

---

Shire of Perenjori  
MINUTES  
Finance Committee Meeting

---

Held in the Shire of Perenjori Council Chambers, Fowler Street, Perenjori on Thursday 17<sup>th</sup>  
February 2015 commencing at 5pm

---

Table of Contents

<b>15021</b>	<b>PRELIMINARIES .....</b>	<b>2</b>
15021.1	DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS.....	2
15021.2	DISCLAIMER READING.....	2
15021.3	RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE .....	2
15021.4	NOTATIONS OF INTEREST.....	2
15021.5	APPLICATIONS FOR LEAVE OF ABSENCE.....	2
15021.6	CONFIRMATION OF MINUTES .....	2
<b>15022</b>	<b>FINANCE &amp; ADMINISTRATION .....</b>	<b>3</b>
15022.1	FINANCIAL STATEMENTS – DECEMBER 2014 .....	3
15022.3	ACCOUNTS FOR PAYMENT – DECEMBER 2014 .....	6
15022.3	FINANCIAL STATEMENTS – JANUARY 2015 .....	9
15022.4	ACCOUNTS FOR PAYMENT – JANUARY 2015 .....	12
15022.5	BUDGET REVIEW.....	15
<b>15023</b>	<b>GENERAL BUSINESS .....</b>	<b>20</b>
15023.1	MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN .....	20
15023.2	QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....	20
15023.3	URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION .....	20
15023.4	MATTERS BEHIND CLOSED DOORS.....	20
15023.5	DATE OF NEXT MEETING / MEETINGS .....	20
15023.6	CLOSURE .....	20

**15021 PRELIMINARIES**

**15021.1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS**

Cr King declared the meeting open at 5:09 PM

**15021.2 DISCLAIMER READING**

**15021.3 RECORD OF ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE**

Cr King Presiding member  
Cr Desmond Deputy  
Cr Hirsch From 5:10 PM  
Cr Smith From 5:10 PM  
Cr Wass From 5:37 PM  
Cr Butler From 5:52 PM  
Ali Mills CEO  
Peter Money MCDS

**15021.4 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.**

**15021.5 APPLICATIONS FOR LEAVE OF ABSENCE**

**15021.6 CONFIRMATION OF MINUTES**

That the Minutes for the Finance Committee Meeting of 16th December 2014 be confirmed as a true and correct record of the meeting.

**Moved: Cr King**

**Seconded: Peter Money**

**That the Minutes for the Finance Committee Meeting of 16th December 2014 be confirmed as a true and correct record of the meeting.**

**Carried: 4/0**

Cr Hirsch & Cr Smith entered the Meeting  
Cr Wass entered the Meeting

**15022 FINANCE & ADMINISTRATION**

**15022.1 FINANCIAL STATEMENTS – DECEMBER 2014**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0081</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>17<sup>TH</sup> FEBRAURY 2015</b>
<b>ATTACHMENTS:</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

This item recommends the Council accepts the Financial Activity Statement for the period ending 31<sup>st</sup> December 2014.

**Background**

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

**Details**

Presented is the Financial Activity Statement Report for the period ending 31<sup>st</sup> December 2014.

The following statements are presented to Council:

- Monthly Summary Information - Charts
- Statement of Financial Activity (Program and Nature& Type) - 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))
- Statement of Capital Acquisitions and Capital Funding
- 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. - Explanation of Material Variances
  - Note 3. – Net Current Funding Position
  - Note 4. – Cash & Investments
  - Note 5. – Budget Amendments
  - Note 6. – Receivables
  - Note 7. – Cash Back Reserves
  - Note 8. – Capital Disposals
  - Note 9. – Rating Information
  - Note 10. – Information on Borrowings

- 
- Note 11. – Grant and Contributions
  - Note 12.- Trust Fund
  - Note 13.- Details of Capital Acquisition

**Legal Compliance**

Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996 states –

- (1) 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 –
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) budget estimates to the end of the month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing –
  - (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;
  - (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.
- (3) The information in a statement of financial activity may be shown –
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation 34 (2), are to be –
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) 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 –

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –

- 
- a. is incurred in a financial year before the adoption of the annual budget by the local government; or
  - b. is authorised in advance by resolution\*; or
  - c. 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 MCDS,FO, & MIS.

**Comment**

The statements are prepared in accordance with the Regulations and in the generally accepted format.

**Voting Requirements – Simple Majority**

<b>Officers and Committees Recommendation – Item 15022.1</b>
--

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31 <sup>st</sup> December 2014.
--

<b>Officers and Committees Recommendation – Item 15022.1</b>
--

**Moved: Cr King**

**Seconded: Cr Smith**

**That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31<sup>st</sup> December 2014.**

**Carried: 6/0**

Cr Butler entered the Meeting

**15022.2 ACCOUNTS FOR PAYMENT – DECEMBER 2014**

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>1306P</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>17<sup>TH</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>ACCOUNTS FOR PAYMENT</b>

**Executive Summary**

This item recommends that the Council confirms the payment of accounts for December 2014 as shown on the attached schedule.

**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**

FO

**Comment**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

**Voting Requirements – Simple Majority**

<b>Officer and Committees Recommendation – Item 15022.2</b>	
That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for the month ending <b>31<sup>st</sup> December 2014</b> as attached to and forming part of this report.	
<b>Municipal Account</b>	
EFT	\$853,419.37
Direct Debits	\$51,173.11
Cheques	\$90,868.77
Corporate MasterCard	\$1,911.22
Bank Fees	\$1,160.7
<b>Total</b>	<b>\$998,533.17</b>

Trust Account - Shire	
EFT	\$250.00
Cheques	
Bank Fees	
<b>Total</b>	<b>\$250.00</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

*Totaling \$998,783.17 from Municipal and Trust Accounts for the month ending 31<sup>st</sup> December 2014.*

**Officer and Committees Recommendation – Item 15022.2**

Moved: Cr Hirsch

Seconded: Cr Wass

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<sup>st</sup> December 2014 as attached to and forming part of this report.

Carried: 6/0



<b>15022.3 FINANCIAL STATEMENTS – JANUARY 2015</b>
--

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>ADM 0081</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>PETER MONEY - MCDS</b>
<b>REPORT DATE:</b>	<b>17<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>MONTHLY FINANCIAL REPORT</b>

**Executive Summary**

This item recommends the Council accepts the Financial Activity Statement for the period ending 31<sup>st</sup> January 2015.

**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 31<sup>st</sup> January 2015.

The following statements are presented to Council:

- Monthly Summary Information - Charts
- Statement of Financial Activity (Program and Nature& Type) - 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))
- Statement of Capital Acquisitions and Capital Funding
- 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. - Explanation of Material Variances
  - Note 3. – Net Current Funding Position
  - Note 4. – Cash & Investments
  - Note 5. – Budget Amendments
  - Note 6. – Receivables
  - Note 7. – Cash Back Reserves
  - Note 8. – Capital Disposals
  - Note 9. – Rating Information
  - Note 10. – Information on Borrowings
  - Note 11. – Grant and Contributions
  - Note 12.- Trust Fund
  - Note 13.- Details of Capital Acquisition

**Legal Compliance**

Regulation 34 (Financial activity statement report) of the Local Government (Financial Management) Regulations 1996 states –

- (1) 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 –
  - (a) Annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1) (b) or (c);
  - (b) budget estimates to the end of the month to which the statement relates;
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and
  - (e) the net current assets at the end of the month to which the statement relates.
- (2) Each statement of financial activity is to be accompanied by documents containing –
  - (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;
  - (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.
- (3) The information in a statement of financial activity may be shown –
  - (a) according to nature and type classification; or
  - (b) by program; or
  - (c) by business unit
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be –
  - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and
  - (b) recorded in the minutes of the meeting at which it is presented.
- (5) 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 –

- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure –
  - a. is incurred in a financial year before the adoption of the annual budget by the local government; or
  - b. is authorised in advance by resolution\*; or

---

c. 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 MCDS, FO, & MIS.

**Comment**

The statements are prepared in accordance with Regulations and in a generally accepted format.

**Voting Requirements – Simple Majority**

<b>Officers and Committees Recommendation – Item 15022.3</b>
--

That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31 <sup>st</sup> January 2015.
---

<b>Officers and Committees Recommendation – Item 15022.3</b>
--

**Moved: Cr Wass**

**Seconded: Cr Hirsch**

**That Council, pursuant to Regulation 34 of the Local Government (Financial Management) Regulations 1996, accepts the Financial Activity Statement Report for the period ending 31<sup>st</sup> January 2015.**

**Carried: 6/0**

<b>15022.4</b>	<b>ACCOUNTS FOR PAYMENT – JANUARY 2015</b>
----------------	--

<b>APPLICANT:</b>	<b>SHIRE OF PERENJORI</b>
<b>FILE:</b>	<b>1306P</b>
<b>DISCLOSURE OF INTEREST:</b>	<b>NIL</b>
<b>AUTHOR:</b>	<b>DAVID FONG – SFO</b>
<b>RESPONSIBLE OFFICER:</b>	<b>ALI MILLS - CEO</b>
<b>REPORT DATE:</b>	<b>17<sup>th</sup> FEBRUARY 2015</b>
<b>ATTACHMENTS:</b>	<b>ACCOUNTS FOR PAYMENT</b>

**Executive Summary**

This item recommends that the Council confirms the payment of accounts for January 2015 as shown on the attached schedule.

**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**

FO

**Comment**

All accounts paid have been duly incurred and authorised for payment as per approved purchasing and payment procedures.

**Voting Requirements – Simple Majority**

<b>Officer and Committees Recommendation – Item 15022.4</b>	
<b>That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 31<sup>st</sup> January 2015 as attached to and forming part of this report.</b>	
<b>Municipal Account</b>	
EFT	\$ 429,707.58
Direct Debits	\$45,927.71
Cheques	\$12,935.85
Corporate MasterCard	\$2,548.35
Bank Fees	\$199.59
<b>Total</b>	<b>\$491,319.08</b>

Trust Account - Shire	
EFT	\$ 1,260.00
Cheques	\$12,411.20
Bank Fees	\$0
<b>Total</b>	<b>\$13,671.20</b>

Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$0
Cheques	\$0
Bank Fees	\$0
<b>Total</b>	<b>\$0</b>

*Totaling \$504,990.28 from Municipal and Trust Accounts for the month ending 31<sup>st</sup> January 2015.*

**Officer and Committees Recommendation – Item 15022.4**

Moved: Cr Smith

Seconded: Cr Hirsch

That Council, pursuant to Regulation 13 of the Local Government (Financial Management) Regulations 1996 (as amended), confirms the accounts paid for 31<sup>st</sup> January 2015 as attached to and forming part of this report.

Carried: 6/0

Item 15022.5 was not discussed as an Item in this Meeting and the Item was deferred to the Ordinary Meeting of 19<sup>th</sup> February 2015.

15022.5	BUDGET REVIEW
APPLICANT:	SHIRE OF PERENJORI
FILE:	ADM0039
DISCLOSURE OF INTEREST:	NIL
AUTHOR:	ALI MILLS – CEO & PETER MONEY -MCDS
RESPONSIBLE OFFICER:	PETER MONEY - MCDS
REPORT DATE:	17 <sup>TH</sup> FEBRUARY 2015
ATTACHMENTS:	FINANCIAL DOCUMENT

**Executive Summary**

Each Local Government is required to conduct a budget review between 1 January and 31 March each financial year. A budget review is a detailed comparison of the year to date actual results with the adopted budget.

**Background**

The review has been carried out by senior staff responsible for their own budgets. The review has required a thorough investigation of all areas over several meetings to ensure expenditure and income stated will be as accurate as possible.

Local Government Financial Management regulation 33A requires the Council to consider the review for the period from July to December of that financial year. The regulation also requires the Council to consider the local governments financial position, consider the options presented and decide whether or not to adopt the review as presented, any part of the review or any recommendations made in the review, and consider the outcomes that are forecast in the budget

The Shire is required to provide the budget review to the Department of Local Government within 30 days after Council has made its determinations.

The review provides the details of anticipated changes in income and expenditures and these changes are identified below.

In some instances the changes are minor and a verbal explanation is provided. More significant changes to income or expenditures are provided in the attachments.

**The following table provides a summary of the changes:**

Item	Account No	Proposed Change to Budget	Details
1	04007 Council Ipad costs	+ \$6,000	This is to allow for the purchase and preparation of new iPads
2	04017	+ \$7,000	For Aus Day, Anzac Day, Street Party, Seniors and Volunteers
3	04099 Administration Allocated	Nil as yet, note: this will not affect	We are to carry out an exercise to determine the administration time allocated to different areas of operation. This is to satisfy audit and ensure future

		the bottom line	allocations are correct.
3	New Account in Governance area - Consultant	+ \$8,000	The Ward Review requires substantial officer time which we cannot accommodate without deferring other essential tasks. A quote was received from a former CEO to acquire the details and provide the new boundary details.
4	04214 Computer Equip maint	+ \$5000	One additional PC and two PC'S required replacement – unbudgeted. This is counteracted by reduced photocopier costs from the acquisition of the new copier.
5 6	04238 Consultants	+ \$8,000	Particularly for finance support with the loss of the SFO and allowing time for the new SFO. Will be used for budget review and in the early stages of preparation of the new budget.
7	07250 Medical Centre Building	- \$15,000	Medical centre proposed building works – not essential and time will not permit the work to proceed.
8	04245 Software Licensing	+ \$4,000	Purchase of Electronic P/O software
9	05106 FESA Grant Capital	+\$25,000	Project not approved by DFES, offset with no expenditure
10	05107 Grant – Mount Gibson	+\$10,000	As above
11	05150 Latham Fire/Amb Shed	-\$50,000	As above
12	New account	+ \$2,000	Purchase of a new fogging machine – funder from reduced Mosquito Control expenditure
13	08425 PECC Lotterywest Grant	- \$30,000	Reduced budgeted income, unexpected, \$300,000 originally budgeted however \$270,000 approved ex gst
14	08633 Childcare expenses	+ \$42,000	Increase in budgeted expenses – refer also to increased income of \$10,000, to allow for operations from mid March
15	09291 General House Cleaning Exp	- \$15,000	Reduced expenditure – houses occupied and less cleaning required
16	09292 General House Maint	+ \$30,000	House maintenance budget increased due to unexpected increase in maintenance. Partially offset by an expected \$20,000 refund through an insurance claim
17		No effect	It is proposed in 2015/2016 to move the building officers wages out of the works area into a separate



			account. This allows more control over building costs and the employees are not affected by the overheads of the works area.
18	09284 Housing Project	+ \$80,000	Nordic Homes – spreadsheet also provided. Costs for this project were incorrectly allocated to the Housing Capital Account; a value of \$99,821. We also have \$40,916 not yet claimed by Nordic including a 10% retention. It is expected we will receive some refund for repair work done by our staff. The increases in costs were due to: <ul style="list-style-type: none"> <li>• Extensive earth moving and fill work required to the lot before and after units placed</li> <li>• Increased costs in concreting not expected</li> </ul>
19	09286 Capital General Housing	- \$110,000	The budgeted works will not be carried out this year – possibly expectations were too high. Suggest a transfer of funds to Nordic Homes Capital and a sum to allow for the purchase of artificial turf. Remainder transferred to maintenance which has had higher than expected costs. See spreadsheet
20	10202 Town Planning and Other	-\$20,000	No progress in this area as yet, for new subdivision, focus has been on existing vacant lots
21	10001 Refuse site Maint	+ \$15,000	More than expected works required at the rubbish tip to comply with conditions of the licence
22		+ \$3,000	New budget to cover costs of a designer to prepare concept drawings for the pavilion (see also caravan park)
23	10410 CDO Salaries	-\$25,000	Gap in recruitment from previous to present, reduction in overall agreed annual salary amount
24	10412 CDO Project Expenses	+\$40,000	New project Anzac Centenary, offset by \$15,000 income
25	11822 Blues for the Bush	+ \$58,392	Higher than budgeted costs for the Blues for the Bush, partially offset below
26	11823 Blues for the Bush Event Income	- \$22,314	Sharing of the over expenditure from Bush Heritage
27	11053 Perenjori Town Hall	- \$10,000	The proposed work cannot be accommodated this financial year
28	11200 Swimm Pool Managers Salary	-\$10,000	Not a full year of wages due to position commencing August
29	13112	- \$11,000	This work cannot be completed this year due to the

	Remove Pond		time for preparation for septic plans for the caravan park. The Dept of Health will require full plans before giving approval for leach drain installation
30	New account	+ \$3,000	Costs for the development plans for the caravan park from external designer
31	13191 Capital - Fencing	- \$14,000	The caravan park fencing cost was less than expected. Proposed to use this excess to fund the driveways at the John Street houses (Nordic)
32	13603 Standpipes Maint	+ \$15,000	Proposal to install a card system to capture water use and issue invoices.
33	14000 Private Works Expense	+\$80,000	Increased demand for maintenance
34	14102 Private Works Other	-\$20,000	Increase in work and income, Mount Gibson
35	14103 Plant Hire Charges	-\$60,000	Increase in work and use of plant, Mount Gibson
36	14207 Long Service Leave Expense	+ \$16,000	Audit has identified a shortfall in the Leave Reserve – the current Reserve has \$57,000 which does not adequately cover the potential costs to the Shire.
37	14400 Fuels and Oils	+ \$30,000	Shortfall in budgeted expenditure – due to more than expected road works and maint required on plant
38		No effect	Payments under workers compensation to be refunded to the Shire
39		New account	Proposed new account for 2015/2016 to allocate wages paid to employees on emergency / community services – fire fighting ambulance calls

It is expected there will be some surplus funds with the new brought forward figure. Council may wish to consider the need for further housing development for seniors and staff and build the housing reserve funds for potential future projects.

The other projects which have been identified as priorities within Councils Community and Corporate Business Plans include the Town revitalisation and the rejuvenation of the Perenjori Recreation Centre/Pavilion.

#### **Statutory Environment**

Local Government (Financial Management) Regulations 1996, regulation 33A

#### **Policy Implications**

Nil

---

**Financial Implications**

This review fine tunes the budget for the remainder of the year, taking into consideration changed circumstances that were not evident when the budget was adopted

**Strategic Implications**

Area 5: Investing in Councils Capacity – Our Leadership

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

**Consultation**

The budget review has the input of all senior staff, and is reflective of discussions held with Council regarding this situation. Most of the changes in circumstances have been highlighted in various Council meetings and other changes are predicted using the best knowledge available.

**Comment**

Annual budgets are by nature predictions of what will happen during the term of the budget. Though budgets are carefully prepared unexpected circumstances and external influences result in the need to review the proposed activities for the remainder of the financial year. The process for this review has been thorough and the expected changes are suggested from careful analysis of each circumstance

**Voting Requirements – Absolute Majority**

<b>Officers and Committees Recommendation – Item 15022.5</b>
--

<b>That in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 Council:</b>
--

- |   |
|---|
| <ol style="list-style-type: none"><li><b>1. Adopts the statutory budget review for the financial year of 2014/2015.</b></li><li><b>2. That a copy of the budget review be provided to the Department of Local Government within 30 days of Council adoption</b></li></ol> |
|---|

<b>Officers and Committees Recommendation – Item 15022.5</b>
--

**Moved:**

**Seconded:**

**That in accordance with Regulation 33A of the Local Government (Financial Management) Regulations 1996 Council:**

- 1. Adopts the statutory budget review for the financial year of 2014/2015.**
- 2. That a copy of the budget review be provided to the Department of Local Government within 30 days of Council adoption**

**Carried Absolute Majority:**

**15023 GENERAL BUSINESS**

**15023.1 MOTIONS OF WHICH DUE NOTICE HAVE BEEN GIVEN**

**15023.2 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

**15023.3 URGENT BUSINESS APPROVED BY THE PERSON PRESIDING OR BY  
DECISION**

**15023.4 MATTERS BEHIND CLOSED DOORS**

**15023.5 DATE OF NEXT MEETING / MEETINGS**

The next Finance Committee Meeting is to be held Tuesday 17<sup>th</sup> March 2015

**15023.6 CLOSURE**

Cr King closed the meeting at 6:09 PM

*I certify that this copy of the Minutes is a true and correct record of  
the meeting held on 17<sup>th</sup> February 2015.*

*Signed:* \_\_\_\_\_  
*Presiding Elected Member*

*Date:* \_\_\_\_\_