



SHIRE OF BODDINGTON

'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'

MINUTES

For The Ordinary Meeting Of Council Held At

5 PM, TUESDAY 20TH MARCH 2012

at the
**Shire of Boddington Council Chambers
at 39 Bannister Road Boddington**

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Minutes

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1 DECLARATION OF OPENING:

The Shire President, Cr Allert declared the meeting open at 5:00pm.

2 ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE:

Cr J R Allert	President
Cr DN Veitch	Deputy President
Cr PR Carrotts	(entered 5:02pm)
Cr EK Hoek	
Cr GJ Day	
Cr J Goodgame	
Cr N Crilly	
Mr G Sherry	Chief Executive Officer
Mr T Pearson	Director Special Projects
Mrs C Vandenberg	Acting Director of Corporate Services
Mr P Haas	Principal Environmental Health Officer/Building Surveyor
Mrs Anthea Patten	Manager Community Services
Ms T Bryant	Executive Assistant

APOLOGIES:

Nil

VISITORS:

Mr F Waite
Mrs M Waite
Mr K Noonan
Mrs E Noonan

3 DISCLOSURE OF FINANCIAL INTEREST:

Cr Goodgame declared a Financial Interest in Item 11.1.1 in that she owns property on Stagbouer Trail Marradong.

4 PUBLIC QUESTION TIME:

5 PETITIONS/ DEPUTATIONS/ PRESENTATIONS/ SUBMISSIONS:

Nil

6 CONFIRMATION OF MINUTES:

6.1.1 Ordinary Meeting of Council Held On Tuesday 21st February 2012

OFFICER RECOMMENDATION – ITEM 6.1.1

Council Resolution 35/12 Moved Cr Veitch

That the minutes of the Ordinary Meeting of Council held on Tuesday 21st February 2012 be confirmed as a true record of proceedings.

Seconded Cr Crilly Carried 7/0

6.1.2 Special Meeting of Council Held On Thursday 1st March 2012

OFFICER RECOMMENDATION – ITEM 6.1.2

Council Resolution 36/12 Moved Cr Hoek

That the minutes of the Special Meeting of Council held on Thurs 1st March 2012 be confirmed as a true record of proceedings.

Seconded Cr Crilly Carried 7/0

7 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION:

8 REPORTS OF OFFICERS AND COMMITTEES:

8.1 PLANNING CONSULTANT:

Nil

8.2 DIRECTOR SPECIAL PROJECTS:

Nil

**8.3 PRINCIPAL ENVIRONMENTAL HEALTH OFFICER/
BUILDING SURVEYOR:**

Nil

8.4 MANAGER COMMUNITY SERVICES:

8.4.1 Centenary Celebrations – Funding applications

File Ref. No: ADM0581
Disclosure of Interest: Committee Secretary
Date: 8th March 2012
Author: Anthea Patten

Summary

The Centenary Celebrations Working Group (CCWG) are seeking Council's approval to submit funding applications to Newmont Boddington Gold and BHP Worsley Alumina to assist with funding the Centenary Celebrations on the 8th September 2012.

Background

The CCWG was established to be the key implementation body which will be responsible for developing the project list, timeline and budget for the Centenary. The CCWG meet every three weeks.

Comment

At the last meeting, Council advised that they would like an outline of the planned events prior to a submission being made to the mining companies. The following is a draft outline of the days proceedings, however the quality and quantity of what is planned will greatly depend on the amount of funding Council receives.

Saturday 8th September 2012

10am - 2pm Official Launch and Historical reflections at the BCRC

This part of the day will focus on static displays and providing participants with an insight into Boddington's history over the past 100 years. Planned displays include:

- Walk trial around the BCRC oval - there will be a number of themed areas around the oval including but not limited to vintage cars, old machinery, Blacksmith demonstration, Damper making, Clydesdale/ cart display;
- Family fun game - families will be encouraged to participate in Old Time Games such as Apple bobbing, 3 legged races, egg and spoon, pin the tail on the donkey as examples. Local Member, Mr Waldron will be invited to officiate the games;
- Open Air Art competition for adults and children;
- A heritage classroom will be set up as it would have been in the 1900's. BDHS children will assist;
- Banners produced by artist in residence, Irene Osborne which will be displayed along the street;
- Fashion parade including clothing worn by police, health workers, teachers in the 1900's;
- Movie theatre in the dark room - interviews with seniors;
- Police Band and local musicians will be performing around the grounds playing music;
- The Gallery will be set up with art, photos, memorabilia, stories, reflections, videos;
- Devonshire teas will be available with a designated sitting area and food vans;
- Governor McCusker has been invited to officially open and launch the Centenary. Upon his arrival at 10.30am, he will meet and greet and have a tour of the displays. At 11:00am the official opening will take place where he will unveil art work being done on

the back wall of the stage. This will be followed by a VIP and invited guests lunch at 12:00pm; and

- Mine tours running throughout the morning.

2pm - 5pm Family Fun at the Rodeo Grounds

This part of the day will be aimed at families and providing participants with an enjoyable and memorable experience. The aim is to create a 'carnival' atmosphere. Entertainment ideas include:

- Roving entertainers - Iconic Australian characters such as Ned Kelly, the Giant Kangaroos on stilts, the cheeky emus the frilled neck lizards. These entertainers mingle with the crowd, create atmosphere- dynamic and exciting performers;
- Performance by the Crack Up Sisters - Good sporting Aussie girls whose crazy antics and true blue Aussie humour will have the crowd roaring;
- Rides for the young at heart and not so! Tumbler, bouncy castles, merry go round, bucking bull, slippery slide;
- Show bag stand- these would be purchased by individuals;
- Wood chop display and competition - Dwellingup Wood Chops attracting approx. 30 wood choppers;
- Shearing display;
- Teenage Rampage Display - a fantastic display of young girls doing acrobatic tricks on their horses - fast paced, nerve wracking and amazingly talented; and
- Food vans will be available and selling food and cool drinks.

5pm - 8pm Sundowner

After a fun filled day, adults can have some down time and relax:

- A licensed area will be set up selling alcohol for the adults;
- Food available; food vans will be available and selling food and cool drinks.
- A live band playing music; and
- Fireworks.

A number of discussions have been held with NBG and BHP Worsley personnel in regards to what they will fund and approximate amounts they will fund. They have been involved over the past four months with this planning and are supportive of the Shire applying for sponsorship. Both parties have indicated that they would look favourably at funding the "Family Fun" aspect of the day.

It is important that applications are submitted at our earliest convenience, as funding approvals can take up to two months to be approved.

Strategic Implications

The Strategic Plan 2009 identifies the importance of examining opportunities to enhance tourism and promotion within our community and the Community Development Plan focuses on connecting people to experiences that enhance their social well being.

Statutory Environment - Nil

Policy Implications - Nil

Financial Implications

The 2011/2012 budget anticipates \$24,000 can be sourced from the Centenary Celebrations Reserve account. As per Council meeting on the 13th December 2012, Council have allocated \$20,000 towards Council hosting the Centenary Celebrations weekend. That leaves a remainder of \$4,000 which can be allocated to specific projects.

In order for the planned events to take place, further funding will need to be sourced, hence applications required to go to Newmont Boddington Gold and BHP Billiton Worsley Alumina.

The following is estimated expenses, based on quotes received to date:

Official Launch and Historical reflections at the BCRC

Expense	Cost
Official lunch for Governor and guests - 50 pax @ \$35	\$1,750
Devonshire teas (CWA)	\$800
Art Competition materials and Prizes	\$1,000
Fun Games Prizes	\$200
Heritage Themed displays and bands	\$9,000
Miscellaneous, admin, printing, set up requirements	\$450
TOTAL	\$13,200

Family Fun Day at the Rodeo

Expense	Cost
Roving entertainers	\$10,000
Side show Rides	\$13,000
Wood Chop Competition	\$3,000
Teenage Rampage	\$500
Live Band	\$6,000
Fireworks	\$11,000
Performers- Crack Up Sisters	\$3,000
Hire of Lions Food Van	\$300
Shirts for committee members to wear on the day	\$800
Accommodation for entertainers	\$1,500
Brochures, Admin, Promotions	\$1,000
Event Assistant	\$4,000
TOTAL	\$54,100

Total of both events	\$67,300
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The CCWG will consider other sponsorship and funding opportunities to assist with funding this event.

Economic Implications

This event will attract a large number of people into town, which will have a flow on effect for local business, particularly those involved with food, drinks and accommodation. Community groups will be approached to sell food and drinks throughout the weekend.

Social Implications

Engaging the community in our celebrations and making lasting legacies for our town through memorable celebrations will help to lift moral and engage the community in positive and meaningful ways.

Environmental Considerations

Individual projects may have environmental considerations but will be looked at in detail if they proceed.

Consultation

All projects and recommendations have been discussed at the CCWG meeting. Meetings have been held with the BCRC to discuss the events being held there.

Options

Council can resolve:

1. the Officer's Recommendation; or
2. resolve and amend the Officer's Recommendation

Voting Requirements

Simple Majority

OFFICER RECOMMENDATION – ITEM 8.4.1

Council Resolution	37/12	Moved	Cr Veitch
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That Council apply to Newmont Boddington Gold and BHP Billiton Worsley Alumina for sponsorship to assist with funding part of the Family Fun Day on the 8th September 2012.

Seconded	Cr Hoek	Carried	7/0
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8.5 MANAGER WORKS & SERVICES:

Nil

8.6 DIRECTOR CORPORATE SERVICES:

8.6.1 Monthly Financials - January 2012

Disclosure of Interest: Nil
Date: 15th February 2012
Author: Cassi-Dee Vandenberg
Attachments: 8.6.1A Financial Statements

Summary

The Local Government (Financial Management) Regulations 1996 require the preparation of Monthly Financial Reports in such form as the Local Government considers is appropriate.

Background

In accordance with Council Policy 9.11, Council is to be presented with a Monthly Financial Report including the Operating Statement, Statement of Financial Position for the year to date together with a Bank Reconciliation Statement as at the end of the period. Also included is the list of payments for the last month of the period.

Comment

The Operating Statement, Statement of Financial Position, Statement of Cash flow, Statement of Financial Activity, Summary of Reconciliations and List of Payments are submitted for the month of January 2012.

Statutory Environment - Local Government Financial Management Regulations 1996

Policy Implications - Policy 9.11

OFFICER'S RECOMMENDATION – ITEM 8.6.1

Council Resolution 38/12 Moved Cr Veitch

That Council adopt the:

- 1. monthly Financial Statements for the period ending of January 2012;**
- 2. list of Payments for the period ending of January 2012; and**
- 3. summary of Reconciliations for the period ending of January 2012.**

Seconded Cr Carrotts Carried 7/0

**MONTHLY FINANCIAL STATEMENTS
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012**

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SHIRE OF BODDINGTON OPERATING STATEMENT FOR PERIOD 1 JULY 2011 TO 31 JANUARY 2012		
	January 2012 Y-T-D Actual \$	January 2012 Y-T-D Budget \$
OPERATING REVENUES		
Governance	0	0
General Purpose Funding	3,888,399	3,626,567
Law, Order, Public Safety	70,745	38,823
Health	23,518	28,494
Education and Welfare	21,740	40,663
Housing	0	0
Community Amenities	373,638	235,612
Recreation and Culture	31,888	52,087
Transport	34,937	92,420
Economic Services	469,803	186,244
Other Property and Services	6,746	5,499
	4,921,414	4,306,407
OPERATING EXPENSES		
Governance	902,452	57,179
General Purpose Funding	3,927	17,410
Law, Order, Public Safety	109,445	165,500
Health	119,578	137,250
Education and Welfare	20,862	37,389
Housing	129,807	0
Community Amenities	366,264	538,309
Recreation & Culture	310,821	456,673
Transport	562,880	783,119
Economic Services	155,919	500,095
Other Property and Services	87,602	(23,856)
	2,769,557	2,669,065
BORROWING COSTS EXPENSE		
Governance	0	0
Law, Order & Public Safety	0	0
Health	6,803	3,401
	29,941	18,406
Housing	25,035	24,606
Community Amenities	1,697	800
Recreation & Culture	0	0
Transport	10,065	7,129
Economic Services	0	0
	73,540	54,342
GRANTS/CONTRIBUTIONS FOR THE DEVELOPMENT OF ASSETS		
Governance	65,652	0
Law, Order & Public Safety	0	26,207
Health	0	0
Education & Welfare	306,498	278,249
Community Amenities	0	58,450
Recreation & Culture	160,000	87,500
Transport	260,000	616,452
Economic Services	0	207,500
Other Property and Services	0	0
	792,150	1,274,358

SHIRE OF BODDINGTON OPERATING STATEMENT FOR PERIOD 1 JULY 2011 TO 31 JANUARY 2012		
	January 2012 Y-T-D Actual \$	January 2012 Y-T-D Budget \$
PROFIT/(LOSS) ON DISPOSAL OF ASSETS		
Governance	0	(4,813)
Health	0	(4,138)
Education & Welfare	0	(2,588)
Transport	0	3,373
Other Property & Services	0	0
	0	(8,166)
NET RESULT	2,870,467	2,849,192
This statement is to be read in conjunction with the accompanying notes.		

SHIRE OF BODDINGTON BALANCE SHEET AS AT 31 JANUARY 2012		
	January 2012	June 2011
Current Assets		
Bank	3,314,668	558,985
Cash Advances		
Receivables - Rates	135,562	48,879
Receivables - General	295,925	513,373
Inventories	6,307	6,307
Reserve Fund Investments	996,599	970,002
Total Current Assets	4,749,060	2,097,546
Current Liabilities		
Creditors and Provisions	365,595	544,678
Trust Creditors	0	0
Borrowings	60,560	215,822
Total Current Liabilities	426,055	760,501
Net Current Assets	4,323,005	1,337,045
Non Current Assets		
Receivables	0	1,840
Investments - Non Current	682,768	682,767
Furniture & Equipment	447,990	469,970
Plant & Equipment	1,568,597	1,638,647
Tools	0	233
Land & Buildings	10,025,431	9,863,351
Infrastructure Assets	8,569,462	8,517,933
Total Non Current Assets	21,294,248	21,174,740
Non Current Liabilities		
Provisions	38,656	38,656
Borrowings	1,825,795	1,590,795
Total Non Current Liabilities	1,864,451	1,629,451
Net Non Current Assets	19,492,796	19,545,289
Net Assets	23,752,802	20,882,335
Net Assets are Represented by:		
Ratepayers' Equity		
Accumulated Surplus/Deficit	22,756,203	19,912,333
Reserves	996,599	970,002
Change in Net Assets From Operations		
Trust Creditor		
Total Ratepayers'	23,752,802	20,882,335

SHIRE OF BODDINGTON STATEMENT OF CASH FLOWS FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012			
	January 2012 Y-T-D Actual \$	January 2012 Y-T-D Budget \$	2010/2011 Budget \$
Cash Flows From Operating Activities			
Receipts			
Rates	3,148,996	3,110,000	3,119,767
Grants and Subsidies - operating			
Contributions, Reimbursements & Donations	734,463	539,560	1,079,120
User Charges	814,589	393,799	787,598
Interest Earnings	79,561	54,342	108,684
Goods and Services Tax	31,206	28,585	57,170
Other	312,006	(39,320)	(78,639)
	5,120,821	4,086,967	5,073,700
Payments			
Employee Costs	(946,982)	(1,329,063)	(2,658,125)
Materials and Contracts	(1,027,279)	(687,527)	(1,375,054)
Utilities (gas, electricity, water, etc)	(134,439)	(129,551)	(259,102)
Insurance	(180,408)	(80,128)	(160,256)
Interest	(60,973)	(54,342)	(108,684)
Goods and Services Tax	(28,548)	(31,935)	(63,870)
Other	(94,399)	(49,151)	(98,301)
	(2,473,028)	(2,361,696)	(4,723,392)
Net Cash Provided By Operating Activities	2,647,793	1,725,271	350,308
Cash Flows from Investing Activities			
Payments for Development of Land Held for Resale	0	0	0
Payments for Purchase of Property, Plant & Equipment	(432,786)	(1,661,096)	(3,322,192)
Payments for Construction of Infrastructure	(304,617)	(550,772)	(1,101,543)
Grants/Contributions for the Development of Assets	792,150	1,274,358	2,548,715
Proceeds from Self Supporting Loans			
Proceeds from Sale of Plant & Equipment	0	193,637	387,273
Net Cash Used in Investing Activities	54,747	(743,874)	(1,487,747)

SHIRE OF BODDINGTON STATEMENT OF CASH FLOWS FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012			
	January 2012 Y-T-D Actual \$	January 2012 Y-T-D Budget \$	2010/2011 Budget \$
Cash Flows from Financing Activities			
Advances to Community Groups	0		0
Repayment of Debentures	(151,262)	(107,911)	(215,822)
Repayment of Finance Lease	0		
Proceeds from Self Supporting Loan			
Proceeds from Advance	0		
Proceeds from New Debentures	235,000	346,524	693,047
Net Cash Provided By (Used In) Financing Activities	79,738	238,613	477,225
Net Increase (Decrease) in Cash Held	2,782,279	1,220,010	(660,214)
Cash at Beginning of Year	1,528,987	1,754,629	1,754,629
Cash at End of Year	4,311,266	2,974,639	1,094,415
This statement is to be read in conjunction with the accompanying notes.			

SHIRE OF BODDINGTON
STATEMENT OF FINANCIAL ACTIVITY 31 JANUARY 2012

Operating	January 2012 Y-T-D Actual \$	January 2012 Y-T-D Budget \$	2011/2012 Budget \$	Variances Budget to Actual Y-T-D %
Revenues/Sources - (Note 1.2)				
Governance	65,652	55,056	15	201.8%
General Purpose Funding	652,465	37,273	513,365	15.0%
Law, Order, Public Safety	70,745	18,940	130,060	39.8%
Health	23,518	7,325	56,988	24.4%
Education and Welfare	328,238	4,320	637,824	23.4%
Housing	0	(4,645)	0	(33.8%)
Community Amenities	373,638	25,857	588,123	7.4%
Recreation and Culture	191,888	(28,660)	279,173	(55.4%)
Transport	294,937	(136,362)	1,424,488	(32.1%)
Economic Services	469,803	(18,257)	787,488	(4.6%)
Other Property and Services	6,746	334	10,999	5.2%
	2,477,630	(38,819)	4,428,524	15.9%
(Expenses)/(Applications) - (Note 1.2)				
Governance	(902,452)	(90,982)	(123,983)	(8.9%)
General Purpose Funding	(3,927)	(10,073)	(34,819)	(71.9%)
Law, Order, Public Safety	(109,445)	(18,035)	(339,275)	(16.9%)
Health	(126,380)	(5,343)	(286,478)	(6.1%)
Education and Welfare	(50,803)	(4,861)	(111,589)	(12.6%)
Housing	(154,842)	(15,652)	0	(13.9%)
Community Amenities	(367,961)	(67,457)	(1,078,218)	(15.6%)
Recreation & Culture	(310,821)	(59,789)	(913,345)	(17.9%)
Transport	(572,945)	(48,271)	(1,580,495)	(15.9%)
Economic Services	(155,919)	(20,135)	(1,000,189)	(5.0%)
Other Property and Services	(87,605)	(3,819)	(1,499)	(1.4%)
	(2,843,100)	(344,416)	(5,469,890)	(16.9%)

**SHIRE OF BODDINGTON
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD OF 1 JULY 2011 TO 31 JANUARY 2012**

Operating	January 2012 Y-T-D Actual \$	January 2012 Y-T-D Budget \$	2011/2012 Budget \$	Variances Budget to Actual Y-T-D %
<u>Adjustments for Non-Cash (Revenue) and Expenditure</u>				
(Profit)/Loss on Asset Disposals – (Note 4)	7,047	1,361	16,332	417.78
Movement in Accrued Interest	0	0	0	0.00
Movement in Accrued Salaries and Wages	(5,431)	0	0	0.00
Movement in Employee Provisions	0	0	0	0.00
Depreciation on Assets – (Note 2(a))	609,007	80,077	960,928	660.52
<u>Capital Revenue and (Expenditure)</u>		0		
Purchase Land Held for Resale – (Note 3)	0	0	0	100.00
Purchase Land and Buildings	(230,323)	(188,408)	(2,260,898)	22.25
Purchase Infrastructure Assets - Roads & Bridges	(304,617)	(64,303)	(771,641)	373.72
Purchase Infrastructure Assets - Public Facilities	0	(3,333)	(40,000)	(100.00)
Purchase Infrastructure Assets – Parks & Ovals	0	(9,742)	(116,900)	(100.00)
Purchase Infrastructure Assets - Footpaths	0	(14,417)	(173,002)	(100.00)
Purchase Plant and Equipment	(202,463)	(86,468)	(1,037,613)	134.15
Purchase Furniture and Equipment	0	(1,973)	(23,681)	(100.00)
Proceeds from Disposal of Assets (Note 4)	0	32,273	387,273	(100.00)
Repayment of Debentures – (Note 5)	(155,262)	(17,985)	(215,822)	763.28
Proceeds from New Debentures	235,000	57,754	693,047	306.90
Self-Supporting Loan Principal Income	0	0	0	0.00
Transfers to Reserves (Restricted Assets) – (Note 6)	(26,597)	(2,391)	(28,687)	1,012.59
Transfers from Reserves (Restricted Assets)	0	16,965	203,576	(100.00)
Net Current Assets July 1 B/Fwd – (Note 7)	785,274	785,274	569,057	
Net Current Assets Year to Date	3,582,098	60,062	360,370	
Amount Raised from Rates	(3,235,934)	141,386	(3,239,767)	

This statement is to be read in conjunction with the accompanying notes.

SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

a) Basis of Accounting

This statement has been prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

b) The Local Government Reporting Entity

All funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the statement, but a separate statement of those monies appears at Note 9.

c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

f) Fixed Assets

Property, plant and equipment and infrastructure assets are brought to account at cost or fair value less, where applicable, any accumulated depreciation or amortisation and any accumulated impairment balances.

g) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Buildings	40 to 50 years
Furniture and Equipment	5 to 12 years
Plant and Equipment	5 to 15 years
Sealed roads and streets	

SIGNIFICANT ACCOUNTING POLICIES (Continued)

clearing and earthworks	not depreciated
construction/road base	50 years
Original surfacing and major re-surfacing	
- bituminous seals	12 years
- asphalt surfaces	20 years
Gravel roads	
clearing and earthworks	not depreciated
construction/road base	50 years
gravel sheet	7 years
Formed roads (unsealed)	
clearing and earthworks	not depreciated
construction/road base	50 years
Footpaths - slab	20 years
Sewerage piping	75 years
Water supply piping & drainage systems	75 years

h) Adoption of Australian Equivalents to International Financial Reporting Standards (AIFRSs)

For reporting periods commencing on or after 1 January 2005, the Shire will be required to prepare its annual financial report using Australian equivalents to International Financial Reporting Standards and their related pronouncements (AIFRSs) as issued by the Australian Accounting Standards Board (AASB).

As the AASB has prohibited the early adoption of the AIFRSs, the Shire will report for the first time in compliance with AIFRSs in the annual financial report for the year ended 30 June 2006 (that is, the year commencing 1 July 2005 or this current budget year).

The Shire is required to prepare an opening balance sheet in accordance with AIFRSs as at 1 July 2004. Most adjustments required on transition to AIFRSs will be made retrospectively against opening retained earnings on 1 July 2004 in accordance with AIFRSs. Transitional adjustments relating to those standards for which comparatives are not required will only be made with effect from 1 July 2005.

The transition to the AIFRSs has been managed via a process of education which includes technical training and liaison with the Shire's auditors and industry groups. This has included a review of AIFRSs to determine the effect on the Shire's existing accounting policies and treatments.

The annual financial report for the year ended 30 June 2005 will be prepared in accordance with Australian Accounting Standards and other financial reporting requirements (Australian GAAP). The differences between Australian GAAP and AIFRSs identified to date as potentially having significant effect on the Shire are not considered to have an impact on the budget for the year ended 30 June 2006 due to the following factors:

- underlying budget is cash driven and is concerned with forecast sources and applications of funds;
- and
- a review has determined balances relating to the net current asset position brought forward as at 1 July 2005 are not likely to be affected.

SIGNIFICANT ACCOUNTING POLICIES (Continued)**2. STATEMENT OF OBJECTIVE**

In order to discharge its responsibilities to the community, the Shire has developed a set of operational and financial objectives. These objectives have been established both on an overall basis and for each of its broad activities/programs.

Council operations as disclosed in this statement encompass the following service orientated activities/programs:

GOVERNANCE

Administration and operation of facilities and services to members of Council. Includes all costs associated with elected members along with the allocation of expenses for the Chief Executive Officer and staff in the administration of Council.

GENERAL PURPOSE FUNDING

Include rate revenue, general purpose grants, interest revenue and expenditure.

LAW, ORDER, PUBLIC SAFETY

Supervision of various local laws, fire prevention, emergency services and animal control. As of the 2003/04 financial year Council is responsible for the collection of the Emergency Services Levy on behalf of FESA.

HEALTH

Food quality and pest control, immunisation services, operation of Health Clinic and general health administration.

Council resource shares its Environmental Health Officer with the Shire of Wandering for Health and Building services one day a week.

EDUCATION AND WELFARE

Operation of Senior Citizens centre and Independent Care Units. Assistance to playgroups and other voluntary services.

HOUSING

Maintenance of non administrative staff and rental housing. Previously reported under Other Property and Services.

COMMUNITY AMENITIES

Rubbish Collection Services, operation of refuse site, administration of the Town Planning Scheme, maintenance of cemeteries and public conveniences. The budget includes the rehabilitation of the River Road refuse site.

RECREATION AND CULTURE

Maintenance of the Town Hall, Swimming Pool, Recreation reserve and associated facilities. Library operations and general maintenance of all parks and reserves.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

TRANSPORT

Construction and maintenance of streets, roads and bridges. Cleaning and lighting of streets, and depot maintenance.

ECONOMIC SERVICES

Operation of the Caravan Park. Promotion of tourism and business and provision of building services.

OTHER PROPERTY & SERVICES

Private works operations, plant repairs and works overheads.

SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012

3. ACQUISITION OF ASSETS	January 2012 Y-T-D Actual \$	2011/2012 Budget \$
The following assets have been acquired during the period under review:		
By Program		
Governance	432,786	455,882
General Purpose Funding		0
Law, Order, Public Safety		87,687
Health		104,545
Education and Welfare		1,015,081
Housing		22,200
Community Amenities		156,900
Recreation and Culture		208,500
Transport	304,617	2,368,772
Economic Services		4,168
Other Property and Services		0
	737,403	4,423,735
By Class		
Land Held for Resale		
Land and Buildings	230,323	2,260,898
Infrastructure Assets - Roads	304,617	1,101,543
Plant and Equipment	202,463	1,037,613
Furniture and Equipment	0	23,681
	737,403	4,423,735
A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this statement as follows:		
<ul style="list-style-type: none"> - plant replacement programme - other assets - road replacement programme - other infrastructure 		

SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012

4. DISPOSALS OF ASSETS	Net Book Value January 2012 Actual \$	Sale Proceeds January 2012 Actual \$	Profit(Loss) January 2012 Actual \$
By Program			
Governance			
Health			
Transport			
Education & Welfare			
	0	0	0
By Class			
Plant & Equipment			
Furniture & Equipment			
Land held for Resale			
	0	0	0
Summary			
Profit on Asset Disposals		0	
Loss on Asset Disposals		0	
		0	

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012**

	Principal 01-Jul-11	New Loans Budget	New Loans Actual	Principal Repayments		Principal Outstanding		Interest Repayments	
				2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$	2011/12 Budget \$	2011/12 Actual \$
5. INFORMATION ON BORROWINGS									
(a) Debenture Repayments									
Particulars									
Health									
83 Doctor's Residence	105,212			6,781	6,781	98,431	98,431	6,803	6,803
Education & Welfare									
99 Aged Care Housing Development				17,762	8,761	382,238	391,239	22,087	22,504
100 Child Care Centre	400,000			9,476	4,663	220,079	224,892	14,724	7,437
101 Aged Care Housing Development	229,555	443,502		0		443,502	0	0	
Housing									
77 Johnstone Street	15,891			7,685	3,780	8,205	12,110	931	528
91 Executive Residence	173,094			30,444	14,985	142,650	158,109	10,656	5,565
94 House - Pecan Place	292,971			8,086	3,979	284,885	288,992	18,680	9,404
97 House - Hill Street	288,674			8,201	4,035	280,473	284,639	18,945	9,537
Community Amenities									
81 Refuse Site	32,711			32,710	32,711	0	0	1,600	1,697
Recreation & Culture									
103 Recreation Centre			235,000	0	0	0	235,000		
Transport									
92 Parking Area Bannister Rd	157,239			22,097	10,867	135,142	146,372	10,271	5,317
85 Purchase of Grader	29,407			29,407	29,407	0	0	466	870
86 Purchase of Tractor	12,088			5,876	2,897	6,212	9,190	599	340
87 Purchase of Grader	27,631			27,632	27,631	0	0	604	2,311
89 Purchase of 6 x 4 Truck	42,145			9,665	4,764	32,480	37,381	2,318	1,227
102 Purchase of Grader		249,545		0		249,545	0	0	
	1,806,617	693,047		215,822	155,261	2,283,842	1,886,355	108,684	73,540

SHIRE OF BODDINGTON NOTES TO AND FORMING PART OF THE BUDGET FOR THE YEAR ENDED 31 JANUARY 2012										
5. INFORMATION ON BORROWINGS (Continued)	Amount Borrowed		Institution	Loan Type	Term (Years)	Total Interest & Charges	Interest Rate	Amount Used		Balance Unspent \$
	Actual	Budget						Actual	Budget	
New Debentures										
Particulars/Purpose										
101 Aged Care Housing		443,502	Treasury	Debenture	4	85,000	5.75%	443,502	0	
Transport										
102 Purchase of Grader		249,545	Treasury	Debenture	5	45,697	5.95%	249,545	0	
(c) Unspent Debentures Council had no unspent debenture funds as at 30th June 2010 nor is it expected to have unspent debenture funds as at 30th June 2012.										
(d) Overdraft Council may require the use of an overdraft facility during the financial year of up to \$500,000 with the National Australia Bank										

**SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2012**

	Leave	Plant	Building	Local Organisations Assistance	Aged Housing	Refuse Site	High School Resource Sharing	Boddington Centenary Celebrations	Boddington Gold Mine Expansion	Loans	River Crossing	Total Reserves
Opening Balance	217,514	111,722	169,614	40,907	42,847	58,015	21,734	19,173	140,477	138,000	10,000	970,002
Additions to Reserves												
Interest Received	5,964	3,063	4,651	1,122	1,175	1,591	596	526	3,852	3,784	274	26,597
Transfer from Municipal Fund	0	0	0	0	0	0	0	0	0	0	0	0
Total Additions to Reserves	5,964	3,063	4,651	1,122	1,175	1,591	596	526	3,852	3,784	274	26,597
Reserves Utilised												
Plant Replacement Program – 6 Tonne Tipper												0
LOAF												0
Payout Loans												0
Staff Housing												0
ICU Building Maintenance & Capital												0
Medical Centre												0
Total Reserves Utilised	0	0	0	0	0	0	0	0	0	0	0	0
Closing Reserve Balance	223,478	114,786	174,265	42,029	44,022	59,605	22,330	19,699	144,329	141,784	10,274	996,599
Total Reserves	996,599											

SHIRE OF BODDINGTON		
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY		
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012		
6. RESERVES (Continued)	January 2012 Actual \$	2011/2012 Budget \$
Summary of Transfers		
To Cash Backed Reserves		
Transfers to Reserves		
Leave Reserve	5,134	26,730
Plant Replacement Reserve	2,637	3,456
Building Reserve	4,004	5,246
Local organisation Assistance	966	4,956
Aged Housing reserve	1,011	1,325
Refuse Site Reserve	1,369	1,794
District High School Resource Sharing Reserve	513	672
Boddington Centenary Celebrations	453	5,593
Boddington Gold Mine Expansion Reserve	3,316	4,325
Loan Repayment Retirement Village	3,258	4,282
River Crossing Reserve	236	10,310
	22,897	68,690
Transfers from Reserves		
Leave Reserve	0	0
Plant Reserve	0	(104,545)
Building Reserve	0	0
Local organisation Assistance	0	(3,000)
Aged Housing reserve	0	(6,282)
Refuse Site Reserve	0	(40,003)
District High School Resource Sharing Reserve	0	0
Boddington Centenary Celebrations	0	0
Boddington Gold Mine Expansion Reserve	0	0
Medical Centre Reserve	0	0
Loan Repayment	0	(89,749)
		(243,579)
Total Transfer to/(from) Reserves	22,897	174,889

SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012

6. RESERVES (Continued)

In accordance with council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

- (a) Long Service Leave Reserve
Funding of employee's Long Service Leave entitlements.
- (b) Plant Replacement Reserve
Purchase of new or secondhand plant & equipment.
- (c) Building Reserve
To help fund capital expenditure of buildings.
- (d) Local Organisations Assistance Reserve
Funding of local organisations projects as per Council policy.
- (e) Aged Housing Reserve
Funding of future aged housing developments.
- (f) Refuse Site Reserve
All surplus income over expenditure for Sanitation at the end of each financial year is transferred to this reserve and is used for the establishment and operation of the new refuse site.
- (g) BDH Resource Sharing Reserve
Council has entered a resource sharing agreement with the Education Department in relation to the usage of Shire recreational facilities by the Boddington District High School (BDH). The agreement entails the transfer of a depreciation based calculation to reserve each year for the ongoing. Maintenance and reconstruction of the resources shared.
- (h) Boddington Centenary Celebrations
Funds set aside annually to provide for a Shire contribution to events or projects designed to celebrate the centenary of Boddington in 2012.
All reserves except those specifically mentioned above are not expected to be used within a set period as further transfers to the reserve accounts are expected as funds are utilised.
- (i) Boddington Gold Mine Expansion Reserve
Funding has been received from the Department of Infrastructure and Resources and Council has put aside funds to assist with costs directly incurred as a result of the Boddington Gold Mine Expansion.
- (j) Loan Repayment Retirement Village
This reserve is to assist to repay the loans drawn for the retirement village project C209
- (k) River Crossing
This reserve to assist with the cost of river crossing construction.

SHIRE OF BODDINGTON		
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY		
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012		
	January 2012 Actual \$	Brought Forward 01-Jul \$
7. NET CURRENT ASSETS		
Composition of Estimated Net Current Asset Position		
CURRENT ASSETS		
Cash – Restricted	377,773	328,240
Cash - UnRestricted	2,936,895	230,746
Reserves	996,599	970,002
Receivables	431,480	564,092
Inventories	6,307	6,307
	4,749,054	2,099,387
LESS: CURRENT LIABILITIES		
Creditors and Provisions	(170,358)	(344,111)
	4,578,697	1,755,276
Less: Cash - Reserves	(996,599)	(970,002)
NET CURRENT ASSET POSITION	3,582,098	785,274

SHIRE OF BODDINGTON								
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY								
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012								
8. RATING INFORMATION RATE TYPE	Rate in \$	Number of Properties	Rateable Value \$	BUDGET		2011/2012 Budgeted Back Rates \$	2011/2012 Budgeted Total Revenue \$	2011/2012 Actual \$
				2011/2012 Budgeted Rate Revenue \$	2011/2012 Budgeted Interim Rates \$			
Differential General Rate								
GRV - Urban	6.302600	407	37,366,306	2,355,049			2,355,049	2,448,122
UV - Rural & Mining	0.004273	379	179,024,035	764,970			764,970	664,292
							0	
Sub-Totals		786	216,390,341	3,120,019	0	0	3,120,019	3,112,414
Minimum Rates								
	Minimum \$							
GRV - Urban	730	205	1,114,414	149,650			149,650	149,650
UV - Rural & Mining	740	159	13,077,421	117,660			117,660	117,660
Sub-Totals		364	14,191,835	267,310	0	0	267,310	267,310
Specified Area Rates								
(Refer Note 9)							0	0
Early Payment Discount							3,387,329	3,379,724
							(147,561)	(143,790)
Totals				3,387,329	0	0	3,239,768	3,235,934

All land except exempt land in the Shire of Boddington is rated according to its Gross Rental Value (GRV) in townsites or Unimproved Value (UV) in all the remainder of the Shire.

The general rates detailed above for the 2010/11 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also bearing considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of the Local Government services/facilities.

SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012

9. TRUST FUNDS

Funds held at balance date over which the Municipality has no control and which are not included in this statement are as follows:

Detail	Balance 01-Jul \$	Amounts Received \$	Amounts Paid \$	Balance \$
Bonds - Sub-divisions	6,850			6,850
Bonds - Standpipes	350			350
Bonds - Other	8,344	1,320	7,490	2,173
Bonds – I C Units	736			736
Kerb Deposits	49,000	24,000	28,000	45,000
Boddington Dev Group	502			502
Refuse Site Keys	400			400
Public Open Space	248,277			248,277
BCTIF Levy	0	10,122	2,292	7,830
BRB Levy	40	2,193	745	1,488
Police Licensing	0			0
	314,498	37,634	38,527	313,605

SHIRE OF BODDINGTON		
NOTES TO AND FORMING PART OF THE BUDGET		
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012		
10. NOTES TO THE STATEMENT OF CASH FLOWS	January 2012 Y-T-D \$	2011/2012 Budget \$
(a) Reconciliation of Cash		
For the purpose of the statement of cash flows, cash includes cash on hand and in banks and investments, net of outstanding bank overdrafts. Estimated cash at the end of reporting period is as follows:		
Cash - Unrestricted	2,936,895	87,600
Cash – Restricted	1,374,372	1,007,134
	4,311,267	1,094,734
Leave Reserve	223,478	243,634
Plant Replacement Reserve	114,786	10,290
Building Reserve	174,265	174,341
Local Organisation Assistance	42,029	42,768
Aged Housing Reserve	44,022	37,766
Refuse Site Reserve	59,605	19,628
District High School Resource Sharing Reserve	22,330	22,339
Boddington Centenary Celebrations	19,699	24,717
Boddington Gold Mine Expansion Reserve	144,329	143,719
Loan Repayment for Retirement Village Reserve	141,784	52,533
Bridge Reserve	10,274	20,310
Restricted Cash	377,773	214,770
	1,374,371	1,006,816
(b) Reconciliation of Net Cash Provided by Operating Activities to Net Result		
Net Result	2,870,467	2,198,400
Amortisation	0	0
Depreciation	609,007	960,928
(Profit)/Loss on Sale of Asset	7,048	16,332
(Increase)/Decrease in Receivables	161,154	521,657
Increase/Decrease in Inventories	0	2,000
Increase(Decrease) in Payables	(210,390)	(831,024)
Increase/(Decrease) in Employee Provisions	0	26,730
Increase/Decrease in GST	2,658	4,000
Grants/Contributions for the Development of Assets	(792,150)	(2,548,715)
Net Cash from Operating Activities	2,647,794	350,308
(c) Credit Standby Arrangements		
Bank Overdraft Limit	500,000	500,000
Bank Overdraft at Balance Due	0	0
Credit Card Limit	10,000	10,000
Total Amount of Credit Unused	500,000	500,000

**SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012**

11. BUDGET VARIANCE REPORT FROM THE STATEMENT OF FINANCIAL ACTIVITY

The Shire of Boddington has agreed to report variances of 10% or \$2,000 (whichever is higher). The variances reported in the Statement of Financial Activity are explained as follows:	Variances Budget to Actual Y-T-D %	Material Variances
Operating Revenues/Sources		
Governance	201.8%	Supertowns higher than budgeted & admin allocation not yet completed
General Purpose Funding	15.0%	Interest income higher than budgeted
Law, Order, Public Safety	39.8%	Standpipe income higher than budgeted
Health	24.4%	Income from Medical Centre higher than budgeted
Education and Welfare	23.4%	Retirement Village Grant received earlier than budgeted
Housing	(33.8%)	Housing allocation not yet complete
Community Amenities	7.4%	No requirement to report variance
Recreation and Culture	(55.4%)	Youth Centre Grant not yet received
Transport	(32.1%)	Roads to Recovery grant not yet received
Economic Services	(4.6%)	No requirement to report variance
Other Property and Services	5.2%	Income from private works charges higher than budgeted
	15.9%	
(Expenses)/(Applications)		
Governance	(8.9%)	No requirement to report variance
General Purpose Funding	(71.9%)	Valuation & Legal expenses lower than budgeted
Law, Order, Public Safety	(16.93%)	Expenditure on protective burning lower than expected
Health	(6.1%)	No requirement to report variance
Education and Welfare	(12.6%)	Child Care Centre operational costs higher than budgeted
Housing	(13.9%)	Housing allocation not complete
Community Amenities	(15.6%)	Expenditure on drainage study lower than budgeted
Recreation & Culture	(17.9%)	Expenditure on swimming pool and Youth Centre Feasibility study lower than budgeted
Transport	(15.9%)	Expenditure on tree pruning and bridge repairs lower than budgeted
Economic Services	(5.0%)	No requirement to report variance
Other Property and Services	(1.4%)	No requirement to report variance
	(16.9%)	

**SHIRE OF BODDINGTON
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2011 TO 31 JANUARY 2012**

12 FINANCIAL RATIOS	January 2012	December 2011	2010/2011
Current Ratio	7.921	6.916	2.763
Untied Cash to Unpaid Trade Creditors Ratio	15.158	15.817	0.097
Debt Ratio	0.088	0.083	0.098
Debt Service Ratio	0.046	0.029	0.037
Gross Debt to Revenue Ratio	0.458	0.523	0.326
Gross Debt to Economically Realisable Assets Ratio	0.177	0.170	0.120
Rate Coverage Ratio	0.658	0.784	0.391
Outstanding Rates Ratio	0.080	0.080	0.011
The above ratios are calculated as follows:			
Current Ratio	$\frac{\text{current assets minus restricted current assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$		
Untied Cash to Unpaid Trade Creditors Ratio	$\frac{\text{untied cash}}{\text{unpaid trade creditors}}$		
Debt Ratio	$\frac{\text{total liabilities}}{\text{total assets}}$		
Debt Service Ratio	$\frac{\text{debt service cost}}{\text{available operating revenue}}$		
Gross Debt to Revenue Ratio	$\frac{\text{gross debt}}{\text{total revenue}}$		
Gross Debt to Economically Realisable Assets Ratio	$\frac{\text{gross debt}}{\text{economically realisable assets}}$		
Rate Coverage Ratio	$\frac{\text{net rate revenue}}{\text{operating revenue}}$		
Outstanding Rates Ratio	$\frac{\text{rates outstanding}}{\text{rates collectable}}$		

SUMMARY OF RECONCILIATIONS 31 JANUARY 2012

CASH	January 2012	December 2011	2010/2011
Balance Municipal Account	\$244,717	\$1,075,428	\$155,726
Balance Cash Management	\$480,572	\$478,788	\$412,431
Balance Restricted Funds	\$377,773	\$356,220	\$407,277
Balance Trust Account	\$313,605	\$315,604	\$314,498
Balance Reserve Account	\$996,598	\$992,899	\$970,002
Term Deposit (60 Days)	\$1,500,000	\$1,500,000	-
Term Deposit (60 Days)	\$1,200,000	\$1,200,000	

OUTSTANDING DEBTORS	January 2012	December 2011	2010/2011
TOTAL	\$104,345	\$104,345	\$476,982
▣ Greater than 60 DAYS	\$6,696	\$6,696	\$510
Greater than 90 DAYS	\$29,841	\$29,841	\$6,883

OUTSTANDING RATES	January 2012	December 2011	2010/2011
TOTAL	\$135,562	\$236,016	\$34,488
Greater than 1 YEAR	\$11,285	\$11,596	\$7,220
Greater than 2 YEAR	\$6,003	\$6,003	\$12,678
Greater than 3 YEAR	\$12,408	\$12,558	0

LIST OF PAYMENTS JANUARY 2012				
CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
994	18/01/2012	BODDINGTON BADMINTON CLUB	REFUND KEYBOND TOWN HALL KEY	100.00
995	18/01/2012	GEMMILL HOMES GROUP	REFUND KERB BOND	4,000.00
996	18/01/2012	GARY WILLIAM BROWN	REFUND HOUSING BOND	480.00
			TOTAL TRUST	4,580.00
EFT10281	12/01/2012	GOLDEN NUGGET (2004) PTY LTD	PURCHASES	298.99
EFT10282	12/01/2012	SOUTH WEST ISUZU (JEM TRUCK SALES)	1X WHITE 2011 ISUZU NLR 200 TIPPER	48,125.00
EFT10283	12/01/2012	EDWARDS MOTORS PTY LTD	30,000 KM SERVICE BT010	442.40
EFT10284	12/01/2012	LYSTER CONTRACTING	MACHINERY HIRE VIB ROLLER HIRE	2,970.00
EFT10285	12/01/2012	CROSSMAN HOT WATER	REPLACE HOT WATER SYSTEM	1,412.40
EFT10286	12/01/2012	LANDGATE	GRV INTERIM VALUATIONS	308.00
EFT10287	12/01/2012	BODDINGTON TYRE SERVICE	1X GRADER TYRE REPAIR	70.00
EFT10288	12/01/2012	PORTER CONSULTING ENG.	CLAIM FOR WORK COMPLETED	3,300.00
EFT10289	12/01/2012	NARROGIN CARPETS & CURTAINS	WINDOW TREATMENTS	726.00
EFT10290	12/01/2012	ECOMIST SWAN	PURCHASES	80.30
EFT10291	12/01/2012	ROAD SIGNS AUSTRALIA	SIGNS	83.60
EFT10292	12/01/2012	MIDWEST AUTO GROUP	1X 2011 FORD RANGER XL SINGLE CAB DIESEL	22,200.65
EFT10293	12/01/2012	PROTECTION 1 PTY LTD	PURCHASES	330.00
EFT10294	12/01/2012	BODDINGTON CARPET CARE	CLEANING OF CARPETS	550.00
EFT10295			CANCELLED	
EFT10296	12/01/2012	ENVIROLAB GROUP - MPL LABORATORIES	ASBESTOS ANNALYSIS & ADMINISTRATION FEE	275.00
EFT10297	12/01/2012	COMMERCIAL SYSTEMS AUSTRALIA PTY	CUSTOM PLATFORM BENCH	3,864.30
EFT10298	12/01/2012	AIREY TAYLOR CONSULTING	PROVISION OF PROFESSIONAL SP SERVICES	42,350.00
EFT10299	12/01/2012	KERB DOCTOR	ROBERTS ROAD MOUNTABLE KERB	8,481.00
EFT10300	12/01/2012	BODDINGTON COMMUNITY CLUB	FUNCTION	955.20
EFT10301	12/01/2012	CLASSIC TROPHIES	PLAQUES	255.20

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10302	12/01/2012	VISIMAX	PURCHASES	792.00
EFT10303	12/01/2012	A & P REID CONTRACTING	HIRE OF BACKHOE	4,125.00
EFT10304	12/01/2012	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES	3,821.51
EFT10305	12/01/2012	RECORDS ARCHIVES HISTORICAL MANAGEMENT	DISASTER MANAGEMENT PLAN SERVICES	750.75
EFT10306	12/01/2012	DA DILLON/ JT & KR CALLAGHAN	RENT 26C HOTHAM AVE	800.00
EFT10307	12/01/2012	BODDINGTON REAL ESTATE PTY LTD	RENT UNIT 4 54 HOTHAM AVE	620.00
EFT10308	12/01/2012	BODDINGTON MOTEL	ACCOMMODATION	2,000.00
EFT10309	17/01/2012	AUSTRALIA POST	VARIOUS POSTAGE CHARGES	454.11
EFT10310	17/01/2012	LANDGATE	16 X LAND ENQUIRY ONLINE	216.00
EFT10311	17/01/2012	BODDINGTON HARDWARE	PURCHASES	1,192.07
EFT10312	17/01/2012	MURRAY DISTRICTS SMASH REPAIRS	REPAIRS HOLDEN COMMODORE	1,120.78
EFT10313	17/01/2012	CARMEL EVELYN MARTIN	REIMBURSEMENT	26.60
EFT10314	17/01/2012	OCEAN BROADBAND	INTERNET CONNECTION	239.85
EFT10315	17/01/2012	PORTER CONSULTING ENGINEERS	CLAIM FOR WORK COMPLETED	589.88
EFT10316	17/01/2012	TREK CONCRETE	FORM, POUR & FINISH CONCRETE FOOTPATHS	12,320.00
EFT10317	17/01/2012	RURAL PRESS REGIONAL MEDIA (WA) PTY LTD (MURRAY MAIL)	ADVERTISING IRSA	99.00
EFT10318	17/01/2012	REDWAVE MEDIA PTY LTD	ADVERTISING IRSA	3,927.00
EFT10319	17/01/2012	WIN TELEVISION WA PTY LTD	ADVERTISING IRSA	7,502.00
EFT10320	17/01/2012	COMPLETE OFFICE SUPPLIES	STATIONERY PURCHASES	228.37
EFT10321	17/01/2012	ROAD SIGNS AUSTRALIA	SIGNS	91.30
EFT10322	17/01/2012	BODDINGTON IGA	VARIOUS PURCHASES	484.64
EFT10323	17/01/2012	BEM CONTRACT MANAGEMENT COMPANY	HIRE CAT 11T DIGGER/EXCAVATOR	1,573.00
EFT10324	17/01/2012	MIDWEST AUTO GROUP	NEW 2011 NISSAN NAVARA	13,669.00
EFT10325	17/01/2012	COURIER AUSTRALIA	FREIGHT CHARGES	33.31
EFT10326	17/01/2012	OZTECH SECURITY	3 MONTHS, 24 CONTROL ROOM MONITORING	178.00

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10327	17/01/2012	PRO-MET EXPRESS	DELIVERY CHARGES	57.75
EFT10328	17/01/2012	STEWART & HEATON PTY LTD	PURCHASES	460.55
EFT10329	17/01/2012	BODDINGTON SERVICE STATION	SERVICE & REPAIRS	1,371.07
EFT10330	17/01/2012	BODDINGTON MOTEL	ACCOMMODATION	1,680.00
EFT10331	17/01/2012	GREG DAY MOTORS	DIESEL FUEL	7,817.16
EFT10332	17/01/2012	RADIO WEST BROADCASTERS	ADVERTISING IRSA	7,405.75
EFT10333	17/01/2012	SHIRE OF MURRAY	IT SERVICE & SUPPORT	5,153.50
EFT10334	17/01/2012	BODDINGTON COMMUNITY RESOURCE CENTRE INC	PRINTING	51.95
EFT10335	17/01/2012	BODDINGTON STORE	STATIONERY & POSTAGE CHARGES	614.05
EFT10336	17/01/2012	WORK CLOBBER	PURCHASES	143.10
EFT10337	17/01/2012	A & P REID CONTRACTING	HIRE BOBCAT1	4,510.00
EFT10338	17/01/2012	ANYTHING TELEPHONES & DATA (ATD COMMUNICATIONS)	SUPPLY 1 X 5324 MITEL HANDSET,	457.60
EFT10339			CANCELLED	
EFT10340	18/01/2012	AUSTRALIAN SUPER (WESTSCHEME)	Superannuation contributions	340.18
EFT10341	18/01/2012	WALDOCK SUPER FUND	Payroll deductions	2,594.04
EFT10342	18/01/2012	PRIME SUPER	Superannuation contributions	326.06
EFT10343	18/01/2012	CHILD SUPPORT AGENCY	Payroll deductions	536.25
EFT10344			CANCELLED	
EFT10345	18/01/2012	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	Superannuation contributions	22,630.94
EFT10346	18/01/2012	LGRCEU	Payroll deductions	34.80
EFT10347	18/01/2012	AUSTRALIAN SUPER	Superannuation contributions	415.38
EFT10348	18/01/2012	WA LOCAL GOVERNMENT SUPERANNUATION PLAN	PAYROLL DEDUCTION	230.78
EFT10349	25/01/2012	JAMES LAING	REIMBURSE FOR BUNNINGS	69.75
EFT10350	25/01/2012	BODDINGTON BADMINTON CLUB	REFUND KEYBOND TOWN HALL KEY	100.00
EFT10351	25/01/2012	EDGE PLANNING & PROPERTY	TOWN PLANNING SERVICES	6,471.98

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10352	25/01/2012	MERCER HARRIES REALTY	RENT 32 HILL ST	1,950.00
EFT10353			CANCELLED	
EFT10354	25/01/2012	DA DILLON/ JT & KR CALLAGHAN	RENT 26C HOTHAM AVE	800.00
EFT10355	25/01/2012	BARRY G SMITH	ENVIRONMENTAL HEALTH & BUILDING SERVICES	5,391.19
EFT10356			CANCELLED	
EFT10357	25/01/2012	BODDINGTON REAL ESTATE PTY LTD	RENT UNIT 4 54 HOTHAM AVE	620.00
EFT10358	25/01/2012	DOUGLAS WILLIAM MACAULAY	REIMBURSEMENT	130.00
EFT10359	25/01/2012	LO-GO APPOINTMENTS	WORKS MANAGER SERVICES	8,917.22
EFT10360	31/01/2012	T-QUIP	V-BELT FOR TORO MOWER	151.70
EFT10361	31/01/2012	WARREN BLACKWOOD WASTE	RUBBISH COLLECTION	7,411.88
EFT10362	31/01/2012	BODDINGTON CONCRETE PTY LTD	SUPPLY 11.6M3 KERMIX	23,229.80
EFT10363	31/01/2012	CROSSMAN HOT WATER	EMERGENCY REPAIR	352.00
EFT10364	31/01/2012	BODDINGTON WINDSCREENS	SUPPLY & FIT WINDSCREEN	300.00
EFT10365	31/01/2012	KLEEN WEST DISTRIBUTORS	PURCHASES	298.65
EFT10366	31/01/2012	JOHN ROBERT ALLERT	COUNCIL MEETING ATTENDANCE	4,989.00
EFT10367	31/01/2012	BODDINGTON MINISKIPS	STREET BIN COLLECTION	1,256.64
EFT10368	31/01/2012	LOMAX MEDIA	PRODUCTION OF IRSA	4,906.00
EFT10369	31/01/2012	COMPLETE OFFICE SUPPLIES	MARBIG DESK ORGANISER	282.96
EFT10370	31/01/2012	BEM CONTRACT MANAGEMENT	HIRE CAT 11T DIGGER & HINO TIPPER-	18,826.50
EFT10371	31/01/2012	BODDINGTON BAKEHOUSE	BUFFET	608.75
EFT10372	31/01/2012	BODDINGTON CARPET CARE	CLEAN CARPETS, TILES & VINYL FLOORS	1,540.74
EFT10373	31/01/2012	ALINTA SALES	ELECTRICITY CHARGES SWIMMING POOL	3,161.93
EFT10374	31/01/2012	COURIER AUSTRALIA	FREIGHT CHARGES	161.87
EFT10375	31/01/2012	PREMAS	SUMMER SERVICE EVAP COOLERS	848.38
EFT10376	31/01/2012	BBC ENTERTAINMENT	BALANCE OF PAYMENT FOR PETER ROWSTHORN	2,200.00
EFT10377	31/01/2012	NEVILLE JAMES CRILLY	COUNCIL MEETING ATTENDANCE	1,358.75
EFT10378	31/01/2012	JULIE ANN GOODGAME	COUNCIL MEETING ATTENDANCE	1,358.75

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
EFT10379	31/01/2012	CAILES GAS SERVICES	SUPPLY & POST EMILIA OVEN DOOR	55.00
EFT10380	31/01/2012	O.C.P. SALES	PURCHASES	1,437.69
EFT10381	31/01/2012	AVON WASTE	DOMESTIC RUBBISH REMOVAL	6,239.38
EFT10382	31/01/2012	PAUL CARROTTS	COUNCIL MEETING	1,358.75
EFT10383	31/01/2012	GREG DAY MOTORS	SUPPLY 2 X 45KG CYLINDER GAS	275.00
EFT10384	31/01/2012	WALGA	ADVERTISING TENDER FOR REC CENTRE	345.10
EFT10385	31/01/2012	SIGMA CHEMICALS	1 X FLOATING THERMOMETER & POSTAGE	17.50
EFT10386	31/01/2012	TELFORD INDUSTRIES	24 X 25KG ACCU-TAB SI (BLUE-POOL)	6,312.78
EFT10387	31/01/2012	D VEITCH	COUNCIL MEETING	1,858.75
EFT10388	31/01/2012	SEA RAY ELECTRICS	INSTALL 3 X EXIT LIGHTS & 2 X EMERGENCY LIGHTS	1,211.32
EFT10389	31/01/2012	VISIMAX	PURCHASES	1,378.50
EFT10390	31/01/2012	NEAT N' TRIM UNIFORMS PTY LTD	PURCHASES	1,502.19
16962	12/01/2012	GELDENS	PURCHASES	222.20
16963	17/01/2012	DOROTHY EDITH NORMAN	REFUND OF EXCESS RATES	55.30
16964	17/01/2012	SHIRE OF BODDINGTON	REIMBURSEMENT	152.65
16965	18/01/2012	HOSTPLUS EXECUTIVE SUPERANNUATION FUND	Superannuation contributions	350.67
16966	18/01/2012	MLC NOMINEES PTY LTD	Superannuation contributions	60.85
16967	18/01/2012	SHIRE OF BODDINGTON	Payroll deductions	400.00
16968			CANCELLED	
16969			CANCELLED	
300611			CANCELLED	
16970	31/01/2012	ALFRED FARMER	PUT FIREBREAK AROUND PROPERTY	250.00
16971	31/01/2012	JOHN DOUGLAS KILBURN	CROSSOVER CONTRIBUTION	630.00
16972	31/01/2012	CHRISTOPHER JONATHON KILBURN	CROSSOVER CONTRIBUTION	630.00
16973	31/01/2012	MAKO CIVIL PTY LIMITED	CONTRACT WORKS COMPLETED CHILDCARE CENTRE	7,532.83
DD7076.1	12/01/2012	SYNERGY	ELECTRICITY CHARGES	2,730.10
DD7076.2	11/01/2012	SYNERGY	ELECTRICITY CHARGES	3,330.15

CHQ/EFT	DATE	NAME	DESCRIPTION	AMOUNT
DD7076.3	04/01/2012	TELSTRA	PHONE CHARGES	235.34
DD7076.4	06/01/2012	TELSTRA	PHONE CHARGES	692.73
DD7076.5	01/01/2012	WEST COUNTRY OFFICE MACHINES	PHOTOCOPYING CHARGES	1,879.00
DD7076.6	01/01/2012	WESTNET	INTERNET CHARGES	249.80
DD7122.1	30/01/2012	KLEENHEAT GAS	GAS CHARGES	337.57
DD7122.2	23/01/2012	TELSTRA	PHONE CHARGES	332.60
DD7122.3	16/01/2012	WA TREASURY CORP	LOAN REPAYMENT	6,791.68
DD7122.4	31/01/2012	SYNERGY	ELECTRICITY CHARGES	12.60
DD7122.5	24/01/2012	TELSTRA	PHONE CHARGES	1,273.39
DD7122.6	31/01/2012	TELSTRA	PHONE CHARGES	239.38
DD7122.7	25/01/2012	TELSTRA	PHONE CHARGES	22.95
DD7122.8	31/01/2012	NAB BUSINESS VISA	CREDIT CARD CHARGES	1,589.58
DD7122.9	16/01/2012	SYNERGY	ELECTRICITY CHARGES	3,098.20
DD7122.10	23/01/2012	SYNERGY	ELECTRICITY CHARGES	62.35
DD7122.11	18/01/2012	TELSTRA	PHONE CHARGES	241.67
			TOTAL MUNICIPAL	403,853.11
			TOTAL PAYMENTS	408,433.11

8.6.2 Workforce Plan

File Ref. No: ADM0631
Disclosure of Interest: Nil
Date: 9th March 2012
Author: Cassi-Dee Vandenberg, Acting Director Corporate Services
Confidential Attachments: 8.6.2A Compliance with the Selection Criteria CONFIDENTIAL
8.6.2B Evaluation Scorecard CONFIDENTIAL

Summary

Council is to consider quotes received in response to Request for Quotes “Shire of Boddington – Workforce Plan”.

Background

In accordance with the SuperTowns objectives and principles quotes were called on 18th February 2012 for the preparation of a Workforce Plan for the Shire of Boddington. The workforce plan must address the human resourcing requirements of Council’s delivery program and provide a report/plan on:

- Review of current workforce structure;
- Review of external factors affecting Boddington workforce;
- Deliver strategies to meet future workforce requirements;
- Workforce resourcing factors;
- Employee and professional development;
- Review, reward and recognition;
- Workplace relations;
- Organisational safety and wellbeing;and
- Leadership and culture

In this initial phase applicants were asked to outline their relevant experience, key personnel, resources and their understanding of the project in order for Council to select a suitable consultant.

Comment

Quotes closed on 7th March 2012. Council received 5 quotes all of which were compliant.

Assessment of the quotes took place on the 9th March 2012 and it was clear that there were two outstanding quotes, those being the quotes prepared by Miles Morgan Pty Ltd and PKF. Confidential Attachment 8.6.2A provides information on compliance with the selection criteria.

Confidential Attachment 8.6.2B is the evaluation scorecard, which uses a weighted scoring system, based on four qualitative criteria. Summarised below are the scores achieved by each quoter:

QUOTER	SCORE
Miles Morgan	83
PKF	80
ODG	73
In Sync	67
Core Business	63

Listed below are the quoted prices (Excluding GST):

QUOTER	PRICE
Miles Morgan	\$28,527
PKF	\$31,130
ODG	\$33,000
In Sync	\$29,000
Core Business	\$24,896

The Evaluation Panel recommends the appointment of Miles Morgan for the preparation of the Shire of Boddington Workforce Plan, as that firm's quote is considered to be most advantageous to the Shire of Boddington.

The proposed timetable submitted by Miles Morgan shows the contract documents being finished by 19th June 2012.

Strategic Implications

Strategically the workforce plan is important as it will determine our human resource needs for the foreseeable future.

Statutory Environment

The Local Government (Functions and General) Regulations are applicable in this matter.

Policy Implications - Nil

Financial Implications

This report recommends the acceptance of Miles Morgan's quote of a fixed lump sum fee of \$28,527 (plus GST) for the preparation of the workforce plan.

Economic Implications - Nil

Social Implications - Nil

Environmental Considerations - Nil

Consultation - Nil

Options

Council can:

1. adopt the Officer's Recommendation;
2. not adopt the Officer's Recommendation and select one of the quotes from the 4 other quoters, providing reasons for doing so; or
3. not accept any quote, providing reasons for doing so. However, if a quote is not accepted at this meeting, it could result in a delay to the whole project timetable.

Voting Requirements - Simple Majority

OFFICER RECOMMENDATION – ITEM 8.6.2

Council Resolution	39/12	Moved	Cr Carrotts
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That, in regard to quote “Shire of Boddington – Workforce Plan, Council selects Miles Morgan Pty Ltd as the chosen quoter for the preparation fee of a fixed price of \$28,527 (GST Exclusive), and authorises the President and Chief Executive Officer to sign and seal a contract to that effect with Miles Morgan Pty Ltd.

Seconded	Cr Veitch	Carried	7/0
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8.7 CHIEF EXECUTIVE OFFICER:

8.7.1 Compliance Audit Return 2011

File Ref. No: ADM 0084
Disclosure of Interest: Nil
Date: 7th March 2011
Author: Gary Sherry
Attachments: 8.7.1A Compliance Audit Return 2011

Summary

The Department of Local Government require the Compliance Audit Return for the period 1st January 2011 to 31st December 2011 to be completed, endorsed and included within an Ordinary Meeting Agenda papers.

Background

The Compliance Audit Return (CAR) is a Department of Local Government prepared check list of some of the statutory requirements Local Governments in the twelve months to 31st December 2011.

While the structure of the 2012 Compliance Audit Return is generally similar to that of previous years, the Department of Local Government has reduced the areas of compliance covered by the 2011 CAR to those considered high risk. This has resulted in a CAR that contains substantially fewer questions, reducing the size of this CAR from the previous 27 pages to eight pages for 2011. Amendments to Regulation 13 of the *Local Government (Audit) Regulations 1996*, gazetted on 30 December 2011, are allowing these changes to occur.

These changes address issues raised in a number of reports that proposed a review of the Department's Compliance Audit Program, including the Public Accounts Committee Report No. 4 into Local Government Accountability (2006), the Department of Treasury and Finance's Red Tape Reduction Group Report (2010) and the Local Government Reform Steering Committee (2010). These reports raised issues regarding the compliance reporting burden placed on local governments resulting from the requirement to complete a comprehensive CAR and submit it to the Department by 31st March each year.

A further change to regulation 14 requires that a 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.

Further complementary changes to the *Local Government (Audit) Regulations 1996* are proposed for early 2012 to expand the current role of local government Audit Committees. It is proposed that the Audit Committees' role will additionally encompass the annual review of areas such as risk management, internal control and legislative compliance. Information related to these changes will be provided to Local Governments in the near future.

The reduction to the CAR, and proposed associated transfer of responsibilities to the Audit Committee of each local government, will enable local governments to better manage legislative compliance within their own timeframes and with increased transparency and involvement for elected members. However, the requirement for local governments to comply with relevant legislation will not change.

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 Executive Director, Department of Local Government, by 31st March 2012.

Comment

Council's Audit Committee is to consider the Compliance Audit Return at their meeting to be held on Tuesday 20th March 2012. It is anticipated, although not certain, that the Committee's recommendation will be that included in the Committee's Recommendation section at the end of this report. The Compliance Audit Return 2011 is included at Attachment 8.7.1A.

In completing the Compliance Audit Return there were three of areas where Council did not complete its statutory requirements or where there could be confusion about this fact were identified. They were:

Section	No	Reference	Question	Comments
Disclosure of Interest	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.	Two newly appointed members of staff did not complete a primary return.
Disclosure of Interest	6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2011.	Former Councilor Hardie did not complete an Annual Return by 31 August 2011.
Disclosure of Interest	7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2011.	Two employees did not complete an Annual Return by 31 August 2011.

In relation to the three matters above, further to the explanation included in the Compliance Audit Return:

- Mr Lew Lewis joined Council on the 17th January 2011 in the position of Ranger. Mr Lewis did not complete a Primary Return or Annual Return during 2011. Following this fact becoming known, Mr Lewis has since completed a Primary Return and Annual Return.
- Ms Cassi-Dee Vandenberg joined Council on 21st September 2011 in the position of Finance Manager. Ms Vandenberg did not complete a Primary Return within three months of her appointment. Following this fact becoming known, Ms Vandenberg has since completed a Primary Return.

- Mr James Laing joined Council on 28th February 2007 in the position of Building Maintenance Officer. Mr Laing was absent from Council on extended personal leave during August and September 2011 and did not complete an Annual Return by 31st August 2011. Following this fact becoming known, Mr Laing has since completed an Annual Return.
- Mr Anderson Hardie served as a Councillor from October 2007 until retiring in October 2011. Then Councillor Hardie did not complete an Annual Return by 31st August 2011 and has still not completed this return. Councillor Hardie has relocated from Boddington and I believe that it is unlikely that Mr Hardie will submit an Annual Return.

Following the failure to identify new Council employees who are designated employees, the Shire of Boddington will restructure its human resources procedures to ensure that such designated employees are identified at commencement and are provided with an Primary Return. It is anticipated that release of Annual Return forms to Designated Employees and Councillors will be scheduled earlier in 2012 to ensure that the people who will be absent for extended periods can still complete their return within the legislative periods.

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

Local Government Act 1995		
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
Local Government (Administration) Regulations 1996		
r. 18A	r. 18C	r. 18E
r. 18F	r. 18G	r. 19
r. 22	r. 23	r. 28
r. 34B	r. 34C	
Local Government (Audit) Regulations 1996		
r. 7	r. 10	
Local Government (Elections) Regulations 1997		
r. 30G		
Local Government (Functions and General) Regulations 1996		
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
Local Government (Rules of Conduct) Regulations 2007		
r. 11		

[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 subregulation (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.]

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.

Voting Requirements - Simple Majority

AUDIT COMMITTEE RECOMMENDATION – ITEM 8.7.1

Council Resolution	40/12	Moved	Cr Veitch
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That the Compliance Audit Return, included at Attachment 8.7.1A Compliance Audit Return 2011, for the period 1st January 2011 to 31st December 2011, as completed by the President and Chief Executive Officer, be endorsed and duly signed accordingly.

Seconded	Cr Carrotts	Carried	7/0
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Department of Local Government - Compliance Audit Return



Government of Western Australia
Department of Local Government

Boddington - Compliance Audit Return 2011

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government 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 2011.	N/A		Gary Sherry
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 2011.	N/A		Gary Sherry
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 2011.	N/A		Gary Sherry
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 2011.	N/A		Gary Sherry
5	s3.59(5)	Did the Council, during 2011, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Gary Sherry



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		Gary Sherry
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	N/A		Gary Sherry
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	N/A		Gary Sherry
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	N/A		Gary Sherry
5	s5.18	Has Council reviewed delegations to its committees in the 2010/2011 financial year.	N/A		Gary Sherry
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		Gary Sherry
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Gary Sherry
8	s5.42(1)(2) Admin. Reg 18G	Were all delegations to the CEO in writing	Yes		Gary Sherry
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Gary Sherry
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Gary Sherry
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Gary Sherry
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 2010/2011 financial year.	Yes		Gary Sherry
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		Gary Sherry

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		Gary Sherry
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		Gary Sherry



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		Gary Sherry
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		Gary Sherry
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.	No	Two newly appointed members of staff did not complete a primary return.	Gary Sherry
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2011.	No	Former Councilor Hardie did not complete an Annual Return by 31 August 2011.	Gary Sherry
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2011.	No	Two employees did not complete an Annual Return by 31 August 2011.	Gary Sherry
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		Gary Sherry
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		Gary Sherry
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		Gary Sherry
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		Gary Sherry
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		Gary Sherry
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		Gary Sherry
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		Gary Sherry



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.	Yes		Gary Sherry
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Gary Sherry

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		Gary Sherry
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		Gary Sherry

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		Gary Sherry

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		Gary Sherry
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		Gary Sherry
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Gary Sherry
4	s7.3	Was the person(s) appointed by the local government to be its auditor, an approved auditor.	Yes		Gary Sherry
5	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		Gary Sherry

Department of Local Government - Compliance Audit Return



Government of Western Australia
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No	Reference	Question	Response	Comments	Respondent
6	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2011 received by the local government within 30 days of completion of the audit.	Yes		Gary Sherry
7	s7.9(1)	Was the Auditor's report for 2010/2011 received by the local government by 31 December 2011.	Yes		Gary Sherry
8	S7.12A(3), (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 that action undertaken.	N/A		Gary Sherry
9	S7.12A(3), (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		Gary Sherry
10	S7.12A(3), (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		Gary Sherry
11	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Gary Sherry
12	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Gary Sherry
13	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Gary Sherry
14	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		Gary Sherry
15	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		Gary Sherry

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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	Gary Sherry	
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	Gary Sherry	
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	Gary Sherry	
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	Gary Sherry	
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	Yes	Gary Sherry	

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		Gary Sherry
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).	N/A	No complaints were received therefore a register was not maintained.	Gary Sherry
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.	N/A	No complaints were received therefore a register was not maintained.	Gary Sherry
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.	N/A	No complaints were received therefore a register was not maintained.	Gary Sherry
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.	N/A	No complaints were received therefore a register was not maintained.	Gary Sherry
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) (c).	N/A	No complaints were received therefore a register was not maintained.	Gary Sherry



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		Gary Sherry
2	F&G Reg 12	Has the local government entered into multiple contracts only where avoiding the requirement to call tenders for a single contract in accordance with F&G Reg 11(1) was not a significant reason for doing so.	N/A		Gary Sherry
3	F&G Reg 14(1)	Did the local government invite tenders via Statewide public notice.	Yes		Gary Sherry
4	F&G Reg 14, 15 & 16	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Gary Sherry
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.	Yes		Gary Sherry
6	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		Gary Sherry
7	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		Gary Sherry
8	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		Gary Sherry
9	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Gary Sherry
10	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		Gary Sherry
11	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		Gary Sherry

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No	Reference	Question	Response	Comments	Respondent
12	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		Gary Sherry
13	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		Gary Sherry
14	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).	N/A		Gary Sherry
15	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, \$100,000 or less.	Yes		Gary Sherry

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' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN:

Nil

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

Nil at this time.

11 CONFIDENTIAL ITEMS:

Cr Goodgame declared a Financial Interest in Item 11.1.1 as she owns property on Stagbouer Trail Marradong and left Chambers at 5:15pm.

Members of the gallery left Chambers at 5:15pm.

Council Resolution	41/12	Moved	Cr Hoek
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That Council go behind closed doors.

Seconded	Cr Veitch	Carried	6/0
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11.1.1 Safe Access To Mining Reserves North Of Morts Road

OFFICER RECOMMENDATION ITEM 11.1.1

Council Resolution	42/12	Moved	Cr Veitch
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That Council agree to consider and seek public comment on the proposal from BHP Billiton Worsley Alumina PL to construct a haulpak crossing over Morts Road that will allow BHP Billiton Worsley Alumina PL to access bauxite reserves north of Morts Road.

Seconded	Cr Carrotts	Carried	6/0
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Council did not resolve the Officer's Recommendation because Council:

1. was concerned about safety on other sections of Morts Road;
2. was concerned about dust from new gravel road effecting residents;
3. was concerned over impact of new road on the affected local farmer; and
4. wanted to keep open the highly rated tourist route to Tullis Bridge.

Cr Goodgame entered Chambers at 5:34pm.

Mr Gary Sherry Declared a Financial Interest in that his salary review was being considered and left chambers at 5:34 pm.

All remaining staff left Chambers at 5:35 pm.

11.1.2 Performance Review of the Chief Executive Officer

OFFICER RECOMMENDATION 1– ITEM 11.1.2

Council Resolution 43/12 Moved Cr Hoek

That Council go behind closed doors to discuss confidential matters relating to the Performance and Salary Review of Chief Executive Officer.

Seconded Cr Carrotts Carried 7/0

OFFICER RECOMMENDATION 2 – ITEM 11.1.2

Council Resolution 44/12 Moved Cr Veitch

That Council:

- 1. adopt the Chief Executive Officer’s Performance Review Report included at Attachment 11.1.1A;**
- 2. will at a future meeting within a suitable timeframe set up:**
 - a. a CEO Performance Review Process for the future**
 - b. review the CEO key focus areas for 2012 Chief Executive Officer’s Performance Review**
 - c. adopt key performance indicators or Council recommendations;**
 - d. address any other issues as appropriate to current CEO review**
- 3. adopt the Chief Executive Officer’s Salary Review included at Attachment 11.1.1C; and**
- 4. consider as part of the 2012/13 Budget process appointing an experienced facilitator to assist Council in completing the CEO’s Performance Review.**

Seconded Cr Carrotts Carried 7/0

OFFICER RECOMMENDATION 3 – ITEM 11.1.2

Council Resolution 45/12 Moved Cr Crilly

That Council come from behind closed doors.

Seconded Cr Goodgame Carried 7/0

Mr Sherry entered Chambers at 6:20pm.

12 CLOSURE OF MEETING:

With no further business to discuss the Shire President, Cr Allert, closed the meeting at 6:24pm.

These minutes were confirmed by the Council as a true and accurate record at the Ordinary Council Meeting held on Tuesday 17th April 2012.

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J R ALLERT

President