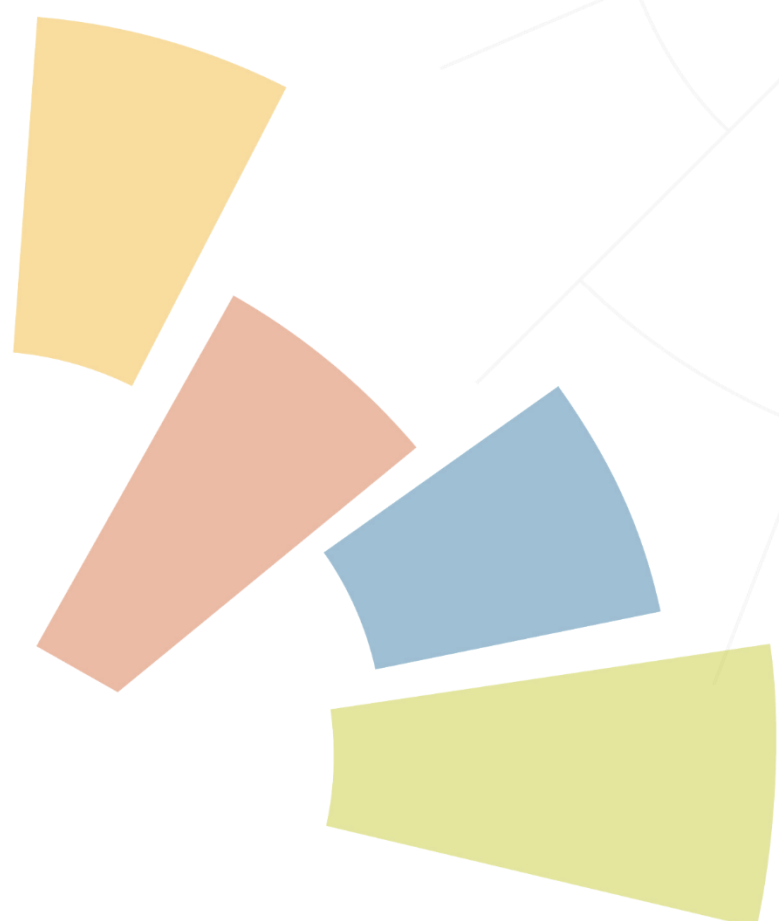


SHIRE OF
MERREDIN
INNOVATING THE WHEATBELT

AGENDA

Special Council Meeting

To be held in Council Chambers
Corner King & Barrack Street's, Merredin
Tuesday, 24 September 2024
Commencing 5:15pm



Notice of Meeting



Dear President and Councillors,

A Special Meeting of the Council will be held on Tuesday, 24 September 2024 at 5:15pm in Council Chambers, Corner of King & Barrack Streets, Merredin. The purpose of the meeting is to address the following items:

- a) Statement of Financial Activity – July 2024

Members of the public are welcome to attend the Council Chambers, located on the corner of King and Barrack Streets.

Craig Watts
CHIEF EXECUTIVE OFFICER
20 September 2024

DISCLAIMER

PLEASE READ THE FOLLOWING IMPORTANT DISCLAIMER BEFORE PROCEEDING:

Statements or decisions made at this meeting should not be relied or acted on by an applicant or any other person until they have received written notification from the Shire. Notice of all approvals, including planning and building approvals, will be given to applicants in writing. The Shire of Merredin expressly disclaims liability for any loss or damages suffered by a person who relies or acts on statements or decisions made at a Council or Committee meeting before receiving written notification from the Shire.

The advice and information contained herein is given by and to Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Common Acronyms Used in this Document	
CBP	Corporate Business Plan
CEACA	Central East Accommodation & Care Alliance Inc
CEO	Chief Executive Officer
CSP	Community Strategic Plan
CWVC	Central Wheatbelt Visitors Centre
EMS&C	Executive Manager Strategy & Community
EMCS	Executive Manager Corporate Services
EMDS	Executive Manager Development Services
EMES	Executive Manager Engineering Services
EO	Executive Officer
GECZ	Great Eastern Country Zone
GO	Governance Officer
LGIS	Local Government Insurance Services
LPS	Local Planning Scheme
MCO	Media and Communications Officer
MoU	Memorandum of Understanding
MP	Manager of Projects
MRCLC	Merredin Regional Community and Leisure Centre
SRP	Strategic Resource Plan



Shire of Merredin Special Council Meeting

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Shire of Merredin
Special Council Meeting
5:15pm Tuesday, 24 September 2024



1. Official Opening

2. Record of Attendance / Apologies and Leave of Absence

Councillors:

Cr D Crook	President
Cr R Manning	Deputy President
Cr B Anderson	
Cr H Billing	
Cr M McKenzie	
Cr M Simmonds	
Cr P Van Der Merwe	

Staff:

C Watts	CEO
L Boehme	EMCS
A Tawfik	EMES
C Brindley-Mullen	EMS&C
P Zenni	EMDS
M Wyatt	EO
A Bruyns	GO

Members of the Public:

Apologies: Cr L O'Neill

Approved Leave of Absence:

3. Public Question Time

Members of the public may submit questions up to 2:00pm on the day of the meeting by emailing ea@merredin.wa.gov.au.

4. Disclosure of Interest

5. Applications of Leave of Absence

6. Petitions and Presentations

Nil

7. Announcements by the Person Presiding without Discussion

8. Matters for Which the Meeting may be Closed to the Public

Nil

9. Urgent Business Approved by the Person Presiding or by Decision

Nil

10. Officers' Report – Corporate Services

10.1 Statement of Financial Activity – July 2024

<h2>Corporate Services</h2> 	
Responsible Officer:	Leah Boehme, EMCS
Author:	As above
Legislation:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i>
File Reference:	Nil
Disclosure of Interest:	Nil
Attachments:	Attachment 14.1A – Statement of Financial Activity Attachment 14.1B – Detailed Statements Attachment 14.1C – Capital Works Progress Attachment 14.1D – Investment Report

Purpose of Report



Executive Decision



Legislative Requirement

For Council to receive the Statements of Financial Activity and Investment Report for the month of July 2024, and be advised of associated financial matters, including consideration of proposed budget amendments.

Background

The Statement of Financial Activity, Detailed Statements, Capital Works Progress and Investment Report are attached for Council's information.

Comment

Statement of Financial Activity

Regulation 34 of the *Local Government (Financial Management) Regulations 1996* requires the Shire of Merredin (the Shire) to prepare a monthly statement of financial activity for consideration by Council within 2 months after the end of the month of the report. These reports are included at Attachments 14.1A to D inclusive.

Budget Amendments

The following budget amendments are recommended:

GL/Job	Description	Current Budget	Variation Amount	Revised Budget	Reason
R2R140	Coronation St (R2R)	\$0	\$16,500	\$16,500	Works from the 2023/24 program were not completed until July 2024
3120111	ROADC - Roads to Recovery Grant	\$993,000	\$16,500	\$1,009,500	

The above-mentioned amendments are recommended due to works that were expected to be completed in June 2024 being delayed due to weather. Although a purchase order was issued in the 2023/24 financial year for the works, the delay was not accounted for during the budget development process and so funds were not placed into the Coronation Street (R2R) account. Works have now been completed and the invoice received.

Advice from Roads to Recovery is that these works are still eligible for funding from the 2023/24 allocation, due to Local Governments having six months post funding end to finalise works.

Our Audit firm have confirmed that though the works can be acquitted as part of the 2023/24 Roads to Recovery audit, funds need to be allocated in the Shire's 2024/25 budget to match the expenditure that has been incurred.

Annual Budget Capital Expenditure Category Amendment

It has been noted that \$43,000 of capital expenditure was categorised incorrectly at the time of budget adoption. This has now been corrected and all future reporting will take this amendment into account.

Category	Statutory Budget Figures	Corrected figures as per monthly financials
Payments for purchase of property, plant and equipment	\$1,714,200	\$1,671,200
Payments for construction of infrastructure	\$9,452,750	\$9,495,750
<i>Total PPE and Infrastructure</i>	\$11,166,950	\$11,166,950

This amendment has no impact on the overall budget.

Policy Implications

Nil

Statutory Implications

As outlined in the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.

Strategic Implications

∅ Strategic Community Plan

Theme:	4. Communication and Leadership
Service Area Objective:	4.2.2 The Shire is progressive while exercising responsible stewardship of its built, natural and financial resources
Priorities and Strategies for Change:	Nil

∅ Corporate Business Plan

Theme:	4. Communication and Leadership
Priorities:	Nil
Objectives:	4.2 Decision Making

Sustainability Implications

∅ Strategic Resource Plan

Compliance with the *Local Government (Administration) Regulations 1996* and to also give Council some direction regarding its management of finance over an extended period of time.

Risk Implications

The Statement of Financial Activity is presented monthly and provides a retrospective picture of the activities at the Shire. Contained within the report is information pertaining to the financial cost and delivery of strategic initiatives and key projects.

To mitigate the risk of budget over-runs or non-delivery of projects, the Chief Executive Officer (CEO) has implemented internal control measures such as regular Council and management reporting and a quarterly process to monitor financial performance against budget estimates.

Materiality reporting thresholds have been established at 10% or \$10,000 whichever is greater, for operating and capital, to alert management prior to there being irreversible impacts.

It should also be noted that there is an inherent level of risk of misrepresentation of the financials through either human error or potential fraud.

The establishment of control measures through a series of efficient systems, policies and procedures, which fall under the responsibility of the CEO as laid out in the *Local Government (Financial Management Regulations) 1996* regulation 5, seek to mitigate the possibility of this occurring.

These controls are set in place to provide daily, weekly, and monthly checks to ensure that the integrity of the data provided is reasonably assured.

There is a compliance risk associated with this item as the Shire would be contravening the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996* if this Item was not presented to Council. The risk rating is considered to be low (4), which is

determined by a likelihood of unlikely (2) and a consequence of minor (2). This risk will be eliminated by the adoption of the Officer's Recommendation.

Financial Implications

The adoption on the Statements of Financial Activity is retrospective. Accordingly, the financial implications associated with adopting this are nil.

In regard to the proposed budget amendments, the addition of expenditure to the operational account has been offset with an increase to the expected Roads to Recovery income and therefore does not have any overall impact on the budget.

Voting Requirements

Simple Majority

Absolute Majority

Officers Recommendation

That Council:

1. RECEIVE the Draft Statements of Financial Activity and Investment Report for the period ending 31 July 2024 in accordance with Regulation 34 of the Local Government (Financial Management) Regulations 1996; and
2. APPROVES amendments to the Shire of Merredin 2024/25 Annual Budget as per the following table, pursuant to section 6.8(1(b)) of the Local Government Act 1995:

GL/Job	Description	Current Budget	Variation Amount	Revised Budget	Reason
R2R140	Coronation St (R2R)	\$0	\$16,500	\$16,500	Works from the 2023/24 program were not completed until July 2024
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11. Motions of which Previous Notice has been given

Nil

12. Questions by Members of which Due Notice has been given

Nil

13. Matters Behind Closed Doors

Nil

14. Closure

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