



'The Council and Staff of the Shire of Boddington, in partnership with the community, are committed to operating effectively and efficiently to provide quality lifestyle opportunities that encourage population growth and development'

AGENDA

For The
Ordinary Meeting of Council
To Be Held At

5PM, TUESDAY 20 FEBRUARY 2018

Council Chambers
39 Bannister Rd, Boddington

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Boddington for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff. The Shire of Boddington disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and with derogating in any way from the broad disclaimer above, in any discussion regarding any development application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Boddington during the course of any meeting is not intended to be and is not taken as notice or approval from the Shire of Boddington. The Shire of Boddington warns that anyone who has an application lodged with the Shire of Boddington must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of that application and any conditions attaching to the decision made by the Shire of Boddington in respect of the application.

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1. DECLARATION OF OPENING:

"I would like to acknowledge the traditional custodians of the land, the Nyoongar People, and pay my respects to Elders, past and present".

2. ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

2.1.1	Attendance
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2.1.2	Apologies
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2.1.3	Leave of Absence
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3. DISCLOSURE OF FINANCIAL INTEREST:

Nil at this time.

4. PUBLIC QUESTION TIME:

4.1 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE:

4.2 WRITTEN QUESTIONS PROVIDED IN ADVANCE:

Nil at this time.

4.3 PUBLIC QUESTIONS FROM THE GALLERY:

5. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS:

Nil at this time.

6. CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council held on Tuesday 16 January 2018

That the minutes of the Ordinary Meeting of Council held on Tuesday 16 January 2018 be confirmed as a true record of proceedings.

That the minutes of the Annual Electors meeting of Council held on Tuesday 16 January 2018 be confirmed as a true record of proceedings.

7. ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:

8. REPORTS OF OFFICERS AND COMMITTEES:

8.1 PLANNING CONSULTANT:

Nil at this time.

8.2 MANAGER FINANCIAL SERVICES:

8.2.1 Monthly Financial Statements – January 2018

Disclosure of Interest: Nil
Date: 8 January 2017
Author: J Rendell – Manager Financial Services
Attachments: 8.2.1A Financial Statements – January 2018

Summary

Council is to consider Monthly Financial Reports for January 2018.

Background

In accordance with Local Government (Financial Management) Regulations 1996 Council is to adopt Monthly Financial Report including the Operating Statement, Statement of Financial Position at the end of each month. Council has also wishes to consider a summary of financial reconciliations on a monthly basis.

Councillors have the opportunity to query financials before the meeting to satisfy themselves before the item comes before Council.

Comment

The Operating Statement, Statement of Financial Position, Statement of Cash flow, Statement of Financial Activity and Summary of Reconciliations are submitted for the month of January 2018.

FINANCIAL SUMMARY YEAR TO DATE JANUARY 2018

The following is provided to assist in the understanding of Council's financial position. It is emphasised that the comparatives and comments are relative to the YTD budget. Included this month is a forecast position that will form the basis of a budget review during the month of February. YTD comparatives to budget are applied against the approved budget.

OPERATING RESULT

REVENUE

Revenue is now 2.2%, or \$128k unfavourable to budget. Within the main items, the following is noted:-

- **Operating Grants** is 1.5% or \$6k favourable to budget.
- **Fees & Charges** is 11.6% or \$88k unfavourable to budget, an analysis of this item has revealed that most of this variance is permanent and there is corresponding savings in related expenditure items.
- **Interest Earnings** is 51.6% or \$27k favourable to budget.
- **Other Revenue** is 59.2% or \$64k unfavourable to budget.
- **Profit from Asset sales**, it is noted that there is not expected to be any profit from asset sales.

EXPENDITURE

Expenditure is 3.4% or \$135k favourable to budget, within the main items, the following is noted:-

- Employee costs are 4.5% or \$64k favourable to budget.
- Materials and contracts are collectively 16.8% or \$172k favourable to budget.
- Utility charges are 9.5% or \$19k favourable to budget.
- Depreciation expense is 15.0% or \$145k unfavourable to budget.
- Insurance expenses is 4.2% or \$9k favourable to budget.
- Other expenditure is 17.7% or \$16k favourable to budget.

NET RESULT

The net result is 0.3% or \$8k favourable result to budget, due to total revenue being \$127k unfavourable and expenditure being \$135k favourable to budget.

CAPITAL ITEMS

Capital revenue is 11.9% or \$203k unfavourable to budget, this is considered as a timing difference at this stage, amounts received or brought to account thus far:-

- \$174k for Regional Roads Group
- \$94k for Bridge funding from WA Grants commission and Mainroads WA (unbudgeted)
- \$56k for Visitor Centre Grant
- \$508k for DFES plant (not budgeted)
- \$1,030k for independent living complex
- \$20k outdoor exercise equipment
- \$20k dam water project

Making a total of \$1.9M has brought to account as capital income.

FINANCIAL SUMMARY YEAR TO DATE JANUARY 2018

Capital expenditure is only 12.4% or \$489k favourable to budget. For a more detailed understanding, refer to the Capital Expenditure by Asset Class report. In some cases, there is a direct relationship between Capital income and Capital expenditure. Included within this year, is an amount of \$570k for Councillor New Initiatives, in accord with items contained in the Strategic Community Plan, to date only \$16k has been spent.

FUNDING ITEMS

Repayment of loan principal is in line with budget.

RESERVE ITEMS

This will form a significant part of the restricted funds at year-end.

CASH & INVESTMENTS

Cash and investments sits at \$6.2M, this represents an increase of \$0.1M from the previous month, mainly due to revenue being higher, capital and operating expenses being lower. It is emphasised however that the majority of funds is tagged as "restricted" and therefore cannot form part of Council's unrestricted or free cash. It is noted that Council has already collected 90% of its rates income and only has outstanding \$442k as at January 2018.

SUMMARY

The overall financial result 79.2% or \$864k better than budget, this is expected to decrease once capital expenditure and capital income comes in line with budget.

The result is pleasing in that the Shire of Boddington finances are in line with both the annual budget and long term financial plan, and augers well for the financial sustainability, additionally it indicates that the financial reform undertaken over the last 3 years is bringing favourable as anticipated results.

There will be a mid-year budget review that is required to be undertaken, in accordance with the Local Government Act WA; this will be discussed with Council in the February ordinary meeting and will be based on year to date position as at 31 January 2018.

Statutory Environment - Local Government (Financial Management) Regulations 1996.

OFFICER'S RECOMMENDATION – 8.2.1

That Council adopt the:

1. monthly financial statements for the period ending 31 January 2018; and
2. summary of reconciliations for the period ending 31 January 2018.

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON

Financial Reports for the period ended

31-Jan-18

Report Type	Page No.
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Comprehensive Income Statement by Programme	3
Rate Setting Statement	4
Statement of Financial Position	5
Loan Repayments & Net Current Asset Position	6
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ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON SUMMARY OF FINANCIAL ACTIVITY by Nature or Type For the period ended

31-Jan-18

	2017/18 Budget			Actual YTD	Variance YTD	% Variance YTD
	Approved	Forecast	YTD Budget			
Opening Funding Surplus (Deficit)	751,517	751,517	751,517	751,517	-	
Revenue						
Rates	4,386,000	4,386,000	4,378,831	4,370,782	- 8,049	-0.2%
Operating Grants, Subsidies and Contributions	572,602	656,659	415,106	421,192	6,086	1.5%
Fees and Charges	1,122,738	1,133,338	761,693	673,601	- 88,091	-11.6%
Interest Earnings	88,428	128,428	51,641	78,294	26,653	51.6%
Other Revenue	186,739	186,739	108,871	44,455	- 64,416	-59.2%
Profit from Asset Sales	-	-	-	-	-	
OPERATING INCOME	6,356,508	6,491,165	5,716,141	5,588,324	- 127,817	-2.2%
Expenses						
Employee Costs	- 2,472,047	- 2,423,047	- 1,426,608	- 1,362,220	64,388	4.5%
Materials and Contracts	- 1,705,430	- 1,741,766	- 1,023,691	- 851,352	172,339	16.8%
Utility Charges	- 335,238	- 325,238	- 195,246	- 176,654	18,592	9.5%
Depreciation on Non-Current Assets	- 1,655,576	- 1,889,629	- 965,766	- 1,110,454	144,688	-15.0%
Interest Expenses	- 109,035	- 109,035	- 56,309	- 55,682	628	1.1%
Insurance Expenses	- 202,424	- 202,424	- 202,382	- 193,806	8,576	4.2%
Loss on Asset Sales	-	-	-	-	-	
Other Expenditure	- 183,407	- 180,851	- 87,941	- 72,366	15,575	17.7%
OPERATING EXPENDITURE	- 6,663,157	- 6,871,990	- 3,957,944	- 3,822,534	135,410	3.4%
Net Result (incl. c/f surplus position)	444,868	370,692	2,509,714	2,517,308	7,593	0.3%
Adjustments for Non-Cash Items						
Depreciation	1,655,576	1,889,629	965,766	1,110,454	144,688	15.0%
Loss on Asset Disposals	-	-	-	-	-	
(Profit) on Asset Disposals	-	-	-	-	-	
Provisions and Accruals	-	-	-	-	-	
	1,655,576	1,889,629	965,766	1,110,454	144,688	15.0%
Net Result before funding and Capex items	2,100,444	2,260,321	3,475,480	3,627,762	152,281	4.4%
Capital Income and Expenditure						
Non-operating Grants & contributions	2,477,670	3,055,389	1,699,456	1,902,494	203,039	11.9%
Purchase Land & Buildings	- 3,223,666	- 3,028,666	- 2,298,637	- 2,429,789	131,152	-5.7%
Purchase Plant & Equipment	- 205,000	- 718,819	- 175,750	- 645,965	470,215	-267.5%
Purchase Roads, Streets & Bridges	- 1,157,491	- 1,396,991	- 880,547	- 295,297	585,250	66.5%
Purchase Other Infrastructure	- 665,019	- 755,819	- 450,384	- 80,205	370,179	82.2%
New Initiatives	- 569,500	- 569,500	- 151,035	- 16,263	134,772	89.2%
Proceeds from Asset Sales	300,000	300,000	-	-	-	
Net Capital Items	- 3,043,006	- 3,114,406	- 2,256,897	- 1,565,024	691,873	30.7%
Funding Items						
Proceeds from New loans	-	-	-	-	-	
Repayment of Loan Principal	- 220,541	- 220,541	- 128,649	- 109,078	19,571	15.2%
Self Supporting Loan Principal Income	-	-	-	-	-	
Total Funding Items	- 220,541	- 220,541	- 128,649	- 109,078	19,571	15.2%
Reserve Items						
Transfers to Reserves	- 630,900	- 769,377	-	-	-	#DIV/0!
Transfers from Reserves	2,169,052	2,169,052	-	-	-	#DIV/0!
Net Reserve movement	1,538,152	1,399,675	-	-	-	#DIV/0!
Closing Funding Surplus (Deficit)	375,048	325,048	1,089,934	1,953,661	863,726	79.2%

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON STATEMENT OF COMPREHENSIVE INCOME BY NATURE/TYPE For the period ended

31-Jan-18

	2017/18 Budget			Actual YTD	Variance YTD	% Variance YTD
	Approved	Forecast	YTD Budget			
Revenue						
Rates	4,386,000	4,386,000	4,378,831	4,370,782	- 8,049	-0.2%
Operating Grants, Subsidies and Contributions	572,602	656,659	415,106	421,192	6,086	1.5%
Fees and Charges	1,122,738	1,133,338	761,693	673,601	- 88,091	-11.6%
Interest Earnings	88,428	128,428	51,641	78,294	26,653	51.6%
Other Revenue	186,739	186,739	108,871	44,455	- 64,416	-59.2%
OPERATING INCOME	6,356,508	6,491,165	5,716,141	5,588,324	- 127,817	-2.2%
Expenses						
Employee Costs	- 2,472,047	- 2,423,047	- 1,426,608	- 1,362,220	64,388	4.5%
Materials and Contracts	- 1,705,430	- 1,741,766	- 1,023,691	- 851,352	172,339	16.8%
Utility Charges	- 335,238	- 325,238	- 195,246	- 176,654	18,592	9.5%
Depreciation on Non-Current Assets	- 1,655,576	- 1,889,629	- 965,766	- 1,110,454	- 144,688	-15.0%
Interest Expenses	- 109,035	- 109,035	- 56,309	- 55,682	628	1.1%
Insurance Expenses	- 202,424	- 202,424	- 202,382	- 193,806	8,576	4.2%
Other Expenditure	- 183,407	- 180,851	- 87,941	- 72,366	15,575	17.7%
OPERATING EXPENDITURE	- 6,663,157	- 6,871,990	- 3,957,944	- 3,822,534	135,410	3.4%
Net Result before Capital Income	- 306,649	- 380,825	1,758,197	1,765,791	7,593	0.4%
Non-Op. Grants, Subsidies and Contributions	2,477,670	3,055,389	1,699,456	1,902,494	203,039	11.9%
Profit on Asset Disposals	-	-	-	-	-	-
Loss on Asset Disposals	-	-	-	-	-	-
OTHER	2,477,670	3,055,389	1,699,456	1,902,494	203,039	11.9%
NET RESULT	2,171,021	2,674,564	3,457,653	3,668,285	210,632	6.1%
Other Comprehensive Income						
Changes on Revaluation of Non-Current Asset	-	-	-	-	-	-
Total Other Comprehensive Income	-	-	-	-	-	-
TOTAL COMPREHENSIVE INCOME	2,171,021	2,674,564	3,457,653	3,668,285	210,632	6.1%

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM For the period ended

31-Jan-18

	2017/18 Budget			Actual YTD	Variance YTD	% Variance YTD
	Approved	Forecast	YTD Budget			
Revenue						
Governance	4,666,593	4,680,593	4,530,187	4,530,642	454	0.0%
General Purpose Funding	106,484	106,484	62,083	39,733	- 22,350	-36.0%
Law, Order, Public Safety	211,411	287,468	202,809	224,940	22,130	10.9%
Health	26,429	26,429	13,769	16,659	2,890	21.0%
Education and Welfare	499,648	450,648	291,867	194,305	- 97,562	-33.4%
Housing	20,402	20,402	11,900	7,284	- 4,616	-38.8%
Community Amenities	295,078	310,078	267,309	283,293	15,984	6.0%
Recreation and Culture	133,690	173,290	99,571	100,964	1,393	1.4%
Transport	106,887	140,887	50,188	65,567	15,379	30.6%
Economic Services	244,045	249,045	159,724	116,679	- 43,045	-26.9%
Other Property and Services	45,840	45,840	26,733	8,258	- 18,476	-69.1%
	6,356,508	6,491,165	5,716,141	5,588,324	- 127,817	-2.2%
Expenses excluding Finance Costs						
Governance	- 28,660	- 36,042	- 68,713	18,558	87,271	127.0%
General Purpose Funding	- 25,684	- 25,684	- 14,980	889	14,091	94.1%
Law, Order, Public Safety	- 615,523	- 620,350	- 358,631	319,759	38,872	10.8%
Health	- 269,876	- 255,952	- 159,171	156,351	2,820	1.8%
Education and Welfare	- 621,700	- 587,732	- 362,341.67	312,560	49,782	13.7%
Housing	- 47,162	- 18,143	- 26,356.75	16,890	9,467	35.9%
Community Amenities	- 688,064	- 677,663	- 400,781	362,116	38,665	9.6%
Recreation and Culture	- 1,505,093	- 1,572,047	- 897,059	874,807	22,252	2.5%
Transport	- 2,422,088	- 2,542,538	- 1,397,649	1,515,570	117,921	-8.4%
Economic Services	- 422,281	- 476,377	- 262,334	272,019	9,685	-3.7%
Other Property and Services	- 2,314	- 13,286	- 6,332	11,770	18,102	285.9%
	- 6,554,122	- 6,762,955	- 3,901,635	3,766,852	134,782	3.5%
Finance Costs						
Governance	- 35,955	- 35,955	- 17,977	18,558	581	
General Purpose Funding	-	-	-	-	-	
Law, Order, Public Safety	-	-	-	-	-	
Health	-	-	-	-	-	
Education and Welfare	- 10,219	- 10,219	- 5,109	5,219	110	-2.1%
Housing	- 33,297	- 33,297	- 18,442	16,890	1,552	8.4%
Community Amenities	-	-	-	-	-	
Recreation and Culture	- 29,564	- 29,564	- 14,781	15,015	234	-1.6%
Transport	-	-	-	-	-	#DIV/0!
Economic Services	-	-	-	-	-	
Other Property and Services	-	-	-	-	-	
	- 109,035	- 109,035	- 56,309	55,682	627	1.1%
Net Result before Capital Income	- 306,649	- 380,825	1,758,198	1,765,791	6,338	
Non Operating Grants, Subsidies and Contributions						
General Purpose Funding	-	188,000	-	94,000	94,000	#DIV/0!
Law, Order, Public Safety	-	508,819	-	508,819	508,819	#DIV/0!
Education and Welfare	1,409,500	1,129,500	1,183,600	1,029,500	- 154,100	-13.0%
Recreation and Culture	373,569	440,469	91,784	40,000	- 51,784	-56.4%
Transport	594,601	688,601	324,072	174,400	- 149,672	-46.2%
Economic Services	100,000	100,000	100,000	55,775	- 44,225	-44.2%
Other Property and Services	-	-	-	-	-	
	2,477,670	3,055,389	1,699,456	1,902,494	203,039	11.9%
Other Comprehensive Income						
Changes on Revaluation of Non-Current Assets	-	-	-	-	-	#DIV/0!
TOTAL COMPREHENSIVE INCOME	2,171,021	2,674,564	3,457,653	3,668,285	210,632	6.1%

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON RATE SETTING STATEMENT						
For the period ended						31-Jan-18
	2017/18 Budget			Actual YTD	Variance YTD	% Variance YTD
	Approved	Forecast	YTD Budget			
Revenue						
Operating Grants, Subsidies and Contributions	572,602	656,659	415,106	421,192	6,086	1.5%
Fees and Charges	1,122,738	1,133,338	761,693	673,601 -	88,091	-11.6%
Interest Earnings	88,428	128,428	51,641	78,294	26,653	51.6%
Other Revenue	186,739	186,739	108,871	44,455 -	64,416	-59.2%
Profit from Asset Sales	-	-	-	-	-	-
Total Operating Revenue excluding Rates	1,970,508	2,105,165	1,337,310	1,217,544 -	119,768	-9.0%
Expenses						
Employee Costs	- 2,472,047 -	- 2,423,047 -	- 1,426,608 -	- 1,362,220	64,388	4.5%
Materials and Contracts	- 1,705,430 -	- 1,741,766 -	- 1,023,691 -	- 851,352	172,339	16.8%
Utility Charges	- 335,238 -	- 325,238 -	- 195,246 -	- 176,654	18,592	9.5%
Depreciation on Non-Current Assets	- 1,655,576 -	- 1,889,629 -	- 965,766 -	- 1,110,454 -	144,688	-15.0%
Interest Expenses	- 109,035 -	- 109,035 -	- 56,309 -	- 55,682	628	1.1%
Insurance Expenses	- 202,424 -	- 202,424 -	- 202,382 -	- 193,806	8,576	4.2%
Loss on Asset Sales	-	-	-	-	-	-
Other Expenditure	- 183,407 -	- 180,851 -	- 87,941 -	- 72,366	15,575	17.7%
Operating Expenditure	- 6,663,157 -	- 6,871,990 -	- 3,957,944 -	- 3,822,534	135,410	3.4%
Operating Result Excluding Rates Income	- 4,692,649 -	- 4,766,825 -	- 2,620,634 -	- 2,604,990	15,643	1%
Adjustments for Non-Cash Items						
Depreciation	1,655,576	1,889,629	965,766	1,110,454	144,688	-15.0%
(Profit)/Loss on Asset Disposals	-	-	-	-	-	-
Provisions & Accruals	-	-	-	-	-	-
	1,655,576	1,889,629	965,766	1,110,454	144,688	-15.0%
Capital Income and Expenditure						
Purchase of Capital Expenditure	- 5,820,676 -	- 6,469,795 -	- 3,956,353 -	- 3,467,518	488,835	12.4%
Non-operating Grants & contributions	2,477,670	3,055,389	1,699,456	1,902,494	203,039	-11.9%
Proceeds from Asset Sales	300,000	300,000	-	-	-	#DIV/0!
	- 3,043,006 -	- 3,114,406 -	- 2,256,897 -	- 1,565,024	691,873	30.7%
Funding & Reserve Items						
Proceeds from New loans	-	-	-	-	-	-
Repayment of Loan Principal	- 220,541 -	- 220,541 -	- 128,649 -	- 109,078	19,571	15.2%
Self Supporting Loan Principal Income	-	-	-	-	-	-
Transfers to Reserves	- 630,900 -	- 769,377	-	-	-	-
Transfers from Reserves	2,169,052	2,169,052	-	-	-	#DIV/0!
	1,317,611	1,179,134 -	- 128,649 -	- 109,078	19,571	15.2%
Estimated Surplus/(Deficit) July 1 B/Fd.	751,517	751,517	751,517	751,517	-	-
Estimated Surplus/(Deficit) C/F or YTD.	375,048	325,048	1,089,934	1,953,661 -	863,727	79.2%
Amount required from General Rate	- 4,386,000 -	- 4,386,000 -	- 4,378,831 -	- 4,370,782 -	8,049	-0.2%

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON		
STATEMENT OF FINANCIAL POSITION		
For the period ended		
	30-Jun-17	31-Jan-18
	Audited	YTD Actual
CURRENT ASSETS		
Cash and Cash Equivalents	4,974,732	5,673,505
Equity Reserve Investments	-	-
Trade & Other Receivables	338,977	506,160
Inventories	2,044	2,044
TOTAL CURRENT ASSETS	5,315,753	6,181,709
NON CURRENT ASSETS		
Property Plant & Equipment	27,432,220	30,112,281
Land Held for Resale	272,538	272,539
Infrastructure	46,816,094	46,493,095
TOTAL NON CURRENT ASSETS	74,520,852	76,877,915
TOTAL ASSETS	79,836,605	83,059,625
CURRENT LIABILITIES		
Trade & Other Payables	503,379	88,935
Employee Provisions	308,448	308,448
Borrowings	220,541	111,463
Trusts	-	76,107
TOTAL CURRENT LIABILITIES	1,032,368	584,953
NON CURRENT LIABILITIES		
Trade & Other Payables - Specific	300,000	300,000
Borrowings	2,284,898	2,284,898
Employee Provisions	47,369	47,369
TOTAL NON CURRENT LIABILITIES	2,632,267	2,632,267
TOTAL LIABILITIES	3,664,635	3,217,220
EQUITY		
Retained Earnings	30,813,402	34,483,837
Reserves Cash Backed	3,767,393	3,767,393
Revaluation Reserve	41,591,174	41,591,175
TOTAL EQUITY	76,171,970	79,842,405
TOTAL LIABILITIES & EQUITY	79,836,605	83,059,625
BALANCE SHEET VARIANCE	\$0.00	\$0.00

ATTACHMENT 8.2.1A

LOAN PRINCIPAL REPAYMENTS

COA	Description	IE Summary	Inc/Exp Analysis Summary	Original Budget	Forecast	YTD Budget	YTD Actual
3042460	PRINCIPAL ON LOAN 105	71	Other Expenses	\$117,011	\$117,011	\$68,256.42	\$57,925
2113200	LOAN 106 - REC CENTRE	71	Other Expenses	\$0	\$0	\$0.00	\$0
3074200	PRINCIPAL LOAN 83	71	Other Expenses	\$9,993	\$9,993	\$5,829.25	\$4,916
3083000	PRINCIPAL ON LOAN 100	71	Other Expenses	\$13,845	\$13,845	\$8,076.25	\$6,813
3091402	PRINCIPAL ON LOAN 91	71	Other Expenses	\$0	\$0	\$0.00	\$0
3091460	PRINCIPAL ON LOAN 94	71	Other Expenses	\$11,835	\$11,835	\$6,903.75	\$5,824
3091470	PRINCIPAL ON LOAN 97	71	Other Expenses	\$12,002	\$12,002	\$7,001.17	\$5,906
3113046	PRINCIPAL - LOAN 103	71	Other Expenses	\$0	\$0	\$0.00	\$0
3113048	PRINCIPAL - LOAN 106 REC CENTRE	71	Other Expenses	\$55,855	\$55,855	\$32,582.08	\$27,695
3121100	PRINCIPAL LOAN 102	71	Other Expenses	\$0	\$0	\$0.00	\$0
TOTAL				\$220,541	\$220,541	\$128,649	\$109,078

MOVEMENT NET CURRENT ASSET POSITION - RECONCILIATION

	2017/18 Budget		YTD	Actual YTD
	Approved	Forecast		
NCA items from Statement of Financial Activity				
Current Assets	3,016,332	3,016,332		6,181,895
Less: Current Liabilities	- 412,044	- 412,044		- 460,839
Add: Restricted Assets/Principal Repayment	- 2,229,239	- 2,229,239		- 3,767,393
Net Current Assets	375,048	375,048		1,953,661
REPRESENTED BY - (From Financial Position) Movement				
Net Current Assets	375,048	375,048		1,953,661
REPRESENTED BY - (From Rate Setting Statement) Movement				
Closing Surplus Position	375,047	325,047		1,953,661
Net Current Assets	375,047	325,047		1,953,661

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON
Printed : at 11:19 AM on 2/02/2018

SHIRE OF BODDINGTON
CAPITAL EXPENDITURE BY ASSET CLASS
For the period ended

31-Jan-18

COA	Description	Asset Type	Budget	Forecast	YTD Budget	YTD Actual
3042202	EXISTING BUILDINGS 16/17	Land & Buildings	111,759	111,759	86,843	54,204
3042212	CEO RESIDENCE	Land & Buildings	350,000	350,000	350,000	5
3053025	OLD POLICE STATION REFURBISHMENT	Land & Buildings	65,000	65,000	65,000	61,402
3082090	AGED CARE COMPLEX	Land & Buildings	2,549,381	2,334,381	1,649,272	2,161,535
3113200	RECREATION CENTRE	Land & Buildings	22,526	42,526	22,521	54,742
3135202	LAND PURCHASE	Land & Buildings	-	-	-	-
3132008	VISITOR CENTRE	Land & Buildings	125,000	125,000	125,000	97,902
		Land & Buildings Total	3,223,666	3,028,666	2,298,637	2,429,789
3102201	REFUSE SITE	Other Infrastructure	30,000	30,000	15,000	-
3105050	OVALS PARKS & CEMETERIES	Other Infrastructure	-	10,000	-	6,443
3112208	LIGHTING - SPORTS OVAL	Other Infrastructure	112,121	112,121	36,999	-
3112213	SWIMMING POOL - INFRASTRUCTURE	Other Infrastructure	32,000	15,000	5,083	15,162
3132030	WATER TO RANFORD CAPEX	Other Infrastructure	256,670	256,670	256,669	50,693
3113205	RODEO SHADE FACILITIES	Other Infrastructure	-	97,800	-	-
3113082	DAM IMPROVEMENTS - WATER TO OVAL	Other Infrastructure	234,228	234,228	136,633	7,908
		Other Infrastructure Total	665,019	755,819	450,384	80,205
3042209	COMPUTER EQUIPMENT	Plant & Equip	15,000	25,000	6,667	31,874
3042208	OFFICE EQUIPMENT	Plant & Equip	20,000	15,000	12,083	14,557
3042219	VEHICLE COST UPGRADE	Plant & Equip	-	-	-	-
3051220	Fire Tender Boddington	Plant & Equip	-	508,819	-	508,819
3121096	TRACTOR	Plant & Equip	55,000	79,000	79,000	78,977
3121066	FLAIL MOWER	Plant & Equip	75,000	65,000	65,000	-
3139302	MINOR CAPITAL ITEMS	Plant & Equip	40,000	26,000	13,000	11,737
		Plant & Equip Total	205,000	718,819	175,750	645,965
3121086	Main Roads Bridge Program	Roads Infrastructure	42,500	282,000	-	-
3121090	ROADS TO RECOVERY	Roads Infrastructure	96,358	96,358	96,357	1,477
3121704	RESEALS - MUNI	Roads Infrastructure	163,642	163,642	54,001	-
3121705	MAIN STREET UPGRADE	Roads Infrastructure	111,635	111,635	36,839	3,486
3121706	CAR PARKS - SHIRE FACILITIES	Roads Infrastructure	100,000	100,000	50,000	117,099
3121700	COMMODITY GRANT CAPITAL EXPENSE	Roads Infrastructure	-	-	-	-
3121800	ROAD CONST. - RRG	Roads Infrastructure	601,500	601,500	601,495	132,563
3121803	FOOTPATHS	Roads Infrastructure	41,856	41,856	41,855	40,673
		Roads Infrastructure Total	1,157,491	1,396,991	880,547	295,297
3113207	DRINKING FOUNTAINS	Councillor New Initiatives	12,000	12,000	3,960	-
3112100	SKATEPARK	Councillor New Initiatives	150,000	150,000	-	8,800
3112205	PUMP TRACK	Councillor New Initiatives	140,000	140,000	-	-
3105250	NATURE PLAYGROUND	Councillor New Initiatives	100,000	100,000	33,000	-
3105500	FORESHORE LANDSCAPE/DESIGN	Councillor New Initiatives	50,000	50,000	50,000	5,490
3105211	DOG PARK - FENCING	Councillor New Initiatives	7,500	7,500	2,475	-
3105052	FLYING FOX	Councillor New Initiatives	20,000	20,000	6,600	-
3112210	OUTDOOR EXERCISE FACILITIES	Councillor New Initiatives	40,000	40,000	40,000	-
3082450	DEMENTIA HOUSE MODIFICATIONS	Councillor New Initiatives	10,000	10,000	-	-
3105203	COMMUNITY CLUB MODIFICATIONS	Councillor New Initiatives	25,000	25,000	-	1,973
3112000	VOLLEYBALL COURT (REC CTR.)	Councillor New Initiatives	5,000	5,000	5,000	-
3146203	ART SHOWCASE (VISITOR CTR.)	Councillor New Initiatives	10,000	10,000	10,000	-
		Councillor New Initiatives Total	569,500	569,500	151,035	16,263
		Grand Total	5,820,676	6,469,795	3,956,353	3,467,518

2/02/2018Financials Format Jan 2018Capital Expenditure

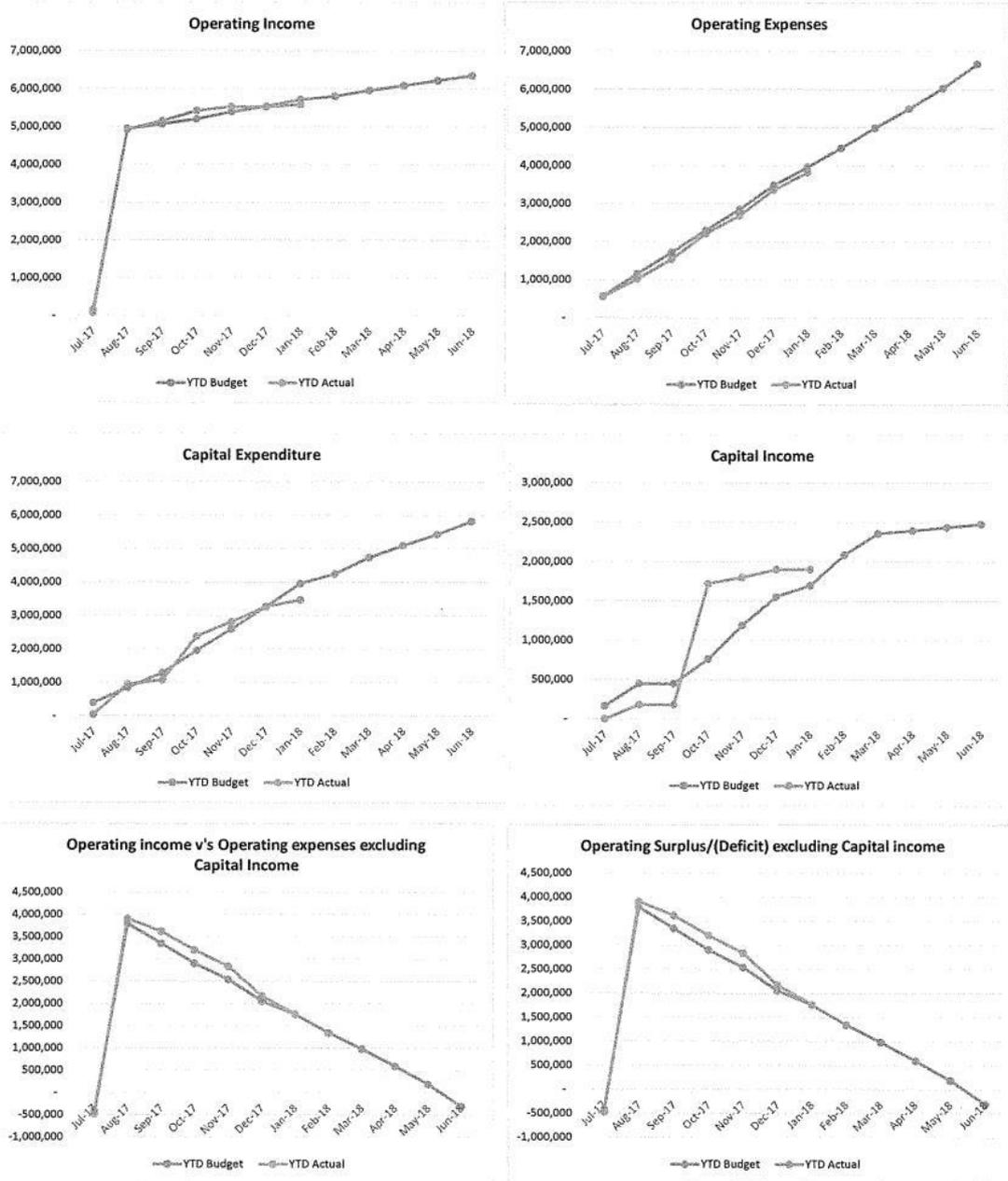
ATTACHMENT 8.2.1A

CAPITAL EXPENDITURE - EXISTING BUILDINGS - By JOBS					31-Jan-18
Job	Description	Original Budget	Forecast	YTD Budget	YTD Actual
BAC1999	Bannister Road Shire Office - Capital	33,000	33,000	33,000	30,982
BCC1028	Pollard Street Child Care Centre - Capital	1,000	1,000	581	-
BCC1029	Johnstone Street Community Newspaper - Capital	9,000	9,000	2,970	1,270
BCC1999	Bannister Road - Caravan Park Caretaker Residence - Capital	1,000	1,000	581	-
BCC3999	Bannister Road - Caravan Park Caretaker Residence - Capital	-	-	-	1,955
BDC1015	Farmer Ave - Depot Lunch Room - Capital	1,000	1,000	581	758
BDC2015	Farmer Ave - Depot Lunch Room - Capital	-	-	-	9,609
BEC1029	Johnstone Street Emergency Services Shed - Capital	1,000	1,000	581	-
BFC1039	Wurraming Ave - Foreshore Toilet Block - Capital	1,000	1,000	581	-
BIC1024	Hotham Street Ic Unit 1 - Capital	1,000	1,000	581	-
BIC2024	Hotham Street Ic Unit 2 - Capital	1,000	1,000	581	-
BIC3024	Hotham Street Ic Unit 3 - Capital	1,000	1,000	581	-
BIC4024	Hotham Street Ic Unit 4 - Capital	1,000	1,000	581	1,089
BMC1024	Hotham Street Medical Centre - Capital	1,000	1,000	581	1,990
BOC1025	Forrest Street Old School - Main Classroom - Capital	1,000	1,000	581	-
BOC3025	Forrest Street Old School Storeroom - Capital	-	-	-	-
BOC4025	Forrest Street Old School - Main Classroom - Capital	1,000	1,000	581	-
BPC1999	Bannister Road Public Toilets - Capital	1,000	1,000	581	-
BRC1025	Forrest Street Retirement Unit 1 - Capital	1,000	1,000	581	-
BRC2025	Forrest Street Retirement Unit 2 - Capital	1,000	1,000	581	-
BRC3025	Forrest Street Retirement Unit 3 - Capital	1,000	1,000	581	-
BRC4025	Forrest Street Retirement Unit 4 - Capital	1,000	1,000	581	-
BRC1999	Bannister Road Recreation Centre - Capital	-	-	-	-
BSC1027	Hill Street 34 (Staff Housing) - Capital	1,000	1,000	581	251
BSC1028	Pollard Street Swimming Pool Ablutions - Capital	1,000	1,000	581	-
BSC1045	Pecan Place 3 (Staff Housing) - Capital	1,000	1,000	581	-
BSC1050	Prussian Way 20 (Staff Housing) - Capital	5,000	5,000	5,000	4,510
BSC1054	Blue Gum Close 15 (Staff Housing) - Capital	10,000	10,000	10,000	-
BSC1063	Club Drive Sporting Complex - Capital	1,000	1,000	581	-
BSC2029	Johnstone Street 46 (Staff Housing) - Capital	6,000	6,000	-	-
BSC2054	Blue Gum Close 16 (Staff Housing) - Capital	5,000	5,000	1,650	-
BSC3028	Pollard Street Swimming Pool Kiosk/Pump Room - Capital	21,000	21,000	21,000	1,790
BTC1029	Johnstone Street Town Hall - Capital	1,000	1,000	581	-
BWC1013	Robins Road Waste Site Office - Capital	759	759	441	-
BYC1999	Bannister Road Youth Centre - Capital	-	-	-	-
TOTAL EXISTING BUILDINGS		\$111,759	\$111,759	\$86,843	\$54,204
REPRESENTED BY:					
COA					
3042202 EXISTING BUILDINGS 16/17		111,759	111,759	86,843	54,204

ATTACHMENT 8.2.1A

SHIRE OF BODDINGTON GRAPHICAL DISCLOSURE OF FINANCIAL PERFORMANCE For the period ended

31-Jan-18



2/02/2018: \\Corporate Services\Manager Finance\Financial Reports\Council\2017-18\Jan 2018\Data for Graphs

8.2.2 List of Payments – January 2018.

Disclosure of Interest: Nil
Date: 8 January 2018
Author: J Rendell
Attachments: 8.2.2A List of Payments (CONFIDENTIAL)

Summary

The Local Government (Financial Management) Regulations 1996 require the preparation of a List of Payments made from the Council's bank accounts.

Background

A list of the payments made in each month is to be prepared and presented to a meeting of Council in the following month.

This list of payments is to be reviewed by Council separately from the monthly financial statements. This will ensure that the requirement of the Financial Regulations for the list of payments made in one month, to be presented to the Council meeting in the following month, will be met, even if the financial statements are not presented to that meeting.

Councillors have the opportunity to query or inspect invoices before the meeting to satisfy themselves before the item comes before Council.

Comment

The List of Payments for the month of January 2018 is presented in Attachment 8.2.2A.

Statutory Environment

Local Government (Financial Management) Regulations 1996

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared –
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and
 - (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing –
 - (a) for each account which requires council authorisation in that month –
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.

- (3) A list prepared under subregulation (1) or (2) is to be —
- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Policy Implications - Nil

OFFICER'S RECOMMENDATION – 8.2.2

That Council adopts the list of payments for the period ending 31 January 2018; at Attachment 8.2.2A.

8.3 PRINCIPAL ENVIRONMENTAL HEALTH OFFICER/ BUILDING SURVEYOR:

Nil at this time.

8.4 MANAGER WORKS & SERVICES:

Nil at this time.

8.5 DIRECTOR CORPORATE & COMMUNITY SERVICES:

8.5.1 Boddington Sport and Recreation Centre Hire Fees

File Ref. No:	ADM0778
Disclosure of Interest:	Nil
Date:	16 February 2018
Author:	Graham Stanley – Director Corporate & Community Services
Attachment:	Nil

Summary

Council is to consider a request for a reduction in the fees charged to a frequent user of the Boddington Sport and Recreation Centre (BSRC).

Background

Council has received a request from Mr Tony Carlyon to reduce the fees Council charges to him for the casual hire of the function room and courts area. Mr Carlyon currently uses the facilities on three occasions per week for one hour on each occasion in conducting his business, Access Life, as a personal trainer. The current fees are \$30 for the function room and \$20 for the use of one court per hour.

On the basis that Mr Carlyon's use is regular and ongoing, he requests the fees be reduced to \$25 and \$15 respectively.

Comment

Mr Carlyon is running a business as a personal trainer and is using the facilities at the recreation centre to conduct his business, including running classes. In doing so, Mr Carlyon is providing a service to the residents of Boddington that would not otherwise be available. Having a service like this is of benefit to the Shire in that it adds to the range of services and facilities to attract new residents to, and retain existing residents in, the town. The proposed reduction in fees charged to Mr Carlyon will make his business more likely to succeed therefore ensuring an ongoing stream of revenue through the receipt of facility charges for the Rec Centre.

When Council set the Recreation Centre fees in March 2017, it specified that requests for reductions in, or exemptions of, fees would not be acceded to prior to 28 February 2018. Therefore should Council agree to the request, the reduction in fees would only apply from 01 March 2018.

Strategic Implications – Nil

Statutory Environment -

Local Government Act 1996

6.12. Power to defer, grant discounts, waive or write off debts.

A local government may - 1(b) "waive or grant concessions in relation to any amount of money;

(3) The grant of a concession under 1(b) may be subject to any conditions determined by the local government.

Policy Implications - Nil.

Financial Implications

Whilst the proposed reduction in fees may result in lower revenue being received in the short term, totalling \$15 per week, assisting with the viability of Mr Carlyon's business, it may actually result in increased revenue over the long term if the business succeeds and continues to use the Recreation Centre.

Economic Implications - Nil

Social Implications

A fee reduction would make the business Mr Carlyon conducts more likely to succeed therefore providing improved services to the community of Boddington.

Environmental Considerations – Nil

Consultation

Discussed at Councillor Information session held 06 February 2018.

Options

Council can resolve to:

1. adopt the recommendations;
2. adopt the recommendations with further amendments; or
3. not accept the recommendation, giving reasons.

Voting Requirements - Absolute Majority

OFFICER'S RECOMMENDATION – ITEM 8.5.1

That Council resolves:

1. To grant a reduction of fees by \$5 per hour for the use of the function room and the use of one court at the Boddington Sport and Recreation Centre, to Mr Tony Carlyon to conduct his business, Access Life, for usage commencing from 1 March 2018.

2. That Council reserves the right to withdraw the concession at any time in the future, providing 4 weeks' written notice.

8.6 CHIEF EXECUTIVE OFFICER:

8.6.1 Action Sheet

Disclosure of Interest: Nil
 Date: 14 February 2018
 Author: Chris Littlemore

Purpose of Report

To bring forward Councillors information the Action Report with actions taken on previous Council resolutions.

Meeting Date	Resolution Number	Responsible Officer	Subject	Date Completed	Comments Current Status
16/1/18	4/18	DCCS	Employee Study Assistance Policy	17/1/18	Added to Policy Manual
16/1/18	6/18	CEO	Ken Austic Square Shade Pavilion Project	Nil	Pending
16/1/17	7/18	CEO	Ranford Pool Project	17/1/18	Advertised for public comment.
16/1/17	8/18	CEO	Support for Main Roads Acquisition	17/1/18	Advertised for public comment
16/1/18	None	CEO	Annual Report presented	16/1/18	completed

For information only.

8.6.2	Actions Performed Under Delegated Authority For The Month of January 2018
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File Ref. No: ADM0686
 Disclosure of Interest: Nil
 Date: 14 February 2018
 Author: Chief Executive Officer
 Attachments: Nil

Summary

To report back to Council, actions performed under delegated authority for the month of January 2018.

Background

There is no specific requirement to report on actions performed under delegated authority. However, to increase transparency, this report has been prepared for Council and includes all actions performed under delegated authority for the month of January 2018.

Development Approvals issued;
 Building Permits issued;

Health Approvals issued;

One off delegations to the Chief Executive Officer;

Affixing of Common Seal

Comment

The following tables outline the action performed within the organization relative to delegated authority for the month of January 2018 and are submitted to Council for information.

Common Seal	
Date Affixed	Documentation
7/2/18	Deed of Restricted Covenant in Gross – Lot 201 Crossman subdivision approval WAPC 154560

Authorisation to call Tenders	
Date	Action
Nil	

Peter Haas - PEHO			
Building Applications for December 2017			
Application No.	Applicant	Lot & Street	Type of Building Work
3185	P Rayner 2 Mahogany Court Boddington	Lot 31 No 2 Mahogany Court Boddington	Shed
3189	Sapphire Pools 28 Orion Road Jandakot	Lot 24537 No. 583 Bannister-Marradong Road Bannister	Swimming Pool
3190	Shire of Boddington PO Box 4 Boddington	Lot 10 No 41 Farmers Avenue Boddington	Shed
3170	Twin Bridges Pty Ltd 14 Puntie Crescent Maylands	Lot 13 No. 127A Twin Bridges Place Crossman	Shed
Building Applications for January 2018			
3191	Mandurah Patios PO Box 5572 Falcon	Lot 4 No 10 Hill Street Boddington	Carport and Patio
3193	M Clarke 8 Jarrah Terrace Boddington	Lot 28 No 34 Hotham Avenue Boddington	Patio
3194	J Sjoland 35 Salishan Street Clarkson	Lot 21 No 117 Fairway place Boddington	Addition to shed
Health			
Nil.			

Steve Thompson - Town Planning Consultant			
Development Approvals			
Application No.	Applicant	Lot & Street	Type of Approval
Nil			
Subdivision Applications			
Application No.	Applicant	Lot & Street	Action
Nil			
Land Administration			
Application No.	Applicant	Lot & Street	Action
Nil			

Strategic Implications – Nil

Statutory Environment

Regulation 19 of the *Local Government (Administration) Regulations 1996* requires delegates to keep a record of each occasion on which they exercise the powers or discharge the duties delegated to them.

Policy Implications - Nil

Financial Implications - Nil

Economic Implications – Nil

Social Implications - Nil

Environmental Considerations – Nil

Consultation - Nil

Voting Requirements – Simple Majority

OFFICER'S RECOMMENDATION – ITEM 8.6.2

That Council accept the report outlining the actions performed under delegated authority for the month of January 2018.

8.6.3	Review of Council Policy 06.14 EXCLUSIVE USE OF BODDINGTON SWIMMING POOL
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File Ref. No: ADM 0104
Disclosure of Interest: Nil
Date: 07 February 2018
Author: C Littlemore

Summary

Council is to consider reviewing policy 06.14 EXCLUSIVE USE OF BODDINGTON SWIMMING POOL.

Background

Council received a request from the Boddington Swim Club to use four lanes on Mondays and Wednesdays between 3.30 and 5 PM. The Swim Club has been given temporary permission to use the fourth lane.

Council's current policy states:

06.14 EXCLUSIVE USE OF BODDINGTON SWIMMING POOL

Policy Statement:

That Council will permit exclusive use of up to 50% of the Boddington Swimming Pool by community and other groups at any one time conditional upon:

Guidelines:

- 1. The use being arranged with the Chief Executive Officer and the Pool Manager prior to the use;*
- 2. All other permits and permissions are in place for exclusive use of the Boddington Swimming Pool. Such permits include the running of a business activity from the Boddington Swimming Pool and the payment of all/any access and/or user charges;*
- 3. All members attending the event are required to pay Council's fees for access to the Boddington Swimming Pool; and*
- 4. Any requirement of Council or Council staff for the exclusive use of a section of the Boddington Swimming Pool is complied with at all times by the group.*

Objective:

To establish guidelines for use of the Boddington Swimming Pool and to ensure that public access is always available to a portion of the Boddington Swimming Pool.

Resolution No: 129/15
Resolution Date: 15/12/2015

Comment

Many of the persons who would utilise the swimming pool at the times requested by the Swim Club are associated with the Club. It is not expected that there would be much inconvenience to other users. In addition, the Swim Club has given an undertaking not to use the fourth lane unless needed.

The only word that needs to be changed in the policy is 50% to 66%.

Statutory Environment N/A

Consultation – Nil

Policy Implications – Nil

Financial Implications – N/A

Economic Implications - Nil

Social Implications - Nil

Environmental Considerations - Nil

Strategic Implications - Nil

Options

Council can resolve to:

1. adopt the recommendation/s;
2. adopt the recommendation/s with further amendments; or
3. not accept the recommendation/s, giving reasons.

Voting Requirement - Simple Majority

OFFICER'S RECOMMENDATION – ITEM 8.6.3

That Council resolves in relation to policy 06.14 EXCLUSIVE USE OF BODDINGTON SWIMMING POOL, to change the word 50% to 66%.

8.6.4 Review of Council Policy 06.7 INTRASCHOOL SWIMMING CARNIVALS

File Ref. No: ADM 0104
Disclosure of Interest: Nil
Date: 07 February 2018
Author: C Littlemore

Summary

Council is to consider replacing policy 06.7 INTRASCHOOL SWIMMING CARNIVALS.

Background

Council received a request from the Boddington District High School to waive the after-hours fees for conducting swimming lessons at the Boddington Pool from 9am-2.50pm on 4 days per week from 12 February to 23 February and for Council to waive the admission fee for students and spectators on the day of the intraschool carnival.

Council current policy states:

06.7 INTRASCHOOL SWIMMING CARNIVALS

Policy Statement:

That the admission fee for School and Interschool Swimming Carnivals be the normal admission fee that applies throughout the current season.

Objective:

To establish a policy determining fees for School and Interschool Swimming Carnivals so that it is not necessary to refer requests for free entry to Council and, also, to obtain income from this source to reduce the overall deficit experienced through operating the pool.

Resolution No: 144/10

Resolution Date: 31/08/2010

Comment

The request has two components, a request to waive the after-hours fees and a request to waive the admission fees on Carnival days.

The cost to Council of waiving the after-hours fees for the days requested is \$1800.

The cost of waiving the entry fee for carnival days is not known, however students are expected to pay the admission fee on lesson days where they have a choice as to whether to attend or not. On school Carnival days, students have no choice but to attend.

Suggested rewording of the policy appears in the officer recommendation below.

Statutory Environment N/A

Consultation – Nil

Policy Implications – Nil

Financial Implications

\$1800

Economic Implications - Nil

Social Implications - Nil

Environmental Considerations - Nil

Strategic Implications - Nil

Options

Council can resolve to:

1. adopt the recommendation/s;
2. adopt the recommendation/s with further amendments; or
3. not accept the recommendation/s, giving reasons.

Voting Requirement - Simple Majority

OFFICER'S RECOMMENDATION – ITEM 8.6.4

That Council resolves to replace policy 06.7 INTRASCHOOL SWIMMING CARNIVALS, as follows:

06.7 INTRASCHOOL AND INTERSCHOOL SWIMMING CARNIVALS

Policy Statement:

1. That the admission fee for teachers, students and spectators at School and Interschool Swimming Carnivals be waived.
2. That policy 06.14 EXCLUSIVE USE OF BODDINGTON SWIMMING POOL shall not apply to Swimming Carnival days and days where the West Australian Education Department conducts lessons in the lead up to the carnival. On these days, the West Australian Education Department may have exclusive use until 2.50pm.
3. That the after-hours fees be waived on days where the West Australian Education Department conducts lessons in the lead up to the carnival.

Objective:

To establish a policy for School and Interschool Swimming Carnivals, so that it is not necessary to refer requests for free entry to Council, waiving of after-hours fees and to allow exclusive use by the West Australian Education Department on school carnival days.

8.6.5 Compliance Audit Return 2017

File Ref. No:	ADM 0084
Disclosure of Interest:	Nil
Date:	14 February 2018
Author:	Grant Bartle
Attachments:	8.6.5A Compliance Audit Return 2017

Summary

The Department of Local Government, Sport and Cultural Industries require the Compliance Audit Return for the period 1st January 2017 to 31st December 2017 to be completed, endorsed and included within an Ordinary Meeting Agenda papers.

Background

The Compliance Audit Return (CAR) is a Department of Local Government, Sport and Cultural Industries prepared check list of some of the statutory requirements for Local Governments in the twelve months to 31st December 2017.

The Statutory Compliance Audit Return is to be:

1. presented to the Audit Committee for consideration at a meeting of the Audit Committee; by Council;
2. recommended for Adoption by Council at an Audit Committee Meeting;
3. presented to the Council at a meeting of Council;
4. adopted by the Council; and
5. the adoption recorded in the minutes of the meeting at which it is adopted.

After the Compliance Audit Return has been presented to Council, a certified copy of the return, along with the relevant section of the minutes and any additional information explaining or qualifying the compliance audit is to be submitted to the Director General, Department of Local Government, Sport and Cultural Industries by 31 March 2018.

Comment

Council's Audit Committee considered the Compliance Audit Return at their meeting held on Tuesday 20th February 2018.

It is anticipated, although not certain, that the Officer's recommendation will be that which is included in the Committee's Recommendation section at the end of this report. The Compliance Audit Return 2017 is included at Attachment 8.5.1A.

The 2017 CAR continues in a reduced format with questions focused on high risk areas of compliance and statutory reporting as prescribed in Regulation 13 of the Local Government (Audit) Regulations 1996.

Some additional questions seeking input into Integrated Planning and Reporting have also been added for the first time.

In completing the Compliance Audit Return there were no areas identified where Council did not complete its statutory requirements or where there could be confusion about this fact.

Strategic Implications - There appear no further implications in this regard.

Statutory Environment

Local Government Act 1995

7.13. Regulations as to audits

- (1) Regulations may make provision —
 - (aa) as to the functions of the CEO and the audit committee in relation to audits carried out under this Part and reports made on those audits;
 - (ab) as to the functions of audit committees, including the selection and recommendation of an auditor;
 - (ac) as to the procedure to be followed in selecting an auditor;
 - (ad) as to the contents of the annual report to be prepared by an audit committee;
 - (ae) as to monitoring action taken in respect of any matters raised in a report by an auditor;
 - (a) with respect to matters to be included in agreements between local governments and auditors;
 - (b) for notifications and reports to be given in relation to agreements between local governments and auditors, including any variations to, or termination of such agreements;
 - (ba) as to the copies of agreements between local governments and auditors being provided to the Department;
 - (c) as to the manner in which an application may be made to the Minister for approval as an auditor;
 - (d) in relation to approved auditors, for —
 - (i) reviews of, and reports on, the quality of audits conducted;
 - (ii) the withdrawal by the Minister of approval as an auditor;
 - (iii) applications to the State Administrative Tribunal for the review of decisions to withdraw approval;
 - (e) for the exercise or performance by auditors of their powers and duties under this Part;
 - (f) as to the matters to be addressed by auditors in their reports;
 - (g) requiring auditors to provide the Minister with such information as to audits carried out by them under this Part as is prescribed;
 - (h) prescribing the circumstances in which an auditor is to be considered to have a conflict of interest and requiring auditors to disclose in their reports such information as to a possible conflict of interest as is prescribed;
 - (i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —
 - (i) of a financial nature or not; or
 - (ii) under this Act or another written law.
- (2) Regulations may also make any provision about audit committees that may be made under section 5.25 in relation to committees.

Local Government (Audit) Regulations 1996

13. Prescribed statutory requirements for which compliance audit needed (Act s. 7.13(1)(i))
For the purposes of section 7.13(1)(i) the statutory requirements set forth in the Table to this regulation are prescribed.

Table

<i>Local Government Act 1995</i>		
s. 3.57	s. 3.58(3) and (4)	s. 3.59(2), (4) and (5)
s. 5.16	s. 5.17	s. 5.18
s. 5.36(4)	s. 5.37(2) and (3)	s. 5.42
s. 5.43	s. 5.44(2)	s. 5.45(1)(b)
s. 5.46	s. 5.67	s. 5.68(2)
s. 5.70	s. 5.73	s. 5.75
s. 5.76	s. 5.77	s. 5.88
s. 5.103	s. 5.120	s. 5.121
s. 7.1A	s. 7.1B	s. 7.3
s. 7.6(3)	s. 7.9(1)	s. 7.12A (3) & (4)
s. 5.56		
<i>Local Government (Administration) Regulations 1996</i>		
r. 18A	r. 18C	r. 18E
r. 18F	r. 18G	r. 19
r. 22	r. 23	r. 28
r. 34B	r. 34C	
<i>Local Government (Audit) Regulations 1996</i>		
r. 7	r. 10	
<i>Local Government (Elections) Regulations 1997</i>		
r. 30G		
<i>Local Government (Functions and General) Regulations 1996</i>		
r. 7	r. 9	r. 10
r. 11A	r. 11	r. 12
r. 14(1), (3) and (5)	r. 15	r. 16
r. 17	r. 18(1) and (4)	r. 19
r. 21	r. 22	r. 23
r. 24	r. 24E	r. 24F
r.24 AD(2), (4), (6)	r. 24AE	r.24 AF
r. 24 AG	r. 24 AH (1), (3)	r.24 AI

[Regulation 13 inserted in Gazette 23 Apr 1999 p. 1722-4; amended in Gazette 1 Jun 2004 p. 1917; 31 Mar 2005 p. 1042-3; 30 Sep 2005 p. 4418-20; 21 Dec 2010 p. 6758-61; 30 Dec 2011 p. 5579-80.]

14. Compliance audits by local governments
 - (1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.
 - (2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.
 - (3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

- (3) After the audit committee has reported to the council under sub regulation (3A), the compliance audit return is to be –
- (a) presented to the council at a meeting of the council; and
 - (b) adopted by the council; and
 - (c) recorded in the minutes of the meeting at which it is adopted.

[Regulation 14 inserted in Gazette 23 Apr 1999 p. 1724-5; amended in Gazette 30 Dec 2011 p. 5580-1.]

15. Compliance audit return, certified copy of etc. to be given to Director General

- (1) After the compliance audit return has been presented to the council, in accordance with regulation 14(3) a certified copy of the return together with –
- (a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
 - (b) any additional information explaining or qualifying the compliance audit, is to be submitted to the Director General by 31 March next following the period to which the return relates.
- (2) In this regulation –
- certified** in relation to a compliance audit return means signed by –
- (a) the mayor or president; and
 - (b) the CEO.

[Regulation 15 inserted in Gazette 23 Apr 1999 p. 1725.]

Policy Implications - There appear no further implications in this regard.

Financial Implications - There appear no further implications in this regard.

Economic Implications - There appear no further implications in this regard.

Social Implications - There appear no further implications in this regard.

Environmental Considerations - There appear no further implications in this regard.

Consultation

The Shire of Boddington Audit Committee considered this matter in making the recommendation to Council.

Options

Council can approve the Audit Committee's Recommendation or not, giving reasons.

Voting Requirements - Simple Majority

OFFICER'S RECOMMENDATION – ITEM 8.6.5

That the Compliance Audit Return, included at Attachment 8.6.5A Compliance Audit Return 2017, for the period 1st January 2017 to 31st December 2017, as completed by the President and Chief Executive Officer, be endorsed and duly signed accordingly.

ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

Boddington - Compliance Audit Return 2017

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

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 2017.	N/A		Grant Bartle
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 2017.	N/A		Grant Bartle
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 2017.	N/A		Grant Bartle
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 2017.	N/A		Grant Bartle
5	s3.59(5)	Did the Council, during 2017, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

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.	N/A		Grant Bartle
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Grant Bartle
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Grant Bartle
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Grant Bartle
5	s5.18	Has Council reviewed delegations to its committees in the 2016/2017 financial year.	N/A		Grant Bartle
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		Grant Bartle
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Grant Bartle
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Grant Bartle
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Grant Bartle
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	N/A		Grant Bartle
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Grant Bartle
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 2016/2017 financial year.	Yes		Grant Bartle
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		Grant Bartle
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).	Yes		Grant Bartle
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		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
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.	Yes		Grant Bartle
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		Grant Bartle
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.	N/A		Grant Bartle
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2017.	Yes		Grant Bartle
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2017.	Yes		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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 be adversely affected, was it recorded in the minutes.	Yes		Grant Bartle
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.	Yes		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
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		Grant Bartle
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Grant Bartle

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)).	Yes		Grant Bartle
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.	Yes		Grant Bartle

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.	N/A		Grant Bartle

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		Grant Bartle
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.	N/A		Grant Bartle
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Grant Bartle
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		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
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No	Reference	Question	Response	Comments	Respondent
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government within 30 days of completion of the audit.	Yes		Grant Bartle
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2017 received by the local government by 31 December 2017.	Yes		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Grant Bartle
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Grant Bartle
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Grant Bartle
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		Grant Bartle
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		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	15/10/2013	Grant Bartle
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Grant Bartle
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	8/8/2017	Grant Bartle
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Grant Bartle
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	most recent adopted 19/8/2014	Grant Bartle
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	most recent adopted 15/8/2017	Grant Bartle
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	most recent adopted 18/2/2014	Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



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		Grant Bartle
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.	Yes		Grant Bartle
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).	N/A		Grant Bartle
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		Grant Bartle
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
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Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	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.	N/A		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle

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		Grant Bartle
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.	N/A		Grant Bartle
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Grant Bartle
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



No	Reference	Question	Response	Comments	Respondent
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		Grant Bartle
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		Grant Bartle
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.	N/A		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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.	N/A		Grant Bartle
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.	N/A		Grant Bartle
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.	N/A		Grant Bartle
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.	N/A		Grant Bartle
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		Grant Bartle
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		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

No	Reference	Question	Response	Comments	Respondent
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		Grant Bartle
18	F&G Reg 24AD(6)	If the local government to 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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
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		Grant Bartle
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local 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).	Yes		Grant Bartle
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		Grant Bartle
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		Grant Bartle

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ATTACHMENT 8.6.5A

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
**Local Government, Sport
and Cultural Industries**

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Boddington

Signed CEO, Boddington

9. ELECTED MEMBERS' MOTION OF WHICH PREVIOUS MOTION HAS BEEN GIVEN:

Nil at this time.

10. URGENT BUSINESS WITHOUT NOTICE WITH THE APPROVAL OF THE PRESIDENT OR MEETING:

Nil at this time.

11. CONFIDENTIAL ITEM:

Nil at this time.

12. CLOSURE OF MEETING: