



MINUTES
ORDINARY MEETING OF
COUNCIL
WEDNESDAY 23 MARCH 2016





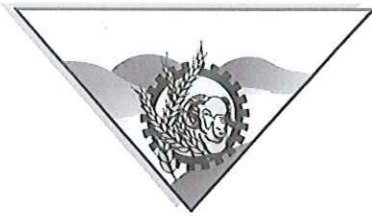
SHIRE OF WONGAN-BALLIDU

DISCLAIMER

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

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SHIRE OF WONGAN-BALLIDU

1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

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

2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

ATTENDANCE:

| | |
|-------------------------|-------------------|
| Cr Peter Macnamara | Cr Richard Morgan |
| Cr Bradley West | Cr Jon Hasson |
| Cr Hugh Barrett-Lennard | Cr Alfreda Lyon |
| Cr Norma Walton | |

STAFF:

| | |
|---------------|----------------------------------|
| Stuart Taylor | Chief Executive Officer |
| David Taylor | Deputy Chief Executive Officer |
| Karl Mickle | Works Manager |
| Joanne Guest | Personal Assistant- Minute Taker |

APOLOGIES:

Nil

LEAVE OF ABSENCE PREVIOUSLY GRANTED:

Nil

3. PUBLIC QUESTION TIME

Nil

4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Cr Macnamara attended opening of the Wongan Hills Men's Shed- representative from the Wongan Hills Men's Shed acknowledged support received from the Shire during opening speech.

5. PETITIONS AND PRESENTATIONS

Nil

6. APPLICATION/S FOR LEAVE OF ABSENCE

Nil

7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 24 FEBRUARY 2016

RECOMMENDATION:

That the minutes of the Ordinary meeting of Council held on Wednesday 24 February 2016 be confirmed as a true and correct record of the proceedings.

MOTION: MOVED Cr Lyon / Cr Morgan
That the minutes of the Ordinary meeting of Council held on Wednesday 24 February 2016 be confirmed as a true and correct record of the proceedings.

CARRIED: 7/0
RESOLUTION: 010316

7.2 CONFIRMATION OF THE MINUTES OF THE ANNUAL ELECTORS MEETING HELD ON WEDNESDAY 16 DECEMBER 2015

RECOMMENDATION:

That the minutes of the Annual Elector's meeting held on Wednesday 16 December 2015 be confirmed as a true and correct record of the proceedings.

MOTION: MOVED Cr Lyon / Cr Morgan
That the minutes of the Annual Elector's Meeting held on Wednesday 16 December 2015 be confirmed as a true and correct record of the proceedings.

CARRIED: 7/0
RESOLUTION: 020316

8. MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

9. REPORTS OF OFFICERS AND COMMITTEES

9.1 ADMINISTRATION & FINANCIAL SERVICES

9.1.1 ACCOUNTS SUBMITTED

| | |
|---------------------------------|--------------------------------|
| FILE REFERENCE: | F1.4 |
| REPORT DATE: | 23 March 2016 |
| APPLICANT/PROPONENT: | N/A |
| OFFICER DISCLOSURE OF INTEREST: | Nil |
| PREVIOUS MEETING REFERENCES: | Nil |
| AUTHOR: | Deputy Chief Executive Officer |
| ATTACHMENTS: | February 2016 |

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.

List of Accounts Due & Submitted to Council 1 February to 29 February 2016

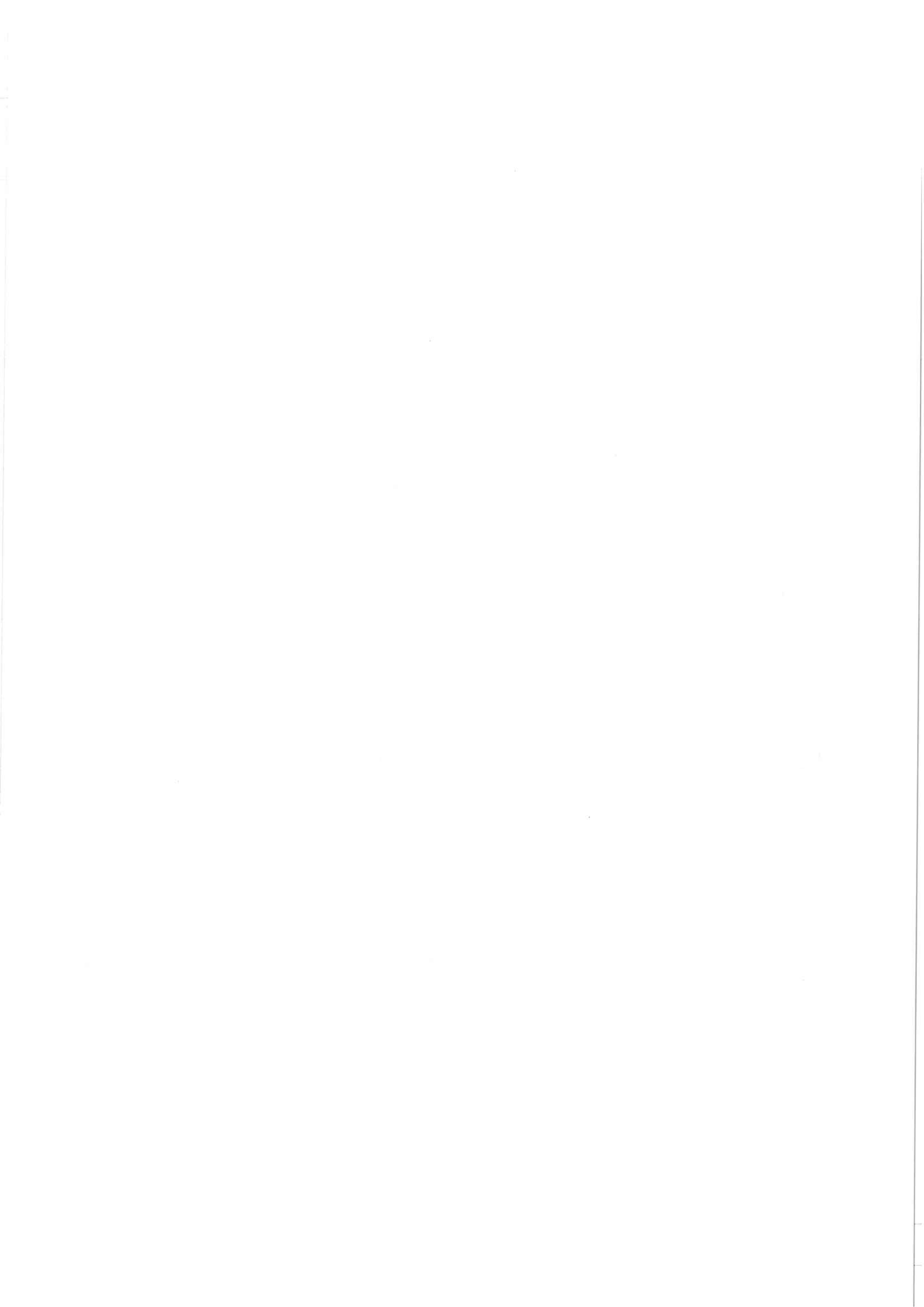
| Chq/EFT | Date | Name | Description | Amount |
|--------------|------------|--|---|-----------|
| Direct Debit | 01/02/2016 | DEPARTMENT OF HOUSING | 9A Wilding Street Rental | -584.40 |
| Direct Debit | 08/02/2016 | FUJI XEROX AUSTRALIA PTY LTD | CRC Photocopier | -553.30 |
| Direct Debit | 29/02/2016 | CREDIT CARD | CEO Credit Card | -5722.25 |
| FT13442 | 01/02/2016 | COURIER AUSTRALIA INTERNATIONAL | Freight Charges January 2016 | -65.83 |
| FT13443 | 01/02/2016 | WONGAN HILLS IGA | CRC Refreshments January 2016 | -871.28 |
| FT13444 | 01/02/2016 | MULTIGROUP DISTRIBUTION SERVICES PTY LTD | Freight Charges January 2016 | -125.21 |
| FT13445 | 01/02/2016 | TRUCKLINE PARTS | | -658.45 |
| | | TRUCKLINE PARTS | Dual Pin Drop for Howard Porter Tipper Trailer PTRL20 | 578.96 |
| | | TRUCKLINE PARTS | Parts for Hino Prime Mover PTK30 | 79.49 |
| FT13446 | 01/02/2016 | WALGA | Award Interpretation For Payroll Officers | -544.50 |
| FT13447 | 01/02/2016 | WATER CORPORATION | | -15898.34 |
| | | WATER CORPORATION | Water Consumption Standpipe Kirwin Rd | 371.78 |
| | | WATER CORPORATION | Water Rates Standpipe Dowerin Kalannie Rd | 37.06 |
| | | WATER CORPORATION | Water Rates & Consumption 30 Wandoo Crescent | 362.61 |
| | | WATER CORPORATION | Water Rates & Consumption 8 Ellis Street | 272.56 |
| | | WATER CORPORATION | Water Rates & Consumption 14 Ellis Street | 510.97 |
| | | WATER CORPORATION | Water Rates & Consumption 49 Quinlan Street | 366.10 |
| | | WATER CORPORATION | Water Rates & Consumption 11 Wandoo Crescent | 382.33 |
| | | WATER CORPORATION | Water Rates & Consumption 7 Wandoo Crescent | 420.25 |
| | | WATER CORPORATION | Water Rates Depot House Storage | 37.06 |
| | | WATER CORPORATION | Water Rates & Consumption Stickland St Units | 577.07 |
| | | WATER CORPORATION | Water Rates 2A Patterson St | 173.39 |
| | | WATER CORPORATION | Water Rates 2B Patterson St | 173.39 |
| | | WATER CORPORATION | Water Rates 27-29A Quinlan St | 189.43 |
| | | WATER CORPORATION | Water Rates 27-29B Quinlan St | 189.43 |
| | | WATER CORPORATION | Water Rates 27-29C Quinlan St | 199.70 |
| | | WATER CORPORATION | Water Rates & Consumption 27-29D Quinlan St | 249.79 |
| | | WATER CORPORATION | Water Rates Civic Centre | 234.69 |
| | | WATER CORPORATION | Water Rates & Consumption Telecentre | 169.07 |
| | | WATER CORPORATION | Water Rates & Consumption The Station | 266.42 |
| | | WATER CORPORATION | Water Rates & Consumption Lot 1 Fenton St | 357.07 |
| | | WATER CORPORATION | Water Consumption Fenton St Park | 1202.56 |
| | | WATER CORPORATION | Water Rates & Consumption Depot | 453.58 |
| | | WATER CORPORATION | Water Rates & Consumption Quinlan St Gardens | 208.56 |
| | | WATER CORPORATION | Water Rates & Consumption Admin Building | 1097.44 |
| | | WATER CORPORATION | Water Consumption Fenton Place Median Strip | 2485.01 |
| | | WATER CORPORATION | Water Consumption Cemetery | 112.27 |
| | | WATER CORPORATION | Water Rates Lot 162 Danubin St | 37.06 |
| | | WATER CORPORATION | Water Consumption Median Strip Gardens | 164.08 |
| | | WATER CORPORATION | Water Consumption Museum | 13.55 |
| | | WATER CORPORATION | Water Rates & Consumption Doctors Residence | 478.90 |
| | | WATER CORPORATION | Water Rates Livestock Saleyards | 86.70 |
| | | WATER CORPORATION | Water Consumption Tourist Centre | 2.16 |
| | | WATER CORPORATION | Water Rates Cubbyhouse | 119.58 |
| | | WATER CORPORATION | Water Consumption Open Space 1 Ninan St | 56.13 |
| | | WATER CORPORATION | Water Rates & Consumption Masonic Lodge | 76.74 |
| | | WATER CORPORATION | Water Rates Elizabeth Telfer Building | 70.26 |
| | | WATER CORPORATION | Water Rates 14 Shields Crescent | 199.70 |
| | | WATER CORPORATION | Water Rates Amenities at Commercial St | 36.98 |
| | | WATER CORPORATION | Water Consumption Swimming Pool | 2968.63 |
| | | WATER CORPORATION | Water Consumption Wongan Hills Oval | 261.24 |
| | | WATER CORPORATION | Water Rates & Consumption Medical Centre | 227.04 |
| 13448 | 01/02/2016 | NEAT N TRIM UNIFORMS PTY LTD | Staff Uniforms - Administration | -270.60 |

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|---------|------------|---|--|-----------|
| FT13449 | 01/02/2016 | STATEWEST SURVEYS | Road Widening Manmanning Rd | -7588.00 |
| FT13450 | 01/02/2016 | IXOM OPERATIONS PTY LTD | | -847.00 |
| | | IXOM OPERATIONS PTY LTD | Chlorine Cylinder Swimming Pool | 423.50 |
| | | IXOM OPERATIONS PTY LTD | Chlorine Cylinder Parks & Gardens | 423.50 |
| FT13451 | 01/02/2016 | ABITARE PTY LTD | Stockpile Gravel - Storm Damage On Douglas Rd | -2882.00 |
| FT13452 | 01/02/2016 | MARKETFORCE PRODUCTIONS | Advertising Local Planning Scheme Amendment | -859.06 |
| FT13453 | 01/02/2016 | RBC RURAL | | -1215.58 |
| | | RBC RURAL | Meterplan Charge for Shire | 664.57 |
| | | RBC RURAL | Black, Yellow & Magenta Toner for Shire Printer | 551.01 |
| FT13454 | 01/02/2016 | TRUCK CENTRE (WA) PTY LTD | Sump Gasket for Volvo Side Tipper Truck PTK28 | -69.77 |
| FT13455 | 01/02/2016 | WONGAN HILLS SPORT & RECREATION COUNCIL INC | Up, Up And Away Pavilion Hire for CRC Event | -100.00 |
| FT13456 | 01/02/2016 | SIGMA CHEMICALS | 2 X No Diving Stickers for Pool | -60.50 |
| FT13457 | 01/02/2016 | AUSTRALIA'S GOLDEN OUTBACK | Editorial 2016 Holiday Planner for CRC | -1675.00 |
| FT13458 | 01/02/2016 | THE FARM SHOP | | -177.36 |
| | | THE FARM SHOP | Camlock Fitting for Sundry Plant PSP1 | 12.32 |
| | | THE FARM SHOP | Freight for Repairs to Sundry Plant PSP1 | 14.05 |
| | | THE FARM SHOP | Parts for Sundry Plant PSP3 | 150.99 |
| FT13459 | 01/02/2016 | FUJI XEROX AUSTRALIA PTY LTD | Metepplan Charges CRC | -2623.74 |
| FT13460 | 01/02/2016 | AIR LIQUIDE WA PTY LTD | Cylinder Fee Rental December 2015 | -36.03 |
| FT13461 | 01/02/2016 | HDJ CONTRACTING | Cleaning Medical Centre and CRC | -1771.00 |
| FT13462 | 01/02/2016 | NEWINS FAMILY TRUST | Land Fill Site Management | -3758.33 |
| FT13463 | 01/02/2016 | STEVE MASON & ASSOCIATES | Consultancy Service And Travel | -6488.86 |
| FT13465 | 03/02/2016 | AUSTRALIAN SERVICES UNION | Employee Union Fees | -25.80 |
| FT13466 | 03/02/2016 | IOU SOCIAL CLUB | Employee Social Club Deductions | -280.00 |
| FT13467 | 03/02/2016 | MUNICIPAL EMPLOYEES UNION | Employee Union Fees | -19.40 |
| FT13468 | 03/02/2016 | ANZ BANK (NETT WAGES) | Wages PPE 02.02.16 | -61278.23 |
| FT13469 | 03/02/2016 | A K MECHANICAL REPAIRS PTY LTD | Clutch Kit For PSP4 | -2008.00 |
| FT13470 | 08/02/2016 | COURIER AUSTRALIA INTERNATIONAL | Freight Charges January 2016 | -35.29 |
| FT13471 | 08/02/2016 | MOORE STEPHENS | Progressive Account For Strategic Resource Plan | -4632.10 |
| FT13472 | 08/02/2016 | JASON SIGNMAKERS | Galvanised Posts and Caps | -2520.10 |
| FT13473 | 08/02/2016 | MULTIGROUP DISTRIBUTION SERVICES PTY LTD | Freight Charges January 2016 | -40.21 |
| FT13474 | 08/02/2016 | WESTRAC EQUIPMENT PTY LTD | Insert & Blades for CAT Grader PG13 | -384.00 |
| FT13475 | 08/02/2016 | WHEATBELT TYRES | | -5343.10 |
| | | WHEATBELT TYRES | Replace Tyres for TriAxle Water Tanker & Dual Tip Pig Trailer PTRL26, PTRL23 | 3364.00 |
| | | WHEATBELT TYRES | Fit 2 Tyres for Hino Prime Mover PTK30 | 833.60 |
| | | WHEATBELT TYRES | Replace Tyre and Oring for Komatsu Grader PG14 | 1145.50 |
| FT13476 | 08/02/2016 | WONGAN NEWSAGENCY | | -217.00 |
| | | WONGAN NEWSAGENCY | February Account CRC | 20.02 |
| | | WONGAN NEWSAGENCY | February Account Shire | 196.98 |
| FT13477 | 08/02/2016 | WONGAN STEEL MANUFACTURERS | | -188.21 |
| | | WONGAN STEEL MANUFACTURERS | Bearing Shaft for Sundry Plant PSP1 | 50.63 |
| | | WONGAN STEEL MANUFACTURERS | Hydraulic Hose & Fittings for CAT Grader PG13 | 82.90 |
| | | WONGAN STEEL MANUFACTURERS | Parts for Sundry Plant PSP4 | 35.70 |
| | | WONGAN STEEL MANUFACTURERS | Sign Bracket for Manmanning Rd | 18.98 |
| T13478 | 08/02/2016 | IXOM OPERATIONS PTY LTD | | -1288.94 |
| | | IXOM OPERATIONS PTY LTD | Chlorine Cylinders for Parks & Gardens | 847.00 |
| | | IXOM OPERATIONS PTY LTD | Chlorine Service Fee January | 218.24 |
| | | IXOM OPERATIONS PTY LTD | Chlorine Service Fee December | 223.70 |
| T13479 | 08/02/2016 | AUSTRAL MERCANTILE COLLECTIONS PTY LTD | Legal Fees - Rates | -314.60 |
| T13480 | 08/02/2016 | WONGAN HILLS BETTA HOME LIVING | Certified Lighting Cable for Works | -39.95 |
| T13481 | 08/02/2016 | BALLIDU TRADING POST | Bulk Australia Day Flyers | -18.50 |
| T13482 | 08/02/2016 | MIDDLEWICK JEWELLER | Engraving Plates (9) For Honour Boards In Foyer. | -530.50 |
| T13483 | 08/02/2016 | WONGAN HILLS PHARMACY | Nurofen Tablets For Shire | -17.85 |
| T13484 | 08/02/2016 | SUNNY SIGN COMPANY PTY LTD | | -2494.92 |

| | | | | |
|---------|------------|--|--|------------|
| | | SUNNY SIGN COMPANY PTY LTD | Saddlebag Sandbags for Signs | 835.12 |
| | | SUNNY SIGN COMPANY PTY LTD | New Street Signs | 1659.80 |
| FT13485 | 08/02/2016 | WONGAN HILLS HARDWARE | | -1946.96 |
| | | WONGAN HILLS HARDWARE | Works Account January 2016 | 1266.09 |
| | | WONGAN HILLS HARDWARE | Building Account January 2016 | 680.87 |
| FT13486 | 08/02/2016 | SIGMA CHEMICALS | Wave Pool Cleaner | -1025.54 |
| FT13487 | 08/02/2016 | RNR CONTRACTING P/L | | -288375.36 |
| | | RNR CONTRACTING P/L | Coat Seal Kondut Sth East Rd | 28387.68 |
| | | RNR CONTRACTING P/L | Hot Bitumen Seal Bindi Bindi Rd | 34972.78 |
| | | RNR CONTRACTING P/L | Bitumen Seal Manmanning Rd | 31289.44 |
| | | RNR CONTRACTING P/L | Hot Bitumen Seal Waddington Rd | 55613.86 |
| | | RNR CONTRACTING P/L | Coat Seal Bindi Bindi Rd | 44547.62 |
| | | RNR CONTRACTING P/L | Bitumen Seal Dowerin Kalannie Rd | 93563.98 |
| FT13488 | 08/02/2016 | WONGAN MAIL SERVICE | Shire Account January 2016 | -488.74 |
| FT13489 | 08/02/2016 | DUNNINGS INVESTMENTS P/L | Fuel Account January 2016 | -2308.54 |
| FT13490 | 08/02/2016 | KLEEN WEST DISTRIBUTORS | Cleaning Products | -1258.68 |
| FT13491 | 08/02/2016 | LAM-VY PHAN | Chaplaincy Fees January 2016 | -1720.62 |
| FT13492 | 08/02/2016 | GREAT SOUTHERN FUEL SUPPLIES | Shire Fuel Account January 2016 | -760.58 |
| FT13493 | 08/02/2016 | FORRESTFIELD MOWER AND CHAINSAW CENTRE | Starter Solenoid for Sundry Plant PSP1 | -54.95 |
| FT13494 | 08/02/2016 | HDJ CONTRACTING | Cleaning Medical Centre & CRC | -1540.00 |
| FT13495 | 08/02/2016 | BP AUSTRALIA | Fuel Account January 2016 | -342.50 |
| FT13496 | 08/02/2016 | ALLWEST RAPID HIRE PTY LTD | Hire Steel Roller For Resheeting Moonjin West Rd | -2611.13 |
| FT13497 | 08/02/2016 | RENTCO TRANSPORT EQUIPEMENT RENTALS | | -6110.93 |
| | | RENTCO TRANSPORT EQUIPEMENT RENTALS | Hire Side Tipper TRI | 2192.18 |
| | | RENTCO TRANSPORT EQUIPEMENT RENTALS | Plant Hire Volvo FM 420 | 3918.75 |
| FT13498 | 08/02/2016 | HENDOS PLUMBING & GAS SERVICES | Repair Leaking Toilet 16 Moore St | -121.00 |
| FT13499 | 17/02/2016 | AUSTRALIAN SERVICES UNION | Employee Union Fees | -25.80 |
| FT13500 | 17/02/2016 | IOU SOCIAL CLUB | Employee Social Club Deductions | -280.00 |
| FT13501 | 17/02/2016 | MUNICIPAL EMPLOYEES UNION | Employee Union Fees | -19.40 |
| FT13502 | 17/02/2016 | ANZ BANK (NETT WAGES) | Wages PPE 16.02.16 | -64871.30 |
| FT13503 | 19/02/2016 | LANDGATE | Gross Rental Valuations Chargeable | -64.00 |
| FT13504 | 19/02/2016 | AVON WASTE | Waste Collection January 2016 | -8843.20 |
| FT13505 | 19/02/2016 | WONGAN HILLS IGA | | -242.03 |
| | | WONGAN HILLS IGA | Shire Account January 2016 | 223.70 |
| | | WONGAN HILLS IGA | CRC Account January 2016 | 18.33 |
| FT13506 | 19/02/2016 | ENERGIZER AUSTRALIA PTY LTD | 240 X EN91 AA Batteries | -110.88 |
| FT13507 | 19/02/2016 | OFFICEWORKS BUSINESS DIRECT | Stationery- CRC | -145.06 |
| FT13508 | 19/02/2016 | WESFARMERS KLEENHEAT GAS PTY LTD | | -277.20 |
| | | WESFARMERS KLEENHEAT GAS PTY LTD | Cylinder Service Fee Burakin Hall | 69.30 |
| | | WESFARMERS KLEENHEAT GAS PTY LTD | Cylinder Service Fee 30 Wandoo Crescent | 69.30 |
| | | WESFARMERS KLEENHEAT GAS PTY LTD | Cylinder Service Fee 2A Patterson St | 69.30 |
| | | WESFARMERS KLEENHEAT GAS PTY LTD | Cylinder Service Fee 14 Ellis St | 69.30 |
| T13509 | 19/02/2016 | AUSTRALIAN TAXATION OFFICE | January 2016 - BAS | -14059.00 |
| T13510 | 19/02/2016 | T A MATTHEWS ELECTRICAL SERVICES | | -2201.04 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Fit RCD Protection to Fountain & Replace Faulty Surge Protected Power Point in Town Centre Gardens | 672.04 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Service Air Con and Replace Smoke Alarms at 8 Ellis St | 636.90 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Labour to Repair Pool Cleaner | 242.00 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Repair Front Door of Medical Centre | 650.10 |
| T13511 | 19/02/2016 | DEPARTMENT OF CULTURE & THE ARTS | Training Costs- Records Management Training | -2500.00 |
| T13512 | 19/02/2016 | GILBERT MAURICE PHILLIPS | Clean & Replace Family Plaques Ballidu | -40.00 |
| T13513 | 19/02/2016 | MARKETFORCE PRODUCTIONS | Advertising Costs- Manager CRC | -4814.18 |
| T13514 | 19/02/2016 | RBC RURAL | Meterplan Charges Shire Office | -505.63 |
| T13515 | 19/02/2016 | WONGAN CUBBYHOUSE INC. | Cubbyhouse Community Development Fund Grant | -17964.18 |
| T13516 | 19/02/2016 | PUBLIC TRANSPORT AUTHORITY OF WA | Transwa Account January 2016 | -407.73 |
| T13517 | 19/02/2016 | LEN & TRACEY DEGRUSSA | | -1624.00 |

| | | | | |
|---------|------------|--|---|-----------|
| 0031 | 31/12/2015 | LEN & TRACEY DEGRUSSA | Building Surveying And Planning Control For December 2015 | 560.00 |
| 0032 | 31/01/2016 | LEN & TRACEY DEGRUSSA | Building Surveying And Planning Control For January 2016 | 1064.00 |
| FT13518 | 19/02/2016 | DEPARTMENT OF COMMERCE - BUILDING COMMISSION | BSL Reconciliation | -56.65 |
| FT13519 | 19/02/2016 | WONGAN HILLS BAKERY AND CAFE | Morning Tea- Tanya's Farewell | -295.00 |
| FT13520 | 19/02/2016 | FUJI XEROX AUSTRALIA PTY LTD | CRC Boomer Photocopying | -651.28 |
| FT13521 | 19/02/2016 | AIRCONS 4 YOU PLUS ELECTRICAL | | -954.66 |
| | | AIRCONS 4 YOU PLUS ELECTRICAL | Replace 2 Exit Lights at PCYC | 438.90 |
| | | AIRCONS 4 YOU PLUS ELECTRICAL | Replace 2 Exit Lights at Cadoux Sports Ground | 515.76 |
| FT13522 | 19/02/2016 | WONGAN HILLS GUEST HOUSE | Accommodation Records Management Trainers | -260.00 |
| FT13523 | 19/02/2016 | HDJ CONTRACTING | Cleaning Medical Centre & CRC | -1540.00 |
| FT13524 | 19/02/2016 | HENDOS PLUMBING & GAS SERVICES | Replace Pan, Cisterns, Basin, Taps To Ensuite And 2nd Wc For 30 Wandoo Crescent | -2095.50 |
| FT13525 | 19/02/2016 | LASER CORPS WA | Deposit For Laser Tag At CRC (19th April 2016) | -650.00 |
| FT13526 | 26/02/2016 | COURIER AUSTRALIA INTERNATIONAL | Freight Charges January 2016 | -147.23 |
| FT13527 | 26/02/2016 | CUTTING EDGES PTY LTD | Parts for PLDR6, PLDR7 and PG15 | -1061.02 |
| FT13528 | 26/02/2016 | KOMATSU AUSTRALIA PTY LTD | Mirror & Cartridges for Komatsu Grader PG14 | -685.40 |
| FT13529 | 26/02/2016 | MCINTOSH & SON | | -102.65 |
| | | MCINTOSH & SON | Hose Heater for Volvo Side Tipper PTK28 | 24.75 |
| | | MCINTOSH & SON | Parts for CAT Vibrating Roller PROL13 | 50.47 |
| | | MCINTOSH & SON | Ball Bearing for Sundry Plant PSP4 | 10.36 |
| | | MCINTOSH & SON | Zinc Bolt for Pool | 17.07 |
| FT13530 | 26/02/2016 | MULTIGROUP DISTRIBUTION SERVICES PTY LTD | Freight Charges For Jason Signs | -730.21 |
| FT13531 | 26/02/2016 | MOORA GLASS SERVICE | Reglaze Window and Fit 2 New Windowsat Ballidu Hall | -1075.80 |
| FT13532 | 26/02/2016 | T A MATTHEWS ELECTRICAL SERVICES | | -321.20 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Repair Exit Lights in Medical Centre | 145.20 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Service Air Con at 11 Wandoo Crescent | 88.00 |
| | | T A MATTHEWS ELECTRICAL SERVICES | Service Air Con at 7 Wandoo Crescent | 88.00 |
| FT13533 | 26/02/2016 | OVERLAND FREIGHT | Freight Charges For January 2016 | -832.04 |
| FT13534 | 26/02/2016 | TRUCK CENTRE (WA) PTY LTD | | -545.88 |
| | | TRUCK CENTRE (WA) PTY LTD | Hose and Seals for Volvo Side Tipper PTK28 | 183.87 |
| | | TRUCK CENTRE (WA) PTY LTD | Registration for Mack Truck PTK34 | 180.19 |
| | | TRUCK CENTRE (WA) PTY LTD | Registration for Mack Truck PTK33 | 181.82 |
| FT13535 | 26/02/2016 | ROYAL LIFE SAVING (WA BRANCH) | Royal Life Saving Swimming Pool Audit | -275.00 |
| FT13536 | 26/02/2016 | BULLIVANTS HANDLING SAFETY | Screws & Ratchet for Trailers | -264.00 |
| FT13537 | 26/02/2016 | WONGAN MAIL SERVICE | CRC Mail Account January 2016 | -25.00 |
| FT13538 | 26/02/2016 | WESTERN RURAL EARTHMOVING | | -33000.00 |
| | | WESTERN RURAL EARTHMOVING | Push Up Gravel for Moonijin West Rd | 8250.00 |
| | | WESTERN RURAL EARTHMOVING | Push Up Gravel for Wilding Rd | 8250.00 |
| | | WESTERN RURAL EARTHMOVING | Push Up Gravel for Wongan/Cadoux Rd | 16500.00 |
| T13539 | 26/02/2016 | AIR LIQUIDE WA PTY LTD | Cylinder Fee January 2016 | -36.03 |
| T13540 | 26/02/2016 | AIRCONS 4 YOU PLUS ELECTRICAL | | -466.62 |
| | | AIRCONS 4 YOU PLUS ELECTRICAL | Air Con Assessment for Works Manager Office | 61.49 |
| | | AIRCONS 4 YOU PLUS ELECTRICAL | Replace Air Con in Works Manager Office | 405.13 |
| T13541 | 26/02/2016 | JCB CONSTRUCTION EQUIPMENT AUSTRALIA | Klipring & Spacers for JCB Backhoe PBH3 | -212.85 |
| T13542 | 26/02/2016 | HEARTLANDS WESTERN AUSTRALIA INC. | Leading Wheatbelt Women Speaker - Carmel Ross | -300.00 |
| T13543 | 26/02/2016 | MONDO BUTCHERS | BBQ Bonanza Presenter - CRC Event | -2342.45 |
| T13544 | 29/02/2016 | DEPARTMENT OF TRANSPORT | February DPI | -70885.60 |
| 680 | 01/02/2016 | TELSTRA CORPORATION LIMITED | | -3131.27 |
| | | TELSTRA CORPORATION LIMITED | TIM Platform January Account | 135.98 |
| | | TELSTRA CORPORATION LIMITED | Telephone Account January 2016 | 2995.29 |
| 681 | 01/02/2016 | FINES ENFORCEMENT REGISTRY | Reimbursement For Overpaid Fine | -30.00 |
| 682 | 03/02/2016 | SHIRE OF WONGAN-BALLIDU - PAYROLL | Payroll Deduction | -672.61 |
| 683 | 08/02/2016 | BALLIDU PROGRESS GROUP | Sponsorship Of Bike To Ballidu - 2016 | -300.00 |
| 684 | 08/02/2016 | SHIRE OF WONGAN-BALLIDU | | -120.70 |
| | | SHIRE OF WONGAN-BALLIDU | Function Hire And Printing | 70.70 |

| | | | | |
|----------|------------|--|--|------------|
| | | SHIRE OF WONGAN-BALLIDU | Boardroom Hire | 50.00 |
| 0685 | 08/02/2016 | SYNERGY | Electricity Streetlighting | -4083.65 |
| 0686 | 17/02/2016 | SHIRE OF WONGAN-BALLIDU - PAYROLL | Payroll Deduction | -1005.00 |
| 0687 | 19/02/2016 | WESTNET PTY LTD | Internet Account January 2016 | -329.79 |
| 0688 | 19/02/2016 | TELSTRA CORPORATION LIMITED | CRC Telephone Account January 2016 | -399.87 |
| 0689 | 19/02/2016 | SYNERGY | | -5871.05 |
| | | SYNERGY | Electricity Swimming Pool | 2770.80 |
| | | SYNERGY | Electricity Wongan Hills Sports Ground | 1590.50 |
| | | SYNERGY | Electricity CRC | 1509.75 |
| 0690 | 24/02/2016 | WONGAN COMMUNITY STORE | Rates Refund For Assessment A616 15 FENTON PLACE WONGAN HILLS W.A. 6603 | -949.21 |
| D7941.1 | 02/02/2016 | WALGS SUPERANNUATION PLAN | Employee Superannuation | -6477.62 |
| D7941.2 | 02/02/2016 | ONEPATH LIFE LIMITED | Payroll Deductions | -330.77 |
| D7941.3 | 02/02/2016 | HOSTPLUS SUPERANNUATION FUND | Superannuation Contributions | -146.28 |
| D7941.4 | 02/02/2016 | ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND) | Superannuation Contributions | -127.21 |
| D7941.5 | 02/02/2016 | CONCEPT ONE SUPERANNUATION PLAN | Superannuation Contributions | -84.81 |
| D7941.6 | 02/02/2016 | KYLEREAN SUPERANNUATION FUND | Payroll Deductions | -1207.90 |
| D7941.7 | 02/02/2016 | COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER | Superannuation Contributions | -489.82 |
| D7941.8 | 02/02/2016 | BT SUPER FOR LIFE | Superannuation Contributions | -192.70 |
| D7941.9 | 02/02/2016 | REST SUPERANNUATION | Superannuation Contributions | -69.54 |
| D7951.1 | 16/02/2016 | WALGS SUPERANNUATION PLAN | Employee Superannuation | -6692.92 |
| D7951.2 | 16/02/2016 | ONEPATH LIFE LIMITED | Payroll Deductions | -330.77 |
| D7951.3 | 16/02/2016 | HOSTPLUS SUPERANNUATION FUND | Superannuation Contributions | -146.28 |
| D7951.4 | 16/02/2016 | MATRIX SUPERANNUATION MASTER TRUST | Superannuation Contributions | -72.49 |
| D7951.5 | 16/02/2016 | ANZ SMART CHOICE SUPER (ONEPATH MASTERFUND) | Superannuation Contributions | -127.21 |
| D7951.6 | 16/02/2016 | CONCEPT ONE SUPERANNUATION PLAN | Superannuation Contributions | -84.81 |
| D7951.7 | 16/02/2016 | KYLEREAN SUPERANNUATION FUND | Payroll Deductions | -1207.90 |
| D7951.8 | 16/02/2016 | COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER | Superannuation Contributions | -405.24 |
| D7951.9 | 16/02/2016 | BT SUPER FOR LIFE | Superannuation Contributions | -185.52 |
| D7941.10 | 02/02/2016 | AMP SUPERANNUATION LTD. | Superannuation Contributions | -203.16 |
| D7941.11 | 02/02/2016 | PRIME SUPER | Superannuation Contributions | -577.42 |
| D7941.12 | 02/02/2016 | AXA RETIREMENT SECURITY PLAN | Superannuation Contributions | -179.82 |
| D7951.10 | 16/02/2016 | REST SUPERANNUATION | Superannuation Contributions | -146.81 |
| D7951.11 | 16/02/2016 | AMP SUPERANNUATION LTD. | Superannuation Contributions | -203.19 |
| D7951.12 | 16/02/2016 | PRIME SUPER | Superannuation Contributions | -577.08 |
| D7951.13 | 16/02/2016 | AXA RETIREMENT SECURITY PLAN | Superannuation Contributions | -192.48 |
| | | | | |
| | | | Municipal | -651062.62 |
| | | | Trust | -70885.60 |
| | | | Total | -721948.22 |
| | | | Recoverable | -6488.86 |
| | | | Partially Recoverable | 1142.09 |



9.1.2 FINANCIAL REPORTS

| | |
|---------------------------------|--------------------------------|
| FILE REFERENCE: | F1.4 |
| REPORT DATE: | 15 April 2016 |
| APPLICANT/PROPONENT: | N/A |
| OFFICER DISCLOSURE OF INTEREST: | Nil |
| PREVIOUS MEETING REFERENCES: | Nil |
| AUTHOR: | Deputy Chief Executive Officer |
| ATTACHMENTS: | Financial Reports |

PURPOSE OF REPORT:

That the following statements and reports for the month ended February 2016 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
- 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.

| | | |
|----|---------------------------------|---------------|
| 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 |

CARRIED: 7/0
RESOLUTION: 040316

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (N&T) FOR 29 FEBRUARY 2016

| | Approved Budget 2015- 2016 | Current Budget 2015-2016 | YTD BUDGET * | YTD Actual | Page | Variance Over or Under | 10% |
|---|----------------------------------|-----------------------------|--------------------|--------------------|------|------------------------------|-----|
| INCOME | | | | | | | |
| Rates | (2,679,539) | (2,679,539) | (2,676,139) | (2,455,441) | | 8.2% | ✓ |
| Grants Operating, Subsidies & Contributions | (1,751,517) | (1,751,517) | (1,751,517) | (1,750,205) | | 0.1% | ✓ |
| Non Operating Grants, Subsidies & Contributions | (993,167) | (993,167) | (350,000) | (340,700) | | 2.7% | ✓ |
| Fees & Charges & Service Charges | (1,054,700) | (1,054,700) | (992,841) | (973,641) | | 1.9% | ✓ |
| Other Revenue | (94,505) | (94,505) | (94,505) | (161,764) | | (71.2%) | ✗ |
| Interest | (75,234) | (75,234) | (74,512) | (69,879) | | 6.2% | ✓ |
| Profit on sale of Assets | - | - | - | (202) | | | |
| a: TOTAL INCOME | (6,648,662) | (6,648,662) | (5,939,514) | (5,751,834) | | | |
| OPERATING EXPENSES | | | | | | | |
| Employee Costs | 2,245,037 | 2,245,037 | 1,343,445 | 1,377,006 | | 2.5% | ✓ |
| Materials & Contracts | 2,142,241 | 2,142,241 | 1,510,260 | 1,412,521 | | (6.5%) | ✓ |
| Utilities (Gas, Electricity) etc. | 281,010 | 281,010 | 201,125 | 196,424 | | (2.3%) | ✓ |
| Interest # | 36,935 | 36,935 | 29,560 | 30,555 | 11 | 3.4% | ✓ |
| Insurance | 236,157 | 236,157 | 236,523 | 214,896 | | (9.1%) | ✓ |
| Other General | 263,791 | 263,791 | 206,095 | 185,802 | | (9.8%) | ✓ |
| Loss on Asset Disposals | 47,304 | 47,304 | 47,304 | 121,590 | | 157.0% | ✗ |
| Depreciation | 2,351,410 | 2,351,410 | 1,542,500 | 1,507,705 | | (2.3%) | ✓ |
| b: TOTAL OPERATING EXPENSES | 7,603,885 | 7,603,885 | 5,116,812 | 5,046,500 | | | |
| c: NET OPERATING (SURPLUS) / DEFICIT | 955,223 | 955,223 | (822,702) | (705,334) | | | |
| CAPITAL EXPENSES | | | | | | | |
| Land & Buildings | 351,011 | 351,011 | 285,000 | 276,392 | | (3.0%) | ✓ |
| Furniture & Equipment | 7,134 | 7,134 | 4,760 | - | | (100.0%) | 0 |
| Motor Vehicles | 156,000 | 156,000 | 156,000 | 135,359 | | (13.2%) | 0 |
| Plant | 689,000 | 689,000 | 689,000 | 646,850 | | (6.1%) | ✓ |
| Infrastructure Other | 18,503 | 18,503 | 12,336 | - | | (100.0%) | 0 |
| Infrastructure Roads | 2,235,243 | 2,235,243 | 1,459,541 | 1,034,751 | | (29.1%) | 0 |
| d: TOTAL CAPITAL | 3,456,891 | 3,456,891 | 2,606,637 | 2,093,352 | | | |
| e: TOTAL OPERATING & CAPITAL | 4,412,114 | 4,412,114 | 1,783,935 | 1,388,018 | | | |
| ADJUST - NON CASH ITEMS | | | | | | | |
| Depreciation | (2,351,410) | (2,351,410) | (1,542,500) | (1,507,705) | | | |
| Profit on sale of assets | - | - | - | 202 | 6 | | |
| Loss on sale of assets | (47,304) | (47,304) | (47,304) | (121,590) | 6 | | |
| Proceeds from Sale of Assets | (203,800) | (203,800) | (16,983) | (147,955) | 6 | | |
| Transfer from reserves | (440,000) | (440,000) | - | - | 10 | | |
| Transfer to reserves | 1,844,000 | 1,844,000 | 650,000 | 650,000 | 10 | | |
| Interest paid to reserves # | 22,281 | 22,281 | 18,228 | 18,228 | 10 | | |
| LSL Provision in reserves | - | - | - | - | | | |
| Loan proceeds | (400,000) | (400,000) | - | - | | | |
| Loan principal repayment | 497,979 | 497,979 | 41,498 | 45,313 | 11 | | |
| SSL Principal Reimbursements | (62,778) | (62,778) | (5,232) | (27,972) | 11 | | |
| Less (Surplus)/deficit B/Fwd | (3,078,623) | (3,078,623) | (3,078,623) | (3,102,634) | 5 | | |
| ADJUSTED CLOSING (SURPLUS) / DEFICIT | 192,459 | 192,459 | (2,196,981) | (2,806,094) | | | |

** This sheet illustrates the variance analysis. After completing the annual accounts, changes will be made to Synergy records to hold prorata (YTD Budget) so these columns on pages 1 and 3 will be the same.

Key Within budget tolerance of 10% ✓
Over budget tolerance of 10% ✗
Under budget tolerance of 10% 0

Shire of Wongan-Ballidu
Variance Report for February 2016

The Local Government (Financial Management) Regulations 1996 require that financial statements are presented on a monthly basis 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 | Report Section | Comments |
|-----------------------|-------------------------|--|
| Operating Income | | |
| ✘ | Other Revenue | Contributions and reimbursements have been higher than expected. |
| Operating Expenditure | | |
| ✘ | Loss on Asset Disposals | Sale price was much lower than budgeted when changing over the two trucks. Please note however, that the net changeover for these trucks amounted to a \$9,300 over spend which was approved by Council. |
| Capital | | |
| ⓘ | Furniture and Equipment | Timing Variance – Project has not yet been started. |
| ⓘ | Motor Vehicles | Timing Variance – Hilux 4x2 has not yet been replaced. |
| ⓘ | Infrastructure Other | Timing Variance – Project has not yet been started. |
| ⓘ | Infrastructure Roads | Timing variance – Delayed start on the capital roads program due to finishing off the Wubin works. |

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY (PRG) FOR 29 FEBRUARY 2016

| | | APPROVED BUDGET | CURRENT BUDGET | YTD ACTUAL |
|---|----|--------------------|--------------------|--------------------|
| INCOME | | | | |
| General Purpose Funding | 03 | (3,732,581) | (3,732,581) | (3,229,886) |
| Governance | 04 | (24,300) | (24,300) | (50,736) |
| Law, Order & Public Safety | 05 | (30,470) | (30,470) | (23,030) |
| Health | 07 | (5,150) | (5,150) | (9,251) |
| Education & Welfare | 08 | (4,704) | (4,704) | (4,679) |
| Housing | 09 | (82,880) | (82,880) | (50,029) |
| Community Amenities | 10 | (174,285) | (174,285) | (237,305) |
| Recreation & Culture | 11 | (113,991) | (113,991) | (79,395) |
| Transport | 12 | (1,595,335) | (1,595,335) | (1,220,545) |
| Economic Services | 13 | (14,950) | (14,950) | (29,920) |
| Other Property & Services | 14 | (870,016) | (870,016) | (817,057) |
| a: TOTAL INCOME | | (6,648,662) | (6,648,662) | (5,751,834) |
| OPERATING EXPENSES | | | | |
| General Purpose Funding | 03 | 113,322 | 113,322 | 77,959 |
| Governance | 04 | 315,918 | 315,918 | 196,746 |
| Law, Order & Public Safety | 05 | 129,025 | 129,025 | 132,520 |
| Health | 07 | 114,127 | 114,127 | 96,711 |
| Education & Welfare | 08 | 216,568 | 216,568 | 135,131 |
| Housing | 09 | 220,040 | 220,040 | 133,981 |
| Community Amenities | 10 | 443,264 | 443,264 | 335,850 |
| Recreation & Culture | 11 | 1,416,179 | 1,416,179 | 1,050,026 |
| Transport | 12 | 2,953,482 | 2,953,482 | 1,794,143 |
| Economic Services | 13 | 142,283 | 142,283 | 141,849 |
| Other Property & Services # | 14 | 1,539,677 | 1,539,677 | 951,583 |
| b: TOTAL OPERATING EXPENSES | | 7,603,885 | 7,603,885 | 5,046,500 |
| c: NET OPERATING (SURPLUS)/DEFICIT | | 955,223 | 955,223 | (705,334) |
| CAPITAL EXPENSES | | | | |
| General Purpose Funding | 23 | - | - | - |
| Governance | 24 | 197,000 | 197,000 | 115,346 |
| Law, Order & Public Safety | 25 | - | - | - |
| Health | 27 | - | - | - |
| Education & Welfare | 28 | - | - | - |
| Housing | 29 | - | - | - |
| Community Amenities | 30 | - | - | - |
| Recreation & Culture | 31 | 233,145 | 233,145 | 276,392 |
| Transport | 32 | 2,957,746 | 2,957,746 | 1,681,601 |
| Economic Services | 33 | 25,000 | 25,000 | 20,013 |
| Other Property & Services | 34 | 44,000 | 44,000 | - |
| d: TOTAL CAPITAL EXPENSES | | 3,456,891 | 3,456,891 | 2,093,352 |
| e: TOTAL OPERATING & CAPITAL | | 4,412,114 | 4,412,114 | 1,388,018 |

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF NET CURRENT ASSETS AS AT 29 FEBRUARY 2016

NOTE 1A: INFORMATION ON OPENING SURPLUS / (DEFICIT). As in the annual report N22

| | 2014-2015 | BUDGET | 2015-2016 |
|---|-------------|-------------|-------------|
| SURPLUS / (DEFICIT) | 3,078,623 | (192,459) | 2,806,094 |
| COMPRISES | | | |
| Cash (including reserves) | 3,944,187 | 2,349,992 | 4,540,680 |
| Current rates | 104,123 | 24,134 | 230,855 |
| Sundry debtors | 681,466 | 260,791 | 145,012 |
| Tax receivables | 57,197 | 86,068 | 82,996 |
| Other debtors | 5,371 | 8,439 | 9,384 |
| A: SSL debtors (are excluded see D: adj) | 72,594 | 25,888 | 44,606 |
| Inventories | 39,666 | 87,007 | 87,007 |
| Less: | | | |
| Reserves | (1,222,338) | (2,632,548) | (1,890,566) |
| Sundry creditors | (102,723) | (30) | (44,223) |
| Accrued interest | (15,483) | (15,483) | (15,483) |
| ESL Levy Owed | 56,692 | 16,806 | 16,806 |
| PAYG/GST Due To ATO | (105,720) | (107,022) | (86,867) |
| B: Other - DOT (are excluded see D: adj) | - | - | - |
| LSL Cash backed Reserve | 50,552 | 76,705 | 76,705 |
| Tax liabilities | (144) | 33,891 | 33,891 |
| Other | - | - | - |
| C: Loan liability (are excluded see D: adj) | (97,979) | (22,921) | (50,508) |
| Current employee benefits provisions | (414,224) | (381,208) | (380,104) |
| D: Adjustments (see above A to C) | 25,385 | (2,966) | 5,901 |
| Surplus / (Deficit) Variance | 3,078,623 | (192,459) | 2,806,094 |

NOTE 1B: CLOSING FUNDS alternate format to Note 1 above

| | 2014-2015 | BUDGET | YTD |
|-----------------------------------|-------------|-------------|-------------|
| Current assets | | | |
| Cash & cash equivalents | 3,944,187 | 2,349,992 | 4,540,680 |
| Sundry debtors | 920,750 | 405,319 | 512,854 |
| Inventories | 39,666 | 87,007 | 87,007 |
| Total current assets | 4,904,603 | 2,842,318 | 5,140,541 |
| Current liabilities | | | |
| Creditors and accounts payable | (116,825) | 4,867 | (95,877) |
| Current loan liability | (97,979) | (22,921) | (50,508) |
| Provisions | (414,224) | (381,208) | (380,104) |
| Total current liability | (629,027) | (399,263) | (526,488) |
| Net current assets | 4,275,576 | 2,443,055 | 4,614,053 |
| Less: restricted reserves | (1,222,338) | (2,632,548) | (1,890,566) |
| Less: SSL principal repayments | (72,594) | (25,888) | (44,606) |
| Add back: Current loan liability | 97,979 | 22,921 | 50,508 |
| Add back: LSL Cash backed Reserve | - | - | 76,705 |
| Surplus / (Deficit) Variance | 3,078,623 | (192,459) | 2,806,094 |

SHIRE OF WONGAN-BALLIDU
RATE SETTING STATEMENT AS AT 29 FEBRUARY 2016

| | 2015-2016 APPROVED BUDGET | 2015-2016 CURRENT BUDGET | 2015-2016 ACTUAL |
|---|---------------------------------|-----------------------------|---------------------|
| OPERATING INCOME | | | |
| General Purpose Funding | (1,053,042) | (1,053,042) | (774,445) |
| Governance | (24,300) | (24,300) | (50,736) |
| Law, Order & Public Safety | (30,470) | (30,470) | (23,030) |
| Health | (5,150) | (5,150) | (9,251) |
| Education & Welfare | (4,704) | (4,704) | (4,679) |
| Housing | (82,880) | (82,880) | (50,029) |
| Community Amenities | (174,285) | (174,285) | (237,305) |
| Recreation & Culture | (113,991) | (113,991) | (79,395) |
| Transport | (1,595,335) | (1,595,335) | (1,220,545) |
| Economic Services | (14,950) | (14,950) | (29,920) |
| Other Property & Services | (870,016) | (870,016) | (817,057) |
| A | (3,969,123) | (3,969,123) | (3,296,392) |
| OPERATING EXPENSES | | | |
| General Purpose Funding | 113,322 | 113,322 | 77,959 |
| Governance | 315,918 | 315,918 | 196,746 |
| Law, Order & Public Safety | 129,025 | 129,025 | 132,520 |
| Health | 114,127 | 114,127 | 96,711 |
| Education & Welfare | 216,568 | 216,568 | 135,131 |
| Housing | 220,040 | 220,040 | 133,981 |
| Community Amenities | 443,264 | 443,264 | 335,850 |
| Recreation & Culture | 1,416,179 | 1,416,179 | 1,050,026 |
| Transport | 2,953,482 | 2,953,482 | 1,794,143 |
| Economic Services | 142,283 | 142,283 | 141,849 |
| Other Property & Services | 1,539,677 | 1,539,677 | 951,583 |
| B | 7,603,885 | 7,603,885 | 5,046,500 |
| C= A and B | 3,634,762 | 3,634,762 | 1,750,108 |
| ADJUST FOR CASH BUDGET REQUIREMENTS | | | |
| Non-Cash Expenditure and Revenue | | | |
| Depreciation on Assets | (2,351,410) | (2,351,410) | (1,507,705) |
| Profit/(Loss) on Asset Sales | (47,304) | (47,304) | (121,388) |
| Capital Expenditure & Income | | | |
| Purchase of land & buildings # | 351,011 | 351,011 | 276,392 |
| Purchase of furniture & equipment | 7,134 | 7,134 | - |
| Purchase of motor vehicles # | 156,000 | 156,000 | 135,359 |
| Purchase of plant & machinery # | 689,000 | 689,000 | 646,850 |
| Purchase of other infrastructure # | 18,503 | 18,503 | - |
| Purchase of roads infrastructure # | 2,235,243 | 2,235,243 | 1,034,751 |
| Proceeds from sale of assets | (203,800) | (203,800) | (147,955) |
| Financing Activities | | | |
| Repayment of Loan Principal* | 497,979 | 497,979 | 45,313 |
| Loan proceeds / refinancing CL to NCL adj | (400,000) | (400,000) | - |
| Self Supporting Loan Income | (62,778) | (62,778) | (27,972) |
| Reserve Movements | | | |
| Transfers to Reserves | 1,844,000 | 1,844,000 | 650,000 |
| Interest paid to Reserves | 22,281 | 22,281 | 18,228 |
| Transfer from Reserves | (440,000) | (440,000) | - |
| LSL Provsion in reserves | - | - | - |
| Estimated Muni (Surplus)/Deficit July 1 B/Fwd. | (3,078,623) | (3,078,623) | (3,102,634) |
| Estimated Muni (Surplus)/Deficit June 30 C/Fwd. | - | - | (2,806,094) |
| AMOUNT REQUIRED TO BE RAISED FROM RATES | 2,871,998 | 2,871,998 | (350,653) |
| TOTAL RATES RAISED | 2,679,539 | 2,679,539 | 2,455,441 |

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 29 FEBRUARY 2016

| Asset No | Budget Net Book Value | Budget Sale Proceeds | Budget (Profit) / Loss | Actual Net Book Value | Actual Sale Proceeds | Actual (Profit) / Loss | |
|--|-----------------------|--------------------------------------|----------------------------|-----------------------------------|------------------------|------------------------|--------------------|
| By Class | | | | | | | |
| Motor Vehicles | | | | | | | |
| 2014 Holden Caprice | 1438 | 36,422 | (34,000) | 2,422 | 35,843 | (29,773) | 6,070 |
| 2012 Ford Falcon G6E | 1425 | 16,577 | (7,000) | 9,577 | 16,356 | (7,727) | 8,629 |
| 2013 Ford Falcon XR6 | 1435 | 14,292 | (12,800) | 1,492 | 16,715 | (12,955) | 3,760 |
| Plant & Equipment | | | | | | | |
| 2003 Volvo 6x4 Tip Truck | 1382 | 72,496 | (55,000) | 17,496 | 103,131 | (30,000) | 73,131 |
| 2005 Scania 6x4 Tip truck | 1402 | 62,249 | (55,000) | 7,249 | 60,000 | (30,000) | 30,000 |
| 2008 CAT 432E Backhoe | 1383 | 40,330 | (35,000) | 5,330 | 37,298 | (37,500) | (202) |
| 2007 Hilux 4x2 Dual Cab Utility | 1415 | 8,738 | (5,000) | 3,738 | | | - |
| TOTAL | | 251,104 | (203,800) | 47,304 | 269,343 | (147,955) | 121,388 |
| By Program | | | | | | | |
| Governance | | | | | | | |
| 2014 Holden Caprice | 1438 | 36,422 | (34,000) | 2,422 | 35,843 | (29,773) | 6,070 |
| 2012 Ford Falcon G6E | 1425 | 16,577 | (7,000) | 9,577 | 16,356 | (7,727) | 8,629 |
| Transport | | | | | | | |
| 2003 Volvo 6x4 Tip Truck | 1401 | 72,496 | (55,000) | 17,496 | 103,131 | (30,000) | 73,131 |
| 2005 Scania 6x4 Tip truck | 1402 | 62,249 | (55,000) | 7,249 | 60,000 | (30,000) | 30,000 |
| 2008 CAT 432E Backhoe | 1383 | 40,330 | (35,000) | 5,330 | 37,298 | (37,500) | (202) |
| Other Property & Services | | | | | | | |
| 2013 Ford Falcon XR6 | 1435 | 14,292 | (12,800) | 1,492 | 16,715 | (12,955) | 3,760 |
| 2007 Hilux 4x2 Dual Cab Utility | 1415 | 8,738 | (5,000) | 3,738 | - | - | - |
| TOTAL | | 251,104 | (203,800) | 47,304 | 269,343 | (147,955) | 121,388 |
| 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 | | | | | | | |
| 2015 Toyota Landcruiser | 1456 | 50,000 | (34,000) | 16,000 | 68,092 | (29,773) | 38,319 |
| 2015 Nissan Pathfinder | 1458 | 47,000 | (7,000) | 40,000 | 47,254 | (7,727) | 39,527 |
| 2015 Madza 3 | 1457 | 25,000 | (12,800) | 12,200 | 20,013 | (12,955) | 7,058 |
| 2015 Dual Cab Utility | | 34,000 | (5,000) | 29,000 | | | - |
| Plant & Equipment | | | | | | | |
| Backhoe | 1460 | 185,000 | (35,000) | 150,000 | 186,050 | (37,500) | 148,550 |
| Construction Truck | 1462 | 250,000 | (55,000) | 195,000 | 224,650 | (30,000) | 194,650 |
| Construction Truck | 1463 | 240,000 | (55,000) | 185,000 | 224,650 | (30,000) | 194,650 |
| Secondhand Plant Purchases | 1455 & 1459 | 14,000 | - | 14,000 | 11,500 | - | 11,500 |
| TOTAL | | 845,000 | (203,800) | 641,200 | 782,209 | (147,955) | 634,254 |

SHIRE OF WONGAN-BALLIDU
BANK RECONCILIATIONS FOR 29 FEBRUARY 2016

| | Total | Municipal (01100+01102) | Trust (21100) | Reserve (01105) | Cash On Hand (01101) |
|---|--------------|-------------------------|---------------|-----------------|----------------------|
| Opening Balance | 4,147,429.68 | 2,234,691.92 | 21,472.00 | 1,890,565.76 | 700.00 |
| Add: | | | | | |
| Receipts | 1,136,846.16 | 1,065,331.06 | 71,515.10 | | |
| Investments | 1,053.59 | 1,053.59 | | | |
| Less: | | | | | |
| Payments - EFT & Cheques | (721,948.22) | (651,062.62) | (70,885.60) | | |
| Payments - Bank Fees and Rounding | (599.36) | (599.36) | | | |
| Balance as per General Ledger | 4,562,781.85 | 2,649,414.59 | 22,101.50 | 1,890,565.76 | 700.00 |
| Balance as per Bank Statements | 1,354,809.45 | 1,331,279.99 | 22,644.83 | 864.63 | |
| Balance as per Bank Deposit Certificates | 3,248,007.57 | 1,358,326.44 | | 1,889,681.13 | |
| Balance as per Holder Certificates | 700.00 | | | | 700.00 |
| Add: | | | | | |
| Outstanding Deposits | 2,640.02 | 1,999.05 | 640.97 | | |
| Adjustments | 6,606.01 | 6,606.01 | | | |
| Less: | | | | | |
| Unpresented Payments | (49,981.20) | (48,796.90) | (1,184.30) | | |
| Balance as per Cash Book | 4,562,781.85 | 2,649,414.59 | 22,101.50 | 1,890,565.76 | 700.00 |
| Figure should equal same as Creditor Payment List | \$ - | \$ - | \$ - | \$ - | \$ - |

SHIRE OF WONGAN - BALLIDU

ANALYSIS OF RESERVE ACCOUNTS AS AT 29 FEBRUARY 2016

| | | ADOPTED FULL YEAR'S BUDGET | | | | CURRENT FULL YEAR'S BUDGET | | | | ACTUAL YTD AT 29 FEBRUARY 2016 | | | | |
|---|---------|----------------------------|------------------------|------------------|--------------------|----------------------------|------------------------|------------------|--------------------|--------------------------------|------------------------|------------------|--------------------|---------------------|
| Reserve Description | GL Acct | Opening Balance | Transfer in / Interest | Transfer to Muni | Transfer from Muni | EOY Balance | Transfer in / Interest | Transfer to Muni | Transfer from Muni | EOY Balance | Transfer in / Interest | Transfer to Muni | Transfer from Muni | Actual Balance |
| Centenary Celebrations Reserve | 01925 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Community Resource Centre Reserve | 01989 | 12,283 | 245 | - | - | 12,519 | 245 | - | - | 12,519 | 123 | - | - | 12,406 |
| Depot Improvement Reserve | 01940 | 5,870 | 117 | - | - | 5,982 | 117 | - | - | 5,982 | 59 | - | - | 5,928 |
| Historical Publications Reserve | 01965 | 6,425 | 128 | - | - | 6,548 | 128 | - | - | 6,548 | 64 | - | - | 6,489 |
| Housing Reserve | 01955 | 95,101 | 58 | (95,000) | - | 82 | 58 | (95,000) | - | 82 | 953 | - | - | 95,054 |
| Land & Buildings Reserve | 01930 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Loan Principal Reserve | 01950 | - | - | - | 500,000 | 500,000 | - | - | 500,000 | 500,000 | - | - | - | - |
| LSL Reserve | 01935 | 74,445 | 1,488 | - | - | 75,873 | 1,488 | - | - | 75,873 | 746 | - | - | 75,191 |
| Medical Facilities & R4R Special Projects Reserve | 01975 | - | - | - | 400,000 | 400,000 | - | - | 400,000 | 400,000 | - | - | - | - |
| Patterson Street JV Housing Reserve | 01988 | 22,578 | 451 | - | 5,000 | 28,019 | 451 | - | 400,000 | 400,000 | 226 | - | - | 22,804 |
| Plant Reserve | 01945 | 586,188 | 11,712 | (300,000) | 274,000 | 571,313 | 11,712 | (300,000) | 274,000 | 571,313 | 5,874 | - | - | 592,062 |
| Quinlan Street JV Housing Reserve | 01987 | 29,775 | 595 | - | 5,000 | 35,354 | 595 | - | 5,000 | 35,354 | 298 | - | - | 30,073 |
| Stickland JV Housing Reserve | 01986 | 24,813 | 496 | - | 5,000 | 30,297 | 496 | - | 5,000 | 30,297 | 249 | - | - | 25,062 |
| Swimming Pool Reserve | 01970 | 142,205 | 2,844 | (45,000) | 5,000 | 100,041 | 2,844 | (45,000) | 5,000 | 100,041 | 1,425 | - | - | 143,630 |
| Waste Management Reserve | 01920 | 17,395 | 347 | - | - | 22,720 | 347 | - | 5,000 | 22,720 | 174 | - | - | 17,569 |
| WH Industrial/LIA Park Reserve | 01985 | - | - | - | - | - | - | - | - | - | - | - | - | - |
| Sporting Co-Location Reserve | 01990 | 205,260 | 3,800 | - | 650,000 | 843,800 | 3,800 | - | 650,000 | 843,800 | 8,037 | - | 650,000 | 865,297 |
| TOTALS | | 1,222,338 | 22,281 | (440,000) | 1,844,000 | 2,632,548 | 22,281 | (440,000) | 1,844,000 | 2,632,548 | 18,228 | - | 650,000 | 1,890,565.76 |

**SHIRE OF WONGAN - BALLIDU
REPORT ON BORROWINGS AS AT 29 FEBRUARY 2016**

| Existing Loans | | | | | | | | | | | |
|-----------------------------|--------------------------|------------------------------|---------------|------------------|---------------------|------------------------------------|-------------------|--------------------------|-------------|--------------------------|--------------------------|
| Loan No. | Particulars | Recipient | Maturity Date | Amount Borrowed | Loan Paid in Feb 16 | Accrued Int. Due as at 29 February | YTD Interest Paid | Loan Balance @ July 2015 | Refinancing | Principal Repayments YTD | Loan Balance @ 29 Feb 16 |
| 142 | Housing Construction | WB Community Association* | Mar-2020 | 400,000 | | 4,194.44 | (8,850) | 171,835 | | (15,436) | 156,399 |
| 143 | Land Purchase | Shire of Wongan-Ballidu | Jun-2016 | 270,000 | | 194.38 | (1,126) | 35,201 | | (17,341) | 17,860 |
| 145C | Land Development | Shire of Wongan-Ballidu | Jul-2017 | 500,000 | | 1,592.88 | (17,100) | 500,000 | | | 500,000 |
| 147 | Aged Persons | Ninan House* | Jul-2022 | 100,000 | | 338.41 | (3,860) | 62,469 | | (6,609) | 55,860 |
| 149 | Resurface Bowling Greens | Wongan Hills Bowling Club* | Dec-2019 | 115,000 | | 678.43 | (3,346) | 60,443 | | (5,927) | 54,516 |
| 150 | Sports Pavilion | Wongan Hills Sports Council* | May-2016 | 50,000 | | 402.19 | (513) | 13,161 | | | 13,161 |
| TOTAL EXISTING LOANS | | | | 1,435,000 | - | 7,401 | (34,795) | 843,109 | - | (45,313) | 797,797 |

* Denotes (SSL) Self Supporting Loan

| | | | | | | | | |
|------------------------------|------------------|----------|--------------|-----------------|----------------|----------|-----------------|----------------|
| Shire Loan Summary | 770,000 | - | 1,787 | (18,226) | 535,201 | - | (17,341) | 517,860 |
| Self Supporting Loan Summary | 665,000 | - | 5,613 | (16,569) | 307,908 | - | (27,972) | 279,937 |
| | 1,435,000 | - | 7,401 | (34,795) | 843,109 | - | (45,313) | 797,797 |

| SSL | Shire | Total |
|-----|-----------|-----------|
| | (31,526) | (49,401) |
| | (248,395) | (748,395) |
| | (279,921) | (797,797) |

Current loan liability
Non current liability
Total Loan Liability

9.1.3 APPOINTMENT OF AUDITORS

| | |
|--------------------------------|---|
| FILE REFERENCE: | F 1.4 |
| REPORT DATE: | 19 March 2016 |
| APPLICANT/PROPONENT: | David Taylor– Deputy Chief Executive Officer |
| OFFICER DISCLOSURE OF INTEREST | Nil |
| PREVIOUS MEETING REFERENCES: | Nil |
| AUTHOR: | David Taylor – Deputy Chief Executive Officer |
| ATTACHMENTS: | |

PURPOSE OF REPORT:

To confirm the appointment of Auditors for a five (5) year term.

BACKGROUND:

The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than 5 financial years, but an auditor is eligible for re-appointment.

The Department of Local Government (DLG) issued Guideline 09: Audit Committees in Local Government – their appointment, function and guidelines and this was last revised in March 2006. Our working relationship with Moore Stephens (formerly UHY Haynes Norton) has been consistent with these guidelines.

COMMENT:

Moore Stephens (formerly named UHY Haynes Norton) our existing auditors have been auditing this Council for a number of years and in December 2012 were reappointed for the three financial years 2012-15. Our experience of Moore Stephens and our working relationship has been positive and their audit has been professional and thorough and hence the staff recommendation to continue this arrangement with the audit firm of Moore Stephens.

When Council last appointed Moore Stephens for the period 2012-15 the actual costs in both years exceeded the quotation, which was a direct result of audit process being delayed in the absence of a Deputy Chief Executive Officer; there were also additional out of scope works in relation to fair value needed to be performed as a requirement under legislation.

During this most recent audit, it is evident that in the last 2 years we have made significant internal performance improvements which resulted in a timely and fair audit signoff.

The scope of the audit is not expected to vary from prior years as our systems and processes have not changed and that fair value requirements are in force. Consequently the overall audit fee will likely be the same or lower than recent past actual costs.

POLICY REQUIREMENTS:

Nil.

LEGISLATIVE REQUIREMENTS:

Local Government Act 7.3 Appointment of Auditors : A local government is to, from time to time, whenever such an appointment is necessary or expedient, appoint* a person to be its auditor.

** Absolute majority required.*

- (2) The local government may appoint one or more persons as its auditor.
- (3) The local government's auditor is to be a person who is —
 - (a) a registered company auditor; or
 - (b) an approved auditor.

7.6. TERM OF OFFICE OF AUDITOR

- (1) The appointment of a local government's auditor is to have effect in respect of the audit of the accounts and annual financial report of the local government for a term of not more than 5 financial years, but an auditor is eligible for re-appointment.

STRATEGIC IMPLICATIONS:

There are no known strategic requirements in relation to 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 proposal.

FINANCIAL IMPLICATIONS:

A quotation to enable this report to be considered has been sought and will be provided for Council's consideration so that costs can be included in this year's budget and for the next four budgets.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

RECOMMENDATION:

That Council re-appoint Mr Wen-Shien Chai, Partner, Moore Stephens Perth, as it's Auditor for the period 1st July 2015- 30th June 2020.

MOTION

MOVED: Cr Barrett-Lennard/ Cr West

That Council re-appoint Mr Wen-Shien Chai, Partner, Moore Stephens, Perth, as its Auditor for the period 1st July 2015- 30th June 2020.

**CARRIED 7/0
RESOLUTION: 050316**

9.1.4 COMPLIANCE AUDIT RETURN 2015

| | |
|---------------------------------|---|
| FILE REFERENCE: | F1.7.1 |
| REPORT DATE: | 23 March 2016 |
| APPLICANT/PROPONENT: | N/A |
| OFFICER DISCLOSURE OF INTEREST: | Nil |
| PREVIOUS MEETING REFERENCES: | Nil |
| AUTHOR: | Stuart Taylor – Chief Executive Officer |
| ATTACHMENTS: | Compliance Return |

PURPOSE OF REPORT:

To consider and adopt the 2015 Compliance Audit return.

BACKGROUND:

Council is required to carry out a compliance audit for the period 1 January 2015 to 31 December 2015 against the requirements included in the 2015 Compliance Audit Return.

The Compliance Audit Return is to be,

- a. Presented to Council at a meeting of the Council,
- b. Adopted by the Council, and
- c. The adoption recorded in the minutes of the meeting at which it is adopted.

The adopted Compliance Audit Return is to be submitted to the Director General, Department of Local Government and Regional Development by 31 March 2016.

COMMENT:

Areas of compliance covered by the 2015 CAR have been restricted to those considered high risk, resulting in a CAR that contains substantially fewer questions.

Amendments to regulation 13 of the *Local Government (Audit) Regulations 1996*, gazetted on 30 December 2011, allowed these changes to occur.

A further change to regulation 14 requires that the local government's Audit Committee now reviews the CAR and reports the results of that review to the Council prior to adoption by Council and the March submission to the Department.

POLICY REQUIREMENTS:

There are no known legislative requirements related to this item.

LEGISLATIVE REQUIREMENTS:

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

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no financial implications in relation to this item.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

RECOMMENDATION:

That Council adopt the 2015 Compliance Audit Return as presented.

MOTION MOVED Cr Hasson/Cr Morgan

That Council adopt the 2015 Compliance Audit Return as presented.

**CARRIED BY ABSOLUTE MAJORITY: 7/0
RESOLUTION: 060316**

Compliance Audit Return System

1 of 1 Find | Next

Department of Local Government and Communities - Compliance Audit Return



Government of Western Australia
Department of Local Government and Communities

Wongan-Ballidu - Compliance Audit Return 2015

| Commercial Enterprises by Local Governments | | | | | |
|---|-----------------------------------|---|----------|----------|--------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s3.59(2)(a)(b)(c) F&G Reg 7,9 | Has the local government prepared a business plan for each major trading undertaking in 2015. | N/A | | Joanne Guest |
| 2 | s3.59(2)(a)(b)(c) F&G Reg 7,10 | Has the local government prepared a business plan for each major land transaction that was not exempt in 2015. | N/A | | Joanne Guest |
| 3 | s3.59(2)(a)(b)(c) F&G Reg 7,10 | Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2015. | N/A | | Joanne Guest |
| 4 | s3.59(4) | Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2015. | N/A | | Joanne Guest |
| 5 | s3.59(5) | Did the Council, during 2015, resolve to proceed with each major land transaction or trading undertaking by absolute majority. | N/A | | Joanne Guest |

| Delegation of Power / Duty | | | | | |
|----------------------------|--------------------------------|---|----------|----------|--------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s5.16, 5.17, 5.18 | Were all delegations to committees resolved by absolute majority. | Yes | | Joanne Guest |
| 2 | s5.16, 5.17, 5.18 | Were all delegations to committees in writing. | Yes | | Joanne Guest |
| 3 | s5.16, 5.17, 5.18 | Were all delegations to committees within the limits specified in section 5.17. | Yes | | Joanne Guest |
| 4 | s5.16, 5.17, 5.18 | Were all delegations to committees recorded in a register of delegations. | Yes | | Joanne Guest |
| 5 | s5.18 | Has Council reviewed delegations to its committees in the 2014/2015 financial year. | Yes | | Joanne Guest |
| 6 | s5.42(1),5.43 Admin Reg 18G | Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act. | Yes | | Joanne Guest |
| 7 | s5.42(1)(2) Admin Reg 18G | Were all delegations to the CEO resolved by an absolute majority. | Yes | | Joanne Guest |
| 8 | s5.42(1)(2) Admin Reg 18G | Were all delegations to the CEO in writing. | Yes | | Joanne Guest |
| 9 | s5.44(2) | Were all delegations by the CEO to any employee in writing. | Yes | | Joanne Guest |
| 10 | s5.45(1)(b) | Were all decisions by the Council to amend or revoke a delegation made by absolute majority. | Yes | | Joanne Guest |
| 11 | s5.46(1) | | Yes | | Joanne Guest |

| | | | | |
|----|-----------------------|--|-----|--------------|
| | | Has the CEO kept a register of all delegations made under the Act to him and to other employees. | | |
| 12 | s5.46(2) | Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2014/2015 financial year. | Yes | Joanne Guest |
| 13 | s5.46(3) Admin Reg 19 | Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required. | Yes | Joanne Guest |

Disclosure of Interest

| No | Reference | Question | Response | Comments | Respondent |
|----|--|---|----------|--------------------------|--------------|
| 1 | s5.67 | If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68). | N/A | | Joanne Guest |
| 2 | s5.68(2) | Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings. | N/A | | Joanne Guest |
| 3 | s5.73 | Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made. | N/A | | Joanne Guest |
| 4 | s5.75(1) Admin Reg 22 Form 2 | Was a primary return lodged by all newly elected members within three months of their start day. | Yes | | Joanne Guest |
| 5 | s5.75(1) Admin Reg 22 Form 2 | Was a primary return lodged by all newly designated employees within three months of their start day. | Yes | | Joanne Guest |
| 6 | s5.76(1) Admin Reg 23 Form 3 | Was an annual return lodged by all continuing elected members by 31 August 2015. | Yes | | Joanne Guest |
| 7 | s5.76(1) Admin Reg 23 Form 3 | Was an annual return lodged by all designated employees by 31 August 2015. | Yes | | Joanne Guest |
| 8 | s5.77 | On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return. | Yes | | Joanne Guest |
| 9 | s5.88(1)(2) Admin Reg 28 | Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76 | Yes | | Joanne Guest |
| 10 | s5.88(1)(2) Admin Reg 28 | Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28. | Yes | No disclosures were made | Joanne Guest |
| 11 | s5.88 (3) | Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76. | Yes | | Joanne Guest |
| 12 | s5.88(4) | Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee. | Yes | | Joanne Guest |
| 13 | s5.103 Admin Reg 34C & Rules of Conduct Reg 11 | Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would | N/A | | Joanne Guest |

be adversely affected, was it recorded in the minutes.

| | | | | | |
|----|-------------------------|---|-----|--|--------------|
| 14 | s5.70(2) | Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report. | N/A | | Joanne Guest |
| 15 | s5.70(3) | Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee. | N/A | | Joanne Guest |
| 16 | s5.103(3) Admin Reg 34B | Has the CEO kept a register of all notifiable gifts received by Council members and employees. | Yes | | Joanne Guest |

Disposal of Property

| No | Reference | Question | Response | Comments | Respondent |
|----|-----------|---|----------|----------|--------------|
| 1 | s3.58(3) | Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)). | N/A | | Joanne Guest |
| 2 | s3.58(4) | Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property. | N/A | | Joanne Guest |

Elections

| No | Reference | Question | Response | Comments | Respondent |
|----|-------------------|--|----------|----------|--------------|
| 1 | Elect Reg 30G (1) | Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates. | Yes | | Joanne Guest |

Finance

| No | Reference | Question | Response | Comments | Respondent |
|----|--------------|---|----------|----------|--------------|
| 1 | s7.1A | Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act. | Yes | | Joanne Guest |
| 2 | s7.1B | Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority. | Yes | | Joanne Guest |
| 3 | s7.3 | Was the person(s) appointed by the local government to be its auditor, a registered company auditor. | Yes | | Joanne Guest |
| 4 | s7.3, 7.6(3) | Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council. | Yes | | Joanne Guest |
| 5 | Audit Reg 10 | Was the Auditor's report for the financial year ended 30 June 2015 received by the local government within 30 days of completion of the audit. | Yes | | Joanne Guest |
| 6 | s7.9(1) | Was the Auditor's report for 2014/2015 received by the local government by 31 December 2015. | Yes | | Joanne Guest |

| | | | | |
|----|-------------|--|-----|--------------|
| 7 | S7.12A(3) | Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken. | N/A | Joanne Guest |
| 8 | S7.12A (4) | Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken. | N/A | Joanne Guest |
| 9 | S7.12A (4) | Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time. | N/A | Joanne Guest |
| 10 | Audit Reg 7 | Did the agreement between the local government and its auditor include the objectives of the audit. | Yes | Joanne Guest |
| 11 | Audit Reg 7 | Did the agreement between the local government and its auditor include the scope of the audit. | Yes | Joanne Guest |
| 12 | Audit Reg 7 | Did the agreement between the local government and its auditor include a plan for the audit. | Yes | Joanne Guest |
| 13 | Audit Reg 7 | Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor. | Yes | Joanne Guest |
| 14 | Audit Reg 7 | Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor. | Yes | Joanne Guest |

| Local Government Employees | | | | | |
|----------------------------|----------------------------------|---|----------|----------|--------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | Admin Reg 18C | Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised. | N/A | | Joanne Guest |
| 2 | s5.36(4) s5.37(3), Admin Reg 18A | Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A. | N/A | | Joanne Guest |
| 3 | Admin Reg 18F | Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4). | Yes | | Joanne Guest |
| 4 | Admin Regs 18E | Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only). | N/A | | Joanne Guest |
| 5 | s5.37(2) | Did the CEO inform council of each proposal to employ or dismiss a designated senior employee. | N/A | | Joanne Guest |

| Official Conduct | | | | | |
|------------------|-----------|----------|----------|----------|--------------|
| No | Reference | Question | Response | Comments | Respondent |
| 1 | s5.120 | | N/A | | Joanne Guest |

| | | Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer. | CEO is Complaints Officer | |
|---|--------------|--|---------------------------|--------------|
| 2 | s5.121(1) | Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c). | Yes | Joanne Guest |
| 3 | s5.121(2)(a) | Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made. | Yes | Joanne Guest |
| 4 | s5.121(2)(b) | Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint. | Yes | Joanne Guest |
| 5 | s5.121(2)(c) | Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred. | Yes | Joanne Guest |
| 6 | s5.121(2)(d) | Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c). | Yes | Joanne Guest |

Tenders for Providing Goods and Services

| No | Reference | Question | Response | Comments | Respondent |
|----|---------------------|--|----------|----------|--------------|
| 1 | s3.57 F&G Reg 11 | Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)). | Yes | | Joanne Guest |
| 2 | F&G Reg 12 | Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract. | Yes | | Joanne Guest |
| 3 | F&G Reg 14(1) & (3) | Did the local government invite tenders via Statewide public notice. | Yes | | Joanne Guest |
| 4 | F&G Reg 14 & 15 | Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16. | Yes | | Joanne Guest |
| 5 | F&G Reg 14(5) | If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation. | N/A | | Joanne Guest |
| 6 | F&G Reg 16 | Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16. | Yes | | Joanne Guest |
| 7 | F&G Reg 18(1) | Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender. | Yes | | Joanne Guest |
| 8 | F&G Reg 18 (4) | In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria. | Yes | | Joanne Guest |

| | | | | | |
|----|------------------------|--|-----|--------------------------------------|--------------|
| 9 | F&G Reg 17 | Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17. | Yes | | Joanne Guest |
| 10 | F&G Reg 19 | Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted. | Yes | | Joanne Guest |
| 11 | F&G Reg 21 & 22 | Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22. | Yes | | Joanne Guest |
| 12 | F&G Reg 23(1) | Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice. | Yes | | Joanne Guest |
| 13 | F&G Reg 23(4) | After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services. | Yes | | Joanne Guest |
| 14 | F&G Reg 24 | Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24. | Yes | | Joanne Guest |
| 15 | F&G Reg 24AD(2) | Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice. | N/A | | Joanne Guest |
| 16 | F&G Reg 24AD(4) & 24AE | Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE. | N/A | | Joanne Guest |
| 17 | F&G Reg 24AF | Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application. | N/A | | Joanne Guest |
| 18 | F&G Reg 24AD(6) | If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation. | N/A | | Joanne Guest |
| 19 | F&G Reg 24AH(1) | Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications. | N/A | | Joanne Guest |
| 20 | F&G Reg 24AH(3) | In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria. | N/A | | Joanne Guest |
| 21 | F&G Reg 24AG | Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG. | N/A | | Joanne Guest |
| 22 | F&G Reg 24AI | Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted. | N/A | | Joanne Guest |
| 23 | F&G Reg 24E | Where the local government gave a regional price preference in relation to a tender process, did the local | N/A | Policy previously adopted by Council | Joanne Guest |

government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).

| | | | | |
|----|-------------|---|-----|--------------|
| 24 | F&G Reg 24F | Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy. | Yes | Joanne Guest |
| 25 | F&G Reg 11A | Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less. | Yes | Joanne Guest |

1 of 1



9.1.5 CONCESSIONAL LOADING – FUEL DISTRIBUTORS OF WA PTY LTD

| | |
|---------------------------------|--|
| FILE REFERENCE: | T6.1 |
| REPORT DATE: | 23 March 2016 |
| APPLICANT/PROPONENT: | Shire of Wongan-Ballidu |
| OFFICER DISCLOSURE OF INTEREST: | Nil |
| PREVIOUS MEETING REFERENCES: | Nil |
| AUTHOR: | Karl Mickle – Manager Works & Services |
| ATTACHMENTS: | RAV Network 3 |

PURPOSE OF REPORT:

The purpose of this report is to present to Council a request from Fuel Distributors of WA Pty Ltd for concessional loading for the distribution of motor spirits to either/or delivery sites within the Shire or in transit through the Shire, via various RAV Network 3 Roads.

BACKGROUND:

Correspondence was received from Mr Len Kirby on behalf of FDWA requesting a letter of support for concessional loading on certain roads within the Shire.

Council's "Heavy Vehicle" policy specifically focuses on the need to distribute motor spirits within the Shire but does not address concessional loading.

COMMENT:

Under the "Heavy Vehicle" policy, Council has not given delegation for the issuance of letters of support for concessional loading.

Council has already identified in its "Heavy Vehicle" policy that the distribution of motor spirits is an essential component of the rural industries within the Shire.

Council needs to be aware that the load bearing capability of most of the Shire's roads were not designed for high axle loadings and any significant increases in weights could have a detrimental impact on the preservation of the road asset.

It is expected that the bulk of the work will be during seeding and harvest.

The combination of truck and trailers used for this task will be constantly changing, therefore FDWA has provided a full list of registrations that will be used for this task, below.

A full list of RAV 3 Network roads within the Shire is also attached.

Trucks

| | |
|----------|-------|
| 1CMN 794 | VOLVO |
| 1CQX 381 | VOLVO |
| 1CUP 780 | VOLVO |
| 1CWY 525 | VOLVO |
| 1CYY 209 | VOLVO |
| 1DPX 676 | VOLVO |
| 1DSA 568 | VOLVO |
| 1EQV 537 | VOLVO |
| 1ETE 790 | VOLVO |
| 1DJK 872 | VOLVO |

TRAILERS

| | |
|----------|----------|
| 1THX 202 | 1TGX 619 |
| 1TKO 740 | 1THU 686 |
| 1TLZ 071 | 1TLZ 105 |
| 1TME 542 | 1TIG 757 |
| 1TEX 994 | 1TFB 158 |
| 1THT837 | 1TFC 846 |
| 1THQ 712 | 1TIG 758 |
| 8TX 807 | 1TME 541 |
| 7TI 492 | 8RS 956 |
| 1THW 751 | 1THX203 |

1CYK 037 VOLVO
1DSA 849 VOLVO
1EMZ 247 MAN
1EOC169 MAN
1EHP 498 VOLVO

1TKO 741 1TKU 883
1TDO 009 1TDO 011
1TQX 781

POLICY REQUIREMENTS:

The "Heavy Vehicle" policy 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:

Approval of concessional loadings has the potential to accelerate the deterioration of local roads which could adversely impact on Council's ability to preserve its road assets if allowed to go unchecked.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: NO

RECOMMENDATION:

That Council approve the request from Len Kirby for concessional loading for Fuel Distributors of WA for motor spirit deliveries.

MOTION MOVED: Cr Hasson/ Cr Walton

That Council supports the request from Len Kirby for concessional loading for Fuel Distributors of WA for motor spirit deliveries.

**CARRIED: 7/0
RESOLUTION 070316**

9.1.6 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW

| | |
|--------------------------------|--------------------------------------|
| FILE REFERENCE: | ST3.5 |
| REPORT DATE: | 19 th March 2016 |
| APPLICANT/PROPONENT: | Performance Review Committee |
| OFFICER DISCLOSURE OF INTEREST | Financial Interest |
| PREVIOUS MEETING REFERENCES: | |
| AUTHOR: | Cr Peter Macnamara - Shire President |
| ATTACHMENTS: | Nil |

PURPOSE OF REPORT:

To review the performance of the Chief Executive Officer

BACKGROUND:

The council has previously resolved to hold the Chief Executive Officers performance review in February of each year.

The Review was conducted on Wednesday 24 February 2016.

COMMENT:

Council undertook a review of the CEO's Key performance Indicators and amendments were made as discussed with Council and in consultation with the CEO.

The Committee discussed the various points raised by Council and the Chief Executive Officer, there were no contentious or serious issues raised or discussed by the Committee or the Chief Executive Officer

Council are appreciative of the commitment of the CEO in achieving the objectives of Council.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995:

5.38. ANNUAL REVIEW OF CERTAIN EMPLOYEES' PERFORMANCES

The performance of each employee who is employed for a term of more than one year, including the CEO and each senior employee, is to be reviewed at least once in relation to every year of the employment.

STRATEGIC IMPLICATIONS:

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

SUSTAINABILITY IMPLICATIONS:

➤ Environment

There are no known environmental implications associated with this item.

9.1.7 RENEWAL OF THE CHIEF EXECUTIVE OFFICERS CONTRACT OF EMPLOYMENT

| | |
|--------------------------------|---|
| FILE REFERENCE: | ST3.5 |
| REPORT DATE: | 23 March 2016 |
| APPLICANT/PROPONENT: | |
| OFFICER DISCLOSURE OF INTEREST | Financial Interest |
| PREVIOUS MEETING REFERENCES: | |
| AUTHOR: | Stuart Taylor - Chief Executive Officer |
| ATTACHMENTS: | |

PURPOSE OF REPORT:

To renew the contract of the Chief Executive Officer

BACKGROUND:

The Chief Executive Officer's Performance Review was conducted on Wednesday 24 February 2016 at 2pm.

COMMENT:

There is no compulsion on either the Council or the CEO to agree to a new Contract. The Council and/or the CEO shall initiate discussions not later than 12 months prior to the expiry of the Term for the parties to enter into a new Contract for a further term with the Council making a decision to finalise those discussions not later than 9 months prior to the expiry of the term of this Contract. In the event that the Council and the CEO agree to a new contract, a new contract will be executed.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

Local Government Act 1995

5.36. LOCAL GOVERNMENT EMPLOYEES

- (1) A local government is to employ —
 - (a) a person to be the CEO of the local government; and
 - (b) such other persons as the council believes are necessary to enable the functions of the local government and the functions of the council to be performed.
- (2) A person is not to be employed in the position of CEO unless the council —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied* with the provisions of the proposed employment contract.

** Absolute majority required.*
- (3) A person is not to be employed by a local government in any other position unless the CEO —
 - (a) believes that the person is suitably qualified for the position; and
 - (b) is satisfied with the proposed arrangements relating to the person's employment.
- (4) Unless subsection (5A) applies, if the position of CEO of a local government becomes vacant, it is to be advertised by the local government in the manner prescribed, and the advertisement is to contain such information with respect to the position as is prescribed.

- (5A) Subsection (4) does not require a position to be advertised if it is proposed that the position be filled by a person in a prescribed class.
- (5) For the avoidance of doubt, subsection (4) does not impose a requirement to advertise a position before the renewal of a contract referred to in section 5.39.

5.39. CONTRACTS FOR CEO AND SENIOR EMPLOYEES

- (1) Subject to subsection (1a), the employment of a person who is a CEO or a senior employee is to be governed by a written contract in accordance with this section.

(1a) Despite subsection (1) —

- (a) an employee may act in the position of a CEO or a senior employee for a term not exceeding one year without a written contract for the position in which he or she is acting; and
- (b) a person may be employed by a local government as a senior employee for a term not exceeding 3 months, during any 2 year period, without a written contract.

(2) A contract under this section —

- (a) in the case of an acting or temporary position, cannot be for a term exceeding one year;
- (b) in every other case, cannot be for a term exceeding 5 years.

(3) A contract under this section is of no effect unless —

- (a) the expiry date is specified in the contract;
- (b) there are specified in the contract performance criteria for the purpose of reviewing the person's performance; and
- (c) any other matter that has been prescribed as a matter to be included in the contract has been included.

(4) A contract under this section is to be renewable and subject to subsection (5), may be varied.

(5) A provision in, or condition of, an agreement or arrangement has no effect if it purports to affect the application of any provision of this section.

(6) Nothing in subsection (2) or (3)(a) prevents a contract for a period that is within the limits set out in subsection 2(a) or (b) from being terminated within that period on the happening of an event specified in the contract.

(7) A report made by the Salaries and Allowances Tribunal, under section 7A of the *Salaries and Allowances Act 1975*, containing recommendations as to the remuneration to be paid or provided to a CEO is to be taken into account by the local government before entering into, or renewing, a contract of employment with a CEO.

[Section 5.39 amended by No. 49 of 2004 s. 46(1)-(3).]

STRATEGIC IMPLICATIONS:

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

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

RECOMMENDATION:

That Council extend the employment contract of the CEO for a further term expiring on 2nd December 2019.

MOTION:

MOVED

Cr Morgan/Cr Lyon

That Council extend the employment contract of the CEO for a further term expiring on 2nd December 2019.

**CARRIED BY ABSOLUTE MAJORITY: 7/0
RESOLUTION NO: 090316**

LATE ITEM

9.1.8 DELEGATED AUTHORITY TO CEO TO SELL SHIRE DEVELOPED LOTS ON SHIELDS CRESCENT

| | |
|--------------------------------|---------------------------------------|
| FILE REFERENCE: | A1.1.6 |
| REPORT DATE: | 23 March 2016 |
| APPLICANT/PROPONENT: | |
| OFFICER DISCLOSURE OF INTEREST | Nil |
| PREVIOUS MEETING REFERENCES: | ES2.2 8 February 2006; 4 January 2010 |
| AUTHOR: | Stuart Taylor Chief Executive Officer |
| ATTACHMENTS: | Nil |

PURPOSE OF REPORT:

To delegate authority to the CEO to negotiate with potential buyers in regard to the sale of Shields Crescent Stage 1 blocks in accordance with Councils indicated parameters and Sections 5.42 and 5.43 of the Local Government Act 1995.

BACKGROUND:

Council has developed residential blocks at Shields Crescent to encourage residential development within the Wongan Hills town site. The Stage 1 developments are now substantially complete.

COMMENT:

Council has previously received enquiries from potential purchasers and therefore decided to engage a Property Valuer to provide a valuation. The Valuations are based on the development costs of the Shields Crescent Subdivision and Valuations provided by a licenced Valuer in 2014 to comply with The Fair Value Requirements of the Act.

POLICY REQUIREMENTS:

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

LEGISLATIVE REQUIREMENTS:

5.42. DELEGATION OF SOME POWERS AND DUTIES TO CEO

- (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

** Absolute majority required.*

- (2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

[Section 5.42 amended by No. 1 of 1998 s. 13.]

5.43. LIMITS ON DELEGATIONS TO CEO'S

A local government cannot delegate to a CEO any of the following powers or duties —

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;

10. QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

Nil

12. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil

13. CLOSURE

There being no further business the President, Cr Macnamara declared the meeting closed at 4.09 pm.

These minutes were confirmed at a meeting on 27 April 2016.

Signed _____
President