

NOTICE OF AN ORDINARY MEETING OF COUNCIL

Dear Council Member

The next Ordinary Meeting of the Shire of Bridgetown-Greenbushes will be held on **Thursday, 30 March 2017** in the Council Chambers, commencing at 5.30pm.

Signed by T Clynch, CEO



Date

23 March 2017

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AGENDA

For an Ordinary Meeting of Council to be held in the Council Chambers on Thursday, 30 March 2017 commencing at 5.30pm

Meeting to be opened by the President

Acknowledgment of Country – Presiding Member

On behalf of the Councillors, staff and gallery, I acknowledge the Noongar People, the Traditional Owners of the Land on which we are gathered, and pay my respects to their Elders both past and present.

Attendance, Apologies and Leave of Absence

President	- Cr J Nicholas
Councillors	- J Boyle - S Hodson - D Mackman - J Moore - A Pratico - P Quinby - P Scallan - A Wilson
In Attendance	- T Clynch, CEO - M Larkworthy, Executive Manager Corporate Services - E Dennis, Executive Manager Community Services - T Lockley, Executive Assistant

Attendance of Gallery

Responses to Previous Questions Taken on Notice

Public Question Time

Petitions/Deputations/Presentations

Comments on Agenda Items by Parties with an Interest

Applications for Leave of Absence

Confirmation of Minutes

C.01/0317 Ordinary Meeting held 23 February 2017

A motion is required to confirm the Minutes of the Ordinary Meeting of Council held 23 February 2017 as a true and correct record.

Announcements by the Presiding Member Without Discussion

Notification of Disclosure of Interest

Section 5.65 or 5.70 of the Local Government Act requires a Member or Officer who has an interest in any matter to be discussed at a Committee/Council Meeting that will be attended by the Member or Officer must disclose the nature of the interest in a written notice given to the Chief Executive Officer before the meeting; or at the meeting before the matter is discussed.

A Member who makes a disclosure under Section 5.65 or 5.70 must not preside at the part of the meeting relating to the matter; or participate in; or be present during any discussion or decision making procedure relating to the matter, unless allowed by the Committee/Council. If Committee/Council allows a Member to speak, the extent of the interest must also be stated.

Questions on Agenda Items by Elected Members

Consideration of Motions of which Previous Notice has been Given

Reports of Officers

Reports of Officers have been divided into Departments as follows:

- CEO's Office
- Finance & Administration
- Planning & Environmental Services
- Works & Services
- Community Services

CEO's Office

ITEM NO.	C.02/0317	FILE REF.	101.3
SUBJECT	2016 Compliance Audit Return		
PROPONENT	Department of Local Government & Communities		
OFFICER	Chief Executive Officer		
DATE OF REPORT	17 March 2017		

Attachment 1 2016 Compliance Audit Return

AUDIT COMMITTEE RECOMMENDATION that the Compliance Audit Return for the 2016 calendar year (Attachment 1) be adopted by Council and forwarded to the Department of Local Government & Communities.

Summary/Purpose

Each year local governments are required to complete a mandatory Compliance Audit Return which must be submitted to Council for adoption prior to being forwarded to the Department of Local Government & Communities.

A statutory requirement was introduced in 2011 whereby the Return is to be reviewed by the Audit Committee prior to its presentation to Council.

Background

The Compliance Audit Return is completed for the previous calendar year and is one of the tools that allow Council to monitor how its organisation is functioning.

The Department of Local Government & Communities requires the Compliance Audit Return to be:

- a) Presented to Council at a meeting of the Council prior to 31st March;
- b) Adopted by the Council; and
- c) The adoption recorded in the Minutes of the meeting at which it is adopted.

Each year the Compliance Audit Return covers various categories and for the 2016 Return, the areas covered are:

- Commercial Enterprises by Local Governments
- Delegation of Power/Duty
- Disclosures of Interest
- Disposal of Property
- Elections
- Finance
- Local Government Employees
- Official Conduct
- Tenders for Providing Goods and Services

After completing the responses to the questions contained in the 2016 Compliance Audit return it should be noted that compliance was achieved in all areas.

The Compliance Audit Return was presented to Council's Audit Committee at its meeting held on 16 March and following discussions it was recommended Council endorse the Compliance Audit Return without modification as follows:

“Committee Decision Moved Cr Pratico, Seconded Cr Nicholas AC.02/0317 That the Compliance Audit Return for the 2016 calendar year (Attachment 2) be endorsed by the Audit Committee and adopted by Council and forwarded to the Department of Local Government & Communities.”

Statutory Environment – Clauses 13 and 14 of the Local Government (Audit) Amendment Regulations 1999 apply.

Policy Implications – Nil

Integrated Planning

- Strategic Community Plan
Outcome 4.2 – A high standard of governance and accountability
4.2.3 – Ensure compliance with relevant legislation
- Corporate Business Plan
Strategy 4.2.3 – Ensure compliance with relevant legislation
4.2.3.2 – Complete Annual Compliance Return and ensure full compliance
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Budget Implications – Nil

Fiscal Equity - Nil

Whole of Life Accounting - Nil

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

Completion of the annual compliance return is essential for ensuring that the organization meets its statutory obligations in performing its functions.

Continuous Improvement

The contents of the compliance return are reviewed by the Department of Local Government each year.

Voting Requirements – Absolute Majority

ITEM NO.	C.03/0317	FILE REF.	Legal L45
SUBJECT	Renewal of Lease – Wandillup Bush Fire Brigade Station		
PROPONENT	Estate of E Moyes		
OFFICER	Chief Executive Officer		
DATE OF REPORT	21 March 2017		

Attachment 2 Draft Lease

OFFICER RECOMMENDATION that Council enters into the lease agreement (as per Attachment 2) with the Estate of Mrs Elvey Moyes for lease of Portion Nelson Location 2313 Mockerdillup Road, Wandillup for the purposes of a Fire Station for the Wandillup Bush Fire Brigade.

Summary/Purpose

The lease for land upon which the Wandillup Bush Fire Brigade Station is situated has expired and approval has been obtained from the land owner for its renewal.

Background

In March 2011 Council resolved (C.13/0311) to enter into the lease agreement with Mrs Elvey Moyes for the purposes of a Fire Station for the Wandillup Bush Fire Brigade.

The lease has expired. Agreement has been reached with the Estate of Mrs Moyes for a new lease (5 years with 5 year extension) on the same terms and conditions of the former lease.

Statutory Environment

The lease considerations are well below the value of a major land transaction as defined by Section 3.59 of the Local Government Act 1995 therefore this Section doesn't apply.

Integrated Planning

- Strategic Community Plan
Objective 3 – our community enjoys a high quality of life
Outcome 3.4 – maintain a safe community
Strategy 3.4.2 - monitor emergency risk, preparedness and response
- Corporate Business Plan – Not Applicable
- Long Term Financial Plan - Nil
- Asset Management Plans
The Wandillup Bush Fire Brigade Station is an asset of the Shire and is subject to annual maintenance and management
- Workforce Plan – Not Applicable
- Other Integrated Planning - Nil

Policy - Nil

Budget Implications

The rent payable by the Shire under the draft lease is one peppercorn per annum, payable upon demand.

Fiscal Equity – Not Applicable

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management

The Wandillup Fire Station is sited at Portion Nelson Location 2313 Mockerdillup Road, Wandillup due to its central location within the brigade area. If the lease weren't to be renewed an alternative site would have to be identified and the existing brigade shed dismantled and relocated.

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

Corporate Services

ITEM NO.	C.04/0317	FILE REF.	131
SUBJECT	February 2017 Financial Activity Statements and List of Accounts Paid in February 2017		
OFFICER	Senior Finance Officer & Executive Manager Corporate Services		
DATE OF REPORT	20 March 2017		

Attachment 3 February 2017 Financial Activity Statements

Attachment 4 List of Accounts Paid in February 2017

OFFICER RECOMMENDATIONS

- 1. That Council receives the February 2017 Financial Activity Statements as presented in Attachment 3.*
- 2. That Council receives the List of Accounts Paid in February 2017 as presented in Attachment 4.*

Summary/Purpose

Regulation 34 of the Local Government (*Financial Management*) Regulations 1996 (the Regulations) requires a local government to prepare each month a statement of financial activity reporting on the sources and applications of its funds. Further, where a local government has delegated to the Chief Executive Officer the exercise of its power to make payments from the municipal and trust funds, a list of those accounts paid in a month are to be presented to the council at the next ordinary meeting (see Reg 13 of the Regulations).

Background

In its monthly Financial Activity Statement a local government is to provide 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) of the Local Government Act;
- (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.

Each of the Financial Activity Statements 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 sub-regulation (1)(d); and
- (c) such other supporting information as is considered relevant by the Local Government.

The information in a statement of financial activity may be shown:

- (a) according to nature and type classification;
- (b) by program; or
- (c) by business unit.

The Financial Activity Statement and accompanying documents referred to in sub-regulation 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.

Statutory Environment

Section 6.4 (Financial Report) and Section 6.8 (Expenditure from municipal fund not included in annual budget) of the Local Government Act 1995, and Regulations 13 (List of Accounts) and 34 (Financial activity statement report) of the Local Government (*Financial Management*) Regulations 1996 apply.

Integrated Planning

- Strategic Community Plan 2013
Objective 4: A collaborative and engaged community
Outcome 4.2: A high standard of governance and accountability
Strategy 4.2.3: Ensure compliance with relevant legislation
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil

- Other Integrated Planning - Nil

Policy

F.6. Purchasing Policy - To ensure purchasing is undertaken in an efficient, effective, economical and sustainable manner that provides transparency and accountability.

F.7. Reporting Forecast Budget Variations Policy - To set a level of reporting detail (in Financial Activity Statement) that ensures that the council is satisfied with the implementation of its annual budget.

Budget Implications

Expenditure incurred in February 2017 and presented in the list of accounts paid, was allocated in the 2016/17 Budget as amended.

Fiscal Equity – Not applicable

Whole of Life Accounting – Not applicable

Social Equity – Not applicable

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority – Not Applicable

Voting Requirements – Simple Majority

ITEM NO.	C.05/0317	FILE REF.	133
SUBJECT	Adoption of the 2016/2017 Budget Review		
OFFICER	Chief Executive Officer Executive Manager Corporate Services		
DATE OF REPORT	9 March 2017		

Attachment 5 2016/2017 Budget Review

OFFICER RECOMMENDATION That Council:

- 1. Adopt the budget review with the variations detailed at Note 2 of the Budget Review document (Attachment 5) for the period 1 July 2016 to 31 January 2017 and amend the budget accordingly.*
- 2. Notes the budget review for the period 1 July 2016 to 31 January 2017 generates a budgeted surplus of \$45,284.*
- 3. Allocates the surplus of \$45,284 to the Building Maintenance Reserve.*

Summary/Purpose

To consider and adopt the Budget Review as presented in the Statement of Financial Activity (Budget Review) for the period 1 July 2016 to 31 January 2017 and accompanying notes.

The budget review was presented to the Audit Committee on 16 March 2017 for review and a summary of the main findings of the budget review is provided in this report.

Background

A Statement of Financial Activity (Budget Review) incorporating year to date budget variations and forecasts to 30 June 2017 for the period ending 31 January 2017 is presented for Council consideration. The Local Government (*Financial Management*) Regulations 1996, regulation 33A, requires that local governments conduct a budget review between 1 January and 31 March in each financial year. A copy of the review and determination is to be provided to the Department of Local Government and Communities within 30 days of the adoption of the review.

Officer Comment

The budget review has been prepared to include information required by the Local Government Act 1995, Local Government (*Financial Management*) Regulations 1996 and Australian Accounting Standards. A budget review is a detailed comparison of the year to date (31 January 2017) actual results with the adopted or amended budget. The review process establishes whether a Local Government expects to meet its budget commitments i.e. is in receipt of income and incurs expenditure in accordance with the adopted budget.

Council's '*F.7 Reporting Forecast Budget Variations Policy*' sets a minimum reportable variance of \$1,000. In determining items to be included in the budget review this limit has been used as a general guide. As a result of the proposed adjustments presented in Note 2 of the Budget Review document the estimated closing funds have increased from \$0 to \$45,284.

In summary the estimated surplus is represented as follows:

Decrease in Operating Revenues	(\$ 38,229)
Decrease in Operating Expenses (excluding non-cash items)	\$ 264,880
Decrease in Capital Revenues	(\$ 165)
Increase in Capital Expenses	(\$176,115)
Increased Transfers from Reserves	\$ 531
Increased Transfers to Reserves	(\$ 21,500)
Increase in Opening Funds as at 1 July 2016	\$ 15,882
Closing Surplus as at 30 June 2017	\$ 45,284

Set out below is a list of significant variations included in the budget review:

Works Services

- Numerous movements between works and services jobs for wages, plant, overheads and materials/contracts that result in an overall cash savings of

\$152,132. \$104,219 of this identified savings is due to wages, overheads and plant charged to the Tweed Road reconstruction job previously budgeted as materials/contracts

- A transfer of \$16,778 from the Sanitation Reserve to cover additional waste service operational costs
- Savings in net change over costs of \$39,919 for identified plant items, these savings are offset by a reduction in the transfer of funds from the Plant and Sanitation Reserve accounts
- Vehicle/plant parts and repairs increased by \$25,000 due to major breakdown of the waste site traxcavator
- Savings of \$30,000 estimated in fuel and oil usage costs

Community Services

- Operations at the Bridgetown Leisure Centre is predicted to result in a net operating subsidy of \$503,851 which is an increase of \$48,345 from the original budget. Of this, \$14,256 is due to additional electricity costs with the balance being attributed to reduced income
- Expenditure and grant revenue of \$25,000 removed for CCTV as the Shire did not qualify under the specific grant criteria
- Expenditure and grant revenue of \$306,728 removed for the regional bridle trail project as grant funds will not be received until 2017/18
- Expenditure and grant revenue of \$14,550 included for installation of shade sails at Thompson Park

CEO/Corporate Services

- Interim rates revenue raised but not budgeted \$14,000
- Reduction in general interest revenue of \$13,500
- Various reallocations of Administration wages and overheads for all departments – no impact on budget
- Various reallocations of building maintenance officer wages and overheads – no impact on budget
- Additional Fire Prevention expenditure of \$24,753 to be reimbursed by DFES (\$8,169 for CESM overtime and \$13,849 for fire fighting costs incurred)
- Expenditure and ESL grant revenue of \$22,843 removed for water tanker garage as grant funds were not available this year
- Reduced income estimates for planning development applications and building/septic approvals totalling \$33,500
- Additional grant revenue of \$20,000 included for the new admin traineeship, noting that \$10,000 of this is also included as a transfer to reserve as the twelve month tenure extends into next financial year
- A reduction in building control contractor costs of \$10,000 due to reduction in building applications received
- An overall increase in salaries and wages cost of \$86,938 due to annual leave and long service leave payouts for terminating staff. This increase is offset by a reduction in the estimated current leave liability as at 30 June 2017

Key Findings

The mid-year budget review has highlighted the following issues that need to be addressed in the 2017/18 budget:

- Budgeting for the works and services program needs to have less regard to historical costs and more emphasis on the level of services expected to be delivered;
- The operating subsidy of the Bridgetown Leisure Centre is inconsistent with the endorsed business plan and contrary to the forecasts included in the budget. Council has identified the need for operational and service delivery changes at the BLC with a review of the method of service delivery due no earlier than mid 2018. A number of changes in programs and service delivery have been attempted but have not succeeded in meeting budget expectations. It will therefore be necessary for staff to continue to investigate and implement changes that result in an improved financial performance.

The report presented to the Audit Committee recommended that the estimated surplus of \$45,284 be allocated to the Building Maintenance Reserve.

The mid-year budget review was considered by the Audit Committee at its meeting held 16 March 2017 where the following recommendations were carried:

“Committee Decision *Moved Cr Nicholas, Seconded Cr Moore*
AC.03/0317 That the Audit Committee:

- 1. Endorses the budget review for the period 1 July 2016 to 31 January 2017 as presented in Attachment 3 of the Committee agenda.*
- 2. Notes the budget review for the period 1 July 2016 to 31 January 2017 generates a budgeted surplus of \$45,284.*
- 3. Recommends to Council that the surplus of \$45,284 be allocated to the Building Maintenance Reserve.”*

Notwithstanding the wording of Part 1 of the above Committee recommendation a slight amendment to the wording of Part 1 of the recommendation to Council has occurred to ensure that the statutory wording requiring “adoption of a budget review with the variations detailed at Note 2 of the Budget Review document for the period 1 July 2016 to 31 January 2017 and amend the budget accordingly” is contained in the Council resolution.

Statutory Environment

Regulation 33A of the *Local Government (Financial Management) Regulations 1996* requires:

- (1) Between 1 January and 31 March in each year a local government is to carry out a review of its annual budget for that year.
- (2) Consideration and review is to be given to a local government’s financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year.
- (3) Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.

(4) A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.

**Absolute majority required.*

(5) Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.

Integrated Planning

- Strategic Community Plan
Outcome 4.2 – A high standard of governance and accountability
4.2.3 – Ensure compliance with relevant legislation
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Nil
- Other Integrated Planning - Nil

Policy – Not applicable

Budget Implications

Specific financial implications are as outlined in Note 2 to the Budget Review document.

Fiscal Equity

The budget has been reviewed based on sound financial management and accountability principles and is considered to deliver a sustainable economic outcome for Council and the community.

Whole of Life Accounting – Not applicable

Social Equity

The budget has been reviewed to deliver social outcomes identified in various planning and community supporting strategies that have previously been adopted by the council.

Ecological Equity – Not applicable

Cultural Equity – Not applicable

Risk Management – Not Applicable

Continuous Improvement – Not applicable

Delegated Authority - Not Applicable

Voting Requirements – Absolute Majority

Planning & Environmental Services - Nil

Works & Services

ITEM NO.	C.06/0317	FILE REF.	
SUBJECT	Budget Amendments – 2016/17 Works Program		
OFFICER	Executive Manager Works & Services and Chief Executive Officer		
DATE OF REPORT	22 March 2017		

OFFICER RECOMMENDATION that Council:

1. *Amends its 2016/17 budget as follows:*

- i. Job RT07 Nelson Street – increase expenditure by \$20,000 from \$150,000 to \$170,000.*
- ii. Job RT27 Padbury Road – increase expenditure by \$32,050 from \$35,000 to \$67,050.*
- iii. Job RT68 Walter Willis Road – increase expenditure by \$39,908 from \$35,000 to \$74,908.*
- iv. Job RT72 Dalmore Road – increase expenditure by \$7,870 from \$90,000 to \$97,870.*
- v. Job RT73 Hester Street – increase expenditure by \$35,000 from \$50,000 to \$85,000.*
- vi. Job RT74 Hampton Street – decrease expenditure by \$34,000 from \$34,000 to \$0.*
- vii. Job RT75 Hornby Street – decrease expenditure by \$11,256 from \$35,000 to \$23,744.*
- viii. Job RT76 John Street - decrease expenditure by \$38,000 from \$38,000 to \$0.*
- ix. Job RT77 Grange Road - increase expenditure by \$8,451 from \$30,000 to \$38,451.*
- x. Job RT78 Kendall Road - decrease expenditure by \$33,693 from \$49,514 to \$15,821.*
- xi. Job RR16 Mockerdillup Road – increase expenditure by \$400 from \$21,000 to \$21,400.*
- xii. Job RC44 Centreline Marking – decrease expenditure by \$14,029 from \$17,209 to \$3,180.*
- xiii. Job RC39 Wilga Road - decrease expenditure by \$4,330 from \$44,309 to \$39,979.*
- xiv. Job RC45 Sportsground Access Road – increase expenditure by \$1,498 from \$50,000 to \$51,498.*
- xv. Job FP18 Forrest Street Footpath – increase expenditure by \$8,000 from \$34,000 to \$42,000.*
- xvi. Job FP34 Steere Street Nibs – decrease expenditure by \$24,657 from \$24,657 to \$0.*
- xvii. Job FP26 Hester Street Footpath – decrease expenditure by \$1,200 from \$18,800 to \$17,600.*
- xviii. Job DR21 Palmers Road Drainage – decrease expenditure by \$35,300 from \$47,000 to \$11,700.*
- xix. Job DR05 Phillips Street Drainage – decrease expenditure by \$16,521 from \$46,844 to \$30,323.*

- xx. *Job ZA02 Road Maintenance Outside Unsealed – increase expenditure by \$59,809 from \$348,464 to \$408,273.*
2. *Notes the deferral or carry-forward of the following jobs for consideration in the 2017/18 budget:*
- i. *RT74 - Hampton Street*
 - ii. *RT76 - John Street*
 - iii. *FP34 - Steere Street Nibs*
 - iv. *FP26 - Hester Street Footpath*
 - v. *DR21- Palmers Road drainage*

Summary/Purpose

Due to some changes in scope of some road construction jobs in the 2016/17 budget and recent resignations from the works crew affecting short term capacity, a further review (outside the mid-year budget review) of the works & services road construction and maintenance programs has been conducted. This has led to a number of proposed budget amendments as detailed in the report.

Background

Separate to the mid-year budget review (refer item C.05/0317) a specific review of the budget allocations and expenditure of the Shire’s works construction program has been undertaken.

The mid-year budget review has a baseline of 31 January 2017 whereas this specific report has a baseline of 21 March 2017. For the purpose of reporting to Council the sanctity of the 31 January mid-year budget review date has been maintained therefore the works construction program has been reassessed outside of that budget review process.

Since the assessment processes used in compilation of the mid-year budget review there has been some significant changes to the works crew with two employees (labourer and grader driver) resigning and yet to be replaced. At the same time some of the scopes for specific works jobs were amended due to unforeseen factors during the construction period. These issues have in some cases led to either increases or savings on original budget estimates or have led to a recommendation that some specific jobs be deferred to 2017/18.

Below is a table listing various works jobs contained in the 2016/17 budget that are proposed for amendment, together with reasons for these amendments.

Job No.	Job Description	Budget Review Amount (\$)	Estimated Final Cost (\$)	Difference Surplus/(Deficit) (\$)	Comments
RT07	Nelson Street	150,000	170,000	(20,000)	Some unforeseen issues extended the construction timetable. With the job being predominantly done in-house the majority of increased costs were wages, overheads and plant costs
RT27	Padbury Road	35,000	67,050	(32,050)	The scope of this job was increased due to the need for greater tree clearing and

					drainage than had been envisaged in the preliminary design
RT68	Walter Willis Road	35,000	74,908	(39,908)	The savings identified in other jobs listed in this table will allow an increase in the length of road to be gravel sheeted than allowed under the current budget allocation
RT72	Dalmore Road	90,000	97,870	(7,870)	Additional length of re-sheeting done to complete section of road near Falnash Road
RT73	Hester Street	50,000	85,000	(35,000)	Significant drainage issues identified during course of works. A revised drainage design done to direct drainage away from new terrace seating area
RT74	Hampton Street	34,000	0	34,000	It is proposed to defer this job to 2017/18 with the savings used to fund the other works described in this table
RT75	Hornby Street	35,000	23,744	11,256	Less kerbing and drainage required resulting in savings
RT76	John Street	38,000	0	38,000	It is proposed to defer this job to 2017/18 with the savings used to fund the other works described in this table
RT77	Grange Road	30,000	38,451	(8,451)	The savings identified in other jobs listed in this table will allow an increase in the length of road to be gravel sheeted
RT78	Kendall Road	49,514	15,821	33,693	In the mid-year budget review this job was increased by \$20,514 however since that review an invoicing error has been identified and the actual costs were actually less than the originally budgeted amount
RR16	Mockerdillup Road	21,000	21,400	(400)	Works completed with very small cost overrun
RC44	Centreline Marking	17,209	3,180	14,029	MRWA has agreed to fund new centreline marking on Hester Road and Henderson Road therefore savings on Council expenditure will occur
RC39	Wilga Road	44,309	39,979	4,330	Works completed with small savings realised
RC45	Sportsground Access Road	50,000	51,498	(1,498)	Works completed – suitable end point had to be created thus small over-expenditure occurred
FP18	Forrest Street	34,000	42,000	(8,000)	Works to be done by

	Footpath				contractor and quotes are higher than anticipated when preparing original budget
FP34	Steere Street Nibs	24,657	0	24,657	Works deferred pending removal of barricades at Freemasons Hotel and further consultation with MRWA. Job is to be included in 2017/18 budget
FP26	Hester Street Footpath	18,800	17,600	1,200	Significant earthworks and disruption to adjoining properties would occur for this footpath to be constructed therefore a review of this job is recommended as part of the 2017/18 budget process. The “materials” component of this job has been separated and is proposed to be carried-forward to the 2017/18 budget.
DR21	Palmers Road Drainage	47,000	11,700	35,300	Agreement with adjacent property owner for easement and disposal of stormwater yet to be reached therefore it is intended to carry-forward this job to the 2017/18 budget. The \$11,700 retained for this job represents the “materials” component with the \$35,300 in wages, overheads and plant costs to be transferred to other jobs scheduled for completion in 2016/17
DR05	Phillips Street Drainage	46,844	30,323	16,521	A revised scope for this job has seen smaller sized pipes required which has resulted in savings
ZA02	Road Maintenance Outside Unsealed	348,464	408,273	(59,809)	The overall savings in the above 19 capital works jobs totalled \$59,809 and this amount is proposed to be reallocated to unsealed road maintenance. This will allow more maintenance grading, culvert maintenance and shoulder maintenance to occur

In the mid-year budget review report a comment was made that future budgeting for the works and services program needs to have less regard to historical costs. Discussions at senior management level on this issue have occurred and some changes to our budget development processes have been identified for further investigation between now and the commencement of the budget process.

Statutory Environment

Regulation 33A of the Local Government (Financial Management) Regulations 1996 pertains to Councils undertaking a mid-year budget review (refer Item C.05/0317). Technically this specific review of the works & services road construction and maintenance programs falls outside the mid-year budget review the process followed in conducting this review has been similar,

Integrated Planning

- Strategic Community Plan
Strategic Community Plan 2013
Objective 1 – a strong, resilient and balanced economy
Outcome 1.5 – maintain an appropriate standard of transport networks, roads and pathways
- Corporate Business Plan - Nil
- Long Term Financial Plan - Nil
- Asset Management Plans - Nil
- Workforce Plan – Not Applicable
- Other Integrated Planning
The forthcoming review of the 10 Year Strategic Works Program will need to consider the insertion of the jobs recommended for deferral to 2017/18. This may result in jobs currently in Year 2 of the program not progressing through to Year 1 (2017/18).

Budget Implications

The recommendations will have no net effect on the 2016/17 budget however it does result in the works proposed for Hampton Street, John Street, Steere Street nibs, Hester Street footpath and Palmers Road drainage not occurring this year.

Fiscal Equity

The officer recommendation proposes the reallocation of expenditure for a number of different works jobs including the deferral of five specific jobs. Members of the public that would have benefited from those specific works being done this year may feel the outcomes are inequitable however it is proposed that the deferred works will be presented to Council for inclusion in the draft 2017/18 budget.

Whole of Life Accounting – Not Applicable

Social Equity – Not Applicable

Ecological Equity – Not Applicable

Cultural Equity – Not Applicable

Risk Management – Not Applicable

Continuous Improvement – Not Applicable

Voting Requirements – Simple Majority

Community Services - Nil

Consideration of Standing Committee Recommendations

C.07/0317	Standing Committee Minutes – 9 March 2017 – Attachment 6
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Note: All Attachments referenced in the Standing Committee Recommendations below are as per the Standing Committee Agenda.

C.08/0317	Request for Council to Adopt a 'Wood Encouragement Policy'
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Committee Recommendation Moved Cr Boyle, Seconded Cr Quinby
SC.02/0317 That Council, noting the recommendation from its Sustainability Advisory Committee, declines to adopt the proposed Wood Encouragement Policy.

C.09/0317	Proposed Policy – Salary Packaging
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Committee Recommendation Moved Cr Pratico, Seconded Cr Hodson
SC.03/0317 That Council adopt Policy A.26 – Salary Packaging.

C.10/0317	The Youth Plan 2017-2021
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Committee Recommendation Moved Cr Scallan, Seconded Cr Pratico
SC.04/0317 That Council notes the content of the written submission received from Blackwood Youth Action as per Attachment 3 and the notes the Submission Schedule as per Attachment 4.

Committee Recommendation Moved Cr Scallan, Seconded Cr Pratico
S.04/0317a That Council adopts the revised Draft Youth Plan 2017-2021 (Attachment 5) with the 3 changes as identified in Attachment 4 as follows:

- (i) On page 14 where the names of the service providers and youth organisations are detailed, No 11 Blackwood Youth Advocacy Inc. will be changed to read Blackwood Youth Action Inc.
- (ii) On Page 14, in the Key Theme Table under the heading "Concerns" the points below will be included:
 - Lack of accessibility to services due to transport.
 - Small number of services available
 - Lack of anonymity
 - Few opportunities in the out of school environment to support and engage marginalised and at risk youth.
- (iii) On Page 7, subheading 'Education' – end of 2nd paragraph - change 'might be offered' to 'would be offered'.

Committee Recommendation Moved Cr Scallan, Seconded Cr Pratico
SC.04/0317b Adopts the Youth Advisory Committee Instrument of Appointment & Delegation as per Attachment 6.

C.11/0317	Rolling Action Sheet
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Committee Recommendation Moved Cr Pratico, Seconded Cr Quinby
SC.05/0317 That the information contained in the Rolling Action Sheet be noted.

C.12/0317	Adoption of En Bloc Items
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A motion is required to adopt the En Bloc Items.

Receival of Minutes from Management Committees - Nil

Urgent Business Approved by Decision

Responses to Elected Member Questions Taken on Notice - Nil

Elected Members Questions With Notice

Notice of Motions for Consideration at the Next Meeting


Matters Behind Closed Doors (Confidential Items)

Closure

The President to close the Meeting

List of Attachments

Attachment	Item No.	Details
1	C.02/0317	2016 Compliance Audit Return
2	C.03/0317	Draft Lease
3	C.04/0317	February 2107 Financial Activity Statements
4	C.04/0317	List of Accounts Paid in February 2017
5	C.05/0317	2016/17 Budget Review
6	C.07/0317	Standing Committee Minutes – 9 March 2017

Agenda papers checked and authorised by T Clynch, CEO		23.3.17
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