	\$ 780.20	
Total of reserve investments and cash								\$ 2,228,364.93	\$ -	\$ 16,947.16	\$ 2,245,312.09	\$ 16,947.16

Total of matured municipal and reserve investment									\$ -	\$ -	\$ -
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Total of current municipal and reserve investment and cash								\$ 3,698,601.99	\$ 500,000.00	\$ 26,471.25	\$ 4,225,073.24	\$ 26,471.25
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SHIRE OF WONGAN - BALLIDU				
RATES OUTSTANDING 31 MARCH 2020				
		Rates Raised for 2019/2020	\$	2,976,095.96
Rates Outstanding Breakdown				
Total Amount Outstanding		31.3.20	\$	208,414.70
Outstanding same time last year		31.3.19	\$	273,732.80
				7%
				9%
SUNDRY DEBTORS OUTSTANDING 31 MARCH 2020				
Debtors Ageing Summary				
Current			\$	9,856.66
30 Days			\$	6,736.44
60 Days			\$	751.42
90 Days & Over			\$	1,635.25
Credit Balance			\$	(2,946.82)
Total Outstanding			\$	16,032.95
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. Copy invoice sent
10/12/2019	701	Allied Health Rooms booking	\$ 260.00	Statement sent. Copy invoice sent
29/11/2019	603	Email service	\$ 9.00	Statement sent. Copy invoice sent
29/11/2019	1168	Boomer sales	\$ 8.00	Email requesting urgent payment
Total			\$	1,635.25

9.2.3 COVID-19 FINANCIAL IMPACT

FILE REFERENCE:	F1.3.2
REPORT DATE:	16 April 2020
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	NIL
PREVIOUS MEETING REFERENCES:	BUDGET 2019-2020
AUTHOR:	Alan Hart – Deputy Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

For Council to consider the possible financial impact of COVID-19 on the Shire of Wongan-Ballidu.

BACKGROUND:

COVID-19 is having a significant impact on the global economy and the Shire of Wongan-Ballidu and its residents and ratepayers will not be immune to what is currently happening in the global economy. The International Monetary Fund (IMF) is predicting that for the rest of this financial year, Australia's economy will contract or shrink by 6.7% by June this year and will only recover by 6.1% over the next financial year. This has the potential of placing Australia in a recession. This has forced the Shire to re-assess the current year's budget and consider savings that can be made this financial year to ensure that any changes to the 2020/21 budget can be funded from savings this financial year.

COMMENT:

The Shire acknowledges that we have an important role to play at a local level in protecting the Wongan-Ballidu community from the effects of this virus both from an economic perspective as well as an environmental and community resilience perspective.

Whilst this report will mainly focus on the economic perspective, there is an acknowledgment that the environmental and community resilience perspective is as equally important and the Shire is investing in this through its normal operations, for example additional cleaning of public toilets and monitoring and ensuring that playgrounds remain closed to the public.

During this pandemic, the Shires' operations are continuing, however, the Administration building is closed with all customer service functions being operated on a reduced capacity through the Wongan Hills Community Resource Centre, and staff that are not essential to the frontline services of the Shire are working from home. The Shire has had to make significant changes to our current business model to make it work, fortunately Council has made the necessary investments in systems to enable this to happen quickly and at minimal cost to the Shire.

With the current economic outlook, and as the Shire heads into a new financial year and over the next 3 months, will consider the 2020/21 budget. It was necessary to review the current year's budget and look for operational savings that can be achieved this year to build a buffer or surplus that can be used to fund any deficit that may occur next financial year. The State Government has given very clear messages to Local Governments about providing relief to local communities to assist them through these difficult times through measure such as freezing rates, not charging interest on outstanding rates and suspending legal action for the recovery of rates. In addition, with the forced closure of community facilities there is a negative financial impact on the Shires ability to generate income. Whilst this is minimal for the Shire of Wongan-Ballidu, continued closure may have an impact on next year's budget.

The Federal Government recently announced economic stimulus measures to assist businesses that are affected by this pandemic. Local Government, however, has been specifically excluded from

being eligible to claim any funding that may be available, including the Job Keeper Allowance, and no Local Government employee can apply for the Allowance. In addition, there is an expectation from the State and Federal Governments that Local Governments take all steps necessary to continue employing staff. From the Council operations perspective all outside staff, i.e. parks and gardens, road maintenance and construction works are continuing as normal, as well as all the finance and administration functions of Council.

To this extent, the Shire has reviewed the operating budget and has identified net savings of approximately \$121,000 in this year's budget, and this expenditure can be deferred to next year. The details of the proposed changes to the Budget are below;

Works and Services

Business Activity	Description	Amount
Engineering Services	Staff Training and Accreditation	\$14,000
	Recruitment and Advertising	\$1,800
	Staff Uniforms/Protective Clothing	\$500
	Minor Equipment Purchases	\$5,000
	Refreshments and Entertaining	\$3,000
	Depot Operating Expenses	\$5,000
	Parks and Gardens	Materials and Contracts – Various Locations
Council In-kind Community Support	Materials and Contracts	\$3,035
Footpath Maintenance	Materials and Contracts	\$3,500
Weed Control and Reserve Maintenance	Materials and Contracts	\$585
Roads Maintenance	Materials and Contracts	\$5,000
Civic Centre	Capital-Replace lighting in main hall	\$18,000
Community Park	Capital-Upgrade of public toilets	\$25,000
Medical Centre	External door and swipe card access system	\$5,000
Swimming Pool	Repaint external buildings	\$20,000
Governance	Staff training and Accreditation	\$16,000
	Minor Equipment Purchases	\$10,000
	Staff Uniforms/Protective Clothing	\$2,000
	Postage and Freight	\$1,000
	Recruitment and Advertising	\$1,000
	Advertising	\$2,000
Asset Management	Contractors and Materials	\$5,000
Sub-total		\$160,381

As a direct result of COVID-19, the Shire has incurred additional expenditure to ensure business continuity and this is detailed below:-

Business Activity	Description	Amount
Governance	Purchase of iPads for Councillors to enable the conduct of Council Meetings and Communications	\$6,650
	Video Conferencing Facilities for Council Meetings	\$24,700
	Minor Equipment for Staff working remotely	\$4,540
	Modifications to the Website for the COVID-19 banner and page	\$1,050

Business Activity	Description	Amount
Building Services	Cleaning and Sanitising Materials	\$2,420
Sub-total		\$39,360

Summary

Total Savings Identified above	\$160,381
COVID 19 Related Expenditure	(\$39,360)
Net Savings to 2019/20 Annual Budget	\$121,021

POLICY REQUIREMENTS:

There are no policy requirements in relation to this item.

LEGISLATIVE REQUIREMENTS:

Regulation 33A Local Government (Financial Management) Regulations 1996.

STRATEGIC IMPLICATIONS:

This budget review provides a financial buffer heading into discussions on the 2020/21 Annual Budget.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known significant environmental implications associated with this proposal

➤ **Economic**

The Budget review process provides a timely indication of ability of the local government to achieve the budget performance for the year and timing allows corrective actions if required prior to 30th June.

➤ **Social**

There are no known social implications associated with this item.

➤ **Financial Implications**

The financial implications are detailed within the report.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

It is recommended that Council accept the amendments to the 2019-2020 Budget as detailed in this report.

9.3 WORKS AND SERVICES

9.3.1 RAV 7-REQUEST LGA SUPPORT

FILE REFERENCE:	T6.1
REPORT DATE:	22 April 2020
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Karl Mickle – Manager of Works & Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

The purpose of this report is to present to Council a request from Heavy Vehicle Services (HVS) to assess:-

- Ballidu East Road from Bunyip Street to Hourigan Road; and
- Ballidu Bindi Bindi Road from Great Northern Hwy to White Well Road; and
- Kondut East Road from Northam Pithara to Ballidu South East Road; and
- Ballidu South East Road from Townsend Road to Kondut East Road; and
- Hourigan Road from LGA Boundary to LGA Boundary; and
- Federation Street from Northam Pithara Road to Carter Road; and
- Bunyip Street from Ballidu East Road to Federation Street; and
- Bauer Road from Ballidu East Road to Ballidu South East Road; and
- Townsend Road from Federation Street to Ballidu East Road; and

provide HVS with any comments relating to road condition, planning conflicts, development issues etc. that may be impacted by adding the above roads onto the RAV 7 network.

BACKGROUND:

This application was submitted to Main Roads Western Australia (HVS) requesting to amend the roads below from a RAV 4 & 5 Roads to a RAV 7. **(Requested from unknown)**.

Road No.	Road Name	From Location (SLK)	To Location (SLK)	Current Network	Requested Network
5180003	Ballidu East Rd	Bunyip St (0.00)	Hourigan Rd (8.53)	RAV 5	RAV 7
5180004	Ballidu Bindi – Bindi Rd	Great Northern Hwy (0.00)	White Well Rd (11.40)	RAV 5	RAV 7
5180009	Kondut East Rd	Northam Pithara Rd (0.00)	Ballidu South East Rd (7.47)	RAV 4	RAV 7
5180032	Ballidu South East Rd	Townsend Rd (0.00)	Kondut East Rd (12.61)	RAV 4	RAV 7
5180038	Hourigan Rd	LGA Boundary (0.00)	LGA Boundary (9.82)	RAV 4	RAV 7
5180096	Federation St	Northam Pithara Rd (0.00)	Carter Rd (1.16)	RAV 5	RAV 7
5180100	Bunyip St	Ballidu East Rd (0.00)	Federation St (0.26)	RAV 5	RAV 7
5180108	Bauer Rd	Ballidu East Rd (0.00)	Ballidu South East Rd (0.76)	RAV 4	RAV 7
5180170	Townsend Rd	Federation St (0.00)	Ballidu East Rd (0.51)	RAV 5	RAV 7

COMMENT:

The most significant changes from category RAV 4 to RAV 7 is the overall length of truck and trailer combinations. The RAV 4 route allows heavy vehicle combinations up to 27.5m whilst a RAV 6-7 route allows combinations from 27.5m to 36.5m.

If Council does agree a higher network level on particular roads for any reason, then the Shire has the option to not support the application.

This consultation process precedes the onsite assessment process by HVS staff members, who determine whether the road is suitable for the higher Network level. This assessment process either shows the road as suitable for the higher Network level or highlights those blackspots and deficiencies that are restricting the higher levels to be achieved.

POLICY REQUIREMENTS:

The "Heavy Vehicle" policy 10.4 outlines Council's expectations for the use of heavy vehicles with the Shire.

LEGISLATIVE REQUIREMENTS:

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

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no significant environmental implications.
- **Economic**
There are no significant economic implications.
- **Social**
There are no significant social implications.
- **Financial Implications**
There are no immediate financial implications, however a change in RAV Network Rating for all or part of the road has the potential to reduce the life of the road and increase the maintenance and Capital expenditure requirements of the road.

RISK IMPLICATIONS:

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council does not support the application on the grounds that the roads are not of a standard that will be required to accommodate the additional weight, that the increase in weight, axles and traffic volume will have significant damage, and cost impact in terms of damage and cost on roads that were never designed or constructed for these types of vehicles.

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 WONGAN HILLS AIRPORT HANGER UPGRADE REQUEST

FILE REFERENCE:	A2.19.1 and A432
REPORT DATE:	15 April 2020
APPLICANT/PROPONENT:	Melissa Marcon
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	CONFIDENTIAL (separate attachment): Copy of letter from Geoff Van Schie

PURPOSE OF REPORT:

To seek Councils assistance to upgrade hanger doors.

BACKGROUND:

Pre-2014, Mr Keith Betty ceased the use of the hanger that he built on Shire land at the Wongan Hills Airstrip. Mr Betty had the option of removing the hanger, which was on Shire land or leave it insitu, thus the hanger becoming a Shire Asset.

On 1 February 2014 Mr Geoff Van Schie commenced a Standard Lease with the Shire of Wongan-Ballidu for the land and the hanger.

The initial lease agreement was for 5 years with an option of a further 5 years. In December 2019 the Shire wrote to Mr Van Schie extending the lease for a further 5 years.

Over the past couple of years, the hanger doors have become an issue on windy days.

On 4 December 2019 Maree Smartt and myself met with Mr Van Schie about the hanger doors following an incident where the wind caught the door and knocked him to the ground. At this meeting Mr Van Schie said that he and two other people hooked the door to a vehicle to try and straighten it and in the process warped the door and snapped the internal straps.

At the meeting it was agreed that the Shire would install a PA door on the side of the hanger so that Mr Van Schie didn't have to open the main doors to access the hanger. Mr Van Schie would then attend to either repairing or replacing the main doors.

COMMENT:

The initial lease amount was \$600.60 per annum.

In the 2014/2015 Financial Year Mr Van Schie requested power to the hanger and the floor to be sealed. The cost to install power to the hanger was \$3,201.43 excluding GST and the cost to seal the floor was \$3,800.00, with the costs being borne by the Shire.

In 2016/2017 the lease was increased to \$1,500.00 per annum as agreed by Mr Van Schie, as a result of the works being undertaken.

Total cost to install electricity	\$3,201.43
Total cost to seal floor	\$3,800.00
Lease Paid since 2014	\$7,275.00

Standard Lease Document - Clause 3.6 Maintain and Repair Premises:

- (a) Generally
During the Term and for so long as the Lessee remains in possession or occupation of the Premises, to maintain, replace, repair, clean and keep the Premise clean and in good and substantial repair, order and condition having regard to the age of the Premise at the Date of Commencement

PROVIDED THAT

- (i) This subclause shall not impose on the Lessee any obligation in respect of damage by earthquake, aircraft, riot, civil commotion, fire, flood, lightning, storm, tempest and reasonable wear and tear, act of God and war unless the damage is caused by the neglect, default or misconduct of the Lessee or the Lessor's insurances are invalidated by any act, neglect or default by the Lessee or its employees, agents, contractors or invitees;
- (ii) This subclause shall not impose on the Lessee any obligation in respect of any structural maintenance, replacement or repair except when rendered necessary by any act, neglect, default or omission on the part of the Lessee or its employees, agents, contractors or invitees or by the Lessee's particular use or occupancy of the Premise;

Under the Standard Lease Document, the Shire is responsible for structural maintenance as per Clause 3.6(a)(ii), except when rendered necessary by any act, neglect, default or omission on the part of the Lessee or its employees, agents, contractors or invitees or by the Lessee's particular use or occupancy of the Premise. The act of using a vehicle to try and repair the door under the clause would release the Shire from its responsibility to repair.

Mr Van Schie has sought quotes from three companies to install sliding doors to the hanger. Both doors would slide to the south one in front of the other.

- Wheatbelt Steel (Northam) quoted \$33,550 including GST
- The Shed Company (Mundaring) tentative quote \$17,300 including GST but excluding earthworks
- Avalon Shed and Stables – to date no quote received

Mr Van Schie is seeking financial input from the Shire to cover the costs, the three options put forward by Mr Van Schie are as follows -

Option 1: The Shire pays the entire sum as the hangar is a Shire asset.

Option 2: Mr Van Schie pays the entire cost up front with the Shire dropping the current lease fee back to \$600.00 per year.

Option 3: The Shire and Mr Van Schie pay half the cost.

Further to the above options, Mr Van Schie is proposing the Shire cover the necessary earthworks not covered by the \$17,300 quote and negotiating with the company to do the installation of the structure under the Shire's supervision once the doors and outrigger are fabricated.

It is my understanding that the only earthworks required is a trench to enable the laying channel for the doors.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

There are no legislative requirements in relation to the item.

STRATEGIC IMPLICATIONS:

There are no immediate strategic implications particular to the Shire.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this proposal.
- **Economic**
There are no known economic implications associated with this proposal.
- **Social**
There are no known social implications associated with this item.
- **Financial Implications**
Full or partial cost of installation to the Shire. Lowest quote \$17,300 and the highest quote \$33,550.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council accept Option 3, whereby the Shire and Mr Van Schie share the cost evenly of \$17,300 (excluding GST) for the installation of the doors as per the quote from The Shed Company (Mundaring), and the Shire conduct the necessary earthworks at no cost to Mr Van Schie. Mr Van Schie is to continue to pay a lease in the amount of \$1,500 per annum.

9.4.2 APPLICATION FOR DEVELOPMENT APPROVAL – PROPOSED NEW SINGLE HOUSE ON LOT 814, 12 HEWETT ROAD, WONGAN HILLS

FILE REFERENCE:	A1440/P485
REPORT DATE:	16 April 2020
APPLICANT/PROPONENT:	Modularis Pty Ltd t/as Modular WA (Applicant) on behalf of Travis and Kady Forsyth (Landowners)
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon
ATTACHMENTS:	CONFIDENTIAL (separate attachment) – Application for Development Approval

PURPOSE OF REPORT:

Consideration and final determination of an Application for Development Approval for the construction and use of a new single house on Lot 814, 12 Hewett Road Wongan Hills.

BACKGROUND:

The Applicant is seeking Council's development approval for the construction and use of a new 3-bedroom, 1-bathroom new modular residence at Lot 814, 12 Hewett Road Wongan Hills.

Lot 814 comprises a total area of approximately 0.9950 hectares. There is a current Building Approval, B573, for a 726.24 m² steel form Colourbond shed to be erected on the property.



Synergy Map 09/04/2020

COMMENT:

Lot 814 is classified 'Rural Residential' zone in the Shire of Wongan-Ballidu Local Planning Scheme No. 5 (LPS5) with a residential density coding of RR12.

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

- To provide for lot sizes in the range of 1ha to 4ha.

- To provide opportunities for a range of limited rural and related ancillary pursuits on rural-residential lots where those activities will be consistent with the amenity of the locality and the conservation and landscape attributes of the land.
- To set aside areas for the retention of vegetation and landform or other features which distinguish the land.
- To discourage or prohibit development not compatible with the predominantly rural nature and residential amenity of the zone.
- To promote and encourage cluster subdivision and other innovative rural residential designs, having consideration for conservation values.
- To encourage the provision of vegetation and fauna corridors and the revegetation of the land to adequately protect any areas or sites of conservation value.
- To only permit development, and support subdivision, in accordance with an approved structure plan.

Under the terms of the Zoning Table in LPS5 the development of a single house is listed as being a permitted (ie 'P') use on any land classified 'Rural Residential' zone provided it complies with all the relevant development standards and requirements. Despite the permissibility of the proposed new single house on Lot 814, Council's development approval is required.

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

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

POLICY REQUIREMENTS:

State Planning Policy 3.1 – Residential Design Codes

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2015
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Wongan-Ballidu Local Planning Scheme No. 5

STRATEGIC IMPLICATIONS:

There are no known Strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

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

➤ **Social**

There are no known social implications associated with this item.

➤ **Financial Implications**

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION

That Council **APPROVE** the Development Application submitted by Modularis Pty Ltd t/as Modular WA (Applicant) on behalf of Travis and Kady Forsyth (Landowners) for the construction and use of a new single house on Lot 814, 12 Hewett Road, Wongan Hills, subject to the following Conditions and Advice Notes:

Conditions

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

Advice Notes:

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner, and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan-Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant and landowner to obtain any other necessary approvals, consents, permits and licences required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant and landowner are reminded of their obligation to ensure compliance with the following requirements:
 - a. Shire of Wongan-Ballidu Annual Firebreak Notice, Rural Residential and Industrial Properties – all land of less than 1 hectare (10,000 square metres) and zoned under the Town Planning Scheme as Rural Residential and Industrial are

required to have all annual grass and herbage slashed or mowed to a height of not more than 100 mm and construct a clear earth firebreak of not less than 2 metres in width immediately surrounding all buildings and/or haystacks situated on the land.

b. Shire of Wongan-Ballidu Health Local Law.

4. In accordance with the *Building Act 2011* and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
5. The proposed dwelling is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
6. An 'Application to Construct or Install an Apparatus for the Treatment of Sewage' prepared pursuant to the specific requirements of the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974 must be prepared and submitted to the Shire or the Executive Director of Public Health for consideration and determination prior to preparation and lodgement of a building permit application.
7. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
8. No construction works shall commence on the land prior to 7.00 am without the Shire's written approval. No construction works are permitted to be undertaken on Sundays or Public Holidays.
9. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the *Planning and Development Act 2005* and the Shire of Wongan-Ballidu Local Planning Scheme No. 4 and may result in legal action being initiated by the local government.
10. If the applicant and landowner is aggrieved by this determination, there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be submitted within 28 days of the determination.

9.5 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