To be held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on Wednesday 13\textsuperscript{th} August 2014 to commence at 4.00pm.

## Table of Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>14081</td>
<td>PRELIMINARIES</td>
</tr>
<tr>
<td>14081.1</td>
<td>DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS</td>
</tr>
<tr>
<td>14081.2</td>
<td>DISCLAIMER READING</td>
</tr>
<tr>
<td>14081.3</td>
<td>RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE</td>
</tr>
<tr>
<td>14081.4</td>
<td>NOTATIONS OF INTEREST</td>
</tr>
<tr>
<td>14081.5</td>
<td>APPLICATIONS FOR LEAVE OF ABSENCE</td>
</tr>
<tr>
<td>14081.6</td>
<td>CONFIRMATION OF MINUTES</td>
</tr>
<tr>
<td>14072</td>
<td>FINANCE &amp; ADMINISTRATION</td>
</tr>
<tr>
<td>14072.1</td>
<td>FINANCIAL STATEMENTS – JULY 2014</td>
</tr>
<tr>
<td>14072.2</td>
<td>ACCOUNTS FOR PAYMENT – JULY 2014</td>
</tr>
<tr>
<td>14073</td>
<td>GENERAL BUSINESS</td>
</tr>
<tr>
<td>14083.1</td>
<td>MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN</td>
</tr>
<tr>
<td>14083.2</td>
<td>QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN</td>
</tr>
<tr>
<td>14083.3</td>
<td>URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION</td>
</tr>
<tr>
<td>14083.4</td>
<td>MATTERS BEHIND CLOSED DOORS</td>
</tr>
<tr>
<td>14083.5</td>
<td>DATE OF NEXT MEETING / MEETINGS</td>
</tr>
<tr>
<td>14083.6</td>
<td>CLOSURE</td>
</tr>
</tbody>
</table>
14081 PRELIMINARIES

In the absence of the Chairman the CEO called for nominations for the position for the Meeting.

Moved: Cr Smith

Seconded: Cr Hirsch

That Cr Cunningham be appointed Chairman for this Meeting

Carried 6/0

14081.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

Cr Cunningham declared the meeting opened at 4:15pm

14081.2 DISCLAIMER READING

14081.3 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE

Cr J. Cunningham
Cr L. Smith
Cr J. Hirsch
Ali Mills CEO
Peter Money MCDS
David Fong SFO

Apologies Cr C. King

14081.4 NOTATIONS OF INTEREST

Financial Interest – Local Government Act S 5.60a
Proximity Interest – Local Government Act S 5.60b
Interest Affecting Impartiality – Local Government - Code Of Conduct.

14081.5 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

14081.6 CONFIRMATION OF MINUTES

Minutes of the Finance Committee Meeting held Wednesday 9th July 2014 as attached.

Moved: Cr L Smith

Seconded: Cr J. Hirsch

That the Minutes of the Finance Committee Meeting Held Wednesday the 9th July 2014 as attached be accepted as true and correct record of the Meeting.

Carried: 6/0
14072 FINANCE & ADMINISTRATION

14072.1 FINANCIAL STATEMENTS – JULY 2014

APPLICANT: SHIRE OF PERENJORI
FILE: ADM 0081
DISCLOSURE OF INTEREST: NIL
AUTHOR: DAVID FONG – SFO
RESPONSIBLE OFFICER: PETER MONEY – MCDS
REPORT DATE: 13th August 2014
ATTACHMENTS: MONTHLY FINANCIAL REPORT

Executive Summary

This item recommends the acceptance of the Financial Activity Statement Report which is presented for the period ending 30 June 2014. The report complies with the requirements of Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996.

Background

Each month officers are required to prepare monthly financial reports, covering prescribed information, and present these to Council for acceptance.

Details

Presented is the Financial Activity Statement Report for the period ending 30 June 2014.

The following statements are presented to Council:

- Statement of Financial Activity (Statutory Reporting by Program) - This provides the budget and actual income and expenditure for operating and non-reCURRENT as well and the closing surplus to date. (FM Reg 34(1))
- Net Current (Assets) Funding Position (Note 3.)-This provides the amount of assets over liabilities within the Balance Sheet. (FM Reg 34 (1)(e))
- Notes to the Financial Statements include:
  - Note 1.- Significant Accounting Policies
  - Note 2.- Graphical Representation
  - Note 3.— Net Current Funding Position
  - Note 4.— Cash & Investments
  - Note 5.— Major Variances
  - Note 6.— Budget Amendments
  - Note 7.— Receivables & Rates Information
  - Note 8.— Payables - Borrowings
  - Note 9.— Grants and Contributions
Legal Compliance


b. A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail —

c. (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);

d. (b) budget estimates to the end of the month to which the statement relates;

e. (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;

f. (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and

g. (e) the net current assets at the end of the month to which the statement relates.

h. Each statement of financial activity is to be accompanied by documents containing —

i. (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;

j. (b) an explanation of each of the material variances referred to in subregulation (1) (d); and (c) such other supporting information as is considered relevant by the local government.

k. The information in a statement of financial activity may be shown —

l. (a) according to nature and type classification; or

m. (b) by program; or

n. (c) by business unit

o. A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be —

p. (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and

q. (b) recorded in the minutes of the meeting at which it is presented.
Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Section 6.8 of the Local Government Act 1995 (Expenditure from municipal fund not included in annual budget) states –

A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —

is incurred in a financial year before the adoption of the annual budget by the local government; or

is authorised in advance by resolution*; or

is authorised in advance by the mayor or president in an emergency.

**Policy Implications:**

Nil

**Financial Implications:**

Nil

**Strategic Implications:**

Area 5: Investing in Councils Leadership

Goal: Strengthen the Shire’s position as an innovative, independent local Government providing excellence in all areas of governance, management and leadership.

**Consultation:**

Liaison with CEO, MCDS, FO, ECDC, and MIS.

**Comment:**

It is recommended that the Financial Activity Statement Report for the period ending 30 June 2014 be accepted.

**Voting Requirements – Simple Majority**

<table>
<thead>
<tr>
<th>Officers Recommendation – Item 14072.1</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Committee Recommendation – Item 14072.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moved: Cr L. Smith</td>
</tr>
<tr>
<td>Carried: 6 / 0</td>
</tr>
</tbody>
</table>
Recommendation - The Schedule of Accounts for month ending 31 July 2014 be confirmed. The Schedule of Accounts is presented pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996.

The report identifies payments made from the Municipal and Trust Fund.

Background
Council has delegated to the Chief Executive Officer the authority to make payments from the Municipal and Trust funds in accordance with the Local Government (Financial Management) Regulations 1996.

Under Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the Municipal fund or the Trust fund, each payment from the Municipal fund or the Trust fund is to be noted on a list compiled for each month showing:

a) The payee’s name;
b) The amount of the payment
c) The date of the payment; and
d) Sufficient information to identify the transaction

That list should then be presented at the next Ordinary Meeting of the Council following the preparation of the list, and recorded in the minutes of the meeting at which it is presented.

Legal Compliance
Section 6.10 (d) of the Local Government Act 1995 refers, i.e.-

6.10. financial management regulations
   Regulations may provide for —
   (d) the general management of, and the authorisation of payments out of
     (i) the municipal fund; and
     (ii) the trust fund,
     of a local government.
Regulation 13(1), (3) & (4) of the Local Government (Financial Management) Regulations 1996 refers, i.e. -

13. Lists of Accounts
(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;
(b) the amount of the payment;
(c) the date of the payment; and (d) sufficient information to identify the transaction.

(3) A list prepared under subregulation (1) 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
All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

Financial Implications
Ongoing management of Council funds by providing Council with sufficient information to monitor and review payments made.

Strategic Implications
Area 5: Investing in Councils Leadership

Goal: Strengthen the Shire’s position as an innovative, independent local Government providing excellence in all areas of governance, management and leadership

Consultation
Nil

Comment
All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures and it is therefore recommended that the payments, as contained within the Appendices, be confirmed.

Voting Requirements – Simple Majority

Officers Recommendation – Item 14072.2
That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending 31 July 2014 as attached to and forming part of this report.
### Municipal Account

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>EFT</td>
<td>$789,537.74</td>
</tr>
<tr>
<td>Direct Debits</td>
<td>$20,295.52</td>
</tr>
<tr>
<td>Cheques</td>
<td>$69,421.74</td>
</tr>
<tr>
<td>Corporate MasterCard</td>
<td>$12,604.95</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>$183.98</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$892,043.93</strong></td>
</tr>
</tbody>
</table>

### Trust Account – Shire

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>EFT</td>
<td>$730.00</td>
</tr>
<tr>
<td>Cheques</td>
<td>$0</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$730.00</strong></td>
</tr>
</tbody>
</table>

### Trust Account – Mt Gibson Public Benefit Funds

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>EFT</td>
<td>$0</td>
</tr>
<tr>
<td>Cheques</td>
<td>$0</td>
</tr>
<tr>
<td>Bank Fees</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$0.00</strong></td>
</tr>
</tbody>
</table>

*Totalling $892,773.93 from Muni and Trust Accounts for the month ending 31 July 2014*
Committee Recommendation – Item 14072.2

Moved: Cr J. Hirsch  Seconded: Cr L. Smith
That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the Month ending 31 July 2014 as attached to and forming part of this report.

Carried 6/0

14073 GENERAL BUSINESS

14083.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN
Nil

14083.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN
Nil

14083.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION
Nil

14083.4 MATTERS BEHIND CLOSED DOORS
Nil

14083.5 DATE OF NEXT MEETING / MEETINGS
The next Finance Committee meeting will be discussed at the meeting held on the 10th September 2014.

14083.6 CLOSURE

Cr Cunningham closed the Meeting at 4:59PM

I certify that this copy of the Minutes is a true and correct record of the meeting held on 13th August 2014.

Signed: ________________________  
Presiding Elected Member

Date: _________________________