



Perenjori
Embrace Opportunity

MINUTES

of the

ORDINARY MEETING Perenjori Shire Council

held on

Thursday, 19 September 2019
Commencing at 5.30 pm

at the

**Shire of Perenjori Council Chambers, 56 Fowler Street
Perenjori WA**

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NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Council Member

The next Ordinary Meeting of the Shire of Perenjori will be held on Thursday 17 October 2019 in the Shire of Perenjori Council Chambers, 56 Fowler Street, PERENJORI WA 6620 - commencing at 5:30 pm.

MR MARK CHESTER
Acting Chief Executive Officer

Date: 24 September 2019

Note: If interested persons would like to make comment on any items in this agenda, please email ea@perenjori.wa.gov.au or hand deliver written comment to the Shire of Perenjori – Po Box 22 / 56 Fowler Street PERENJORI WA 6620. To be included in the meeting, comments are to be delivered no later than 48 hours prior to the meeting.

The Chief Executive Officer will use his discretion as to whether the written comments are relevant and applicable to the meeting before approving their inclusion in the meeting.

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COUNCIL ROLE

Advocacy	When Council advocates on its own behalf or on behalf of its community to another level of government / body /agency.
Executive/Strategic	The substantial direction setting and oversight role of the Council e.g. Adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.
Legislative	Includes adopting local laws, town planning schemes and policies.
Review	When Council reviews decisions made by Officers.
Quasi-Judicial	When Council determines an application/matter that directly affects a person's rights and interests. The Judicial character arises from the obligations to abide by the principles of natural justice.

Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g.: under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.

DISCLAIMER

"Any statement, comment or decision made at a Council or Committee meeting regarding any application for an approval, consent or licence, including a resolution of approval, is not effective as an approval of any application and must not be relied upon as such.

Any person or entity that has an application before the Shire must obtain, and should only rely on, written notice of the Shire's decision and any conditions attaching to the decision and cannot treat as an approval anything said or done at a Council or Committee meeting.

Any advice provided by an employee of the Shire on the operation of a written law, or the performance of a function by the Shire, is provided in the capacity of an employee, and to the best of that person's knowledge and ability. It does not constitute, and should not be relied upon, as a legal advice or representation by the Shire. Any advice on a matter of law, or anything sought to be relied upon as a representation by the Shire should be sought in writing and should make clear the purpose of the request."

Shire of Perenjori

Minutes of the Shire of Perenjori Ordinary Meeting of Council held on Thursday 19 September 2019, in the Shire of Perenjori Council Chambers, 56 Fowler Street, Perenjori WA 6620.

1 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Commissioner Hon. Paul Omodei declared the Ordinary Meeting open at 5.30 pm and welcomed those in attendance.

2 OPENING PRAYER

The Commissioner Hon. Paul Omodei read the opening prayer.

3 DISCLAIMER READING

As printed.

4 RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE PREVIOUSLY APPROVED

4.1 Attendance:

MEMBERS	Commissioner Hon. Paul Omodei
STAFF	Mark Chester Acting Chief Executive Officer (ACEO) Karen Malloch – Executive Assistant (EA) Emily Eakins – Community Development Officer (CDO)
DISTINGUISHED VISITORS	Nil
MEMBERS OF THE PUBLIC	Nine
LEAVE OF ABSENCE	Nil
APOLOGIES	Nil

5 PUBLIC QUESTION TIME

5.1 Response to Questions Taken on Notice:

Nil

5.2 Questions Without Notice:

Nil

6 APPLICATIONS FOR LEAVE OF ABSENCE

6.1 Application/s for Leave of Absence:

Nil

7 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

7.1 Ordinary Meeting held on 29 August 2019

COUNCIL DECISION

THAT the Minutes of the Ordinary Meeting of Council held on 29 August 2019, be confirmed as true and correct subject to no corrections.

Moved: Commissioner

Motion put and carried 1/0

8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

The Commissioner informed the public present at the meeting that the advertisement for the position of a new CEO would be published in the West Australian Newspaper, on Saturday 21 September 2019, and run for three weeks.

The Commissioner and the Acting CEO conducted interviews with three candidates for the Deputy CEO role on Wednesday 18 September and Thursday 19 September 2019.

The Commissioner also explained that negotiations continue on the Ivan Wells compensation case, and discussions with two mining companies regarding the use of the Wanarra and Rothsay Roads are proceeding.

The Commissioner announced that he will be passing the Shire's Annual Budget at this meeting and he is keeping the Minister for Local Government informed of progress in the Shire, with his report to be forwarded to the Minister at the end of September.

9 PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

10 ANNOUNCEMENTS OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Nil

11 DECLARATION OF INTEREST

"Members should fill in Disclosure of Interest forms for items in which they have a financial, proximity or impartiality interest and forward these to the Presiding Member before the meeting commences."

Nil

12 FINANCE

12.1 Draft Budget 2019/2020 for Adoption.

Applicant:	Shire of Perenjori
File:	ADM0339
Disclosure of Interest:	Nil
Author:	Mark Chester - Acting CEO Emily Sutherland - Acting MCDS Ken Markham - Manager Infrastructure Services Deb Barndon - Senior Finance Officer
Responsible Officer:	Mark Chester - Acting CEO
Attachments:	Draft Budget

Executive Summary:

Council is asked to consider the draft budget for the 2019/20 financial year.

Background:

The budget has been developed by the administration to reflect decisions taken by Council, our strategic priorities and ensuring the efficient and effective management of the community's assets.

Surplus:

The 2019/20 Surplus is estimated to be \$170,679, this is calculated as follows:

Current Assets	
Unrestricted cash	\$231,583
Restricted Cash	\$3,099,053
Receivables	\$186,847
Inventory	\$52,081
Total	\$3,569,564
Current Liabilities	
Payables + Provisions	\$379,247
Net Current Assets	\$3,190,317
Less Restricted Cash	\$3,099,053
Add Leave not required to be Funded	\$61,692
Current Loan Liability	\$17,723
Estimated Surplus/(Deficiency C/Fwd	\$170,679
Rates Revenue	\$2,962,322

In accordance with the requirements of the Local Government Act 1995 the Shire advertised its proposed Differential Rates for 2019/20.

Council endorsed at the General Meeting held on the 18th April 2019 a 2.8% increase in the differential rates. Since then, the budget has been drafted with a lower increase at 2%, which has received Ministerial approval, and the rates for 2019/20 will be as follows:

Differential General Rates	Rate in \$	Minimum Rates	Levy
UV General (Rural)	1.9000	UV General (Rural)	349.00
UV Mining	34.2550	UV Mining	349.00
GRV General (Townsites)	8.2712	GRV General (Townsites)	349.00
GRV Mining	8.2712	GRV Mining	349.00
UV Exploration Mining	25.5000	UV Exploration Mining	349.00

The Differential Rates with an increase in rate revenue of 2% was granted by Ministerial approval on Tuesday 11th September 2019.

Projected Rate Income:

Category	2018/19 - Actual income	2019/20 - Projected Income
UV General (Rural)	\$1,838,158.00	\$1,875,115.70
UV (Rural) - Minimum	\$3420.00	\$3,490.00
UV Mining	\$651,992.00	\$665,009.80
UV Mining - Minimum	\$1,368.00	\$1,745.00
GRV General (Townsites)	\$101,528.00	\$107,624.55
GRV General (Townsites) - Minimum	\$11,970.00	\$12,564.00
GRV Mining	\$254,947.00	\$260,046.53
GRV Mining - Minimum	\$342.00	\$349.00
UV Exploration Mining	\$19,214.00	\$30,444.20
UV Exploration Mining - Minimum	\$5,472.00	\$5,933.00
Total (Before Discount)	\$2,888,411.00	\$2,962,321.78

Rates Discounts:

A 10% discount is offered to all rate payers who pay their rates in a lump sum by the first instalment date.

Rates Overdue Interest:

Previously Council delayed the raising of overdue interest on current charges until the 1 February. To comply with legislation and industry standards this interest will now be raised from the date that the charges have become overdue. In the case of current charges, the due date for the 2019/2020 financial year will be 30 October 2019.

Interest at the rate of 11% per annum, charged on the daily balance, will be raised on all overdue amounts.

Financial Assistance Grants (FAGS) – General Purpose:

FAGS grants are Federal Grants to Local Government delivered via a State based Local Government Grants Commission. Funding is distributed in two components, the first of which is General Purpose funding. General Purpose funding which is delivered by a complex series of calculations based around “horizontal equalisation” to ensure that small local governments retain the capacity to deliver services.

FAGS Grant	2016-17	2017-18	2018-19	2019-20
	\$1,049,870	\$1,049,870	\$1,058,885	\$1,200,000

Financial Assistance Grants (FAGS) – Untied Road Grant:

Untied Road Grants are provided based on the asset preservation model. The information provided by Local Governments to Main Roads through the Roman’s Road Database is collated by the Grants

Commission. The funding is required to maintain that asset base is calculated to ensure Local Governments receive a share based on their proportion of the asset base.

Untied Road Grant	2016-17	2017-18	2018-19	2019-20
	\$801,234	\$797,582	\$871,517	\$915,000

CAPITAL PROJECTS 2019/2020:

Roads Program:

The roads program for 19/20 has been developed at \$2,856,135 and includes:

- Direct Grant of \$203,574
- Regional Road Group funding of \$446,595
- Roads to Recovery funding of \$534,940
- Black Spot \$116,873
- Council funds of \$639,153
- Grants Commission – Untied Road Grant \$915,000

Plant Replacement Program:

Plant replacement is in accordance with the 10-year plan and includes:

PLANT	YEAR	COST	EXPECTED TRADE
1PJ	2018	\$43,000	\$27,000
2PJ	2016	\$36,000	\$16,000
04PJ	2016	\$38,000	\$18,000
1500PJ	2016	\$43,000	\$20,000
PJ1577	2011	\$280,000	\$60,000
PJ1565	2011	\$78,000	\$18,000
PJ1568	2016	\$23,000	\$ 9,000
PJ1579	2015	\$26,000	\$10,500
PJ4708	2015	\$23,000	\$ 9,000

Debentures:

There are no new roads proposed for 2019/2020.

The proposed loan for the Caron Dam of \$200,000 for 2018/19 did not proceed. Officers have recommended that there be a review of the Caron Dam proposal.

Operational Expenses:

Overall operational costs have been kept the same as last year or less than with improvements in practices and purchasing efficiencies are paying off.

Staffing:

There have been no changes to staffing numbers with an estimated increase of 2% across staffing positions to cover for agreed increases annually in the EBA conditional to satisfactory performance (account: 14800).

Capacity has been built into the Budget to employ casual/contract staff/services to meet statutory compliance obligations across administration, governance and records.

Elected Members Fees and Allowances:

The Salary and Allowances Tribunal released the review on the 9th April 2019. This shows a minor increase over 2018.

The following is an extract of the Salaries and Allowances Tribunals determination (<https://www.sat.wa.gov.au/LocalGovernmentCEOsandElectedMembers/Pages/Local-Govt-CEO-and-Elected-Members-Determination-with-effect-from-1-July-2019.aspx>)

6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING

(1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

Table 4: Council meeting fees per meeting – local governments.

For a council member other than the mayor or president			For a council member who holds the office of mayor or president	
Band	Minimum	Maximum	Minimum	Maximum
1	\$615	\$793	\$615	\$1,189
2	\$373	\$582	\$373	\$780
3	\$193	\$410	\$193	\$634
4	\$91	\$238	\$91	\$490

Table 5: Council meeting fees per meeting – regional local governments.

For a council member other than the chair			For a council member who holds the office of chair	
All regional local governments	Minimum	Maximum	Minimum	Maximum
	\$91	\$238	\$91	\$490

6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

(1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
 (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
 (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments.

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$308	\$396
2	\$186	\$291
3	\$97	\$205
4	\$46	\$119

Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments.

For a council member (including the chair)		
All regional local governments	Minimum	Maximum
	\$46	\$119

7.2 ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT OR CHAIR

- (1) The ranges of allowances in Table 10 apply where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act.
- (2) The range of allowances in Table 11 apply where a regional local government sets the amount of the annual local government allowance to which a chair is entitled under section 5.98(5) of the LG Act.
- (3) Despite the provisions of subsection (1), the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$61,509 to \$137,268.

Table 10: Annual allowance for a mayor or president of a local government.

For a mayor or president		
Band	Minimum	Maximum
1	\$51,258	\$89,753
2	\$15,377	\$63,354
3	\$1,025	\$36,957
4	\$513	\$20,063

Table 11: Annual allowance for a chair of a regional local government.

For a chair		
All regional local governments	Minimum	Maximum
	\$513	\$20,063

The adopted Meeting Fees and Allowances for 2018/19 and the proposed for 2019/20 are shown in the following tables:

1) Council Meeting Attendance Fees – Per Meeting:

RECIPIENT	Previous	Proposed
President	\$400	\$410
Councillor (other than President)	\$200	\$210

2) Committee Meeting and Prescribed Meeting Attendance Fees – Per Meeting:

RECIPIENT	Previous	Proposed
Council member including President	\$118	\$120

3) Annual Allowance for a President:

Note: Due to the appointment of the Commissioner by the Minister for Local Government, the Commissioner fees and allowances have been identified separately in the Budget. The total cost being \$139,618. The Commissioners' appointment is until May 2020 when a new Council will be elected.

RECIPIENT	Previous	Proposed
President	\$19,864	\$20,063

4) Annual Allowance for a Deputy President.

RECIPIENT	Current
Deputy President	25 per cent of President Rate.

5) Expenses to be Reimbursed:

Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances of *Schedule F* of the Public Service Award 1992 issued by the Western Australian Industrial Relations Commission as at the date of this determination.

Legal Compliance:

Local Government Act 1995 S6.2 sets out the requirement for an annual budget as follows:

Note: The Member for Local Government approved an extension to the 30 September 2019 for the Budget to be adopted.

6.2. Local government to prepare annual budget

- (1) *During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*
** Absolute majority required.*
- (2) *In the preparation of the annual budget the local government is to have regard to the contents of the Community Strategic Plan made in accordance with section 5.56 and to prepare a detailed estimate for the current year of —*
 - (a) *the expenditure by the local government;*
 - (b) *the revenue and income, independent of general rates, of the local government; and*
 - (c) *the amount required to make up the deficiency, if any, shown by comparing the estimated expenditure with the estimated revenue and income.*
- (3) *For the purposes of subsections (2)(a) and (b) all expenditure, revenue and income of the local government is to be taken into account unless otherwise prescribed.*
- (4) *The annual budget is to incorporate —*
 - (a) *particulars of the estimated expenditure proposed to be incurred by the local government;*
 - (b) *detailed information relating to the rates and service charges which will apply to land within the district including —*
 - (i) *the amount it is estimated will be yielded by the general rate; and*
 - (ii) *the rate of interest (if any) to be charged by the local government on unpaid rates and service charges;*
 - (c) *the fees and charges proposed to be imposed by the local government;*
 - (d) *the particulars of borrowings and other financial accommodation proposed to be entered into by the local government;*
 - (e) *details of the amounts to be set aside in, or used from, reserve accounts and of the purpose for which they are to be set aside or used;*
 - (f) *particulars of proposed land transactions and trading undertakings (as those terms are defined in and for the purpose of section 3.59) of the local government; and*
 - (g) *such other matters as are prescribed.*
- (5) *Regulations may provide for —*
 - (a) *the form of the annual budget;*
 - (b) *the contents of the annual budget; and*
 - (c) *the information to be contained in or to accompany the annual budget.*

Policy Implications:

Nil

Budget Implications:

Specific financial implications are as outlined in the detail section of this report and as itemised in the draft 2019/2020 budget attached for adoption for the Future and Strategic planning documents adopted by Council.

Strategic Community Plan:

The draft 2019/20 budget has been developed based on the Draft Community Strategic Plan documents.

Consultation:

Consultations conducted for the review of the Community Strategic Plan have been used in the formation of the budget.

Precedents:

Officer Comment:

Efforts from all staff have assisted with getting the budget to a balanced point which required a great deal of communication and consultation from all.

The following report highlights capital and new items that have been included in the 2019/20 Annual Budget.

Governance – Members:

President's Allowance Expense and Members Travelling Expenses:

The expenses relating to the Commissioner are accounted for in a separate line item in the budget , account 1040090 totalling \$139,618 this includes the allowance, travel and meal costs.

A reduced amount compared to 2018/19 is included for the Shire President, Member Allowances and travel costs as the new Council will be elected in May 2020.

Standards Panel Expense:

This is a new account, an allocation of \$5,000 has been made to cover the cost to the Shire for the Standards Panel dealing with complaints. The costs are not related to legal expenses that are incurred by the Shire in dealing with legal matters. The Standards Panel costs relate to the actual cost for the Department of Local Government's Standards Panel dealing with complaints that have been made against elected members. These costs are passed on to the relevant local government.

Administration General – Capital Expenses:

Strategic Community Plan:

Strategic Theme 3: People & Place;

Administration Building \$35,000;

This allocation is to fund the painting of the outside of the administration/town hall building.

Law Order and Public Safety:

Fire Prevention – Capital Expenses;

Perenjori Fire Brigade Building \$40,000;

This allocation is for an extension and fit out to the Fire Brigade Shed.

This is being funded by a DFES grant.

Other Housing:

Strategic Community Plan- Strategic Theme 3: People & Place:

House Maintenance Cost \$170,000:

The upgrade and improvements are for the following houses -

Lot 137 North Road - restumping;

Lot 60 Hesford - Install new kitchen;

Lot 60 Hesford - Install new kitchen;

Lot 136 Livingstone - Install new kitchen;

Lot 48 Russell – Install new kitchen;

Lot 73 Russell - Gutters, downpipes and carpet;

Lot 159 John – carpet;

Lot 160 John - replace rear deck, paint interior;
137 North road units - Install carports; and
Lot 354 Timmings - replace front deck.

Community Amenities:

Sanitation Household Refuse;
Operating Expenses – Transfer Station Improvements \$50,000.
This is to install fencing at Latham refuse site.

Other Community Amenities:

Strategic Theme 3: People & Place.
Community Functions Expense \$10,500:

These funds are to be used towards, but not limited to, the following events and functions on behalf of the community, ANZAC Day Commemoration, Australia Day Celebrations, Senior Citizens & Volunteers Recognition Dinner.

Area 4: Investing in Community Capacity – Civil Leadership.

Goal: Supporting Community's strong volunteering culture and supporting community leaders to grow and develop.

CDO Project Expense \$15,000:

These funds will be used to progress a number of community development projects and specific initiatives as included in the Community strategic Plan. These include the Aboriginal History Project and the Community development and Leadership Project.

Swimming Pool:

Capital Expenses - \$10,165

Capital purchases at the Aquatic Centre this year will include the purchase of a new pool cleaner.

Other Recreation and Sport:

Capital Expenses – Perenjori Pavilion Building \$100,000:

This allocation is to upgrade wet areas of pavilion including toilets, showers tiling per the Strategic Community Plan.

Transport:

Strategic Community Plan:

Strategic Theme 1 Infrastructure & Natural Assets;
Construction Streets Roads Bridges, Depots.

The budget expense for transport projects is \$1,880,937, including the following works:

- Lochada Road - Gravel 2 km;
- Perenjori Rothsay Road - Seal extension on;
- Maya East Road – Reseal;
- Koolanooka Road - Gravel 4 km;
- Griffith Road - Gravel 3 km;
- Wubin Mullewa Road Intersection - Asphalt Crossing/Loading;
- North Road - Gravel 2 km;
- Wubin Mullewa/ Oversby Road - Intersection Upgrade;
- Warriedar Coppermine Road - Gravel 2 km;
- Syson Road - Gravel approximately 5 km; and
- Perenjori Sports Club - Repair and seal carpark.

External funding includes:

Untied Road Grant - \$600,690;

Roads to Recovery funding - \$534,940;
Regional Road Group funding - \$446,595; and
Blackspot funding - \$24,474.

Council Funds - \$274,238.

Tourism and Area Promotion:

Area 2: Industry and Business Development – Our Economy. Goal: Fostering and maximising growth across the economy, seeking and embracing opportunities for satisfying and strengthening our economic base.

Area 4: Area 4: Investing in Community Capacity – Civic Leadership. Goal: Supporting community's strong volunteering culture and supporting community leaders to grow and develop.

Area Promotion Expense \$20,000

This funds tourism initiatives that promote Perenjori and the area. In 2019/20 the Community Development Officer will progress the 'Ghost Town' project which includes signage, maps and promotion of local ghost towns including Caron/Latham/Bunjil/Bowgada.

Other Economic Services:

Strategic Community Plan: Strategic Community Plan - Strategic Theme 1 – Infrastructure & Natural Resources.

Capital Expenses:

Caron Dam Roof Plan \$50,000.

Funds are allocated to review the proposed works for repairing or replacing the roof over the Caron Dam. Tenders/quotes will be requested per the Procurement Policy (4007) to develop tender specification and scope of works for roof replacement and a revised costing for the project. The Plan, once developed, will be referred to Council with a recommendation to call tenders for the works.

Economic Development:

Area 2: Industry and Business Development – Our Economy. Goal: Fostering and maximising growth across the economy, seeking and embracing opportunities for satisfying and strengthening our economic base.

Area 3: People and Place Our Community Goal: Demonstrating a high quality of life for all, offering relevant activities, facilities and services, to enable people to meet their needs and achieve their potential.

Regional Business Support Services \$30,000:

The strategic objectives and projects covered under this funding allocation include new industry ideas being identified and pursued, and the development of the population growth strategy.

These funds are allocated with the view to undertaking a feasibility study into the viability and options for re-opening the Perenjori Shop. This includes a grant from the Regional Economic Development Scheme of \$20,000, the nett cost to Council being \$10,000.

It is noted that this is a separate project to the expansion of the Perenjori Roadhouse Project.

Voting Requirements: **Absolute Majority**

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

12.1.1 PART A - Municipal Fund Budget for 2019/2020.

COUNCIL DECISION

THAT:

Pursuant to the provisions of section 6.2 of the Local Government Act 1995 and Part 3 of the Local Government (Financial Management) Regulations 1996, the Council adopt the Municipal Fund Budget as contained in Appendix 12.1 of this Agenda for the Shire of Perenjori for the 2019/2020 financial year which includes the following:

- Statement of Comprehensive Income by Nature and Type;
- Statement of Comprehensive Income by Program;
- Statement of Cash Flows;
- Rate Setting Statement;
- Notes to and Forming Part of the Budget;
- Budget Program Schedules; and
- Transfers to/from Reserve Accounts.

Moved: Commissioner

Motion put and carried 1/0

Voting Requirements - Absolute Majority

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

12.1.2 PART B - General and Minimum Rates, Instalment Payment Arrangements

COUNCIL DECISION

- 1) For the purpose of yielding the deficiency disclosed by the Municipal Fund Budget adopted at Part A above, Council pursuant to *sections 6.32, 6.33, 6.34 and 6.35 of the Local Government Act 1995* impose the following differential general rates and minimum payments on Gross Rental and Unimproved Values.

1.1 Differential General rates:

Differential General Rates	Rate in \$
UV General (Rural)	1.9000
UV Mining	34.2550
GRV General (Townsites)	8.2712
GRV Mining	8.2712
UV Exploration Mining	25.5000

1.2 Minimum Rates:

Minimum Rates	Minimum Levy
UV General (Rural)	349.00
UV Mining	349.00
GRV General (Townsites)	349.00

GRV Mining	349.00
UV Exploration Mining	349.00

- 2) Pursuant to sections 6.45 and 6.50 of the *Local Government Act 1995* and regulation 64(2)(3) of the *Local Government (Financial Management) Regulations 1996*, Council nominates the following due dates for the payment in full by instalments:

Full Payment and First Instalment Due Date	Wednesday	30 October 2019
Second Instalment Due Date	Thursday	02 January 2020
Third Instalment Due Date	Tuesday	03 March 2020
Fourth Instalment Due Date	Monday	4 May 2020

- 3) Pursuant to section 6.46 of the *Local Government Act 1995*, the Council offers a discount of 10% to ratepayers who have paid their rates in full, including, waste and service charges and any arrears, on or before Wednesday 30 October 2019.
- 4) Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 67 of the *Local Government (Financial Management) Regulations 1996*, Council adopts an instalment administration charge where the owner has elected to pay rates (and service charges) through an instalment option of \$10 for each instalment after the initial instalment is paid, and the Schedule of Fees and Charges be updated to include the fee.
- 5) Pursuant to section 6.45 of the *Local Government Act 1995* and regulation 68 of the *Local Government (Financial Management) Regulations 1996*, the Council adopts an interest rate of 5.5% where the owner has elected to pay rates and service charges through an instalment option and the payments are overdue.
- 6) Pursuant to section 6.51(1) and subject to section 6.51(4) of the *Local Government Act 1995* and regulation 70 of the *Local Government (Financial Management) Regulations 1996*, the Council adopts an interest rate of 11% per annum, calculated daily by simple interest, will accrue on all rates and charges that remain unpaid after they are due and payable.
- 7) Pursuant to section 6.56 of the *Local Government Act 1995*, the costs of proceedings to recover such charges that remains unpaid after becoming due and payable will be charged to the assessment.

Moved: Commissioner

Motion put and carried 1/0

Voting Requirements - Absolute Majority**Change to Officer Recommendation**

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

12.1.3 PART C - Elected Members' Fees and Allowances for 2019/2020.**COUNCIL DECISION**

- 1) Pursuant to *section 5.99 of the Local Government Act 1995 and regulation 34 of the Local Government (Administrations) Regulations 1996*, council adopts the following schedule of payments to elected members:
- 2) Council Meeting Attendance Fees – Per Meeting

RECIPIENT	Proposed
President	\$410
Councillor (other than President)	\$210

- 3) Committee Meeting and Prescribed Meeting Attendance Fees – Per Meeting

RECIPIENT	Proposed
Council member including President	\$120

- 4) Annual Allowance for a President

RECIPIENT	Proposed
President	\$20,063

- 5) Annual Allowance for a Deputy President

RECIPIENT	Current
Deputy President	\$5,015.

- 6) Expenses to be Reimbursed

Travel costs to be calculated at the same rate applicable to the reimbursement of travel costs in the same or similar circumstances of *Schedule F of the Public Service Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of this determination.

Legal Compliance:

Local Governments are required to adopt the annual budget by the 31 August each year. Due to staff changes and the timing of the appointment of the Commissioner and the Acting Chief Executive Officer, the Commissioner requested and received approval to delay the adoption of the budget to the 30 September 2019, (*Local Government Act 1995 s6.2*).

Moved: Commissioner

Motion put and carried 1/0

Voting Requirements - Absolute Majority

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

12.1.4 PART D - Material Variance Reporting for 2019/2020.

COUNCIL DECISION

In accordance with *regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality*, the level to be used in statements of financial activity in 2019 / 2020 for reporting material variances, shall be 10% or \$10,000, whichever is the greater.

Moved: Commissioner

Motion put and carried 1/0

12.2 Monthly Statement of Financial Activity for the Period Ended 31 August 2019.

Applicant: Shire of Perenjori
File: ADM0081
Disclosure of Interest: Nil
Author: Deb Barndon – Senior Finance Officer (SFO)
Responsible Officer: Emily Sutherland – A/Manager Corporate Development Services (A/MCDS).
Attachments:

- Monthly Statement of Financial Activity for August 2019.
- Information Schedule for August 2019.

Executive Summary:

This item recommends that Council acknowledge that the Financial Activity Statements for the period ending 31 August 2019.

Background:

Regulation 34 of the Local Government (Financial Management) Regulations 1996 requires local governments to prepare a Monthly Statement of Financial Activity.

Details:

Legal Compliance:

Policy Implications:

Budget Implications: Shown in the attached data

Strategic Community Plan:

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:

Precedents:

Officer Comment:

Voting Requirements: Simple Majority

Change to Officer Recommendation

No Change. OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

12.2.1 The Financial Activity Statements for the Period Ending 31 August 2019.

COUNCIL DECISION

THAT Council receive the Financial Activity Statement Reports for the period ending 31 August 2019.

Moved: Commissioner

Motion put and carried 1/0

12.3 Schedule of Paid Accounts as at 31 August 2019.

Applicant:	Shire of Perenjori
File:	ADM0082
Disclosure of Interest:	Nil
Author:	Deb Barndon – Senior Finance Officer (SFO)
Responsible Officer:	Mark Chester - Acting Chief Executive Officer.
Attachments:	Nil

Executive Summary:

Council is presented the list of payments made from the Municipal, Trust and Reserve Accounts under delegation since the last Ordinary Council Meeting.

Background:

Council delegates authority to the Chief Executive Officer annually:
To make payments from Trust, Reserve and Municipal Fund;
To purchase goods and services to a value of not more than \$200,000;

Legal Compliance:

Local Government Act 1995

S6.5. Accounts and records

Local Government (Financial Management) Regulations 1996

R11. Payments, procedures for making etc.

R12. Payments from municipal fund or trust fund, restrictions on making

(1) A payment may only be made from the municipal fund or the trust fund —
(a) if the local government has delegated to the CEO the exercise of its power to make payments from those funds — by the CEO; or

(b) otherwise, if the payment is authorised in advance by a resolution of the council.

(2) The council must not authorise a payment from those funds until a list prepared under regulation 13(2) containing details of the accounts to be paid has been presented to the council.

S13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —

(a) the payee's name; and

(b) the amount of the payment; and

(c) the date of the payment; and

(d) sufficient information to identify the transaction.

(2) A list of accounts for approval to be paid is to be prepared each month showing —

(a) for each account which requires council authorisation in that month —

(i) the payee's name; and

(ii) the amount of the payment; and

(iii) sufficient information to identify the transaction; and

(b) the date of the meeting of the council to which the list is to be presented.

(3) A list prepared under sub-regulation (1) or (2) is to be —

(a) presented to the council at the next ordinary meeting of the council after the list is prepared; and

(b) recorded in the minutes of that meeting.

Policy Implications:

Council Role:

Council Policy Compliance:

Payments are checked to ensure compliance with Council's Purchasing Policy Number 4007 – Procurement Policy.

Budget Implications:

All payments are made in accordance with the adopted annual budget.

Strategic Community Plan:

Strategy 1.3.2 of the Strategic Community Plan – Monitor and produce statutory budgetary and financial reporting requirements applicable to local government operations.

Consultation:

Risk Assessment:

Precedents:

Council endorses the Schedule of Paid Accounts at each Ordinary Council Meeting.

Officer Comment:

This is a schedule of 'paid accounts' - the accounts have been paid in accordance with Council's delegation.

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

Chq/EFT	Date	Name	Description	Amount
PETTY CASH	26/07/2019	SHIRE OF PERENJORI - CHQ	26/06/19 Morawa Roadhouse/Staff BBQ-16/07/19 School Holiday Program/Geraldton 26/07/19	284.00
21	08/08/2019	SHIRE OF PERENJORI - CHQ	TOTAL PAYMENTS	-284.00
7830115494	01/08/2019	ASHDOWN-INGRAM	Cable lugs, housing male, housing female, cable joiners, ring terminal insulated	751.82
EFT12344	08/08/2019	ASHDOWN-INGRAM	TOTAL PAYMENTS	-751.82
REIMBURSTMENT	08/08/2019	BREE AGLAND-GOLBY	Refund for groceries for PECC	44.88
EFT12345	08/08/2019	BREE AGLAND-GOLBY	TOTAL PAYMENTS	-44.88
300242	01/08/2019	DALWALLINU CONCRETE PTY LTD	Single barrel 900 mm precast concrete pipe headwall	2310.00
EFT12346	08/08/2019	DALWALLINU CONCRETE PTY LTD	TOTAL PAYMENTS	-2310.00
109415	05/08/2019	DIRECT COMMUNICATIONS PTY LTD	Service of two-way radio systems	4037.55
EFT12347	08/08/2019	DIRECT COMMUNICATIONS PTY LTD	TOTAL PAYMENTS	-4037.55
64809	01/08/2019	FRONTLINE FIRE & RESCUE	Pacific BR9WB helmet, mesh harness, 3 pt chin strap, clip on visor, white code 64921, Bush fire brigade helmet	2089.45
EFT12348	08/08/2019	FRONTLINE FIRE & RESCUE	TOTAL PAYMENTS	-2089.45
0000194048- D01	01/08/2019	GERALDTON INDEPENDENT BUILDING SUPPLIES	Pallet of rapid set concrete	549.78
EFT12349	08/08/2019	GERALDTON INDEPENDENT BUILDING SUPPLIES	TOTAL PAYMENTS	-549.78
00001738	01/08/2019	GERALDTON TROPHY CENTRE	Staff Name Badges	191.00
EFT12350	08/08/2019	GERALDTON TROPHY CENTRE	TOTAL PAYMENTS	-191.00
244548	01/08/2019	GH COUNTRY COURIER	Freight - 1 x envelope to Market Creations	26.79
EFT12351	08/08/2019	GH COUNTRY COURIER	TOTAL PAYMENTS	-26.79
114096	01/08/2019	HERRINGS COASTAL PLUMBING & GAS	Annual air gap testing of standpipe	121.00
114094	01/08/2019	HERRINGS COASTAL PLUMBING & GAS	Repair water leak at drink fountain near pavilion	146.32
114095	01/08/2019	HERRINGS COASTAL PLUMBING & GAS	Repair water leak near bay 9 at caravan park	290.42
EFT12352	08/08/2019	HERRINGS COASTAL PLUMBING & GAS	TOTAL PAYMENTS	-557.74
48646	01/08/2019	JMH MECHANICAL SERVICES	PJ1599 - bolts, nuts and washers	6.99
EFT12353	08/08/2019	JMH MECHANICAL SERVICES	TOTAL PAYMENTS	-6.99
0486	01/08/2019	KATE HAYES	Source and Supply Domain Name – 2-years (2019 - 2021)	225.50
EFT12354	08/08/2019	KATE HAYES	Source and Supply Domain Name – 2-years (2019 - 2021)	-225.50
71955	08/07/2019	KATS RURAL	Goldair radiant bar heater	118.00
EFT12355	08/08/2019	KATS RURAL	TOTAL PAYMENTS	-118.00
ES117	01/08/2019	LEFT OF CENTRE CONCEPTS & EVENTS PTY LTD	24/06/19-05/07/2019 Acting Manager Corporate Services/Contract & Quote #Q 0017 \$65/hr	2574.00
EFT12356	08/08/2019	LEFT OF CENTRE CONCEPTS & EVENTS PTY LTD	TOTAL PAYMENTS	-2574.00
REIMBURSTMENT	08/08/2019	MARK CHESTER	Reimbursement on 1PJ service	585.65
EFT12357	08/08/2019	MARK CHESTER	TOTAL PAYMENTS	-585.65
4963	01/08/2019	MID WEST CHAMBER COMMERCE & INDUSTRY	MWCCI annual membership service for 01/07/2019 - 30/06/2020	705.00
EFT12358	08/08/2019	MID WEST CHAMBER COMMERCE & INDUSTRY	TOTAL PAYMENTS	-705.00
SOPR109	01/08/2019	MIDWEST TRANSPORTABLES	Midwest Transportable rental return for the month of June 2019	7195.59
EFT12359	08/08/2019	MIDWEST TRANSPORTABLES	TOTAL PAYMENTS	-7195.59
9160	01/08/2019	MORAWA RURAL ENTERPRISES	4 inch to 3 inch reducing socket	88.75
EFT12360	08/08/2019	MORAWA RURAL ENTERPRISES	TOTAL PAYMENTS	-88.75

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

Chq/EFT	Date	Name	Description	Amount
18809	01/08/2019	PATIENCE SANDLAND PTY LTD	Supply 10 metres of soil conditioner, Supply 25 metres lupin mulch, delivery	4730.00
EFT12361	08/08/2019	PATIENCE SANDLAND PTY LTD	TOTAL PAYMENTS	-4730.00
REIMBURSTMENT	08/08/2019	PAUL OMODEI	Commissioner reimbursements - 26/06/2019 - 30/07/2019	5052.80
EFT12362	08/08/2019	PAUL OMODEI	TOTAL PAYMENTS	-5052.80
006	01/08/2019	PERENJORI MEDICAL CENTRE	employee flu injections	400.00
EFT12363	08/08/2019	PERENJORI MEDICAL CENTRE	TOTAL PAYMENTS	-400.00
1135	01/08/2019	PERENJORI PRIMARY SCHOOL P&C ASS INC	Walk to school day, Donation to Perenjori Primary School	643.70
EFT12364	08/08/2019	PERENJORI PRIMARY SCHOOL P&C ASS INC	TOTAL PAYMENTS	-643.70
REIMBURSTMENT	08/08/2019	RICK RYAN	Reimbursement of meals - 03/08/2019	47.00
EFT12365	08/08/2019	RICK RYAN	TOTAL PAYMENTS	-47.00
6123	01/08/2019	SHIRE OF MORAWA	Doctors reimbursements - April - June 2019	705.99
EFT12366	08/08/2019	SHIRE OF MORAWA	TOTAL PAYMENTS	-705.99
61617428	01/08/2019	STAR TRACK EXPRESS	Late fee	5.26
EFT12367	08/08/2019	STAR TRACK EXPRESS	TOTAL PAYMENTS	-5.26
REIMBURSTMENT	08/08/2019	SUTHERLAND GRAZING CO PTY LTD	Refund on parking for 1PJ	67.33
EFT12368	08/08/2019	SUTHERLAND GRAZING CO PTY LTD	TOTAL PAYMENTS	-67.33
C 4784	01/08/2019	THINK WATER GERALDTON	Reticulation parts	1328.33
EFT12369	08/08/2019	THINK WATER GERALDTON	TOTAL PAYMENTS	-1328.33
0409-S 428100	01/07/2019	TOLL IPEC PTY LTD	Freight from 22/07/2019 - 23/07/2019	73.54
0408-S 428100	01/08/2019	TOLL IPEC PTY LTD	Freight - State Library - mental boxes 2 x 30 kg	20.41
EFT12370	08/08/2019	TOLL IPEC PTY LTD	TOTAL PAYMENTS	-93.95
PAYROLL-AUGUST	20/08/2019	ANDRIJANA HADJIEVSKA	Purchases made for PECC	77.00
EFT12371	23/08/2019	ANDRIJANA HADJIEVSKA	TOTAL PAYMENTS	-77.00
6939	22/08/2019	BLUEHILL COURIERS	Freight - 05/07/2019 - 31/07/2019	242.00
6936	22/08/2019	BLUEHILL COURIERS	1 x Printer-Winc	33.00
6938	22/08/2019	BLUEHILL COURIERS	1 x BBQ gas refill	36.30
6937	22/08/2019	BLUEHILL COURIERS	7 x cartons cleaning product-Cleanpak	66.00
EFT12372	23/08/2019	BLUEHILL COURIERS	Freight - 05/07/2019 - 31/07/2019	-377.30
2289	01/08/2019	CANINE CONTROL	Ranger services for 18th July	504.41
EFT12373	23/08/2019	CANINE CONTROL	TOTAL PAYMENTS	-504.41
I320575	09/08/2019	CLEANPAK SOLUTIONS	10 kg laundry powder, disinfectant, toilet tidy set	229.57
EFT12374	23/08/2019	CLEANPAK SOLUTIONS	TOTAL PAYMENTS	-229.57
PAYROLL-AUGUST	20/08/2019	DIANE RICKARD	Refund on Parking and other charges for LIWA Conference	230.66
EFT12375	23/08/2019	DIANE RICKARD	TOTAL PAYMENTS	-230.66
	01/08/2019	EDUCATION AND CARE REGULATORY UNIT	SE - 40002792, Perenjori Early Childhood Centre service annual fee - small 2019-2020	236.90
EFT12376	23/08/2019	EDUCATION AND CARE REGULATORY UNIT	TOTAL PAYMENTS	-236.90
PAYROLL-AUGUST	20/08/2019	EMILY EAKINS	Refund on Parking and other charges for LIWA Conference	163.00
EFT12377	23/08/2019	EMILY EAKINS	TOTAL PAYMENTS	-163.00
131841 GOLBY	02/08/2019	GREAT BLASKET PTY LTD	Accommodation and Meals for Geraldton Early Childhood Conference	240.00
EFT12378	23/08/2019	GREAT BLASKET PTY LTD	TOTAL PAYMENTS	-240.00

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

Chq/EFT	Date	Name	Description	Amount
48715	01/08/2019	JMH MECHANICAL SERVICES	Grease needle	23.91
48734	01/08/2019	JMH MECHANICAL SERVICES	Hose, swivel, nuts	149.24
48789	01/08/2019	JMH MECHANICAL SERVICES	Cap nut	8.03
48723	01/08/2019	JMH MECHANICAL SERVICES	Washer, bolt, screws	5.74
48752	01/08/2019	JMH MECHANICAL SERVICES	Flashback arrester (oxy), Flashback arrester (acet), Bottle chocks	676.46
EFT12379	23/08/2019	JMH MECHANICAL SERVICES	TOTAL PAYMENTS	-863.38
0116	01/08/2019	JOHN MORRIS T/A CATUA LAKE	fix satellite TV in Caravan Park	275.00
EFT12380	23/08/2019	JOHN MORRIS T/A CATUA LAKE	TOTAL PAYMENTS	-275.00
ES118	21/08/2019	LEFT OF CENTRE CONCEPTS & EVENTS PTY LTD	Acting MCDS as per contract quote #Q 0017 - 08/07/2019 - 18/07/2019	3560.00
EFT12381	23/08/2019	LEFT OF CENTRE CONCEPTS & EVENTS PTY LTD	TOTAL PAYMENTS	-3560.00
53144	01/08/2019	MAIN STREET HARDWARE COOROW	Chemical Sprayer	136.00
EFT12382	23/08/2019	MAIN STREET HARDWARE COOROW	TOTAL PAYMENTS	-136.00
SOPR110	08/08/2019	MIDWEST TRANSPORTABLES	Rental Return - Midwest Transportables - July 2019	4622.60
EFT12383	23/08/2019	MIDWEST TRANSPORTABLES	TOTAL PAYMENTS	-4622.60
312942	01/08/2019	MOORE STEPHENS (WA) PTY LTD	Advise on employee contract.	770.00
642	13/08/2019	MOORE STEPHENS (WA) PTY LTD	Template for Budget for 2019 Financial Year	715.00
EFT12384	23/08/2019	MOORE STEPHENS (WA) PTY LTD	TOTAL PAYMENTS	-1485.00
7657	01/08/2019	SHIRE OF DALWALLINU	11 A Livingstone St - septic pump out	2111.00
EFT12385	23/08/2019	SHIRE OF DALWALLINU	TOTAL PAYMENTS	-2111.00
MW3881	06/08/2019	St John Ambulance WA Ltd- Morawa Sub Centre	First Response First Aid Kit - 625301 (Community Bus 1516 PJ)	254.95
EFT12386	23/08/2019	St John Ambulance WA Ltd- Morawa Sub Centre	TOTAL PAYMENTS	-254.95
1992335QB	01/08/2019	THE AUS LOCAL GOVERNMENT JOB DIRECTORY	Ad - Local Government Directory Manager Corporate & Development Services	357.50
1992249LP	01/08/2019	THE AUS LOCAL GOVERNMENT JOB DIRECTORY	Ad - Local Government Directory Manager Corporate & Development Services	715.00
EFT12387	23/08/2019	THE AUS LOCAL GOVERNMENT JOB DIRECTORY	TOTAL PAYMENTS	-1072.50
7830115526	01/08/2019	ASHDOWN-INGRAM	cable ties, conduit tubing	81.13
EFT12388	29/08/2019	ASHDOWN-INGRAM	TOTAL PAYMENTS	-81.13
1008773658	01/08/2019	AUSTRALIA POST	Postage for the month of July 2019	145.31
EFT12389	29/08/2019	AUSTRALIA POST	TOTAL PAYMENTS	-145.31
DEDUCTION	06/08/2019	AUSTRALIAN SERVICES UNION	Payroll deductions	25.90
DEDUCTION	20/08/2019	AUSTRALIAN SERVICES UNION	Payroll deductions	25.90
EFT12390	29/08/2019	AUSTRALIAN SERVICES UNION	TOTAL PAYMENTS	-51.80
35050	01/08/2019	AVON WASTE	Waste collection for the month of July 2019	2065.84
EFT12391	29/08/2019	AVON WASTE	TOTAL PAYMENTS	-2065.84
184986	13/08/2019	BENARA NURSERIES	Plants for garden beds	195.14
EFT12392	29/08/2019	BENARA NURSERIES	Plants for garden beds	-195.14
00004672	28/08/2019	BITUTEK	5300 lt of emulsion	6354.70
EFT12393	29/08/2019	BITUTEK	TOTAL PAYMENTS	-6354.70
4023243810	01/08/2019	BOC LIMITED	Container service charge from 28/06/2019 - 28/07/2019	57.62

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

4023292153	01/08/2019	BOC LIMITED	Oxygen industrial E 2 size, dissolved acetylene E size	142.79
EFT12394	29/08/2019	BOC LIMITED	TOTAL PAYMENTS	-200.41

Chq/EFT	Date	Name	Description	Amount
2355/99805176	01/08/2019	BUNNINGS WAREHOUSE	Gainsborough Primrose hinged security door dead-lock , Gainsborough Edge Entrance set Lane Guardian Satin	170.06
2355/01946009	17/08/2019	BUNNINGS WAREHOUSE	Heat Gun, Silicone Gun, Cut Off Saw Cutting Discs, 4' Cutting Discs, 5' Cutting Discs, 4' Flap Discs, 5' Flap Discs	180.67
2355/99806443	17/08/2019	BUNNINGS WAREHOUSE	Copper Hd taps and Hose cock kinetic, Tee Piece, 2.4 Pine Sleeper, Solenoid Boxes, 25 m Solenoids, 25 m Pipe repair	215.22
EFT12395	29/08/2019	BUNNINGS WAREHOUSE	TOTAL PAYMENTS	-565.95
5528	01/08/2019	BURGESS RAWSON (WA) PTY LTD	Library at LSE 5860 Fowler St - water usage from 20/06/19-15/08/19	2.78
5525	01/08/2019	BURGESS RAWSON (WA) PTY LTD	Latham Standpipe - water usage from 19/06/19 - 15/08/19	30.66
5526	01/08/2019	BURGESS RAWSON (WA) PTY LTD	Memorial at Fowler St - water rates interest 16/08/19, water usage from 20/06/19 - 15/08/19	137.42
5527	01/08/2019	BURGESS RAWSON (WA) PTY LTD	Shop at 47 Fowler St - water rates 01/07/19 - 31/08/19, water usage from 20/06/19 - 15/08/19	216.08
5529	01/08/2019	BURGESS RAWSON (WA) PTY LTD	Toilets at Loading St - water rates interest 16/08/2019, water usage from 20/06/19 - 15/08/19	182.21
EFT12396	29/08/2019	BURGESS RAWSON (WA) PTY LTD	TOTAL PAYMENTS	-569.15
2312	04/08/2019	CANINE CONTROL	Ranger Services for Thursday 1/08/2019	510.96
2335	19/08/2019	CANINE CONTROL	Ranger services for Thursday 15/08/2019	510.96
EFT12397	29/08/2019	CANINE CONTROL	TOTAL PAYMENTS	-1021.92
1055	27/08/2019	CEMETERIES AND CREMATORIA ASS OF WA	ordinary membership 2019/20	125.00
EFT12398	29/08/2019	CEMETERIES AND CREMATORIA ASS OF WA	TOTAL PAYMENTS	-125.00
000553	01/08/2019	CENTRAL REGIONAL TAFE	EA - Cert 4 in Local Government Administration - administer contracts, arrange contracts, prepare tender	600.87
EFT12399	29/08/2019	CENTRAL REGIONAL TAFE	TOTAL PAYMENTS	-600.87
1680115936	02/08/2019	COVS PARTS PTY LTD	Grease gun	103.05
1680115935	02/08/2019	COVS PARTS PTY LTD	Alternator	421.86
1680115931	02/08/2019	COVS PARTS PTY LTD	Oil Filter, Air Filter	62.80
1680117749	19/08/2019	COVS PARTS PTY LTD	Z 411 Oil Filter, Z 590 Fuel Filter, A 1512 Air Filter, Magic Tree	234.34
EFT12400	29/08/2019	COVS PARTS PTY LTD	TOTAL PAYMENTS	-822.05
RI24050	14/08/2019	DEPT LOCAL GOVERNMENT, SPORT & CULTURAL IND	Local Government Standards Panel fee for 2018 - 2019	4988.39
EFT12401	29/08/2019	DEPT LOCAL GOVERNMENT, SPORT & CULTURAL IND	TOTAL PAYMENTS	-4988.39
4881	10/08/2019	DONGARA MID WEST WASTE	pump out septic tanks at public toilets	1300.00
981	27/08/2019	DONGARA MID WEST WASTE	pump out of Biomax system	1950.00
EFT12402	29/08/2019	DONGARA MID WEST WASTE	TOTAL PAYMENTS	-3250.00
8318	12/08/2019	FOCUS NETWORKS	IT Disaster Recovery Plan - invoice 1	2722.50
EFT12403	29/08/2019	FOCUS NETWORKS	TOTAL PAYMENTS	-2722.50
70904#5	20/08/2019	GERALDTON MOWER & REPAIR SPECIALIST	springs, washers, throttle cable, air filter, muffler, spark plugs	168.60

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

EFT12404	29/08/2019	GERALDTON MOWER & REPAIR SPECIALIST	TOTAL PAYMENTS	-168.60
1668	19/08/2019	GRIFFIN VALUATION ADVISORY	Professional valuation advisory- 2019 Plant & Equipment Asset valuations	9392.14
EFT12405	29/08/2019	GRIFFIN VALUATION ADVISORY	TOTAL PAYMENTS	-9392.14
114089	01/08/2019	HERRINGS COASTAL PLUMBING & GAS	Men's toilet leaking	130.11
114088	01/08/2019	HERRINGS COASTAL PLUMBING & GAS	Toilet leaking	165.90
114257	14/08/2019	HERRINGS COASTAL PLUMBING & GAS	The dump point at the Caravan Park is blocked.	121.00
114485	24/08/2019	HERRINGS COASTAL PLUMBING & GAS	40 B Russell St - the toilet is blocked and the water from the shower isn't draining properly.	121.00
114476	24/08/2019	HERRINGS COASTAL PLUMBING & GAS	sink in kitchen leaking and bathroom leaking	301.69
11447	24/08/2019	HERRINGS COASTAL PLUMBING & GAS	leaking toilet - disabled toilet at Pavilion	136.25
EFT12406	29/08/2019	HERRINGS COASTAL PLUMBING & GAS	TOTAL PAYMENTS	-975.95

Chq/EFT	Date	Name	Description	Amount
96420836	01/08/2019	INITIAL HYGIENE	Slimline sanitary disposal - Contract k 63/C/54073277	7368.59
EFT12407	29/08/2019	INITIAL HYGIENE	TOTAL PAYMENTS	-7368.59
48940	26/08/2019	JMH MECHANICAL SERVICES	Ferrule Body, Hose, Stem, Stem Close, Assembly Fee	329.69
48941	26/08/2019	JMH MECHANICAL SERVICES	1/4' Male Adaptor, 3/8' Male Socket, 10 mm Joiner	40.92
EFT12408	29/08/2019	JMH MECHANICAL SERVICES	TOTAL PAYMENTS	-370.61
ROOM9006	16/08/2019	JOONDALUP GOLF MGMT (AUST) PTY LTD	MIS - Conference 12/08/2019 - 16/08/2019	876.00
EFT12409	29/08/2019	JOONDALUP GOLF MGMT (AUST) PTY LTD	TOTAL PAYMENTS	-876.00
72306	01/08/2019	KATS RURAL	Mo- Flo, hose connector 12 mm, 12 mm plastic hose joiner	75.60
72273	01/08/2019	KATS RURAL	CRC 5.56 aerosol, hose garden unfitted 12 mm x 15 m Neta, keys cut	91.00
72942	13/08/2019	KATS RURAL	PVC Slip Fix 25 mm	21.20
72968	14/08/2019	KATS RURAL	key set 30 pc metric, anti-insect 13 w globe yellow	97.50
EFT12410	29/08/2019	KATS RURAL	TOTAL PAYMENTS	-285.30
125	01/08/2019	KINGS CIVIL AND EARTHMOVING	12 T excavator hire, float hire, 12 T excavator hire dig culvert	4658.50
EFT12411	29/08/2019	KINGS CIVIL AND EARTHMOVING	TOTAL PAYMENTS	-4658.50
349773-10000983	01/08/2019	LANDGATE - VALUATIONS	Rural UV's chargeable schedule R 2019/4 from 25/05/2019 - 05/07/2019	125.64
EFT12412	29/08/2019	LANDGATE - VALUATIONS	TOTAL PAYMENTS	-125.64
ES120	21/08/2019	LEFT OF CENTRE CONCEPTS & EVENTS PTY LTD	19/07-29/07/19 Acting CEO as per the Commissioners appointment, 30/07-21/08/19 Acting MCDS as per quote	11492.38
EFT12413	29/08/2019	LEFT OF CENTRE CONCEPTS & EVENTS PTY LTD	TOTAL PAYMENTS	-11492.38
730	26/08/2019	LEOPOLD CONTRACTING	loader hire with rake to clear vegetation in catchment	1782.00
EFT12414	29/08/2019	LEOPOLD CONTRACTING	TOTAL PAYMENTS	-1782.00
100-134779	01/08/2019	LGIS	LGIS Property Insurance - first instalment	34119.72
EFT12415	29/08/2019	LGIS	TOTAL PAYMENTS	-34119.72
062-205087	01/08/2019	LGIS INSURANCE BROKING	Motor vehicle insurance on all Shire vehicles	37485.88
EFT12416	29/08/2019	LGIS INSURANCE BROKING	TOTAL PAYMENTS	-37485.88
419710	01/08/2019	LO-GO APPOINTMENTS	Recruitment Service Fee, LG Net (advertising), Video interview - Ian Graham, travel LO - GO Perth - Perenjori - Perth,	5585.33
00420488	23/08/2019	LO-GO APPOINTMENTS	Travel from Perenjori to Perth 31/05/2019 - Robyn Smith	260.60

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

EFT12417	29/08/2019	LO-GO APPOINTMENTS	TOTAL PAYMENTS	-5845.93
8513	01/08/2019	MARKET CREATIONS	Records Management Solutions - Active Archive Cartons August 2019,	530.75
8580	01/08/2019	MARKET CREATIONS	vCPU, VRAM, Tier 2 cloud storage, Windows server cloud license, Windows remote desktop service, Micro worry	161.98
8514	01/08/2019	MARKET CREATIONS	Managed Service Agreement - Month August	3088.80
8581	01/08/2019	MARKET CREATIONS	Technical Business hours August 2019	1227.42
8512	01/08/2019	MARKET CREATIONS	Office 365 Exchange on line , Office 365 Enterprise E 3 licenses August	1006.50
8740	23/08/2019	MARKET CREATIONS	Freight reimbursables - lap top	27.24
EFT12418	29/08/2019	MARKET CREATIONS	TOTAL PAYMENTS	-6042.69
113165	01/08/2019	MARKETFORCE	23/07/19 advertisement West Australian - Section - Local Government Notices - Review of Local Law	445.71
EFT12419	29/08/2019	MARKETFORCE	TOTAL PAYMENTS	-445.71
105025	01/08/2019	MORAWA IGA	Purchases made from Morawa IGA for the month of July 2019	249.50
EFT12420	29/08/2019	MORAWA IGA	TOTAL PAYMENTS	-249.50
532	04/08/2019	OHURA CONSULTING	Assistance with EBA, travel, fuel, accommodation and meals	3054.26
EFT12421	29/08/2019	OHURA CONSULTING	TOTAL PAYMENTS	-3054.26

Chq/EFT	Date	Name	Description	Amount
01	12/08/2019	PAUL OMODEI AND ASSOCIATES	Commissioner duties as per appointment by the Minister for Local Government, Hon David Templeman MLA	15052.40
EFT12422	29/08/2019	PAUL OMODEI AND ASSOCIATES	TOTAL PAYMENTS	15052.40
2244	23/08/2019	PERENJORI COMMUNITY RESOURCE CENTRE	28/08 Little pots-for holding tea, Little pots-for holding tea 22/08 - Catering \$19 per head x 15	309.75
EFT12423	29/08/2019	PERENJORI COMMUNITY RESOURCE CENTRE	TOTAL PAYMENTS	-309.75
6601	21/08/2019	PERENJORI HOTEL	Community Meet and Greet - 3 x bags of ice	16.50
EFT12424	29/08/2019	PERENJORI HOTEL	TOTAL PAYMENTS	-16.50
144445BET	08/08/2019	PERENJORI MEDICAL CENTRE	Employee pre placement medical 08/08/2019	150.00
14474BET	20/08/2019	PERENJORI MEDICAL CENTRE	Employee pre placement medical 20/08/2019	150.00
EFT12425	29/08/2019	PERENJORI MEDICAL CENTRE	TOTAL PAYMENTS	-300.00
8680401	22/08/2019	PET CITY GERALDTON	Cat litter for oil/substance spills	119.94
EFT12426	29/08/2019	PET CITY GERALDTON	TOTAL PAYMENTS	-119.94
28966	20/08/2019	PUMPS AUSTRALIA	Fuel filter, Hose, Freight	93.50
EFT12427	29/08/2019	PUMPS AUSTRALIA	TOTAL PAYMENTS	-93.50
6239	15/08/2019	RJ & LJ KING	5 W 30 Oil, Tyre	592.35
6238	15/08/2019	RJ & LJ KING	Tyre	473.00
6237	15/08/2019	RJ & LJ KING	Battery, Grease, Battery	1154.34
6264	20/08/2019	RJ & LJ KING	Tyre	473.00
6265	20/08/2019	RJ & LJ KING	Repair puncture	88.00
EFT12428	29/08/2019	RJ & LJ KING	TOTAL PAYMENTS	-2780.69
769	19/08/2019	ROSSITER & CO	100 BBQ Sausages - Community BBQ	104.95
EFT12429	29/08/2019	ROSSITER & CO	TOTAL PAYMENTS	-104.95
96421415	02/08/2019	SEEK LIMITED	Advertising for DCEO - Seek	390.50
96431467	09/08/2019	SEEK LIMITED	Advertising-General hand Job ID 39674327	313.50

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EFT12430	29/08/2019	SEEK LIMITED	TOTAL PAYMENTS	-704.00
9340886424	19/08/2019	SETON AUSTRALIA	Indoor convex mirror 660 mm dia	749.10
EFT12431	29/08/2019	SETON AUSTRALIA	TOTAL PAYMENTS	-749.10
61617428	01/08/2019	STAR TRACK EXPRESS	Freight	10.52
EFT12432	29/08/2019	STAR TRACK EXPRESS	TOTAL PAYMENTS	-10.52
RI024150	15/08/2019	STATE LIBRARY OF WA	Annual invoice for lost and damaged items from 1st July 2019 - 30th June 2020	220.00
EFT12433	29/08/2019	STATE LIBRARY OF WA	TOTAL PAYMENTS	-220.00
8488776	02/08/2019	STATEWIDE BEARINGS	PJ4578 - open Holyoake 4C3D, spacer ring, H 317 – 75 mm	766.09
8489160	15/08/2019	STATEWIDE BEARINGS	UK315 Bearing, F 315 Flange, Freight	677.60
EFT12434	29/08/2019	STATEWIDE BEARINGS	TOTAL PAYMENTS	-1443.69
87711LD	01/08/2019	THREE SPRINGS FAMILY PRACTICE	Dr Visits - Dr's visit 05/04/2019	77.50
88758TD	01/08/2019	THREE SPRINGS FAMILY PRACTICE	Dr Visits - Dr's visit 04/07/2019	77.50
88908TD	05/08/2019	THREE SPRINGS FAMILY PRACTICE	Dr Visits - Dr's visit 05/08/2019	77.50
EFT12435	29/08/2019	THREE SPRINGS FAMILY PRACTICE	TOTAL PAYMENTS	-232.50
0410-S428100	04/08/2019	TOLL IPEC PTY LTD	29/07/2019 - Winc - 7 x 52 kg, 30/07/2019 - McIntosh and Sons - 1 x 1 kg, 31/07/2019 - Frontline - 1 x 12 kg,	92.73
0411-S428100	15/08/2019	TOLL IPEC PTY LTD	05/08 - State-wide Bearings - 2 x 36 kg, 05/08 - Am cap - 1 x 7 kg, 08/08 - State Library - 3 x 45 kg, 08/08 - State Library -	77.00
0412-S428100	19/08/2019	TOLL IPEC PTY LTD	Freight - 15/08 - GPC WA - 1 x 1 kg, Freight - 16/08 - State-wide bearings- 1 x 21 kg, Freight - 17/08 - Truck Centre- 3	50.77
EFT12436	29/08/2019	TOLL IPEC PTY LTD	TOTAL PAYMENTS	-220.50

Chq/EFT	Date	Name	Description	Amount
000100197651	28/08/2019	TOTALLY WORKWEAR	Outside staff clothing	389.79
EFT12437	29/08/2019	TOTALLY WORKWEAR	TOTAL PAYMENTS	-389.79
4135867-000004	16/08/2019	TRUCK CENTRE (WA) PTY LTD	Blower Motor, Air Filter Outer, , Air Filter Inner	1265.15
EFT12438	29/08/2019	TRUCK CENTRE (WA) PTY LTD	TOTAL PAYMENTS	-1265.15
6709550	01/08/2019	TRUCKLINE	Hub, Wheel Bearing 1, Wheel Bearing 2, Seal	529.96
6737267	20/08/2019	TRUCKLINE	Hose Tenna Chrome, .	51.11
EFT12439	29/08/2019	TRUCKLINE	TOTAL PAYMENTS	-581.07
1879	01/08/2019	WCC Electrical & Air Conditioning	supply and install Mitsubishi 5 kw 2 hp split system reverse cycle AC units	8200.50
1888	01/08/2019	WCC Electrical & Air Conditioning	Caravan Park-external lights not working at AV Units	363.00
1899	01/08/2019	WCC Electrical & Air Conditioning	Replace exit light in back office to Australian Standard-running man	247.50
1804	01/08/2019	WCC Electrical & Air Conditioning	Replace old exit sign in workshop with new running man exit sign	247.50
1803	01/08/2019	WCC Electrical & Air Conditioning	Replace broken Exit sign & globe in Hall	247.50
1805	01/08/2019	WCC Electrical & Air Conditioning	replace exit light in Perenjori hall	247.50
1901	02/08/2019	WCC Electrical & Air Conditioning	Power point not working	110.00
1905	07/08/2019	WCC Electrical & Air Conditioning	pump control alarm not working	856.35
1908	08/08/2019	WCC Electrical & Air Conditioning	RCD and power point not working in box beside oval	346.83
1802	22/08/2019	WCC Electrical & Air Conditioning	Install a new Running man exit sign in Pavilion in main hall.	423.50
1792	22/08/2019	WCC Electrical & Air Conditioning	Install 3 power points	545.22

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1799	22/08/2019	WCC Electrical & Air Conditioning	disconnect siren and kitchen exhaust fan	583.00
1797	22/08/2019	WCC Electrical & Air Conditioning	Lights not working	1464.32
1798	22/08/2019	WCC Electrical & Air Conditioning	Hot water system not working properly	461.89
1793	22/08/2019	WCC Electrical & Air Conditioning	RCD faulty	176.00
1794	22/08/2019	WCC Electrical & Air Conditioning	Hot water system not working	185.35
1795	22/08/2019	WCC Electrical & Air Conditioning	Something wrong with hot water system	110.00
1801	22/08/2019	WCC Electrical & Air Conditioning	5 Fluoro's need replacing and a diffuser needs replacing in the PJ Hall.	543.95
1800	22/08/2019	WCC Electrical & Air Conditioning	11B Livingstone St - power point in kitchen loose can you please fix/replace., Caravan park AV - The outside lights	55.00
1806	22/08/2019	WCC Electrical & Air Conditioning	Test and Tag equipment on shire	3580.50
1796	22/08/2019	WCC Electrical & Air Conditioning	Hot water system not working in Chalet (see Manager for which one) and light flickering in Chalet 1	405.41
1788	22/08/2019	WCC Electrical & Air Conditioning	Aerial sub-main cable is damaged	1405.25
1789	22/08/2019	WCC Electrical & Air Conditioning	RCD keeps tripping	220.00
1790	22/08/2019	WCC Electrical & Air Conditioning	RCD at Gazebo at village green not working.	176.00
1791	22/08/2019	WCC Electrical & Air Conditioning	Day/night sensor not working	205.81
EFT12440	29/08/2019	WCC Electrical & Air Conditioning	TOTAL PAYMENTS	-21407.88
M528227	01/08/2019	WINC AUSTRALIA PTY LIMITED	Ricoh SPC262SFNW 20 ppm MFC	521.40
M529161	01/08/2019	WINC AUSTRALIA PTY LIMITED	Colour meter reading Lanier, Black and white meter reading Lanier	434.50
M29162	01/08/2019	WINC AUSTRALIA PTY LIMITED	Colour meter reading Lanier, Black and white meter reading Lanier	170.24
9027913958	01/08/2019	WINC AUSTRALIA PTY LIMITED	Purchases - stationary and cleaning items	1897.88
9028127487	13/08/2019	WINC AUSTRALIA PTY LIMITED	GBC comb-bind C 800 Pro electric binder	2070.79
9028150595	14/08/2019	WINC AUSTRALIA PTY LIMITED	Easy glide staple remover, reflex paper	285.43
9028172759	16/08/2019	WINC AUSTRALIA PTY LIMITED	Esselte 45200 Nalclip Refills Medium Stainless Steel Pkt 50, Esselte 45201 Nalclip Refills Large Stainless Steel Pkt 25,	107.58
EFT12441	29/08/2019	WINC AUSTRALIA PTY LIMITED	TOTAL PAYMENTS	-5487.82

Chq/EFT	Date	Name	Description	Amount
PI12065268	01/08/2019	YOUNGMOTORS	Jump Cable, Freight	78.43
EFT12442	29/08/2019	YOUNGMOTORS	TOTAL PAYMENTS	-78.43
98	21/07/2019	WESTERN AUSTRALIAN TREASURY CORP	Loan No 98 Principal payment-John Street Subdivision, Loan No 98 Interest payment-John St Subdivision,	18393.44
EFT12443	30/08/2019	WESTERN AUSTRALIAN TREASURY CORPORATION	TOTAL PAYMENTS	18393.44
PJ1568	08/08/2019	SHIRE OF PERENJORI - DOT	Insurance, recording fee	386.10
BSN250U	08/08/2019	SHIRE OF PERENJORI - DOT	Transfer fee, Vehicle license duty	171.40
19741	08/08/2019	SHIRE OF PERENJORI - DOT	TOTAL PAYMENTS	-557.50
800197790	01/08/2019	SYNERGY	Electricity usage from 12/4/2019 - 14/6/2019	1945.35
368679540	01/08/2019	SYNERGY	Electricity usage from 20/06/2019 - 17/07/2019	1117.35
19742	08/08/2019	SYNERGY	TOTAL PAYMENTS	-3062.70
1058897700	01/08/2019	TELSTRA CORPORATION LIMITED	Perenjori Fire Shed - business line complete	55.53
5803592100	01/08/2019	TELSTRA CORPORATION LIMITED	Internet and Data N9511924R Medical Centre	50.00

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5795333000	08/08/2019	TELSTRA CORPORATION LIMITED	Telstra main account for the month of July 2019	3357.83
19743	08/08/2019	TELSTRA CORPORATION LIMITED	TOTAL PAYMENTS	-3463.36
FT1015879	06/08/2019	LOCAL GOVT COMMUNITY SERVICES ASS	Lot 153 Livingstone St - Half cost of repairs to fence	4197.76
19744	23/08/2019	LOCAL GOVERNMENT COMMUNITY SERVICES A	TOTAL PAYMENTS	-4197.76
PJ1563	21/08/2019	SHIRE OF PERENJORI - DOT	Insurance, recording fee	79.35
BSN250U	21/08/2019	SHIRE OF PERENJORI - DOT	Licence Fee, Insurance, Recording fee, Adjustment	89.30
1TSS745	21/08/2019	SHIRE OF PERENJORI - DOT	Insurance, Recording fee	24.00
19745	23/08/2019	SHIRE OF PERENJORI - DOT	TOTAL PAYMENTS	-192.65
665877470	21/08/2019	SYNERGY	Street Lights - electricity usage from 25/06/2019 - 30/06/2019	1920.80
092612910	22/08/2019	SYNERGY	Aquatic Centre - electricity usage from 03/07/2019 - 31/07/2019	918.55
327094330	22/08/2019	SYNERGY	8 B John St - electricity usage from 03/07/2019 - 16/08/2019	156.60
312591860	22/08/2019	SYNERGY	Electricity usage from 19/06/2019 - 16/08/2019	87.75
298544180	22/08/2019	SYNERGY	Electricity usage from 19/06/2019 - 16/08/2019	116.75
19746	23/08/2019	SYNERGY	TOTAL PAYMENTS	-3200.45
SUPER	06/08/2019	SUPER CHIOCE SUPERANNUATION	Superannuation contributions	8846.27
DD12166.1	06/08/2019	WA SUPER	TOTAL PAYMENTS	-8846.27
01	01/08/2019	WESTNET	INTERNET & WEB HOSTING	285.85
DD12172.1	01/08/2019	WESTNET	TOTAL PAYMENTS	-285.85
CESM	06/08/2019	WRIGHT EXPRESS FUEL	fuel charges for the month of July 2019	131.72
DD12172.2	06/08/2019	WRIGHT EXPRESS FUEL	TOTAL PAYMENTS	-131.72
96	02/08/2019	WESTERN AUSTRALIAN TREASURY CORP	Loan No. 96 Principal payment - CHA Housing, Loan No. 96 Interest payment - CHA Housing	8996.12
DD12173.1	02/08/2019	WESTERN AUSTRALIAN TREASURY CORP	TOTAL PAYMENTS	-8996.12
BAS JUNE19	13/08/2019	AUSTRALIAN TAXATION OFFICE	BAS DUE JUNE 19 & MAY ADJUSTMENT	10523.00
DD12181.1	13/08/2019	AUSTRALIAN TAXATION OFFICE	BAS DUE JUNE 19 & MAY ADJUSTMENT	10523.00
SUPER	20/08/2019	WA SUPER	Payroll deductions	9635.77
DD12183.1	20/08/2019	WA SUPER		-9635.77
BAS JULY	21/08/2019	AUSTRALIAN TAXATION OFFICE	Bas for the month of July 2019	22807.00
DD12185.1	21/08/2019	AUSTRALIAN TAXATION OFFICE	TOTAL PAYMENTS	22807.00
SUPER	23/08/2019	WA SUPER	Superannuation contributions	377.61
DD12192.1	20/08/2019	WA SUPER	TOTAL PAYMENTS	-377.61

Chq/EFT	Date	Name	Description	Amount
MC JUN	13/08/2019	BANKWEST MASTERCARD		
			20/06 - Purcher International - vehicle inspection on bus - PJ1515 - Works Depot	194.35
			21/06 - Royal Life Saving WA - Lifeguard renewal - Pool Manager	159.00
			22/06 - Esplanade Hotel - Lifeguard and LIWA Conference - Pool Manager	641.86
			22/06 - Esplanade Hotel - LIWA Conference - Community Development Officer	460.92
			26/06 - Purcher International - vehicle inspection on bus - 1516PJ - Works Depot	194.35
			28/06 - 12 months registration on 1516PJ - 12 months registration on PJ4578	973.15
			05/07 - Big W online - School holiday program - Community Development officer	163.75
			05/07 - Big W online - School holiday program - credit	-10.00

Shire of Perenjori Local Government Act 1995 - Accounts for Payment for Month Ended 31st August 2019

			05/07 - Bosch Services - siren handpiece relay mini 12 v 40 a 5 pin - CESM	1206.05
			07/07 - Woolworths online - school holiday program - Community Development Officer	77.67
			09/07 - EPEC Education - Trainee PECC online webinar - PECC	29.95
			10/07 - Kmart online - resources for PECC	330.05
			11/07 - Midwest Early Childhood Summit - PECC	250.00
			12/07 - St John Ambulance - first aid training - Pool Manager	160.00
			16/07 - EPEC Education - online webinar - PECC	89.85
DD12198.1	13/08/2019	BANKWEST MASTERCARD	TOTAL PAYMENTS	-4920.95
RICOH	15/08/2019	BOQ FINANCE (AUST) LTD	Lease -Ricoh MPC 6004 ex SP - 012-0673495-000,	156.83
DD12203.1	15/08/2019	BOQ FINANCE (AUST) LTD	TOTAL PAYMENTS	-156.83
CESM	15/08/2019	SG FLEET AUSTRALIA PTY LIMITED	Ford Ranger lease rental from 14/08/2019 - 13/09/2019, Lease rental - regional bull module from 14/08/2019 -	2726.90
DD12204.1	15/08/2019	SG FLEET AUSTRALIA PTY LIMITED	TOTAL PAYMENTS	-2726.90
PRES	14/08/2019	REFUEL AUSTRALIA	Fuel for the month of July 2019	17937.93
DD12205.1	14/08/2019	REFUEL AUSTRALIA	Fuel for the month of July 2019	-17937.93
			TOTAL PAYMENTS FOR THE MONTH OF AUGUST 2019	371960.06

Accounts Paid for the Month Ending 31st August 2019.

Municipal Account	
EFT	\$270,033.30
Direct Debits	\$82,047.39
Cheques	\$14,958.42
Corporate MasterCard	\$4,920.95
Bank Fees	\$181.09
Total	\$372,141.15
Trust Account – Mt Gibson Public Benefit Funds	
EFT	\$
Cheques	\$
Bank Fees	\$
Total	\$

Totalling **\$372,141.15** from *Municipal* and *Trust Accounts* for the month ending **31st August 2019**.

Voting Requirements: Simple Majority

Change to Officer Recommendation:

No Change/OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution:

12.3.1 Schedule of Paid Accounts as at 31 August 2019.**COUNCIL DECISION**

THAT Council receives the August Schedule of Paid Accounts Report.

Moved: Commissioner

Motion put and carried 1/0

13 COMMUNITY DEVELOPMENT

14 HEALTH, BUILDING AND PLANNING

15 PLANT AND WORKS

16 GOVERNANCE

17 CONFIDENTIAL REPORTS

In accordance with Section 5.23(2) of the Local Government Act 1995, the meeting is closed to the members of the public for this item as the following sub-section applied:

- a) *A matter affecting an employee or employees*
- b) *The personal affairs of any person;*
- c) *A matter that if disclosed, would reveal –*
 - i. *A trade secret; or*
 - ii. *Information that has a commercial value to a person; or*
 - iii. *Information about the business, professional, commercial or financial affairs of a person*

18 ORDERING THE COMMON SEAL

Document	Organisation	Purpose	Date

19 REPORTS OF COMMITTEES AND MEMBERS

NOTE:

The Minutes of the Audit Committee were missed from the meeting agenda, as the recommendations of the Committee are to be considered by Council at the next available meeting of Council, the recommendations are now tabled for the consideration of Council.

19.1 Presentation of the Audit Committee Meeting Minutes held on the 29 August 2019

OFFICER COMMENT:

The Minutes of the Audit Committee meeting held on the 29 August 2019 are presented for the consideration of the Council. A copy of the Minutes has been tabled for Council's consideration.

Further advice has been received from the Department of Local Government that when dealing with the Interim Audit the outcome does not need to be put up on the Shire's web page. Remedial action is to be taken as per the report to comply with the regulations.

The last sentence of part 3 is to be amended as shown, with the strike through being removed.

1. Report the responses relating to the matters rated as significant to the Auditor General and the Minister for Local Government, ~~and publish the report on the Shire of Perenjori web page as required by s7.12A of the Local Government Act 1995.~~

Voting Requirements: Simple Majority

Change to Officer Recommendation:

No Change/OR:

As per Local Government (Administration) Regulations 1996 11(da) Council records the following reasons for amending the Officer Recommended Resolution.

COUNCIL DECISION:

19.1.1 Office of Auditor General's Interim Audit Report – Shire Response

THAT Council: -

**Accepts the Office of Auditor General's Interim Audit Report for the financial year ending 30 June 2019.
Endorse the Officer's response to the OAG Report as follows:**

Non-compliance with Local Government (Financial Management) Regulations:

Rating - Moderate

In accordance with Regulation 33 of the Local Government (Financial Management) Regulations 1996, the Shire submit the annual budget to the Departmental CEO within 30 days of its adoption and retain evidence to support submission.

In accordance with Regulation 51(2) of the Local Government (Financial Management) Regulations 1996, the annual report is submitted to the Departmental CEO within 30 days of receiving the signed audit report.

Management Comment:

The Annual Budget for 2018/19 was forwarded via email on the 13 September 2018, the budget was adopted on 16 August 2018.

The Annual Report and budget have been lodged and measures put in place to forward the Annual Budget and Annual Report via the Department of Local Government Smarthub portal.

Reconciliation of Fixed Assets – Rating - Significant

Fixed assets register is updated monthly for capital purchases and reconciliations to the general ledger be performed on a regular basis. The reconciliations will be signed as evidence of independent review occurring.

At the time of procurement, the assessment of whether the purchase is capital or repairs and maintenance is completed to ensure expenditure is correctly classified in accordance with AASB 116 Property, Plant and Equipment.

The Shire must conduct a formal assessment of the impact of the introduction of Regulation 17A(5) of the Local Government (Financial Management) Regulations 1996 and complete the necessary actions accordingly.

Management Comment:

The Asset Register has been reconciled. All financial procedures will be reviewed and updated within 120 days of the signed Audit Report. This will include the Asset Register Procedures. These procedures will be communicated to all staff and regularly monitored.

An assessment of this will be undertaken, consideration will be given to low value assets under \$5,000. Advice is being sought from the asset valuers and the Office of Auditor General.

The review will be completed in 120 day of the date of the Audit Report.

Masterfile Accuracy and Validity – Rating - Significant

An independent review of all changes made to master-files be conducted periodically. This review should involve:- A download of all changes (new/old/modify) made to each master-file;

- A representative sample then be tested and traced to originating/supporting documentation to confirm validity and timeliness; and

- a review of suspicious master-file changes (e.g. changes to bank details, unusual variations to pay-rates and amendments to existing supplier bank account details) should be performed.

Management Comment:

An audit has been set up on the financial management software (Synergy) and will be updated within 120 days of the signed Audit Report.

The software is to trigger an email to the relevant officer to notify of changes and journals to be completed.

Review of Daily Banking - Rating – Significant

From 23 January 2019 onwards, daily banking reconciliations are being signed by the preparer only with no independent review performed prior to banking monies.

Management Comment:

Daily banking is now being reviewed by an independent employee and signed as evidence.

IT Disaster Recovery Plan – Rating – Moderate

The Local Recovery Plan dating from 2014 does not give specific consideration to disaster recovery procedures in respect to IT.

Management Comment:

A contract has been signed to develop an IT disaster recovery plan. This will be reviewed and adopted within 120 days of the signed Audit Report.

Review and Processing of General Journals - Rating - Moderate

General journals should be signed to evidence review and approval by someone independent of the processing function.

General journals should furthermore only be processed into the current open financial period.

Management Comment:

Changes have been made to procedures to require an independent person to verify journals as required.

Payroll Exceptions - Inadequate Recordkeeping – Rating - Significant

The payroll cover page be physically signed off by the two independent reviewers as evidence of review and authorisation.

A termination checklist be completed, reviewed and approved by management for all terminated employees.

Termination calculations be generated and signed off by the independent reviewer as evidence of the review.

Terminated employee files be maintained in accordance with Section 535 of the Fair Work Act 2009.

All allowances and deductions claimed be supported by an approved agreement or deduction form.

All leave taken be supported by an appropriately authorised leave form.

Management Comment:

Changes have been made to procedures to require an independent person to verify transactions as directed by the Audit, all Finance Officers have been advised, all allowances, leave applications are now supported by the required signed documentation.

Review and Approval of Credit Notes - Rating – Moderate

All credit notes raised to be independently approved and authorised.

All sundry debtors' invoices raised be adequately supported with agreements and supporting calculations.

Management Comment:

Changes have been made to procedures to require an independent person to verify transactions as directed by the Audit, all Finance Officers have been advised this verification is to occur prior to processing.

Sundry Debtor Support – Rating – Moderate

All sundry debtors' invoices raised be adequately supported with agreements and supporting calculations.

Management Comment:

This refers in part to property rentals. Leases have been reviewed along with the procedures for issuing invoices to comply with the agreements. Finance Officers have been advised to maintain the revised procedures.

Reporting of Credit Card Expenditure to the Shire – Rating – Moderate

In accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, individual accounts paid, be itemised on the List of Payments presented to the Shire which includes individual transactions incurred using the Shire's credit card.

Management Comment:

A detailed Credit Card report has been implemented with the verification of transactions being counter signed by an independent senior officer.

Month End Procedures and Reconciliation Checklist – Rating – Minor

A comprehensive month-end checklist be implemented whereby procedures and reconciliations are signed by the preparer once complete, and also signed as evidence of independent review by the Manager Corporate and Development Services or the Chief Executive Officer.

Management Comment:

A full review is to be undertaken within 120 days of the signed Audit Report. Finance staff have been advised to review and reconcile month end reports.

Journal Authorising Policy – Rating - Moderate

Policy 4012 – Authorising of Journals will be amended to reflect the best practice procedure currently adopted by management whereby all general journals, other than automated Synergy journals, are independently reviewed and authorised, irrespective of the amount being adjusted.

Management Comment:

An amendment to Policy 4012 has been drafted for presentation to the Council for adoption.

Moved: Commissioner

Motion put and carried 1/0

19.1.2 Report the Responses on Significant Matters to the Auditor General

COUNCIL DECISION

THAT Council:

- 1. Report the responses relating to the matters rated as significant to the Auditor General and the Minister for Local Government.**

Moved: Commissioner

Motion put and carried 1/0

19.1.3 Shire of Perenjori Annual Report 2017/18 Audit Report Auditor General

COUNCIL DECISION

THAT Council Report to the Minister of Local Government:-

- 1. The surplus ratio is noted as not meeting the standard.**
- 2. That the Council is satisfied that the Shire's non-restricted Reserve Funds are considered a source of revenue that can be applied to meet current liabilities if required before the annual cash flow from rates is received.**
- 3. In addition, the Shire of Perenjori has the ability to make overdraft arrangements if required; and**
- 4. Council will also consider the budget implications and the impact on rates when considering the 2019/20 budget to close the gap and move toward a ratio of 1%.**

Moved: Commissioner

Motion put and carried 1/0

20 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

21 NOTICE OF MOTIONS
(for consideration at the following meeting, if given during the meeting).

Nil

22 NEW BUSINESS OF AN URGENT NATURE ADMITTED BY COUNCIL

Nil

23 CLOSURE OF MEETING

The Presiding Officer advises that the date of the next Ordinary Meeting of Council will be Thursday 17 October 2019, commencing at 5:30 pm at the Shire of Perenjori Council Chambers – 56 Fowler Street, Perenjori WA 6620.

I certify that this copy of the Minutes is a true and correct record of the meeting held on 19 September 2019.

Signed: _____

Commissioner P Omodei

Date: _____